



Inver Grove Heights City Council
Monday, June 12, 2023 at 6:00 PM
8150 Barbara Ave, 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, June 12, 2023, will be provided to the Council at or before the June 12, 2023 meeting.

1. Call to Order

2. Roll Call

3. Presentations

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.** Minutes of the May 1, 2023 City Council Work Session
- B.** Minutes of the May 8, 2023 City Council Meeting
- C.** Minutes of the May 22, 2023 City Council Meeting
- D.** Approval of Disbursements
- E.** Personnel Actions
- F.** Exempt Charitable Gambling Permit for the Church of St. Patrick
- G.** Approval of Massage Business and Therapist Licenses
- H.** Joint Powers Agreement (JPA) with Dakota County and Project Budget for Concord Boulevard Project
- I.** Ordering Feasibility Study for the 2024 Pavement Management Initiative (PMI) Project Areas
- J.** Resolution Approving Minimum Cash Reserve Policies for Water & Sewer Operating Funds, Transferring Excess Balances and Consolidating Capital Funds
- K.** Resolution Approving a One-Year Conditional Use Permit Extension for 7855 Cahill Avenue (Assisted Living Facility)
- L.** Resolution Accepting Donations from the Inver Grove Heights Public Safety Foundation
- M.** Acceptance of Grant to the Police Department
- N.** Resolution Accepting Memorial Donation to the Police Department

- O. Updated Service Contract for Weather Warning Sirens
- P. Authorization to Enter into 2023-2025 Labor Agreement with LELS, Local 540
- Q. Resolution Establishing Juneteenth as a City Holiday

5. **Public Hearing**

- A. Temporary Two-Day Liquor License for Church of St Patrick

6. **Regular Business**

- A. Comprehensive Annual Financial Report for the Year Ended December 31, 2022
- B. Rental Housing Licenses
- C. Request for Variance from Setbacks and Accessory Structure Size Limitations, 10471 Barnes Avenue
- D. First Reading of an Ordinance Establishing a City Licensing Requirement for Tobacco Sales
- E. Second Reading of Ordinance Amending City Code Related to Alcoholic Beverages in City Parks
- F. Resolution Approving Contract For NWA 65th Street Small Area Plan Land Use and Engineering Planning Services

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.

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION MEETING
MONDAY, MAY 1, 2023 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, May 1, 2023, in person. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich, Council Members: T’Kach, Gliva, Scales; City Administrator Kris Wilson, City Attorney Bridget McCauley Nason, Deputy City Clerk Katie Malott, Public Works Director Brian Connolly, Finance Director Amy Hove, Parks and Recreation Director Adam Lares, Parks Superintendent/City Forester Brian Swoboda

Absent: Councilmember Murphy

Mayor Dietrich asked her fellow Councilmembers, those present in Council Chambers, and those watching at home, to join her in a moment of silence in honor of the Inver Grove Heights Police Officer, Ben Bidon, who passed away unexpectedly late yesterday as a result of an off duty medical emergency. Officer Bidon joined the Inver Grove Heights Police Department in May, 2015 and most recently served as an Investigator. He is survived by his wife Ashley and three daughters.

With his passing just yesterday, this is something Officer Bidon’s family and the Inver Grove Heights Police Department are still absorbing. Our thoughts and prayers go out to his wife and daughters, his colleagues, and all his family and friends. Once there has been more time to process this loss, more will be shared in his memory and in honor of Officer Bidon.

3. DISCUSSION ITEMS:

A. Veterans Memorial Greenway Project Design Update

Deputy City Clerk Katie Malott stated four emails have been submitted for public comment and need to be entered into the public record.

Motion by Scales, second by T’Kach, to accept the four emails referenced into the public record.

Ayes: 4

Nays: 0 Motion carried.

Public Works Director Brian Connolly said he would be introducing the city’s partners from Dakota County who have asked to give an update on the Veterans Memorial Greenway. He introduced Niki Geisler, Parks Director, for Dakota County Parks and Tony Wotzka, Senior Project Manager, Dakota County, who is leading the project management component of this project.

Niki Geisler, Parks Director for Dakota County, mentioned that Tony Wotzka, Project Manager, would be presenting. Also, in attendance from Dakota County is Planning Manager Kurt Chatfield and two County Commissioners: Commissioner Droste and Commissioner Atkins. An update on planning for the Veteran’s Memorial Greenway would be provided to facilitate discussion and seek insight.

Project History:

- Resolution adopted by the City Council in 2017
- Preliminary design concluded in 2020 when the name was officially changed to the Veteran’s Memorial Greenway
- A Veteran’s Advisory Group was established

- Spent the last few years designing and engineering the greenway corridor and planning for the memorial and interpretive concepts
- Two open houses were held
- Presented to the Parks Commission
- During the second open house in June 2022, discussion was had about the trail alignment with several residents along 105th
 - Trails and feedback were received that Dakota County wanted to address
- Shifted the 105th section to Phase 3 to allow for more time to evaluate alignment options and address concerns
- Discussion with the City Council on May 1, 2023 to discuss options

Tonya Wotzka, Project Manager, Dakota County, displayed a graphic from the original 2017 Master Plan that showed alignments.

- In the 2018 Feasibility Study, 105th Street was identified as the eastern segment alignment
- The alignment has stayed the same on the west side in Eagan
- Small shift in the middle section as it went through Flint Hills property

Preferred Alignment was switched into three different phases:

- Middle Phase/Phase 1, construction in 2024
- Phase 2 was the eastern section, switched over to Phase 3
- Phase 2 is now the western section on the Eagan side with construction in 2025
- Phase 3 construction in 2026
- Each phase happens simultaneously

Phase 3 Alignment: Begins at Rich Valley Park (identified in the Feasibility Study)

- Four different alternatives were looked at in the study:
 1. Widening the pavement and adding actual bike lanes as the greenway
 2. Widening the pavement and adding on-street greenway
 3. Maintaining the existing roadway and adding a drainage swale with trail separated from the roadway (evaluated further in the preliminary design phase)
 4. Incorporating curb and gutter, urbanizing the roadway with a turf boulevard alignment, off-street alignment (evaluated further in the preliminary design phase)
- Four off-street trail options were discussed with the city in May, 2022, revised, and presented to the city in February, 2023:
 1. Trail 25 feet from the roadway with a drainage ditch
 2. Full or partial urbanized roadway with a 10-foot trail that has a 3-foot boulevard
 3. Full or partial urbanized roadway with an 8-foot trail that has a 3-foot boulevard
 4. Having an 8-foot trail with 11-foot travel lanes.
 - Modifying the alignment closer to the railroad for the crossing.

105th Street Off-Street Option One - Key Attributes:

- Does not urbanize the roadway, stays as is
 - Includes drainage ditch that meets city grading swale requirements
 - Trail would not be in the median right of way, would require permanent right of way acquisition from each property owner
- Quick Analysis: High level complexity when it comes to the property and the impacts. Would be a challenge to construct.

105th Street Off-Street Option Four:

- Off street option
- Narrow lanes
- Built in public right of way
- Includes a small boulevard space behind the curb, 8-foot trail, space for snow storage

- Urbanizes all or a portion of the road
 - Greenway minimum of 8 feet with boulevard space and snow storage behind
 - Requires temporary construction easements
- Quick Analysis: Feasible to construct. Requires additional coordination with the city for stormwater and right of way needs. Most limited private property impacts analyzed for off street options. Additional options could continue to be analyzed regarding on street or off street.

Issues, Opportunities, Constraints - (Entire project from west to east):

Issues:

- There would be private property easement requirements for preferred alignments throughout the entire alignment
- Still working through water management needs
- Greenway alignment easement needs from other utilities such as MnDOT, Railroad, and private properties

Opportunities:

- Community benefit of a regional greenway
- Three grade-separated crossings of major highways
- Opportunities to coordinate additional work with MnDOT and others
- Opportunity with 105th Street with the county taking the trail project as a county project

Constraints:

- Easements, private property impacts
- Coordinating with railroad and private utility companies for agreements and easements
- Balancing easement needs with greenway trail safety and design standards
- Awarded state and federal funds. Sunset dates come with construction

Memorial Nodes Open House:

- Held June 29, 2022, at the Veterans Memorial Community Center
- Attended by 30-35 residents, mostly neighbors along 105th Street
- Feedback received:
 - Concern about the loss of property, right of way
 - Memorial node location
 - Paving the street itself
 - Easement and construction taking large parts of public property
 - Trail bringing increased noise, trash, crime
 - Changing the character of the neighborhood
 - Speeding on the road itself today
 - Support for the greenway
 - Support for the future with a quiet zone for the railroad crossing

City Council Feedback:

- Present an update of where things are at, what they have been doing
- What kind of information they can provide this greenway alignment
- Support of the greenway alignment if proposed along 105th
- If there is an opinion about paving or urbanizing 105th and what information may be needed to help, make that decision
- How to help engage and the best way to engage with 105th Street residents
- If the City Council and staff would like to be involved and if so, method of how and how much

Councilmember Scales mentioned the original plan had 117th Street. He asked why they moved away from going down 117th.

Mr. Wotzka replied that 117th was identified as an option. With general greenway standards, they like to build greenways, not adjacent to roadways, but away to have a linear park feel. It

would be adjacent to the highway if following 117th Street. The context to the road is not as "greenwaysque" as they typically want to see. This is where northern options came in such as the Flint Hills Property and further north. They are also looking at railroad crossings and US 52 crossings. These are major crossings to work with in partner with the owners. 117th Street could happen, the alternatives further north was more desirable.

Councilmember T'Kach liked the grade separated crossings. She asked if there were non-separated crossings of major roads.

Mr. Wotzka replied there are a couple. Akron is an at-grade crossing. The ones at-grade are local streets going to local neighborhoods with a small volume of traffic considering the highways they are crossing.

She asked if that would be controlled more than a typical community street was.

Mr. Wotzka replied that the type of crossing treatments would be what they would get into next, with Phase 1. This could possibly include pavement markings, signs, a raised crossing.

Maintenance would also be looked into in terms of plows, snow. Visibility and safety are a factor.

Councilmember T'Kach liked that it was off street. She asked if there was possibility of narrowing the street further if it were to be aligned on 105th.

Mr. Wotzka replied he did not think it was out of the question. There are local roads under 11 feet in terms of travel lanes. They would have to check volume and context. This is something they could explore. Part of the analysis would be to see if 10 was feasible.

Councilmember T'Kach asked if the county would maintain the trail 12 months of the year.

Mr. Wotzka replied the county could do snow removal and upkeep of the trail (seal or crack coating). There have been situations where they partner with the local cities to do the work and then pay the city to do it.

Councilmember T'Kach asked what the sunset dates of the funds were.

Mr. Wotzka replied there are federal funds and state funds. He thought the dates were the 26th and the 28th. They can be used throughout the phases. Federal funds are dedicated to Phase 2/Phase 3. There may be an option to dedicate all of one phase or the other.

Councilmember T'Kach asked how concerns over the loss of right of way would be addressed. She asked if there were people addressing that concern and how many people were along that corridor that they have heard from.

Mr. Wotzka responded that he is new to this management role since January. There were 30-35 in attendance at the open house in June. There was some support and opposition.

He addressed the loss of property/right of way stating that their intent was to have the larger ditch with 25 feet, right of way needed. The design team went back to the actual roadway section to put it as close to the road as possible. The trail would be in the city right of way. Easement needs are for construction, those would be restored.

Councilmember T'Kach referenced the landscaping and treatment of properties and questioned if it would be more amenable to some property owners to densify the vegetation on the private site. She asked if that would help some of the concerns with safety.

Mr. Wotzka replied that another option would be the introduction of fencing. Further discussion surrounding this will take place.

Councilmember T'Kach asked if an analysis was done regarding the benefit of running the trail on the north side with the sun to melt snow and water after rain, and/or shade.

Mr. Wotzka replied the trail was shifted to the north side on the eastern portion in response to the railroad crossing. He said he could discuss what analysis was done and the feasibility with the design team.

Councilmember Gliva referenced the paving of 105th Street and asked if there would be assessments and what would happen to the maintenance.

Mr. Wotzka replied there are no private property assessments. It would remain a city street. Discussion would likely return to the city regarding maintenance. He did not believe there was enough information at this time to determine yet.

City Administrator Wilson asked if paving 105th Street was inherent in this project. She questioned if there was a scenario in which the greenway goes in, if 105th Street does not get paved.

Mr. Wotzka replied if following the roadway itself or if the trail is a line on the road, they would have to pave the gravel section to have the trail follow, this includes off-street versions. There may be ways it could be designed with curb/gravel.

Councilmember T'Kach said she has a hard time supporting the paving of that road for several reasons. The long-term costs to the city if it remains a city street, people wanting it to remain as a rural area, could keep traffic slower, keeping the street narrow also keeps traffic slower. She supports the bike pathway. She suggested sitting down with residents, in their neighborhood, going out to them. Questions could be asked up front so staff and the Council can come prepared to answer the questions. She requested to know who has and has not attended for when they knock on doors.

Mayor Dietrich said her concern was with any further costs to the city; she requested additional information.

City Administrator Wilson stated that Councilmember Murphy was unable to attend tonight's meeting but did review Council packet materials. He noted he has no issues with the projects and believes when complete, residents/visitors will appreciate a trail in the general area. He had shared in his opinion, that the trail should be located away from the road making it a more enjoyable experience for users.

Mayor Dietrich mentioned she would like it away from the road due to safety.

Mr. Wotzka shared Next Steps:

- County Board approval on the Veterans Memorial Greenway Interpretive Plan (Summer 2023)
- Continued on-going public engagement
 - Website updates
 - Pop up events and open houses
 - Agency coordination
 - Property owner meetings
 - City Council and Commission updates and approvals
- Phase 1 Updates:
 - Constructed through 2024
 - Ground Breaking - late fall 2023
 - Phase 1 construction complete - 2024
- Phase 2 Updates:
 - Right of way and easement coordination with private utilities and private properties - 2023-2024
 - Preliminary design- 2023
 - Final design - 2024

- Phase 2 construction - 2025

B. Review of Interfund Loans

Finance Director Amy Hove discussed Interfund Loans:

Interfund Loan Definition: One fund loans/advances money to another fund with a requirement for repayment. Approved by a governing body (resolution also includes repayment terms and interest rate if applicable).

- The city currently has six (6) Interfund Loans:
 - Community Center/Central Equipment - 2016 Energy improvements
 - Community Center/Central Equipment - 2016 Roof project
 - Remaining balance: \$1,050,640.01
 - Community Center/Central Equipment - 2018 East Rink replacement
 - Community Center/Central Equipment - 2018 West Rink replacement
 - Golf Course/Central Equipment - 2016 Course improvements
 - EDA/Host Community Fund - 2012 Golf Course land purchase

Community Center - 2016 Loans Annual Repayments:

- Repayment amount is determined by taking what Xcel gives as a credit on the solar panels and applying that to the cost paid to the solar panel company for administering the energy.
- 50% of the savings calculation that staff performs every year is applied to the Roof Loan and 50% is applied to the Energy Improvement Loan.
 - In 2022: \$23,490.70 (Each loan was paid \$11,745.35)
 - In 2021: \$14,284.44 (\$7,142.22 to each loan)
 - Based on the 2022 calculation, loans would not be paid off for 27 years and 61 years, respectively.
- Community Center receives an annual operating transfer in from the Host Community Fund. The Community Center does not generate excess revenue available to pay down a loan. The Host Community Fund loans the Community Center money to make their loan payment.

Community Center - 2016 Loans Staff Recommendation:

- Forgiveness. Staff looked at the Central Equipment Fund which is owed the money and determined it has a healthy fund balance.
- There is sufficient funding to purchase additional equipment beyond what was planned for.
- Staff's recommendation is to forgive both 2016 loans (\$1,050,640.01).
 - Alternative recommendation: Identify another funding source to pay off the loan. Could consider using the Host Community Fund to pay off the balance.
- There are other things Council has indicated Host Community Funds be used for. Staff's recommendation is the first option of complete forgiveness of the loan.
- If Council agrees staff will request formal action at a future meeting.

Councilmember Gliva asked when forgiving loans, what it means legally for funds.

City Attorney Bridget McCauley Nason responded that an Interfund Loan is how a transfer from one fund to another is described. There is no legal component. There are funds that could be restricted on a legal basis for a particular use. With these, this speaks of where the funds are put on the different fund balances within the city's internal accounting structure. There are no restrictions on any of the funds being proposed.

Councilmember Gliva mentioned she sent an email to Finance Director Hove earlier. She wanted to find out what the original costs were when the projects were taken on. According to the data, the costs for the first project was \$445,000. For the solar panels it was \$933,000. From a financial standpoint, they are paying roughly \$24,000 a year to pay down inner transfer type loans. She asked how much useful life both items had. She questioned how long it would have taken to get this paid compared to useful life. She said it did not seem like this was dollars and cents adding up.

Finance Director Hove replied however the repayment structure was derived in 2016 would not have been anything the current Finance Director would support. It does not show a clear end in sight. She mentioned that she reached out to the Operations and Maintenance Supervisor who was out of the office today. She would follow back up with him on useful life. She said knowing the need to plan for long term capital needs for the facility, as a part of the 2023 Budget process, a new fund was created called the Community Center Capital Fund with the intent to have a consistent revenue stream funding source. The expectation would be that the City Facilities Supervisor and the Community Center partner and determine the long-term capital needs for the facility and work within the funding source. They would be planning for future replacements and saving money within the fund over the long term.

Mayor Dietrich said this was before her time with the Council and questioned if they were anticipating any other interdepartmental loans. She asked if the Council would be offered a recommendation for an interest rate or if those were already in the policy.

Finance Director Hove replied the city does not have an interfund loan policy. Any recommendations would come before the Council for consideration. This could include a reasonable repayment term and interest rate. Staff has improved long-term planning visioning; she does not believe they would bring them forward at a rate they did years prior.

Mayor Dietrich referenced the current Capital Improvement Plan and asked if there was a threshold that could be transferred interdepartmentally that would not come before policy makers.

Finance Director Hove replied the Council approves all interfund transfers. They are typically seen in carryovers or budget amendments. This could be on the Consent Agenda or regular Agenda depending on the scope.

Councilmember Scales said it seemed like it was done heavily in 2012 with it being used frequently in 2016 and 2018. He questioned if this was not like stealing from the college fund to buy a new car.

Finance Director Hove replied it borrowed from a savings fund that had extra money that was not being used right of way.

Councilmember Scales understood the extra money and commented that it was put in there for a reason. Now they are walking away from it, which he understands is likely the right thing to do. He said there was money that probably could have been spent for what it was originally allocated for, and they bought a shiny new car.

Finance Director Hove responded that she would probably not describe it as a shiny new car, it could have been, for example, a leaking roof.

Councilmember Scales stated that solar panels were not a leaky roof. There was no payback in it, it was a bad project.

Finance Director Hove replied that it looked like the Community Center had some large dollar capital needs and did not have a way to pay for them. That was the solution at the time.

Councilmember T'Kach referenced the landfill and the Host fee. She said writing the loans off seemed to be the most practical. She asked if there were additional funds that would be begging for Community Host funding, having loans written off, or if there were more requests for funds to be written off.

Finance Director Hove replied the six mentioned are the ones on the books. She did not anticipate additional loans. An improvement made during the 2023 budget cycle was stripping out the side operating expenses from the Host Community Fund such as the Lobbyist cost and sponsoring of the Music in the Parks; those were moved into the proper operating budgets. Larger transfers coming out of the Host Community Fund consist of a large transfer to the Stormwater Fund which does not have the money to sustain itself, money going into the

Pavement Management Fund yearly, and the public work facility expansion/improvement. This was to save for the future project. There is also the Community Center Operating Transfer and Capital Transfer. Staff is trying to contain what they use the Host Community Fund for and moving out the small one-off projects.

Councilmember T'Kach said she was concerned about the city not moving fast enough to wean themselves off the Host Community Fund. If continually dependent on the Host Community Fund for money means the city would never close any landfill in the community because they are so financially holden to those funds. She encouraged staff to continue to hold them accountable to be tighter with budgeting in the future. If not, then they are just raising taxes. She mentioned there are things related to the Host Community Fund that they are not spending money on such as environmental projects and water quality issues. She would like to keep that in mind. She thought the community center was good but should look into how it is funded. She said she was not sure it was from the Host Community Fund and other projects being funded with the money.

Finance Director Hove replied the Council would have the chance once staff brings budgets forward. There is the yearly adoption of the Host Community Fund.

Finance Director Hove continued discussion on the Community Center - 2018 Loans:

Annual Repayments:

- In 2018, two rink projects added up to \$800,000 in outstanding debt
- East Rink replacement project:
 - 10-year loan at 0%
 - Community Center is making annual payments of \$68,662.77
 - Funded from community center balances which are derived from the Host Community Fund
- West Rink replacement project:
 - 10-year loan at 0%
 - Annual payments of \$93,035.10
 - JPA (Joint Powers Agreement) with the City of Rosemount
 - Secures 550 hours of peak ice time a year over a 10-year period
 - Rosemount covers 69% of the loan payment plus 6.326% interest
 - Balance of the loan is funded from community center balances

Community Center - 2018 East Rink Loan - Staff Recommendation:

- Central Equipment Fund is in a healthy state, the Community Center does not generate excess revenue
- Staff recommendation is to forgive the balance of this loan at \$343,313.86
 - Alternate recommendation would be to identify another funding source to pay off the loan
- If Council agrees with Staff's recommendation, information will be brought forward at a future meeting

Community Center - 2018 West Rink Loan - Staff Recommendation:

- Has residual cash in the fund to meet the gap between 69%+ interest
- No recommendation to change at this time
- If Council agrees, no further action is required. Final loan payment would be made in 2027

Golf Course Interfund Loans:

- 2016 course improvements
- 25-year loan at 0%
- Annual payments of \$81,908
- Previous Interfund Loans:

- 2019 Equipment. Issued but then later paid off as it was determined there was sufficient cash on hand
- 2018 Equipment was originally a 3-year loan, paid off early

Golf Course Cash Position and Future Activities:

- The Golf Course has been steadily improving its cash position over the last four years (since 2019)
- Increased activity at the course since the 2016 improvements
 - A study was done in 2016 indicating to improve the course, improvements be made
 - Increased interest in outdoor activities
 - A very successful membership drive took place over a 3-year period, began in 2020
 - Another membership drive takes place this year for a 2-year period
- At the end of 2022, their cash position was just over 2 million dollars
- Cash reserves were looked at after the 2023 membership drive. Anticipate cash reserves in excess of \$3 million dollars by the end of 2023
- Looked at the 5-year capital plan. Estimated needs: \$781,000

Golf Course - Interfund Loans - Staff Recommendation:

- Recommending restructuring the schedule (accelerate) from the 25-year schedule to repayment in 3 years
- Keep interest rate at 0%
- Future cash balances for the Golf Course Fund at a goal of approximately \$2 million dollars
 - This repayment schedule does that for 2024-2028
 - This is after considering an accelerated repayment schedule and future capital needs
 - Still provides the fund with a healthy operating reserve
- If Council agrees, staff will request formal action at a future meeting

City Administrator Wilson said this would not be implemented until the golf course has their membership drive this summer. This makes sure it goes as well as projected. If it does not turn out the way they thought it would, there is opportunity to relook and change the repayment plan. This item will not come back before the Council until after the golf season.

Finance Director Hove discussed the EDA Interfund Loan:

- The EDA purchased land from the golf course (excess golf course property) in 2012 at a cost of \$1.35 million dollars
- The EDA borrowed \$1 million dollars from the Host Community Fund for that purchase
- EDA owes the Host Community Fund \$1 million dollars
 - There are no repayments scheduled at this time
 - Anticipate future proceeds from a sale of this property for development would be used to pay off this advance

The difference between a loan and an advance is that a loan is supposed to have a structured repayment schedule. An advance is if money is given, it is paid back.

Staff Recommendation:

- Leave this loan/advance on the books until such as time the property is marketed and sold.
- When getting closer to that stage, conversation be had about either paying the Host Community Fund back or considering keeping some of the proceeds aside for a future EDA Acquisition Fund.
- The EDA Acquisitions Fund does not have money to pay for redevelopment of these types of projects. Very small fund balances.

Mayor Dietrich asked what the two parcels were zoned.

Finance Director Hove replied they are still a part of the golf course parcel, they were never recorded or split off. Title work needs to be done relating to the sale. Two parcels still show the golf course as the owner. There is a signed purchase agreement by the Council and the EDA legally describing what was sold off.

Mayor Dietrich asked if the title work would be going forward.

Finance Director Hove replied in the affirmative.

Councilmember Scales asked what value there was in transferring the property. He asked why it could not sit with the golf course and what the reason was.

Finance Director Hove replied the golf course was not in the same good financial shape it is today. In 2012/2013 it was still struggling to make payments on some of the original Bonds related to putting the course together. In 2012/2013 the city came up with a financial plan to have the golf course take care of itself. One mechanism was interfund transfers to bring the course to a positive balance. The other was to sell the property knowing the golf course did not need it. The golf course took the proceeds and paid off their Bonds.

Finance Director Hove summarized staff recommendations:

- 3 Community Center forgiveness recommendations
- Community Center 2018 west rink to be left as is
- EDA golf course paydown once membership drive numbers can be confirmed
 - Goes from \$4.5 in outstanding loan balances to \$2.5 million dollars

City Administrator Wilson stated that Councilmember Murphy wrote that "staff's recommendation makes sense to him, if it helps clean up the books, he sees a benefit."

C. EAB Workplan & Tree Replacement Plan

Parks and Recreation Director Adam Lares stated he would have Parks Superintendent, Brian Swoboda, join in the presentation. He said that Brian also doubles as the City Forester.

There would be two topics:

1. The Emerald Ash Borer (EAB) 2022 Management Plan, the progress, where funds currently sit, and recommendations.
2. Tree Preservation and Ordinance, Replacement Fund.

Parks Superintendent Brian Swoboda discussed the Emerald Ash Borer Plan and what EAB is:

- EAB attacks all species of ash trees and can cause tree death within 2-5 years
- Small iridescent beetle believed to have arrived in the U.S. on cargo ships from Asia
- EAB lays eggs in the bark; the larvae get under the bark and burrow tunnels
- Larvae feed on the inner bark of ash trees disrupting the trees' ability to transport water and nutrients
- EAB is difficult to detect and can be present for years before signs and symptoms of infestation are noticed

Signs of EAB include: Blonding of the bark, D-shaped exit holes from when the beetle emerges from under the bark, woodpeckers tapping into the tree, and the top of the tree dying back and working its way down.

EAB Management Plan - Background:

- In May 2010, the City Council approved a 10-year EAB Management Plan
- In early 2000, states such as Illinois, Michigan, and southern Wisconsin were hit hard
- In 2010, the Minnesota DNR alerted Minnesota that EAB was on its way and would kill thousands of ash trees

- The Parks Director at the time and the Parks Superintendent put together a plan to help prolong the invasion of EAB not knowing the possible effects
 - At the time there were only a few confirmed cases in Minnesota
- Requested funding for 10 years of \$33,000 with the remaining funds to be carried over
- These plans were put together based on a partial tree inventory of city parks, Inverwood Golf Course, city right of ways, and city owned property
- Guides policy for EAB on public, right of way, and private property
- After 2 years of attempting to remove as many ash trees from the parks as possible along with DNR funds, staff moved on to right of ways
- In 2013/2014 letters were sent to residents alerting them that the city would remove the trees in the right of way. Options were given, not forcing them, that EAB was probably in their trees but not yet confirmed due to the amount of time it takes to show up.

2010 Plan: Public Property Trees:

- The city will not plant any new ash trees on public property
- The city shall begin to remove any poor-quality trees or trees in fair condition with major defects
- Ash trees in natural areas that have potential targets and are dead, dying, or hazardous will be removed

2010 Plan: Right-Of-Way (ROW) Trees:

- The city began a policy of excluding any new ash trees on public ROW with the recommendation that citizens and businesses discontinue the use of ash in new plantings
 - The city will remove any boulevard ash tree at the citizen's request.
 - Based on city ordinance, a new tree cannot be placed in the ROW
 - Trees removed from the ROW will not be replaced
- To note: Community education and engagement took place that encouraged residents to look out for signs and symptoms along with options to treat the trees if they wish

2010 Plan: Private Property Trees:

- In 2010 property owners were urged to monitor for EAB
 - The city would direct residents to any ISA Certified Arborist if wanting an ash evaluation and determine if a tree did have EAB
 - The city would not treat or dispose of any trees found on private property
 - It is the sole responsibility of private property owners to remove dead or dying ash trees
- To note: Private trees are one of the biggest issues the city has. There are thousands of dead trees in backyards and sides of homes. This is not the city's responsibility. The city does receive calls about dead trees that may fall on a neighbor's home. In this case, ordinances take over and staff tries to get the tree removed. Another challenge on private property is with developments that have an HOA with maintenance agreements that state the HOA is responsible for removing ash trees in the ROW.

With private removals and/or maintenance agreements, there are issues that need to be addressed.

City Attorney Bridget McCauley Nason stated there are numerous Home Owners Associations (HOA) and developments in the city. Some have maintenance agreements. These are often found with stormwater facilities located on city owned property. When the Arbor Pointe development was first put together in the early 1990's, there was an agreement stating that the Master Association of the overall Arbor Pointe development, which has a lot of different sub-associations, agreed to take on certain maintenance obligations for landscaping located in certain city right of ways, trail easement areas, and common areas. Pursuant to that maintenance agreement it is the responsibility of the Master Association to remove/repair dead or diseased trees. Questions have been raised regarding whose responsibility it was to maintain or take down diseased ash trees within the right of way. That term is defined within the governing documents of the Arbor Pointe PUD development. Unlike city policy

which says the city would remove those trees in the right of way, due to maintenance obligations in the maintenance agreement it was determined it was the responsibility of the Master Association to take care of those trees. Staff did not look into whether or not these landscaping obligations related to trees are found in other subdivisions. It was determined that the EAB policy for this particular development is due to the maintenance agreement, the obligation of the developer.

Parks Superintendent Swoboda discussed:

Development Plans, Development Plan Approval Process:

- Future developments approvals will include a condition stating that no ash trees should be allowed as a condition of approval.
- When looking at maintenance agreements make them similar. It becomes difficult for every HOA or maintenance agreement to be different for staff to determine who is responsible for any given task.

EAB Management Plan - Inventory:

- In 2010 there was a good inventory in the parks system. This includes:
 - Inver Wood Golf Course
 - City Facilities (campus, fire halls)
 - Partial inventory of right of way trees
- Areas inventoried were areas staff maintained around, mowed around, parking lots, and internal park trails. The same applies to the Golf Course.
- In 2010 there was approximately:
 - 412 ash trees in parks
 - 41 ash trees in the Golf Course
 - 80 ash trees in city facilities
 - 581 in the right of way
 - Total of 11,013 in the inventory at the time

Progress of EAB Plan:

- Since 2010 the city has done well with removals of those inventoried:
 - In public properties that include parks: removed 560 (more than inventoried)
 - 426 were removed in the right of way
 - This left 155 in the right of way that was inventoried at that time

To note: There are likely as many in the right of way as they started with. Could be 600.
- Those in the park system, wooded areas, wood lots, easements, trail systems, any place that has a potential target, the city would be obligated to remove.
- Getting a more accurate inventory would be a good first step.
 - Knowing what is in the right of way, woodlots, trail system, easements, storm basins
- Estimating there to be 800-1,000 trees remaining in those types of areas.

Parks and Recreation Director Lares discussed EAB Funding:

- \$392,900 is guided for EAB removal
- Received \$50,000 from the DNR
- \$33,000 a year
- Parks Operating Budget, \$12,900

The fund was initially earmarked as the Community Project Fund and earmarked for EAB. In 2021 the name was changed to the Emerald Ash Borer Fund.

- Current fund balance: \$62,000

2023 Financial Recommendations:

- Close the EAB Fund (Fund 450) and transfer unspent dollars (\$62,000) to the General Fund.
- Amend the 2023 Parks Budget by \$62,000 to pay for EAB expenses.

- There would be a special fund earmarked for diseased trees.
- The Parks Superintendent and his team would have the money transferred into this operating budget for 2023.
 - \$50,000 annually for tree removal for diseased trees. \$10,000 goes toward removal off of city property
 - Reviewed annually by the City Forester to determine if the funding amount is adequate
 - Tree removal depends on tree diameter, location
 - Estimated future tree removals: 100-150 annually

Councilmember T’Kach referenced the \$10,000 for removal off of city property. She questioned where the other \$40,000 would go to.

Parks and Recreation Director Lares replied that \$40,000 is for the removal of trees, \$10,000 goes towards removal from where they are woodchipped and housed after they are removed off city property. There is a location at the Golf Course, those would be removed off site.

Parks and Recreation Director Lares discussed 2023 Ongoing Policy Recommendations:

- Remove the remaining 155 ash trees as identified in the original 2010 EAB plan
- Annually identify and inventory diseased trees
 - This could be done via the City Forester and his team, an internship, or bringing in a third party to do some of the master inventory
- Continue to monitor ash trees in unmanaged public property. These are typically wooded areas, there is no active play, passive. Inventory of these areas have not been done.
- As remaining ash trees on public property deteriorate, they would be removed by the city
 - City contracts out this work

Councilmember Scales asked if there was a good way to describe how to identify an ash tree.

Parks Superintendent/City Forester Swoboda replied there are three distinct characteristics:

1. 6-7 leaflets opposite apart
2. Branch structures are opposite
3. Buds are ½ moon shaped to ¾ shaped depending on the species

Bark blinding as noted in earlier photos. This happens late stage, during years 4, 5, or 6. The first 1-3 years its un-noticed but may have a few yellow leaves at the top.

Councilmember T’Kach stated the trees become very brittle, unlike elm trees.

Parks Superintendent Swoboda agreed and stated in the last three years it has really multiplied. Many are either dead or dying. They are becoming very dangerous and have the potential to fall. Actions must be taken to remove them safely, especially in back yards using cranes. They no longer climb the tree for removal. The cost of private removal is expensive. The sooner they are removed the better.

Councilmember T’Kach asked if there was anything brought forward by the legislature. If there was anything that residents, businesses, or the city may be able to take advantage of.

Parks Superintendent Swoboda replied he did not see anything for private. There was something for public with a grant allowing for the replacement of a removed tree. Due to city ordinance, this cannot be done in right of ways. When the city received a DNR Grant for the parks system in 2010, 2011, and 2012, they were replaced in a park, not in a right of way.

Councilmember T’Kach asked if it made sense to look at the right of way prohibition for planting trees. She questioned if it was still a valid point.

Parks Superintendent Swoboda replied it was not his call. A tree planted in the right of way requires maintenance every five to six years, it's watered, pruned. There are not resources to take care of what the city has, this would have to be considered if changing.

Mayor Dietrich asked if the trees could be turned into mulch.

City Forester/Parks Superintendent Swoboda responded they can. They are chunked up, hauled away to a city site, a grinder comes in and grinds them up and hauls them away. 5-10 years ago, they were ground and hauled away for free. They no longer offer it this way.

Councilmember T'Kach said they were being chipped down to 1"x1". If people are doing their own chipping, they need to be aware.

Parks and Recreation Director Lares stated that staff plans to bring forward a recommendation at a later Council meeting. He discussed the Tree Preservation Ordinance and the Tree Replacement Fund:

City Code and Policy: Tree Preservation:

Title 10 Zoning Regulations, Chapter 15, Performance Standards, Article D Tree Protection and Preservation During Land Alteration.

- Working with developers who come into the city and have tree removal
- Establishes allowable removal thresholds
 - If the threshold is exceeded above 10%, fees may be associated with replanting/reforestation
 - Required to submit a reforestation plan

Reforestation Plan:

- Allows for a 1:1 tree. If not able to plant 1:1, cash payment would be implemented.
 - The Council would approve the fee accepted
 - Reforestation plan is reviewed by the City Planner
 - One of the changes staff is looking to make in the future is to make sure the City Forester is also a part of that review

Parks Superintendent/City Forester Swoboda discussed:

Tree Preservation Fund/Policy:

- Tree Preservation Mitigation Fund - Tree Replacement Plan/Policy (February 2003)
- Approved by the City Council on February 10, 2003
- Provides an expenditure of funds received when a development does not have sufficient room on their site to allow for all required reforestation. City Council approves a payment in lieu of planting (approved at final plat)
- Calls for an annual tree replacement plan, prepared by the Parks Division, submitted to the Parks and Recreation Advisory Commission for review, and then City Council for approval.
 - The last time this plan was utilized was March 28, 2016
 - At that time funding was minimal
 - Could only deplete the plan by 50%
- Funds can be used for:
 - City Reforestation Program can be used for tree purchase, planting, and a maintenance period (includes irrigation, tree stacking, fertilization, pruning, etc.) until the tree(s) become established.
 - Special Needs: in the event of a natural disaster or other identifiable special needs. Includes help with tornado clean up.

Tree Preservation Fund Balance:

- Since 2017, there have been four major contributors to this fund
 - In 2017, 2018, 2020, and 2022 there have been substantial increases

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- Current balance in the Tree Preservation Fund (Fund 443) as of December 31, 2022 is \$851,028

2023 Tree Replacement Plan:

- This fund will be used for planting trees, shrubs, irrigating, landscaping in three different areas:
 - Located in the northwest along with stormwater areas - 135 trees
 - City wide parks - 70 trees
 - Fire Station #2 - 25 trees
- This gives a total tree count of 225 trees, 560 shrubs, and irrigation work for a total of \$279,150
- This plan was reviewed by the Parks and Recreation Advisory Commission (PRAC) on April 12, 2023. They unanimously voted to recommend approval to the City Council.

2023 Tree Replacement Plan Recommendations:

- Policy/Ordinance updates are needed
 - City Forester added Reforestation Plan to review
 - Policy Code reference needs to be updated to 2008 Code

Next Steps:

- At a future City Council meeting:
 - Closure of the EAB Fund with a transfer of the remaining dollars to the General Fund and amend the Park Budget
 - Tree Preservation Plan
 - Ordinance revisions
 - Policy updates

Councilmember Gliva referenced where it was said they could only spend down 50% of the fund. She asked for the validity and where it was taken from.

Parks Superintendent/City Forester Swoboda replied when he first started using this fund around 2002, there was approximately \$15,000 - \$25,000 in it. Since then, the fund has built dramatically. He has not used anything from that fund since 2016.

Councilmember T'Kach asked what challenges there were with keeping trees maintained for the first five years after planting.

Parks Superintendent/City Forester Swoboda responded that the last few summers have been very dry, they have needed to water. If there is no water on site, there are two different options with vehicles for watering, tanker trucks and tanks put on the back of a truck. On a typical summer day, he has at least one or two people watering trees under five years old daily. It is very time-consuming. With this plan, he plans to get a two-year warranty to help assist with watering and keeping the plants alive. The contractor would be responsible for two years. If trees were to die, they would be replaced free of charge.

City Administrator Wilson referenced the slide with Next Steps, Tree Preservation Plan. She said there would be a request before the Council at a future meeting to authorize spending the \$279,000 out of the \$850,000 built up in the fund.

Parks Superintendent Swoboda replied that was correct. More details will be brought forward. City Administrator Wilson stated they have used the words preservation and replacement interchangeably. This is a tree reforestation/planting plan as to how to use the money coming in from developers who could not meet their obligations on their own sites.

Councilmember T'Kach asked if the city has looked into federal funds that have become available for tree canopy projects.

Parks Superintendent Swoboda replied money has been spent out of their operating budget. This includes planting trees. For Vista Pines there was a Tree Trust project they partnered with.

He said he plants about 20-50 trees a year in various locations out of his operating budget.

There is a city nursery at Salem Hills Park with several hundred trees they use.

Councilmember T'Kach asked if it would make sense for the city to go after some of the federal funds and then partner with organizations such as Tree Trust or private vendors to boost/accelerate tree planting in the city. She said there were a lot of trees coming down in the next couple of years on both private and public land. Some cities offer discounted trees to residents to encourage planting them on their property. This would result in less maintenance to the city.

Parks Superintendent/City Forester Swoboda replied he has not checked but could look into it. City Administrator Wilson mentioned that the city does not have the bandwidth, the number of staff with the knowledge of trees. She said the Parks Superintendent uses his staff as far as he possibly can, along with his operating budget. The city has not been pursuing federal money for tree canopying/tree replacement.

Councilmember Scales asked what the available funds could be used for. He asked if they have the equipment needed to put the plan in place and if things that could be done internally are outsourced.

Parks Superintendent/City Forester Swoboda replied staff can do some, but not all of it. With six major projects in the parks department this year. He said the funding came at the perfect time so he can utilize the funding to get two-year warranties without interrupting crew schedules. He said his staff is stretched pretty thin.

4. ADJOURN:

Motion by Gliva, second by Scales, to adjourn the meeting at 7:47 p.m.

Ayes: 4

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, MAY 8, 2023 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, May 8, 2023, in person. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members: Murphy, Gliva, Scales, T’Kach; City Administrator Wilson, City Attorney McCauley Nason, City Clerk Kiernan, Community Development Director Rand, Public Works Director Connolly, City Engineer Merchlewicz, Fire Chief Thill, Communications Manager Looze, Technology Manager Gade, Environmental Specialist Sutherland, Associate Planner Botten

3. PRESENTATIONS:

A. Swearing In of New Fire Department Personnel

Fire Chief Judy Thill stated she would be Swearing In four fire personnel. There are two firefighters that have transitioned from paid on call to full time, a new fire inspector, and a new fire marshal.

She requested the two Firefighters approach the podium.

She stated that Firefighter Roger LeDoux grew up in Rosemount, both of his parents are from Inver Grove Heights. Firefighter LeDoux’s grandfather was Fire Captain Jack LeDoux who retired from the Inver Grove Heights Fire Department in 1992 after 21 years of service. Firefighter LeDoux watched his grandfather and thought it would be an awesome job, so he joined as one of the paid-on call firefighters. He has now decided to do this full-time. He has helped as an instructor with the Northern Dakota Training Academy, now serves as a field training officer, and spends a lot of time working on public education. Firefighter LeDoux loves spending time with his family, his dogs, and likes to work on his car and truck in his spare time.

Firefighter Robert Christenson, served as a paid-on call firefighter for over 10 years in the Big Lake Fire Department before moving to this side of the Twin Cities and joined the paid-on call ranks of the Inver Grove Heights Fire Department. Firefighter Christenson’s father served on the Big Lake Fire Department for over 20 years which left a lasting impression on him from an early age, learning early that he wanted to be a firefighter. Firefighter Christenson has worked in the Emergency Medical Services field for the past 12 years and earned a Paramedic Certification during that time. He has been working with community outreach, training, and mentoring new recruits since being in the city’s department. He enjoys spending time with his girlfriend and two boys, as well as hunting, camping, and four wheeling.

Mayor Dietrich read the Oath of Office to Roger LeDoux.

Mayor Dietrich read the Oath of Office to Robert Christenson.

Family members of both firefighters did the Pinning of the Badge.

Fire Chief Thill requested the Fire Inspector approach the podium.

She stated that growing up in South St. Paul, Fire Inspector Derek McNamara thought it would be cool to be a firefighter but also liked the thought of helping others. He started off his fire career as a Fire Explorer for the Inver Grove Heights Fire Department and then transitioned to a paid-on call firefighter before becoming the fire inspector. Inspector McNamara realized he wanted to work full-time in his field knowing it was a good path that would give him purpose. He has continued his education by becoming a Certified Paramedic, Arson Investigator, Fire Investigator, Technician, and Fire Inspector. He enjoys helping with community outreach, teaching CPR, and helping with the recruit academy doing live burns. He used to be into Karate and has earned a Second-Degree Black Belt.

Mayor Dietrich read the Oath of Office to Derek McNamara.
Family members did the Pinning of the Badge.

Fire Chief Thill stated the next Oath of Office will be for the Assistant Chief/Fire Marshal. She stated that Assistant Chief/Fire Marshal Scott Oswald grew up in Duluth. He had originally considered the Military but decided not to go that route. He still wanted to give back to the community and joined the Fire Department. After rising through the paid-on call ranks to battalion chief, Assistant Chief Oswald loved what he was doing and liked the thought of making a positive impact on people's lives on a full-time basis. Assistant Chief Oswald started out in the technology field earning a bachelor's degree in computer engineering and a master's in software design and development. Since joining the Fire Department over 14 years ago he has also earned an associate degree in Fire Science Technology and a master's degree in public safety and law Enforcement Leadership. Being very active in the Inver Grove Heights Fire Department, Assistant Chief Oswald has served as training coordinator and Relief Association Treasurer for over 12 years, has been a member of the Dakota County Special Operations Team, and Minnesota Task Force One for 13/11 years, respectively. He has worked a Self-Contained Breathing Apparatus lead and has overseen the fire apparatus for over five years. Assistant Chief Oswald has over 30 certifications including fire inspections and investigations. At one time before coming to Inver Grove Heights, Assistant Chief Oswald lived in Germany for six years.

Mayor Dietrich read the Oath of Office to Assistant Chief/Fire Marshall Scott Oswald.
Family members did the Pinning of the Badge.

Fire Chief Thill stated they were very excited to have these four fire personnel on board in their new positions. She noted they are extremely proud of all Inver Grove Heights Firefighters and Fire Staff as they work hard to make this city proud each and every day.

4. CONSENT AGENDA:

A. Approval of Disbursements. Resolution 2023-098

B. Personnel Actions

C. Resolution 2023-099 Amending On-Sale and Sunday Liquor License - Jerseys Bar and Grill, 6449 Concord Blvd (Expansion of Licensed Premises)

D. Amended Liquor Licenses for Applebee's Neighborhood Grill and Bar (New Manager)

E. Renewal of Massage Business and Therapist Licenses

F. Renewal of Rubbish Hauler License

G. Resolution 2023-100 Amending Final Project Budget for City Project No. 2019-19 - Cahill Ave. Mississippi River Greenway Trail Improvements

H. Resolution 2023-101 Amending Final Project Budget for City Project No. 2019-06 - Schaaf Inverse Condemnation Claim

I. Contract with LOGIS for Fiber Management Services

J. Resolution 2023-102 Entering a Joint Powers Agreement with Dakota County for Final Design, Right of Way, and Jurisdictional Transfer for City Project No. 2016-17 - 117th Street Reconstruction.

K. Resolution 2023-103 Awarding a Contract to SRF Consulting Group, Inc. for Final Design and Engineering Services for City Project No. 2016-17 - 117th Street Reconstruction

L. Resolution 2023-104 Approving Land Alteration Permit for S.M. Hentges & Sons, Inc. Associated with 70th Street (CSAH 26) / Argenta Trail (CSAH 63) Dakota County Construction Project

M. Resolution 2023-105 Approving the Write-Off of Three Inter-Fund Loans

N. Resolutions 2023-106 & 2023-107 Approving a Preliminary Plat and Variance for Rich Valley Ranch Subdivision (10093 Rich Valley Blvd)

O. Resolution 2023-108 and Bishop Heights PUD Amendment Approving a Restaurant on Blaine Avenue North of Upper 55th Street

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

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

A. New Off-Sale Liquor License for Yangs Liquor

City Clerk Rebecca Kiernan presented a new off sale liquor license for Yangs Liquor doing business as Arbor Point Liquor (transfer of sale). The Council is asked to conduct a public hearing and then take action on the application for the official off-sale liquor license for Yangs Liquor Inc., located at 9084 Buchanan Trail. Tou Lee Yang and MaiNou Yang have applied for the off-sale liquor license. The application results from the sale of an existing license business owner to a new owner. The police department conducted background investigations of the applicant and found no basis for denial of the request. Fees and certificate of insurance have been received and the public notice was published on April 28, 2023. If approved by the City Council, actual issuance of the license would be contingent upon fulfilling all requirements of the off-sale liquor license to the Minnesota Alcohol and Gambling Enforcement Division and satisfactory inspections and approvals from the fire department. Staff recommends approval of the license.

Mayor Dietrich opened the Public Hearing.

Motion by T’Kach, second by Murphy, to close the Public Hearing at 6:20PM

Ayes: 5

Nays: 0 Motion carried.

Motion by Gliva, second by Scales, to approve the New Off-Sale Liquor License for Yangs Liquor located at 9084 Buchanan Trail.

Ayes: 5

Nays: 0 Motion carried.

6. REGULAR BUSINESS:

A. Resolution Executing a Joint Powers Agreement for the Operation of a Residential Organics Drop-Off Site. Resolution 2023-109

Environmental Specialist Ally Sutherland presented a resolution to execute a Joint Powers Agreement (JPA) for the operation of a residential organics drop-off site. She stated that John Exner, Environmental Specialist from Dakota County, is also in attendance to answer questions if needed. Environmental Specialist Sutherland discussed the Dakota County Organics Drop Off Program:

- There are 9 drop off sites in Dakota County
 - 10th drop site is proposed for Inver Grove Heights and is on this Agenda
- Consists of temporary fenced-in enclosures with organics dumpsters
- Program encourages residents to collect organics at home and bring them to drop sites for free.
- Organics include:
 - Any food scraps such as dairy, meat, fruit, vegetables
 - Non-recyclable paper such as tissues, pizza boxes, napkins.
 - Certified compostable products such as to go containers that have the BPI certification

- Residents are asked to separate the organics at home and bring it to the drop site for free
- Over 9,000 households in Dakota County are participating. There are 461 Inver Grove Heights households participating.

Organics Collection Process (5 Steps):

1. Separate organics at home.
2. Put the scraps in a compostable bag (Provided free by the Dakota County drop site program).
3. Tie bag closed. Drop bag off at an organics drop off site.
4. Haulers bring the content to a commercial compost facility. The one Dakota County works with is called The Mulch Store, located in Empire (close to Rosemount).
 - a. The organic material is converted and processed into compost.
5. Use compost. This is used by local contractors, Department of Transportation, Farmers, and Residents. The County and City purchase it for different projects.

A map of the current nine drop sites was shown. There is a gap noted in Inver Grove Heights. Three drop sites that Inver Grove Heights residents currently use are located in West St. Paul, Eagan, and Mendota Heights. The most heavily used is the West St. Paul site located at the Thompson County Park with 301 households in Inver Grove Heights using it.

The proposed site for Inver Grove Heights would be at the Inver Glen Library located off 80th Street. This is a county owned site that the county projects another 400 residents would be signing up to use.

Program Purpose:

- Dollars have been allocated to try to meet the recycling goal the legislature has put in place.
 - As a state, the legislature has said they want to be at a 75% recycling rate by 2030.
 - Dakota County is at a 55% recycling rate.
- 30% of our trash is organic content (food scraps, non-recyclable papers, compostable materials)
- There is no curbside organics collection in Dakota County.
 - It is not required by Dakota County that haulers provide this service.
 - The MPCA is going through a solid waste management policy update process. This gives directives to counties to update their own solid waste management plans.
 - Other counties, along with Dakota County, are waiting to see what the plan includes.
- In about one year the MPCA process would wrap up; after that Dakota County would start their stakeholder process.

Proposed JPA (Joint Powers Agreement): Inver Glen Library, Dakota County

- Inver Glen Library site
 - Northwest corner of the parking lot
 - Takes up three parking stalls
- Site would be 18 feet in length, 10 feet in width, and 6 feet in height
- Proposed fence would be black with privacy slats

JPA Terms:

- Dakota County:
 - Builds the enclosure
 - Pays for weekly hauling
 - Reimburses the city for the cost of compostable bags
 - Promotes the site and registration to residents
 - Provide welcome packets and training to participants wishing to join the program
 - County oversees a program website and their email
 - Will answer questions
- City of Inver Grove Heights:
 - Purchases and stores the compostable bags (1-2 times a year)
 - Stocks the compostable bags weekly
 - Inspecting the dumpster for nuisance concerns/overflowing dumpsters
 - City will request reimbursement for the compostable bags from the County

- Helping promote the site

All roles and responsibilities for the city will fall onto the Environmental Specialists position, no other departments would be affected.

Timeline:

- Approved by the County Board on April 24th, 2023
- Consideration and/or approval by the City Council on May 8, 2023
- June/July 2023: Installing the enclosure
- July 2023: Recruitment, residential training opportunities
- August 2023: Open site, Open House
- May 31, 2029: Joint Powers Agreement termination date (this will take place unless residential organics curbside is widely offered in Inver Grove Heights by the private sector). In that case, whatever comes first would be the termination date.

Staff recommends approval of the Joint Powers Agreement.

Mayor Dietrich requested the Council be made aware of when the Open House takes place.

Environmental Specialist Sutherland replied she is in discussion with the Dakota County Environmental Specialist regarding this.

She mentioned there is a Fix It Clinic happening in August. This is another county program where residents are encouraged to bring in any items that could potentially be fixed. There could be a possibility of pairing the two events to make it a larger event.

The date selected would go out in the Insights newsletter. Council will also be made aware.

Councilmember Murphy commented that it was a visible site. He asked if there were any issues with dumping of other items at any of the other nine organics drop sites.

John Exner, Environmental Specialist, Dakota County, replied there have been times where some items should not be brought there. Participants using the site report this quickly. County or city staff will go there quickly and remove the items. They have received yard waste at the organics drop off site, which is a compostable material, but they do not have the capacity to handle the yard waste. He estimated it to be 12 times in the last six years they have had some serious illegal dumping. This gets resolved quickly.

Councilmember Murphy asked if it did happen, who was responsible for the cost of hauling it away.

Mr. Exner replied Dakota County is responsible for those costs. There have not been any extra costs associated with illegal dumping since the first site opened at Thompson Park.

Councilmember Murphy asked if it were to happen, how long it would take to get hauled away.

Mr. Exner replied it would not take long. For example, someone brought a window to the Lakeville drop site location, and it was removed within 30 minutes. Having items like that sit sometimes encourages more of the same items so they are removed quickly.

Councilmember Murphy asked if there was a timeframe in the JPA if there was a problem like this.

Mr. Exner responded there is not a specific set timeframe.

Councilmember Murphy referenced the 2029 termination date and asked if it was an estimate for when private haulers may offer the service.

Mr. Exner responded they were hopeful. The MPCA will be releasing their policy plan in the next month or two. Once released, the county would begin stakeholder engagement to find out how many cities/people want curbside. All the other JPA's have started off as six-year terms. If curbside is not available in the community throughout those six years, they would look to renew the JPA. If renewed, Dakota County is required by the city to put up additional screening along 80th Street such as pine trees. He said it would be interesting to hear comments from residents that participate, and if residents that do not, would want an extra fee if that was the case. They are interested in what haulers and the cities say.

Mayor Dietrich said some constituents asked about yard waste. She mentioned that some senior residents have said there used to be a facility in Dakota County for yard waste, she asked if that was correct and if there was a future with it.

Mr. Exner responded that he has been with the county since 2017 and was not familiar with that being available or if they have ever had a site. They have referred people to Gertens in Inver Grove Heights or to The Mulch Store in Empire. Yard waste is mixed with the organics at the commercial composting facility. He said he has not heard any discussion about starting one. They rely on private businesses to take in yard waste and manufacture it into compost.

City Administrator Kris Wilson asked for more information on program registration.

Mr. Exner replied if the Council approves, in early July/late June, recruitment letters would be sent to all households in the city inviting them to sign up. Sign up is available online on a dedicated website, by email, or by calling the county. Welcome kits are mailed out every Monday, or once recruitment begins, mailed out more frequently. Welcome kits would be sent out at least three weeks before the site opens. There would be training sessions prior, one at Zoom, one at Inver Glen Library, and the kickoff event taking place on a Saturday. This could be in conjunction with the Fix It Clinic or on the first Saturday after opening.

City Administrator Wilson asked if registration was necessary to access the door.

Mr. Exner responded no. They like to send out the Welcome Kit with program information, what is accepted, what is not accepted, compostable bags to get started, site map, tips, and tricks for collecting organics at home.

Councilmember Murphy asked if the parking lot has cameras.

Mr. Exner did not believe the Inver Glen Library had cameras in the parking lot. It was something they could put up if dumping became an issue. If it becomes a problem, this is something he could speak with their facility staff about installing.

Environmental Specialist Sutherland noted that is no camera, there is existing lighting on site. This was one of the reasons why the northwest corner was chosen, there is a light directly above. She said that 80th is such a busy street making the site more visible to deter illegal dumping.

Motion by T’Kach, second by Scales, to approve Resolution 2023-109 Executing a Joint Powers Agreement for the Operation of a Residential Organics Drop-Off Site.

Ayes: 5

Nays: 0 Motion carried.

B. 3rd Reading of Ordinance Amending City Code Title 11, Chapter 1, Prohibiting Premature Subdivisions and Resolution of Summary Publication. Resolution 2023-110

City Attorney Bridget McCauley Nason discussed the 3rd Reading of an Ordinance that amends the city subdivision ordinance to include criteria for when a subdivision may be deemed premature. This same ordinance would prohibit the Council from granting approval of a premature subdivision. This is the same format as the 2nd Reading. If Council approves the ordinance, Council is also asked to approve the summary publication resolution authorizing the summary publication of the ordinance instead of the entire ordinance within the city’s official newspaper.

Motion by Gliva, second by Murphy, to approve the 3rd Reading of Ordinance Amending City Code Title 11, Chapter 1, Prohibiting Premature Subdivisions and Resolution 2023-110 Summary Publication.

Ayes: 5

Nays: 0 Motion carried.

City Attorney McCauley Nason asked if the motion to approve included both the ordinance and the summary publication resolution.

Both Councilmembers Gliva and Murphy replied in the affirmative.

C. Resolutions Relating to Variance Request for Exterior Building Materials and Side Setbacks for 6449 Concord Boulevard. Resolutions 2023-111 (Approval/Denial) & 2023-112

Associate Planner Heather Botten discussed property located on the west side of Concord Boulevard, north of 65th Street. It is zoned B-3, General Business district. There is a single-family home to the north zoned R-1C, the applicant owns property to the west, which is part of their parking lot, to the south is another single family home zoned commercial, and east is Concord Boulevard, the railroad, and Heritage Village Park. The applicant is requesting a variance from exterior building material requirements to allow the exterior of a structure to be steel. They are also requesting a variance to allow a setback of 10 feet from a side property line that is abutting a residential district, whereas 75 feet is the requirement.

Background:

- The shipping container is approximately 160 square feet in size.
- The applicant would like to use the container as a temporary/seasonal bar.
- Code requires at least 50% of the exterior surface of the structure to be either brick, block, lap siding, natural stone, or glass.
- The intent of the ordinance is to require all commercial or industrial buildings to have a high grade of materials for aesthetic and valuation purposes.
- Proposed structure would be located at least 10 feet from the northern property line. Code requires all structures in a B-3 zoned district maintain at least a 75-foot setback.
- The existing building is already non-conforming as it does not comply with the 75-foot setback requirement. There is no room on the property for an addition, either attached or detached, to be done without some sort of variance.
- Due to the historical age of the Concord area, there are many buildings that do not comply with setback standards.
- There are a lot of mixed-use properties where residential is next to commercial areas.

Recommendations from Staff:

- Recommend denial of the exterior building material request based on the fact that the request itself does not preclude the applicant from reasonable use of the property.
- Approving the exterior building materials could set a precedent for other structures, if temporary, seasonal, or permanent.
- Facts presented do not satisfy the practical difficulty criteria as there are other options such as adding siding to the shipping container or building a structure that complies with material requirements.
- Supports the variance for the structure to be at least 10 feet from the side property line. In commercial/industrial areas, code does not differentiate when having an accessory building.
- Even though it is not a part of the principal structure, there are not reduced setbacks as seen in the residential district. Due to that, they need to comply with code requirements for any type of building.
- Does not believe the setback would have any impacts to neighboring property owners.
- Site is unique as it is already non-conforming. Any type of addition would need a setback variance.
- Structure is less than 200 square feet. Code does not allow for reduced setbacks.
 - If the property to the north was commercial, they would meet setback requirements.

- If residential and putting in an accessory structure, they would exceed the requirement for an accessory structure in the R District.

Staff recommends denial of the exterior building materials and approval of the side setback.

She mentioned at the April 18th, 2023 Planning Commission public hearing, the Commission recommended denial on the exterior building materials based on the lack of practical difficulty and the language in the Code. The Planning Commission recommends approval of the side setback with the two conditions listed in the resolution.

Included in the Council packets are two resolutions for the exterior building materials; one to approve, one to deny. If making the recommendation to approve, the practical difficulty would need to be stated and to verify which it would be for. Another resolution is included for the approval of the side setback.

Mayor Dietrich mentioned she watched the Planning Commission meeting, there was a lot of conversation about the building materials and that it may be something the Council should look at. She asked if that was warranted, and something noticed before regarding building materials and the thoughts surrounding it.

Associate Planner Botten replied staff has received a couple of inquiries from commercial/industrial businesses who have wanted shipping containers. It was mentioned to them that a variance was needed, or they could ask to amend the ordinance. This is the first request to come forward requesting a variance from code. She said some may be noticed for residential buildings within Ag or pole barns to do sheet metal. The ordinance was amended a couple of years ago to make sheet metal siding/corrugated steel permitted in Ag or E-1 districts for pole buildings, but not commercial types of proposals.

Mayor Dietrich asked if current setbacks were something that should be revisited in terms of the code.

Associate Planner Botten replied transitional zoning is more common than mixed use. There could be some properties along Cahill and Concord that would be directly affected. In her opinion the 75-foot setback, if it is a main principal use, may be warranted. The accessory use is if they wanted a shed or something on a smaller scale, there could be room for flexibility to adjust the ordinance.

Councilmember T'Kach said she understood the precedent set with steel siding. She understands staff and the Planning Commission's recommendation, which are fair and reasonable. She was concerned about the setback as a precedent for someone in an R-1C. She asked if there would be precedent set here that may cause issues until the ordinance is addressed differently.

Associate Planner Botten replied that staff felt the practical difficulty part of the request has been met with the uniqueness found. There is no room on the lot to expand to comply with the ordinance.

Councilmember T'Kach asked the Council if they saw it as a precedent.

City Attorney McCauley Nason addressed precedent setting and stated the Council must, in order to grant a variance, find practical difficulties that exist with the particular application. The grounds for practical difficulties may/may not repeat themselves depending on the property's circumstances. Any time the Council deals with a variance application the question is asked whether or not there are practical difficulties exhibited by this application. There could be same/similar requests from two different property owners with differing results based on the practical difficulties test, met, or not met, with each of the properties.

Councilmember Gliva questioned if there was a change to the ordinance, with regards to siding, or if they would they say shipping containers. She asked how something like this would be inserted into the ordinance.

Associate Planner Botten replied direction would come from the Council on what they would like to see changed. Such as if steel or shipping containers would be a permitted, allowed, or a conditional use.

Councilmember Gliva asked if other surrounding cities use shipping containers.

Associate Planner Botten replied she was unsure. She said the company the applicant is looking to hire to bring the structure in have used other bar type shipping containers in other cities. She was unsure if they were an interim use or allowed by code.

Councilmember Murphy mentioned that it seemed like someone came in and sold the idea to a business owner. He asked if other siding options were offered.

Associate Planner Botten replied that the applicant would likely be able to answer the question. Her understanding was that the shipping container was what would be presented. The applicant could possibly add siding to it.

William Ashton, 6449 Concord Boulevard, addressed using the shipping container and not siding it stating he felt it goes with the flow of the industrial area, the train going by. Being commercial, he said they would make sure it would always look nice, it would be painted. It would have a good look, but if they need to side it, they would. He felt it would look better without siding.

Mayor Dietrich asked when Mr. Ashton was in front of the Planning Commission if practical difficulties were discussed as far as the siding.

Mr. Ashton replied no, not at that meeting.

Councilmember Gliva asked the applicant if he had a photo of what it would look like.

Councilmember T'Kach mentioned there was a rough sketch.

Mr. Ashton agreed; a rough sketch was shown. He said the doors would be hydraulics that open. It would have a bar top so people can sit around it.

Mayor Dietrich asked if there would be plumbing and electricity.

Mr. Ashton replied yes.

Councilmember Murphy asked if it was located up against the building.

Mr. Ashton replied it was in the middle of the lot.

Councilmember Gliva asked if it would be closed in non-summer months.

Mr. Ashton replied in the affirmative.

Councilmember T'Kach questioned if a variance was allowed, she was thinking about the longer-term development of Concord with residential, more parkland, and changing the feel of what is down there. She asked how this would fit in five or ten years.

Mr. Ashton replied if it goes like the last 20 years, he does not believe in 5-10 years anything would change in the area. He hopes there is change.

City Attorney McCauley Nason stated the practical difficulty task requires the Council make three findings. All three must be met in order for the practical difficulty to be found.

1. The property owner must use the property in a reasonable manner not permitted by the zoning ordinance.
 - a. She said that conversation seems to indicate that would be met.
2. The variance, if granted, would not alter the character of the locality.
 - a. Council has had conversation about this.

3. The plight of the landowner had to be due to circumstances unique to the property, not created by the landowner.

- a. The siding issue is a little different than a typical setback, lot size, or unique angle.

She mentioned she does not have a specific response to the #3 point. The Council is the finder of fact, if the Council finds practical difficulties, it would need to be articulated that all three components have been met including the plight of the landowner due to circumstances unique to the property, not created by the landowner.

Mayor Dietrich mentioned it was discussed at planning that the practical difficulty could be the code itself. She asked if that had any legal standing.

City Attorney McCauley Nason replied the code itself does not appear to meet the issue of circumstances unique to the property, not created by the landowner. A variance can be obtained in theory from anything in the zoning ordinance, they are generally related to land configuration.

Councilmember T'Kach asked if examples could be shared of where, if allowed here could it be done on a residential property, mixed use, commercial. She asked where challenges would be seen.

Associate Planner Botten replied shipping containers are a hot topic these days compared to five years ago. In other parts of the nation some use them as tiny homes. They can be repurposed for a number of different items and uses. In Inver Grove Heights, there have been requests to use them for storage. They are a lot safer for commercial and industrial areas than sheds. She mentioned that there has been another business owner looking to do something similar to Mr. Ashton's request. These have popped up on residential lots. She shared with the change to the siding requirements in Ag and E-1, this would be an allowed type of siding in the Ag and E-1 district, not in urban R-1 lots.

City Administrator Wilson stated the first action would be for someone to make a motion with one of the resolutions relating to the exterior siding. The resolution included in the Council packet could be moved to deny the variance request or move the resolution to approve. If approval is the motion, the Council would need to identify the practical difficulty that the Councilmember making the motion sees in complying with the code.

Councilmember Scales commented that he was unsure this product fits the city code. He said the way he looks at it is that is not about the siding it is the product. It is the way the product is built; it is not a separate material on the outside. Even though he would like to find a practical difficulty for the variance, he said he believes it is a good product, the right thing for the area. He thought more of these would be seen in the future. He suggested the use of these containers in the city needs to be addressed separately. He likes the product, has seen them in use before; they look nice, professional, and fits the environment down there. He said the applicant could put siding on it, he believes it is a better product as it is.

Councilmember T'Kach agreed with some of what was said by Councilmember Scales. She said the practical difficulty is a difficult hurdle. The property owner could build a 2x4 or 2x6 structure or could do a similar design. She said this puts them in a difficult position to try to jump through hoops to get to a practical difficulty when they need to relook at the situation. She said they had discussed premature development; she looks at this as a premature shipping container. She said she does not say that lightly. She stated this is someone who wants to expand their business and bring in more commercial activity. She respects that the city has ordinances in place for a reason. She believes the request should be denied and look at revisiting it as a Council at another time.

Motion by T’Kach, second by Murphy, to deny the request for a variance from metal/corrugated siding for this applicant for property located at 6449 Concord Boulevard. Resolution 2023-111

Ayes: 5

Nays: 0 Motion carried.

Motion by Gliva, second by Scales, to approve the 10-foot setback for property located at 6449 Concord Boulevard. Resolution 2023-112

Ayes: 5

Nays: 0 Motion carried.

Councilmember Gliva stated the need to look at this item; the shipping container is not going to go away; they are seen everywhere. She said she was unsure where this fits into an ordinance and if it needs to be added. She agreed with Councilmember Scales that it was not about the siding; it is an actual structure.

City Administrator Wilson suggested the Council direct planning staff to look at ways this interacts with city code and then bring it before the Planning Commission for discussion. It would eventually come back before the Council.

Mayor Dietrich and some of the Councilmembers agreed.

City Attorney McCauley Nason suggested the Council take Public Comments and the Mayor and Council Comments before going into Closed Session.

7. PUBLIC COMMENT:

Brenda Sabistina, 10380 Brent Avenue, stated in 2017 the Inver Grove Heights City Council started working with the railroad on a whistle free zone. That has been stopped for multiple reasons over time. She would like the discussion to be brought back up. There are more trains, they are louder. She said Dakota County came before the Council on the 105th Street bike trail. She lives close by on Brent. She commented that it was not just the land owners that would be impacted, it is the rest of the people in the area that have been there for a long time that would be impacted over time. She said most of the neighbors that went to the Dakota County meeting were against it on 105th, but Dakota County wants to push it through. She wanted to mention that there are a lot of people that want to be involved that are not on 105th, Dakota County has not been very easy to work with on it.

Mayor Dietrich said she thought there would be another engagement on this item.

Ms. Sabistina replied that Dakota County usually tries to make sure people don’t know about it. When they come in, a decision has already been made. She said they had already decided on 105th and do not want to change it. She said 117th Street would be a much better option, it’s being redone. She questioned why they would not include it as a part of that project.

Mayor Dietrich encouraged Ms. Sabistina to contact Dakota County Commissioners.

8. MAYOR AND COUNCIL COMMENTS:

Mayor Dietrich said her thoughts and prayers go out to Officer Ben Bidon and his family. He was respectfully honored with a traditional police burial at Fort Snelling today. She keeps the family and our own officers in her prayers.

Mayor Dietrich stated the city has two great events coming up that the public are invited to attend:

- Wednesday, May 17th, EDA Consultant Lee Krueger will be speaking to residents and getting input from business owners regarding what types of retail, restaurant, and

service businesses they would like to see in the community. This takes place at Jersey's on Concord Boulevard, at 4:00 p.m.

- Wednesday, May 17th, the Police Department is hosting their Annual Open House in celebration of National Police Week. This event takes place from 4:00-7:00 p.m. outside of the Police Station.

D. Closed Session to Discuss the Acquisition of Real Property

City Attorney McCauley Nason stated there will be two separate closed sessions. Both will be held in the Mayor's Conference Room. The Council will be asked to vote to move into closed session and reconvene the closed session in the Mayor's Conference Room. After the first closed session is completed, the Council will vote to move back into open session and then will vote again to move into closed session for the second closed session which is regarding Labor Negotiations. After the two closed sessions the Council would reconvene the open meeting and adjourn the meeting as there is no further business on the agenda.

City Attorney McCauley Nason stated the first request is for the Council to make a motion to move into a closed session pursuant to MN Statute Section 13D.05. Subd. 3C, Subparts 2 & 3, to review confidential/protected non-public appraisal data under Section 13.44 Subd. 3, and to develop or consider offers or counter offers for the purchase of real property identified by the following addresses and Parcel Identification Numbers (PID):

- 6971 Dickman Trail. PID#20-00200-56070, PID#20-39900-00170, PID#20-00200-57093, PID#20-39900-00250, and PID#20-39900-00210

Motion by Gliva, second by Murphy, to move into Closed Session to Discuss the Acquisition of Real Property located at 6971 Dickman Trail. PID#20-00200-56070, PID#20-39900-00170, PID#20-00200-57093, PID#20-39900-00250, and PID#20-39900-00210 at 8:19 p.m.

Ayes: 5

Nays: 0 Motion carried.

Motion by Gliva, second by Scales, to return to Open Session at 8:28 p.m.

Ayes: 5

Nays: 0 Motion carried.

E. Closed Session to Discuss Labor Negotiations

Motion by Gliva, second by Scales, to close the meeting pursuant to Minnesota Statutes Section 13D.03, Subd. 1(b) to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals with LELS Local #540 and IAFF Local #5251, pursuant to Minnesota Statutes Section 179A.01 to 179A.25 at 8:28 p.m.

Ayes: 5

Nays: 0 Motion carried.

Motion by Gliva, second by Scales, to return to Open Session at 8:58 p.m.

9. ADJOURN:

Motion by Murphy, second by Gliva, to adjourn the meeting at 8:58 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, MAY 22, 2023 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, May 22, 2023, in person. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members: Murphy, Gliva, Scales, T’Kach; City Administrator Wilson, City Attorney McCauley Nason, City Clerk Kiernan, Public Works Director Connolly, City Engineer Merchlewicz, Police Chief Chiodo, Communications Manager Looze, City Planner Hunting, Associate Planner Botten, Parks and Recreation Director Lares

Absent: Community Development Director Rand (conference), Finance Director Hove (conference)

3. PRESENTATIONS:

A. Public Works Week Proclamation

Mayor Dietrich read the Proclamation for Public Works Week.

Highlights: It is proclaimed that the City Council of Inver Grove Heights celebrate National Public Works Week from May 21st through May 27th, 2023 with the theme “Connecting the World Through Public Works”. The public is invited to join the City Council in extending its deepest appreciation to the hardworking members of the Inver Grove Heights Public Works Department whose knowledge, skill, and dedication make our community better throughout the year.

Mayor Dietrich presented a plaque to Public Works Director Brian Connolly.

4. CONSENT AGENDA:

A. Minutes of the April 24, 2023 City Council Meeting

B. Approval of Disbursements. **Resolution 2023-113**

C. Personnel Actions

D. **Resolution 2023-114** to Accept Donation

E. Exempt Gambling Permit for Ducks Unlimited

F. Professional Services Agreement for Insurance Agent Services. **Resolution 2023-115**

G. Storm Water Facilities Maintenance Agreement for 6556 Alverno Lane

H. **Resolution 2023-116** Amending Final Project Budget and Closing Project Account for City Project No. 2022-04 - Lund Easement Acquisition

I. **Resolution 2023-117** to Close Emerald Ash Borer Fund, Transfer Remaining Balance and Amend 2023 Parks Division Budget

J. **Resolution 2023-118** to Approve 2023 Tree Replacement Plan

K. **Resolution 2023-119** Approving City Participation in SolSmart and Submittal of Letter of Commitment

L. Comprehensive Plan Amendments and Associated Rezoning of Existing City Park and Public Works Facility Parcels. **Resolutions 2023-120, 2023-121, 2023-122**

M. **Resolution 2023-123** Approving a Comprehensive Plan Amendment and Ordinance Approving a Rezoning for Property in the 70XX Block of Concord Blvd.

N. **Resolutions 2023-124 and 2023-125** Approving Variances for Minimum Lot Size and Lot Width for properties located at 11331 & 11335 Albavar Path (Case No. 23-15V).

O. **Resolution 2023-126** Approving 2nd Amendment to FY 2022 MN DEED HCEP Grant Application

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

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

6. REGULAR BUSINESS:

A. Rental Housing Licenses

City Administrator Kris Wilson presented 12 Rental Housing Licenses for approval. All have gone through the review process, background checks, and keyholders. Staff finds them to be in order. The following are in order of Rental Address, Property Owner, and Property Manager:

5466 Bryce Ave., Leah Freeman Frederick, Anchorage, AK. - Mark Roesler, Hastings, MN
8785 Branson Dr., Nichole Frost 8709 Hunters Way, MN. - Daniel Keil Christensen, Apple Valley, MN
8791 Branson Dr., Alante Williamson Brooklyn Center, MN. - Brandon James Nation, Eden Prairie, MN
10805 Rich Valley Blvd., TSA Holdings LLC, Inver Grove Heights, MN. - Peter Tjornhom Inver Grove Heights, MN
3956 71st St E., HPA US1 LLC., Chicago, IL, - Gary Vanderbush, Roseville, MN
3875 75th St E., IH2 Property Illinois LP., Dallas, TX. - Invitation Homes, Mendota Heights, MN
4738 Barbara Ave., IH2 Property Illinois LP., Dallas, TX. - Invitation Homes, Mendota Heights, MN
3085 Upper 76th, IH2 Property Illinois LP., Dallas, TX. - Invitation Homes, Mendota Heights, MN
7324 Cahill Ave., IH2 Property Illinois LP Dallas, TX. - Invitation Homes, Mendota Heights, MN
6920 Clayton Ave., IH2 Property Illinois LP Dallas, TX. - Invitation Homes, Mendota Heights, MN
6978 Delaney Ave., IH2 Property Illinois LP Dallas, TX. - Invitation Homes, Mendota Heights, MN
1730 Atwater Path, IH2 Property Illinois LP Dallas, TX. - Invitation Homes, Mendota Heights, MN

Motion by Scales, second by T’Kach, to approve the Rental Housing Licenses as presented.

Ayes: 5

Nays: 0 Motion carried.

B. Third Reading of Ordinance Amending City Code to Allow Police Cadets to Issue Certain Citations and Summary Publication Resolution 2023-127

Police Chief Melissa Chiodo presented the Third Reading of City Code to allow Police Cadets to issue certain citations. City code currently authorizes various city employees, including Police Officers and Community Service Officers, to issue citations for violations of certain State Statutes and provisions of the city code. The police department has replaced the position of Community Service Officers with Police Cadets/part time uniformed employees of the city to assist with the enforcement of city code and state statute provisions related to parking restrictions, expired vehicle registration on a parked or abandoned vehicle, animal control, and park regulations. The police department seeks the ability to have police cadets issue citations for these types of violations. This would allow officers to focus on more serious violations.

City Administrator Wilson clarified that the Council is approving the Third Reading and a Resolution of Summary Publication. This allows for summary publication rather than the entirety of the ordinance.

Motion by Gliva, second by Murphy, to approve the Third Reading of Ordinance Amending City Code to Allow Police Cadets to Issue Certain Citations and Summary Publication Resolution 2023-127

Ayes: 5

Nays: 0 Motion carried.

C. First Reading of Ordinance Amending City Code Related to Alcoholic Beverages in City Parks

Parks and Recreation Director Adam Lares presented the following regarding an Ordinance Amending City Code related to Alcoholic Beverages in City Parks.

Background: City Code prohibits the consumption of alcoholic beverages in city parks, with exception of 3.2 percent malt liquor at:

- Rich Valley Athletic Complex
- South Valley Park
 - These are in connection with an event
- The city has been approached by several permit applicants to host small and large events/gatherings at park complexes.
- With the redevelopment of South Valley Park, which has a kitchen, staff anticipates permit applicants utilizing the space for graduations, receptions, and birthday parties.
- When applicants ask if the city allows alcohol higher than 3.2% and learn that it is not an option in the city, they usually go elsewhere to hold their events.
- City staff reviewed existing City Code, Title 4, Chapter 1, Section 16B language and prepared an ordinance that would change the existing language to allow alcoholic beverages containing less than 10% alcohol by volume (ABV) at the following:
 - South Valley Park Shelter
 - Rock Island Swing Bridge Park Shelter
 - Rich Valley Athletic Complex

Changes – South Valley Park:

- Removed:
 - 3.2 malt liquor language
 - 150 feet from park shelter
- Added:
 - Rock Island Swing Bridge Park
 - 10% by volume
 - Original container
 - Single serve
 - No more than 16 ounces
 - Event sponsor is required to identify guest age and who is eligible to consume alcohol
 - Consumption would need to be contained to the shelter (restricted to the shelter space due to the proximity to the playground)

To note: All levels of city staff would be impacted by the ordinance change including Police, parks department, recreation staff, and the city attorney

Changes – Rich Valley Park/Complex:

- Removed:
 - 3.2 malt liquor language
 - Removal of park (only used in the complex, not at the park on the south end)
- Added:
 - Must be in conjunction with an event where the sponsor obtained a permit from the city to use the athletic complex for a permitted event and only if the person possessing or consuming the alcoholic beverage is an invitee of the event sponsor.
 - 10% by volume
 - Original container
 - Single serve
 - No more than 16 ounces
 - Event sponsor is required to identify guests age and who is eligible to consume alcohol
 - Athletic Complex
 - Alcoholic beverages will not be allowed at any youth-focused events or tournaments

- New Add:
 - Allow for beverages to be sold at the Athletic Complex
 - Must obtain one of the following:
 - On-sale liquor intoxicating liquor license
 - Temporary on sale 3.2 liquor license
 - One-day consumption
 - Can be sold in non-glass or plastic cups, not required to be in original containers
 - Alcoholic beverages will not be allowed at any youth focused events or tournaments

Requested Action:

Council is asked to consider approval of the First Reading amending the City Code related to alcoholic beverages in city parks.

Recommendation:

- The proposed ordinance was reviewed at the May 10, 2023, Parks, and Recreation Advisory Commission Meeting. The Commission voted unanimously to recommend approval of the ordinance to the City Council.
- Staff recommends approval of the First Reading of the proposed ordinance as presented.

Mayor Dietrich asked how 10% ABV was determined.

Parks and Recreation Director Lares replied research was done on types of beer/seltzer ABV's that are typically allowed.

Mayor Dietrich asked if it was known what neighboring communities were doing regarding the 10%.

Director Lares replied to the west, they currently allow beer/malt liquor at all recreational parks without restrictions, it is not listed by volume. South St. Paul does not have an ordinance allowing alcohol in parks but are looking at how Inver Grove Heights progresses before changing their ordinance.

Mayor Dietrich referenced the Rich Valley campus asking what would happen if the event was in the parking lot itself.

Director Lares replied the parking lot counts as the complex itself. For example, Food Truck Day events are held there. Like any other event holder, the city would have to apply for their own liquor license. If a third-party vendor was brought in such as a brewery that already has one, they would have to present the information in order to take part in the food truck event.

Councilmember Murphy asked about enforcement issues relating to the 10% volume. A typical event may include beer and wine; wine would be over 10%. He suggested that be re-visited. He agreed with not allowing at youth related events. He questioned having an adult walking over with a beer to the playground to watch their child play. He said he sees an issue with this as it's allowed at the fields but not at the playground.

He questioned if those renting the pavilion at South Valley may want to play disc golf at North Valley but cannot be due to the alcohol limitation. He suggested this be worth exploring.

Parks and Recreation Director Lares replied staff could revisit the 10% to see if it would be more generalized such as beer/malt liquor/wine. He will consult with city police to get their feedback. He stated the event would have to be sponsored by a permitted applicant. It is not meant to roam freely. South Valley specifically would likely not have staff/police enforce. At the Rich Valley Athletic Complex, if going through the process of obtaining a short-term liquor license and have a threshold of a certain amount of people, it would be required to have a police officer on site to monitor sales, distribution, and the property. Other listed parks are meant to be smaller in stature and concentrated in the shelter area. He mentioned when discussing this with the Parks Superintendent, it was stated that an abundance of alcohol has been found throughout the parks system. This tries to create restrictions and accountability. There would be

damage deposits that would help regulate. The damage deposit for South Valley would likely be increased.

Councilmember Murphy said he felt they could run into a problem with 150 feet/shelter only.

Director Lares replied people may still wander. With the way the ordinance reads for South Valley, they would not allow alcohol at the Disc Golf Course. He mentioned there is a tournament hosted out of South Valley's pavilion that goes to North Valley. Staff would be adamant if they were to anticipate having alcohol. Sales and distribution would not be allowed at South Valley or the Rock Island Swing Bridge. He mentioned that staff has picked up alcoholic cans and bottles at the disc golf course even though signage is posted.

Councilmember Gliva said if there was a group or sponsored event, there would be sale. She asked if it would stop anyone from having a cooler right next to them full of beer/alcohol and if it was allowable.

Parks and Recreation Director Lares replied the current ordinance allows having 3.2 malt liquor beverages for watching an event. The new ordinance would not allow someone to come in with regular liquor unless you are an invitee or a participant. In that case, the applicant must fill out and complete the proper protocol for how they plan to manage distribution and consumption. This would also have to be vetted through the city police department if obtaining one of the three types of liquor licenses. If the event sponsor says it's bring your own beverage, they would have to show how they plan on monitoring. It would also have to be approved through the parks department and staff would consult with city police. He said it may not be that easy to police but would look to the event sponsor to help develop a process and indicate what the process is, so if there is a spot check or issue it can be identified. This would hold the event sponsor liable and responsible.

Motion by T'Kach, second by Scales, to approve the First Reading of Ordinance Amending City Code Related to Alcoholic Beverages in City Parks.

Ayes: 5

Nays: 0 Motion carried.

D. Variance to Exceed the Maximum Allowed Square Footage for an Accessory Building at 11880 Albavar Path. Resolution 2023-128

Associate Planner Heather Botten presented a request for property located north of Albavar Path, west of Akron Avenue, zoned Agricultural. The applicant is requested to build an accessory structure 2,598 square feet in size when 2,400 is the maximum square footage allowed. The applicant's lot is 5.39 acres. Lots in residential, zoned E-1 or Ag., greater than 5 acres, are allowed to have up to two detached accessory buildings with a maximum square footage of 2,400 gross square feet. The owner is currently building a home with an attached three car garage with the proposed accessory structure to the north. That building would be in compliance with other zoning requirements such as exterior building materials and impervious surface; it exceeds setback requirements. The closest property line is to the north, the structure would be over 100 feet away from the northern property line.

The city recognizes that larger structures may be appropriate for some of the larger residential lots. The City Council has reviewed and modified accessory structure standards over the years, most recently in 2021. At that time, the size allowance for lots 3.4 to 5 acres in size was changed. A ratio method is now used multiplied by the lot size to come up with the square footage allowed, but still capped at a maximum of 2,400 gross square feet. Staff believes the direction for the city:

- Would be to regulate that size of accessory structures.
- Recommends denial of the variance request based on the findings that approval could set a precedence for other requests to exceed the maximum square footage on large lots.

- Denying the variance does not preclude the applicant from reasonable use of the property; there is an attached garage on the house. They would also be allowed a detached structure up to 2,400 gross square feet.

- Staff does not believe criteria has been met to support a practical difficulty.

She stated that the applicant was present at the May 2, 2023 Planning Commission Meeting. No neighbors were present to testify at the hearing. The Planning Commission recommended denial based on the current code language and lack of a practical difficulty. The Planning Commission recommended that the Council consider a possible ordinance change and look at the accessory structure requirements for lots greater than 5 acres.

She mentioned that the Council packet contains two resolutions, one for approval, one for denial. If the Council goes with approval, conditions and a practical difficulty would have to be stated.

Councilmember Murphy asked if a calculation was done for the requested size.

Associate Planner Botten replied if the ratio method was used for the 5.39 acres times 480, it would equal 2,587 square feet. In this case they would be short 11 square feet. She was unsure if the applicant would be able to amend the proposed structure or would still need a variance for 11 square feet.

Councilmember Scales asked when doing square footage if they were doing the interior or exterior.

Associate Planner Botten replied they are interior measurements.

Councilmember Scales requested the square footage for the bump outs.

Planner Botten replied she was unsure; the applicant could address the question.

Bruce Lenzen, 106 Buckeye Street, Hudson, Wisconsin, stated he represents the property owner. He addressed the practical difficulty saying that it was the wishes of his client due to the amount of equipment, his shop, and the work he does. He wants to be able to have adequate storage and not have to store anything outside. He said he had mentioned at the Planning Commission Meeting that the ordinance was not clear. This came about when he did the original design of the home which is currently being framed. He could have added an additional stall onto the attached part of the home. He said the ordinance was not clear for someone outside of the city, it seemed to allow two structures. He said he suggested this be addressed at the Planning Commission meeting. He referenced the second portion of the ordinance stating he thought he was within 2 square feet, not 11. He could adjust that if needed. He replied the bump outs were about 80 square feet, they are for aesthetics.

Rob Gornick, owner of the home, stated when they were putting the house together, they did not see a problem with the way they laid stuff out. They would have done things differently if the language had been clear, whether it was two-2,400 square foot buildings or not. He wanted 3,200 square feet. He said he has plans for what equipment is going in the space. Its toys, he does a lot of workshop work and wanted the square footage. He said they are now talking about a lean to or a parking spot out front. He wanted a building so things would not be left outside under tarps. This size was adequate. With the layout he has, they are not putting as much stuff as he wanted into it, he wanted it to look neat.

Mayor Dietrich asked the City Attorney if the way the ordinance reads could be a practical difficulty.

City Attorney Bridget McCauley Nason replied it could not. The practical difficulty has to do with the land itself. It is found in the uniqueness of the property not caused by the landowner.

Councilmember Scales commented that the building was nice looking, fits the landscape, and the neighborhood. The bump outs are more of a design feature than usable space, it would still be 118 square feet over. If using the calculation used on the lower properties, they are very close. He would

like to find a way to make this work. He said the city needs to find a way of getting larger lot owners the buildings they need. He was unsure what the practical difficulty is, in the past they have been creative. He said he finds this to be a great fit and would like to find a way to support it.

Mayor Dietrich asked if a practical difficulty was presented to the Planning Commission.

Mr. Lenzen replied the practical difficulty to achieve the client's desire would be to make an addition to the nearly completed existing home but doing that would be more costly to the client. He said he could have achieved it earlier, but now that the home is sited, it's rolling terrain down a hillside. He stated that a lot of engineering was done; changes can be done but would mess up a beautiful home aesthetically. It would be more costly to gain 180-200 square feet for the client. This was due to a misunderstanding of how the ordinance was read.

Commissioner T'Kach asked if the applicant could make it 2,400 square feet or wait to build the building until the Council is able to go back and look at the ordinance clean up being done. She does not see a practical difficulty. She said they are empathetic, increasing becomes a slope when everyone comes in saying it was done for someone else. She sees it as making the space slightly smaller or wait.

Assistant Planner Botten asked the applicant if it was true due to the topography of the site and the trees next to the existing house, it might be challenging to add on to the existing house under construction versus where it is currently planned/altered.

Mr. Gornick replied when coming up with different layouts, this left it where they did not have to fill out towards the road. There was a lot of discussion after they found out they misread the ordinances. They questioned how they could attach it to the house. Due to the hills, it required fill. He said they cannot put a slab on fill, it should be on solid ground, there for a long time. He said it was unfortunate, they read the ordinance the way it was written. Regarding the size, he measured out what he has to fit the space they presented.

Councilmember Scales mentioned that one of the quirks in the system when building a structure, is that you can attach as large of a garage as you want to your house. He said he struggled with the idea that a homeowner can attach a garage of 5,000 square feet, yet bigger lots are limited to smaller buildings. He commented that when someone can add on any size garage to their house, having a detached structure be a little larger makes sense. It looks better for the house and the neighborhood. He would like to find a way for the Council to fix this, to have a sliding scale on the larger lots. He was unsure how quickly that change could be made and asked how long the process would take.

City Administrator Wilson said a public hearing would have to be noticed before the Planning Commission. It could be July before it is back before the Council.

Associate Planner Botten agreed it could be a couple of months. Staff believes more research be done rather than just applying the ratio to it. She mentioned that one of the Planning Commissioners brought up a valid point with having 10 acres and applying the ratio, they could have over 4,000 square feet. It was questioned what happens when they are allowed to subdivide; having two lots at 5 acres and one has a very large structure. Further research would need to be done regarding how that would impact some of these lots, what sizes they would be looking at, what other cities do, and if there should there be a cap. Changing the ordinance would require a public hearing with the Planning Commission which requires a notice in the paper and then three readings before the City Council. If ready to go with an ordinance amendment now, it would still be three months out.

Motion by Scales, second by Dietrich, to approve the request for a Variance to Exceed the Maximum Allowed Square Footage for an Accessory Building at 11880 Albavar Path, Resolution

2023-128, with the practical difficulty being the topography around the house for adding on to the garage.

Councilmember T’Kach asked if there was a way to move the proposed building smaller or to design it upwards with a second story.

Associate Planner Botten replied even with a second story, staff looks at total square footage.

Councilmember Gliva suggested the Council revisit the ordinance and the 2,400 square footage maximum regardless of the decision being made.

Councilmember T’Kach mentioned that a few of these requests have been denied in the last few months. She questioned if any applicant could come back to the city and say they were not offered a practical difficulty of trees in the way.

City Attorney McCauley Nason replied variances are unique because each situation stands on its own. In this case, the city has to look at the application, the uniqueness of the property, and the property owner’s situation. If the Council finds that a practical difficulty exists in the situation, that it be something that differentiates it from other applications. If seeing repeated requests and would like to direct that a process take place to explore potential code revisions that would reduce the number of variances coming before the City Council, the Council can direct staff to do so.

Mayor Dietrich stated it seemed like that was something the Council has consensus on.

Councilmember Scales shared that while he was on the Planning Commission a lot of these variance requests came through for smaller lots and is why they have corrected it. It has cut down on the number of smaller requests. Now is the opportunity to correct larger lots. Doing so would likely keep the variances down as it did with the smaller lots.

Councilmember T’Kach stated she came into this meeting thinking there was no practical difficulty. She did not go out to the site. She would consider tabling this item to the next meeting, it would give the opportunity to say if it was really a practical difficulty, they have one based on the site.

City Attorney McCauley Nason replied that presents a challenge with the 60-day deadline.

City Administrator Wilson mentioned the deadline is May 28th.

City Attorney McCauley Nason stated there is a motion on the table that Council needs to act on. Depending on the results of the motion: if the motion fails, in order to extend the deadline, something in writing would be needed now, from the applicant to extend the deadline so the Council could revisit the same application at a meeting to be determined. This needs to be in writing to avoid a situation where they would have to risk a special meeting if not receiving it in time.

Ayes: 3

Nays: 2 (T’Kach, Murphy) Motion carried.

E. Ordinance and Resolution Authorizing a 5-year Mining Extension and Conditional Use Permit for Bituminous Roadways, 11201 Rich Valley Boulevard. Resolution 2023-129

City Planner Allan Hunting presented a request by Bituminous Roadways for a 5-year extension for Sand and Gravel Overlay Zoning and a Conditional Use Permit (CUP) Amendment that ties to the asphalt plant. The mine has been in existence since the early 1970’s. Rich Valley Boulevard is to the east, city boundary to the south, and Cliff Road. Bituminous Roadways mines the sand on the property, there is an asphalt plant on the site with storage tanks for bitumen material. Asphalt is created for driveways, streets, and parking lots. The access point comes in off Rich Valley Boulevard. There are

wash water ponds to wash sand for use in the mix. With Phases 4 and 5 they would mine out the balance of the site on the southern part of the site.

Background:

- Bituminous Roadways (BRI) has been in place operating sand and gravel zoning. This was first approved in 1974, to be renewed every 5 years.
- Also operate an asphalt plant through a Conditional Use Permit, first approved in 1979.
- BRI is requesting the ability to mine deeper than they currently are. The current level they can mine down to is 840 feet below mean sea level. The request is to mine at an elevation of 800 feet.
 - This gives an extension of about 10 years to the life of the mine.
 - BRI assumes the current mine with an 840 elevation has a life of about 30 years. Dropping it down to 800 would extend it an additional 10 years; giving it a 40-year life before mining out all of the sand.
- Barr Engineering has been hired to help the city review their updates along with this plan to see if there were any potential impacts with digging into deeper elevation (gets them closer to the water table).
- Staff has reviewed, based on Barr's review and information provided by Bituminous Roadways. Barr feels the modifications of the plan, allowing for digging a deeper elevation, would not have a negative impact on the groundwater or well testing with limits established by the MPCA.
- The Planning Commission first reviewed this item in November, several questions were raised. Time was taken to address those questions. Bituminous Roadways provided more information, Barr Engineering did further analysis and review. All reports are included in the Council packets. Research came up with nothing different.
 - The Planning Commission asked the Environmental Advisory Commission to review, which they did at their April 27th meeting. They recommended approval.
 - The Planning Commission reviewed this item again during their May 2nd meeting. At that meeting Bituminous Roadways recommended new well testing protocol.
- This continues with three monitoring wells that would be reviewed once per year.
- The wells, their design, and water table levels would be checked quarterly.

A graphic prepared by Barr Engineering was shown depicting the general elevation of the water table.

- Identifies that the water table would always be below where they are mining (in a range of 10, 15-20 feet) below the 800.
- Well protocol, is having three additional wells with an analysis of why those sites were chosen.

Action Requested:

- Council is asked to take action on the new 5-year Sand and Gravel Overlay Ordinance.
- There are 34 conditions of approval, many of which have been carry overs from when it began.
- Within the set of plans approved, one of the conditions is allowing the drop to 800 feet.
- The Environmental Advisory Commission recommended approval on April 27th.
- The Planning Commission recommended approval of both requests with the 34 conditions listed in the Council packets. These reflect changes recommended by Barr.
 - Material to be brought in when capping be cleaned.
 - Conditions that are more detailed and specific on well testing, what they would be testing for, and how it would be tested.
 - New well protocol.

Councilmember T'Kach referenced Condition #3, Section 3, and questioned if the plans, final land use plan from 2002, and other plans from 2012, was planned for development, open space, or solar ready for a solar field.

City Planner Hunting replied that the reclamation of land has not changed since 2002. This is in agriculture rural density. The plan was for the potential of 10 acre lots with access off of Rich Valley Boulevard. There would be grade changes. Once closer to final completion there could be an updated plan but shows a residential land use.

Councilmember T'Kach mentioned she read that all material brought in would be tested for contaminants. She asked if that was correct.

City Planner Hunting replied yes.

Councilmember T'Kach questioned the moss operation for shingles. She asked if there was a reason to prohibit shingle storage. If allowed, and had to move any leftover shingle material off, for example, 30 days after closing for the season, if they would be able to remain in operation of shingle recycling.

City Planner Hunting replied this was done a long time ago. Bituminous does not recycle shingles any longer. There may have been stock piles at one time; this may have stopped around the mid 90's.

Councilmember T'Kach addressed water issues and the request giving them a 10-year life with the 800-foot request. She said it wasn't really a 5-year renewal, it was 10 years. As they get closer to the aquifer it can be difficult to clean up if contaminated. She asked if the city has done any type of risk assessment as to what the city or Bituminous Roadways would do if there was contamination of the aquifers. She asked if there was an assessment of the risk and then a mitigation plan.

City Planner Hunting replied no, staff has not done anything further based on Barr's recommendations. Staff follows Barr Engineering's lead as they are the experts.

Councilmember T'Kach shared that this is a big thing for the Council, they should think about what their responsibility is to protect the aquifer. There is already contamination going on in the southern part of the city, which is why there is city water out there now. She asked what the risk was. She mentioned that she watched the Planning Commission meeting where the representative from Barr Engineering was "pretty darn sure" that there would not be contamination. She was unsure if that was enough for the Council to say it sounded good. She asked what the Council would be thinking about when it comes to this and what happens if there was contamination. She liked the idea of monitoring wells. She commended the Planning Commission which did a fabulous job of fine tuning the original application and putting safeguards into place. She questioned if going to an 825- or 820-foot elevation, there is still five years to get there, they would be able to come back in five more years. She mentioned if the State loses any battles when it comes to having water shipped out of the state, the aquifers in Dakota County are the ones that companies are looking at to ship. She said she felt this needed to be looked at in a bigger picture. She questioned if there was a chance the water would flow to the west accidentally. She said they can see that the contaminants are going to go to the Mississippi River, if anything happens, that is where it is going. She said it is their responsibility as a Host Community to try to protect some of that. She believes the water issue is a big issue with the high volume well on site, all the washing, the potential for contamination, and the holding ponds.

Councilmember Scales requested information on the process stating they came before the city in November; there were questions. He said Bituminous Roadways agreed to take the time, do an investigation, as did Barr Engineering, extra time was allowed to do this research. He asked if that was the reason for the delay. He said it was not that it was not approved, it was that everyone agreed to go through the process to answer the questions that were asked.

City Planner Hunting replied that was correct.

Councilmember Gliva mentioned there was reference that the life may be estimating out 10 years.

City Planner Hunting replied they are estimating the current life at 840 feet to be about 30 years.

Going down to 800 extends the life 10 more years, for 40 years of the mine.

Councilmember Gliva asked with the first extension, where the five years came in and if it was the actual mining part.

City Planner Hunting replied 5 years was the way it was originally approved. Bituminous would have to come back every 5 years regardless of whether they were asking for a change or not. This would be to extend and continue the sand and gravel.

Councilmember Gliva asked if that wasn't another precaution to have them come back every 5 years.

City Planner Hunting replied they would have to come back every five years regardless of what is done this evening, or any action taken. Monitoring is still done yearly and quarterly. Staff reviews along with Barr Engineering as they have the expertise if there are any issues.

Councilmember Murphy asked why 840 was to start and not 800. If they could get more life out of it, he questioned why didn't they just start at 800.

City Planner Hunting replied he was unsure, Bituminous would likely have the answer.

Councilmember T'Kach referenced Condition #26 stating there is a voluntary well interference protocol agreement for the neighboring properties. She asked if this has been used in the past even if voluntary.

City Planner Hunting replied yes, that was put in, in 2012. Bituminous would be able to provide history.

Kent Peterson, President of Bituminous Roadways, lives at 6130 150th Street Southeast, Prior Lake. He said he would like to answer questions but wanted to invite Michaela Whelan from Sunde Engineering to say a few words about the proposed new groundwater monitoring.

Michaela Whelan, Sunde Engineering, 10830 Nesbitt Avenue South, Bloomington, gave an overview of the draft phase of groundwater monitoring. Per conditions, they are planning to put the plan together in a written document that Bituminous Roadways would follow as they do well testing, hire consultants, and do the analysis. After the wells are installed, there would be a sampling event. Three monitoring wells proposed:

1. On the upgradient side of the site. Serves as the background base. Far westerly well #1.
 - a. Testing for naturally occurring elements.
 - b. This well provides a base idea for what is coming through on the top layer of the groundwater table.
2. and 3. Downgrade of the mining operations.

These wells would be tested by a sampling firm via the required processes of the MPCA.

- This includes sampling, transporting the samples, and in-lab testing.
- Results would be sent to Bituminous Roadways who would give results to engineering/Sunde Engineering, who would then prepare the report.
- Sunde Engineering would check the results. If anything exceeds an action limit (level below any EPA or Minnesota Department of Health Water Quality Standard), it would be re-tested.
 - The groundwater plan would have an action protocol if test results exceed limits.
 - A verified exceedance would result in contacting the city and the MPCA.
 - The MPCA would be involved in a remediation plan.

The contamination of concern in a sand and gravel mine is diesel fuel.

- Diesel fuel is stored on-site along with asphalt and other materials. All are secondary contained.
- Moving equipment around has the potential for a spill or leak.

She mentioned the reason Barr Engineering had suggested the metals they test is because of the foundry sands brought to the site many years ago. It was determined the foundry sand is no longer there with exception of a small amount on the east side of the site.

The contaminants proposed to be tested are recommended by Barr Engineering. Bituminous Roadways continues to follow what is recommended by the experts.

She stated the groundwater flows to the east towards the river. It is very unlikely that any wells or groundwater to the west would be affected by anything.

Mr. Peterson stated that part of the monitoring program would be for Bituminous Roadways to measure the level of the water table quarterly. It is not their intention to ever mine below the water table. If the water table is measured to be 800 or 805, they would not go to 800, they would stay above the water table. Sampling and testing would be done annually.

Councilmember T'Kach thanked Ms. Whelan and Mr. Peterson for the work they have done with the Planning Commission and city staff in the past. She referenced the upgradient well and asked if there was a scientific reason behind putting it where it is.

Mr. Peterson replied the reason they were proposing where it is was because it was on their property line. Going further west would require approval to go on someone else's property. He was unsure if that would make a difference or not.

Councilmember T'Kach mentioned in theory, any pollution would be going downstream. She questioned if staff knows if this would be the right place for it.

Mr. Peterson replied they are proposing the groundwater monitoring program and submitting a draft to the city for approval, this includes review from Barr Engineering.

Ms. Whalen replied the location of the well would help better determine groundwater levels with one upgradient and two downgradient. As the groundwater flows to the east, it is higher to the west.

Councilmember T'Kach asked if that was known.

Ms. Whalen replied it is very well documented.

Councilmember T'Kach asked if the city would be notified, or if the city would know if there were trends so there are not contaminants that exceed a threshold but were starting to see a trend. She asked if that would be looked for and to have staff do the analysis or if it would be the people testing the water.

Ms. Whalen questioned if that information would be given over time such as year to year, if there was a trend over time

Councilmember T'Kach responded that it was not exceeding the limits.

Ms. Whalen replied all information would be included in the annual report submitted to the city. There would not need to be a need for a mitigation or remediation plan if the levels were not exceeding the Department of Health or EPA thresholds. Their action limits are lower than any of the EPA or Department of Health limits for many of the analysts to be tested. If there was a result above an action limit it would be retested and verified. If the verified result showed to be above the action limit, it would be addressed with the MPCA and the city.

Mr. Peterson stated part of their report would include graphs that show results over time. Trends could be identified by this method. They have always tested water as a part of their permit requirements. They took the samples, submitted them to a testing laboratory, the laboratory sent back the data, and Bituminous sent the data to the city. There was no analysis done on it. He said that was what was required and was what they did. He said he was not sure that Barr looked at all the results as they came in on an annual basis. The program they would do now would be to hire an independent testing lab to go out and take the samples, taking Bituminous out of the equation. The data would be submitted to Bituminous' engineer, perhaps Sunde Engineering, and Sunde would put together a report annually that would analyze the results and compare it to standards and graphs to identify trends. This would all be submitted to the city for annual documentation.

Ms. Whelan said it was not as if the results were never analyzed, Sunde and Barr have looked at them in more detail. None of the analyst testing has ever exceeded EPA standards.

Councilmember T'Kach asked if they would be testing for PFAS. These are chemicals that have been found in the groundwater by Gertens.

Ms. Whalen replied that was not something Barr Engineering recommended they test for. The chemical of concern in sand and gravel mining is diesel fuel. The BTEX they are proposing to test are root chemical compounds found in diesel fuel or other types of fuel. She said they have a groundwater action level that is lower than any state or federal contaminate level allowed.

Mr. Peterson addressed Councilmember Murphy's question regarding why they did not go to the 800 level before and replied as they get further along in the life of the gravel pit, they would like to see a longer future there. They would like to stay operating there. He said it came to him in the last year that they should be proposing to go deeper and utilizing the material closer to the water table, but not intending to go into the water table. This extends life by 10 years.

He mentioned that the total life expectancy, including the 10 years would be 30 years, not 40 years. They would like to do it now because they mine in phases. They would like to mine to the limit of each phase before moving onto the next phase, then they reclaim the phase they have left.

Councilmember Murphy said if as much due diligence was done at the time 840 was set as it is now, he was curious if the difference was to protect the water table. He questioned if the extra 40 feet protected the water table.

Mr. Peterson replied he was unsure if that was the reason, it was likely established 30 years ago, at the 840. If limiting and saying they would go only 10 or 20 feet further down, significantly reduces the amount of material they were hoping to be able to utilize.

Councilmember T'Kach asked for further explanation. She was aware there are reclamation areas. She questioned if they needed to go down all the way to the 800 level versus going to 830 and then moving somewhere else.

Mr. Peterson responded it has always been the city's expectation they reclaim areas after mining, not leave the whole gravel pit open until the end. As they progress through the mine, areas they are done with are reclaimed.

Councilmember T'Kach asked if going to 800, in the conditions they have to be 20 feet above the water. She asked if there would be a covenant from preventing future development on that property that might have borings that would, subsequent to their mining, hit the water.

City Planner Hunting replied if there was ever development after this, they would not develop and go down to a water table. All development stays above. At a future development date, wherever the table is, they would be limited to what could be done.

Councilmember T'Kach asked if there would be any documentation 30-40 years from now letting people know there used to be a sand and gravel pit here.

City Planner Hunting replied that has been established for when they close the mine.

Motion by Murphy, second by Scales, to approve the Ordinance and Resolution 2023-129 to extend the temporary Sand and Gravel Overlay Zoning an additional five years for Bituminous Roadways, 11201 Rich Valley Boulevard.

Ayes: 5

Nays: 0 Motion carried.

Motion by Scales, second by Gliva, to approve a Conditional Use Permit amendment to modify the conditions of the current CUP to be consistent with the renewed Sand and Gravel Overlay Conditions for Bituminous Roadways, 11201 Rich Valley Boulevard.

Ayes: 4

Nays: 0

F. Resolution Accepting Utility Rate Study Final Reports. Resolution 2023-130

City Administrator Kris Wilson stated Public Works Director Brian Connolly would be joining her in the presentation. The work being discussed also reflects the efforts of Finance Director Amy Hove who is at a training conference. The following was presented about the 2022 Utility Rate Study:

- Started in March, 2022. Council awarded a contract to AE2S, who had experience doing this type of comprehensive rate study with other metropolitan area cities.
- Goals:
 - Arrive at a rate structure for water, sewer, and stormwater utilities that is fair and equitable for the various categories of rate payers. For example: residential users paying a fair share compared to commercial or industrial users.
 - Reasonable to administer and easy to articulate to policymakers and rate payers.
 - Bringing in sufficient revenue to cover annual operating costs for the city utility systems and the current and future needs for reinvestment in the system.
- The study originally intended to examine water, sewer, and stormwater rates and fees equally. The study did not fully dive into stormwater rates and reinvestment needs as originally intended due to the fact that the stormwater system is incredibly complicated. Challenges came about with time and data.

Discussion at previous City Council Meetings during 2022:

- Focused on the structure of utility rates:
 - Fixed fee versus the volume metric costs based on what was used
 - Tier structure to incentivize conservation of water
 - Northwest area surcharge was reviewed and eliminated
- Established 2023 water, sewer, and stormwater rates.
- Connection fees were looked into during 2022 (Fees paid by property going through development when connecting to city municipal utilities).
- Fees are simpler than they used to be but still somewhat complex.

Tonight's Discussion:

This would be the last discussion of the Utility Rate Study as a standalone. The work would still be referenced in discussions about utility budgets, CIP, and rates moving forward.

- Review the projected future rate increases needed to fund necessary capital reinvestment.
 - This study took a 10-year look.
 - Discussion up to now has been about 2023 rates.
 - The consultant made some projections about rate increases that are likely needed in order to sustain the level of funding needed.
- Summarize recommendations, the number and purpose of utility funds, and recommended fund balances.
- Accept the final reports via the Resolution in the Council packets.

Public Works Director Brian Connolly discussed Risk Assessment, the foundation for what they built. This was a component of the study with a lot of behind-the-scenes work done by staff using available data and working with the consultant AE2S to build a foundation for what the recommendations are that have come out in the reports included and recommended for acceptance by the Council.

A comprehensive review was done of the overall infrastructure

- This includes water, sewer, and stormwater assets such as pipes, manholes, catch basins, valves, well houses, pumps, lift station.
- All of this is categorized in the Geographic Information System (GIS). Tens of thousands of these assets exist in the system. This system was built over the past 15-20 years. Over 95% of the information was already in the system. This rate study offered the opportunity to review the

quality of the data, make sure it was still accurate, and checked to see if there were any major gaps for the last 5%. Time was spent filling in those gaps from March through June 2022.

- The review identified and verified the size of pipes, age, what material, past maintenance, depth of installation, and service areas. This was all from existing city data. Excess time was not spent looking at and doing a rating of the system; the sewer was not televised.

Assigned Risk Factors:

- Material type (PVC, clay, metal, concrete, etc.)
- Pipe life expectancy
- Soil type (corrosivity)
- Past issues (pipe breaks, clogs)
- Slope
- Location (ROW, easements, surface conditions)

Identified the likelihood of failure

- Applied weighting to risk factors

Identified consequence of failure

- Service impacts (how many properties were impacted)
- Cost to repair (how much an emergency repair would cost)
- Existing system redundancy (mostly applied to water systems)

Data input vetted across city departments

- Utilities (Sewer and Water)
- Streets (Stormwater)
- Engineering
- Finance

AE2S modeled each system with identified risk factors

Resulting output: Needs-based recommendations

- Regular reinvestment targets are for infrastructure, doing maintenance and rehabilitation
- Planned replacement intervals
- Recommended funding levels (revenue adequacy)

Recommendation from AE2S model updates on 4-5-year intervals

- Update conditions
- Add new infrastructure to model
- Update costs for maintenance and replacement
- Extend study time horizon (20+ years)
 - One of the criteria of the study was to look at a 10-year timeframe.
 - Risk analysis looked out 20 years. This timeframe can be more difficult to hone in on costs, this is more projected costs.

Councilmember T'Kach said what was presented was great. It was the kind of risk assessment that needs to be done across operations. She asked if it was anticipated being able to do stormwater.

Public Works Director Connolly replied that he knows stormwater needs to be done and would like to have one done. It is a lot more complex. It would have a different structure from water and sewer that is very unique. Staff believes it is much more difficult to manage, but there are a lot of options out there. Staff has not determined when they want to revisit. It was something he said he would have loved to launch in 2023 but did not think there would be a point to have solid recommendations until 2024. He said there are cost estimates from AE2S; staff may also solicit assistance from other firms to get cost comparisons. This was something staff would look to budget for in 2024.

Public Works Director Connolly discussed Aging Infrastructure:

- Finite Lifespan
 - Sanitary Sewer: 60-100 years. The oldest pipes in town are clay, which has a 60-70-year lifespan. PVC pipes. Ductal iron and cast iron have a lifespan closer to 100 years.
 - Watermain: 70-100 years. This is an average lifespan. Half the pipe has a likelihood of failing before that lifespan while the other half may have the likelihood of failing way beyond that.
 - There are watermain in town that has failed after just a couple of years.
 - There is watermain in town that has never had an issue.
 - There are hydrants that were installed in the 1950's that are flushed regularly and work fine.
 - There are other hydrants from the 1950's that were replaced in 1965.
- Oldest city utilities were constructed in the mid 1950's
 - Infrastructure is hitting the lower limits of life expectancy (70 years).
 - In the next 20 years, over 25% of infrastructure will reach its average intended life expectancy (80 years).

To note: This is not unique to Inver Grove Heights. This is common across all first and second ring suburbs.
- Quantity of infrastructure mirrors population growth
 - Shows quantity of the infrastructure mirrors population growth.
 - As the city grew in the late 50's into the 60's, and then the 70's, 80's, and 90's, infrastructure was installed as land developed.
 - That infrastructure need will continue to increase over the next 40+ years.

Inver Grove Heights Population Growth (1940-2020). There is still growth; not growing today as quickly as past decades.

- Aging Infrastructure - Water example, watermain replacement needs:
 - 2020 shows recent expenditures over the past 3-4 years relating to watermain replacement within the community.
 - Approximately \$500,000 total investment in watermain infrastructure
 - The next 20 years indicate numbers going up substantially by 2035 and 2036.
 - Stays relatively high beyond the 20-year timeframe. The next 40 years, or 60 total years, still remains high.
 - Estimated out to 2083
 - Assuming other technologies with watermain may be able to extend the life through cleaning, monitoring, detection, so they are not doing a full replacement at 80 years for everything. Instead of replacing the pipe, reinvest in it and maintain it over a longer period of time to extend its life.
- Similar needs for sewer (and stormwater)
- Recommended options to address these needs:
 - Invest in more annual routine maintenance
 - More preventative maintenance = longer infrastructure life
 - Utilize new technologies to extend infrastructure life
 - Example: sewer lining can increase clay pipe lifespan by up to 40 years
 - Strategically plan for projects and financing on a longer planning horizon
 - Past: 1-2 years
 - Present: 5 years (Capital Improvement Plan)
 - Future: 10-20 years (Utility Rate Study and long-term Capital Improvement Plan)

This is the next step that will be recommended to staff; to target a future long

term Capital Improvement Plan. Staff may still request that a 5-year Capital Improvement Plan be adopted by the Council but would be supplemented every couple of years by a much longer-term plan that would still be looked at from a budget and financing standpoint.

- Begin budgeting for future needs today
- Save now or pay later:
 - Development is finite
 - Cannot rely on development fees to pay for existing infrastructure replacement or rehabilitation.
 - Construction material inflation costs outpace average consumer inflation
 - Greater rate increase in the future
 - If needing triple, quadruple, or even five times the funding needed now, it would be a difficult ask for utility rates to go up by 5x.
 - Want to put themselves in a position to save for that now, so rates would not have to be raised substantially in the future.
 - Bonding (and subsequent debt repayment)
 - Great for buildings
 - Not for this type of situation.
 - Paying the debt service on bonding for utility that is self-sufficient is usually through rates. This may not be the best approach, may get through short term challenges. Not recommending long term.
 - May need to assess for utility infrastructure replacement
 - Sewer and water maintenance and replacement are not currently assessed with PMI projects.
 - Only new installations are assessed.
 - Deferred maintenance increases failure risk
 - For example: Water treatment plant. If they had replaced the sand filters that are in the plant that had aged out at 20 years, at 20 years, they would not be dealing with the current issues they have with radium. This is the risk. Letting something go too far, it fails, now in a situation where there is no choice and may be paying a premium to fix.
- Past Rate Levels:
 - Historic rate increases:
 - Have not kept up with inflation. For example: From 2010-2022, residential water rate increases:
 - Average increase was 2.2% a year, 30% total.
 - During the same period, the consumer price index average was 2.8%, 38%.
 - Construction cost index average, 3.6% a year, or 52%.
 - Ground has been lost over the last 12 years in the amount of money collected for the system because they have not kept up with inflation for key metrics, they need the money for (construction and rehabilitation).
 - Have not adequately accounted for needs beyond 1-2 years.
 - Results in underinvestment in infrastructure maintenance.
 - Not a critical underinvestment. Getting by with what they have. This report has shown there is definitely a need to come forward and a need to figure out a way to pay for it.

Recommended Utility Rate Increases. Set at a level to:

- Catch up funding and meet reinvestment targets
- Reduce the need for even higher increases in the future

- Build a savings plan for future replacement needs

Projected Water Rate Increases:

Necessary to cover operating costs, day-to-day costs of staff, facilities, fund capital reinvestment target, and maintain adequate reserves.

Rates are also designed to achieve a desired mix of rate revenue (30% from a fixed rate).

- If connected to the system, pay 30%
- Remaining 70% comes from volumetric rate increases

In the past, this has been a big discussion point regarding cost-of-service analysis.

- Trying to make it equitable across all different functional classes for rates through 2022 and rates established for 2023.
- The city was at about 25/26% of the fixed rate.
- This recommendation helps get to the overall revenue coming in, closer to 30%. Will take several years to get to that point.
- Fixed rate increases for water would be 10% for the next 6-7 years, followed by 8% increases.
- Volumetric rate is a similar increase with a slightly lower rate at the end of the 10-year period.
- Projected revenue increase (revenue taken in):
 - 2024 takes into account that the city is currently under-collecting for a fixed rate
 - 2025 shows more rate payers coming online

To note: Models have been run to show various/different levels

There is close to \$9 million dollars in the fund. It would be drawn down quickly due to bigger capital projects currently in the CIP. For example: water treatment plant rehab, water tower and pump rehabs, street projects.

Water Rate Benchmarking:

A summary of rates for Minneapolis/St. Paul metro area communities that AE2S does annually. 26/27 different communities were shown.

Assumptions:

- Assumes all communities increase their rates by 3% a year.
- Inver Grove Heights increases by the recommendation stated, anywhere from 8-10% per year.
- \$20.34 is the average residential monthly bill, 37th percentile.
- In 2028, jumps up to the 59th percentile at \$28.52 a month.
- In 2033, if doing all projections, would be in the upper 85th percentile at \$38.53 a month.

He stated this may be shocking to the Council; it was for staff. It was also noticed once the baseline was built and rates were higher, they were able to drop what the annual increases were.

To note: Many of the communities on the comparison are struggling with the same question. He highly doubts all communities would stick with a 3% rate increase. All are looking at making substantial rate increases.

Projected Sewer Rate Increases:

- There is debt payment they are still making on sewer for the northwest area sanitary sewer debt.
- Sewer rates adjusted in the past are not in the same shape as watermain.
 - Often piggyback onto what Metropolitan bills the city for regional wastewater treatment. They set a rate year over year, no negotiation.
 - Their rate increases have varied from 4-8% over the last 12 years (a lot closer to what inflation costs are).
 - Because the city piggybacks on this, even though 55-60% of costs go right through the Met Council, the remaining 40% is internal, it goes into operating costs.
- There is not as big of a starting balance for sanitary sewer; they do not draw it down.
 - Sanitary sewer the city has is more cost effective to maintain.
 - Still have a lot of clay pipe in town they are looking to do more lining on.
 - More cost effective than replacing

- If the Met Council says it would be another 7.5% increase this year (likely in 2024), staff would look at the numbers and possibly change some in the models to see what the impact is.

Sewer Rate Benchmarking:

- 2023 Ranking: 48%
- 2028 Ranking: \$37.88
- 2033 Ranking: \$38.00, 59th percentile
- From 2028-2033 there is almost zero change
 - No massive change to rates in comparison to other communities
- Other communities stick with a 3% rate increase
 - Inver Grove Heights goes to 6% and drops down to 3.1%, level with other communities

City Administrator Wilson stated 2024 rates will be discussed and set after Labor Day/into the fall.

Recommendations on Utility Funds and Target Fund Balances were discussed:

Old Structure: There were 3 Funds for each utility – with operating and capital money intermixed:

- Water Utility Fund
- Water Connection Fund
- NWA Water Connection Fund
- Sewer Utility Fund
- Sewer Connection Fund
- NWA Sewer Connection Fund

New Structure: Recommends going down to 2 Funds for each utility – one for operating expenses and one for capital needs and no longer having a distinct fund for revenue coming in from the northwest area (NWA).

This has been discussed with the City Attorney regarding water and sewer. The City Attorney was comfortable with the changes. There are the same 3 accounts for stormwater, but different city code language. Staff's intention is to continue with the 3 funds for stormwater until they can investigate deeper.

Water Operating Fund (510):

- Revenue In will be from monthly and quarterly utility bill payments from current customers.
- These utility fees are set at a level intended to cover operating costs and capital reinvestment needs.
- Expenses Out will include operating costs such as wages and benefits for employees, supplies, building maintenance and utilities, technology software.
- Planned Transfer Out to the Water Capital Fund.
- Target for the remaining cash balance at the end of each year as being 180 days (6 months) of operating costs. For 2023 this would be approximately \$1.4 million dollars (for unexpected rising costs, unanticipated maintenance issues, selling less water than anticipated and if revenues are down).
- The balance of the fund at the end of 2022 was \$7.4 million dollars.
 - Because some funds intended for capital reinvestment have been left to sit in the fund.
 - Goal moving forward is to keep all funds intended for capital reinvestment in the same fund. This makes for better transparency for policy makers and the public, and easier for staff when planning for the future.

Water Capital Fund (511):

- Revenue In would be from connection fees paid by development city wide. No longer segregating fee revenue from inside and outside the NWA.
- Planned Transfer In on an annual basis from the Water Operating Fund.
- Expenses Out would be for capital improvement/reinvestment/replacement projects such as:
 - Water utility portion of street reconstruction projects

- Rehabilitation of the Water Treatment Plant
- Debt service payments if and when it exists
 - Water utility is currently debt free. There is no debt service to come out of this in the immediate future.
- There is no specific target fund balance.
- Proposed one-time Transfer's In:
 - Take everything out of the Water Operating Fund that exceeds the 180-day operational costs. (Approximately \$6 million dollars).
 - Take all of the balance in the old NWA Water Connection Fund.
 - Has approximately \$4.3 million dollars at the end of 2022.

If the Council agrees to this, the Finance Director would bring forward a formal action to make these transfers and consolidations of funds at one of the two June Council Meetings.

Sewer Operating and Capital Funds:

- Would be structured and set up in the same manner.
- To note: The target fund balance for the Sewer Operating Fund is recommended to be 90 days rather than 180 days.
 - When it comes to sanitary sewer, the city only collects wastewater and transmits it to the Met Council for treatment.
 - There is less infrastructure in the ground, less things that could go wrong.
- Sewer Funds have Debt Service Obligations. Set up to actively pay out debt service on the sewer utility.
 - Currently pay just over \$1 million dollars per year in debt service on sewer bonds.
 - Continues until 2031.
 - It will step down to about \$681,000 in 2032.
 - Expected to all be paid off in 2036.

Summary of Fund Recommendations:

- Maintain just two funds for Water Utility and two for Sewer Utility
- Structure those funds based on their intended use rather than revenue source. One fund each for operating expenses and one for capital expenses.
- Stop segregating revenue based on geographic area of the city.
- Benefits of this include simplicity, clarity, and transparency.
- Allows to plan multiple years ahead and know what resources they are working with.

Councilmember Gliva asked for clarification on the sewer fund for the northwest area development.

City Administrator Wilson replied the sewer debt was to front the extension of those services.

Water and sewer were fronted, there was cash on hand to pay for water and bonded for sewer.

Councilmember T'Kach asked if this was where the whole city would pick up the bonding expense for the northwest area.

City Administrator Wilson replied the whole city is already picking up the northwest area. The northwest area has not developed and paid connection fees at the rate projected. The fund is \$1.6 million dollars in the red. Money has been transferred in from other sources. These are sewer obligation bonds of the city. The city is obligated regardless of how much revenue is taken in from the northwest area.

Councilmember T'Kach questioned as development continues in the northwest area if those dollars would go into the new Sewer Capital Fund to help cover the cost of everybody in the city.

City Administrator Wilson agreed.

Councilmember Gliva mentioned she liked the consolidation.

City Administrator Wilson stated the Council would see this item at one of the two City Council meetings taking place in June. Actual water and sewer projects that staff is proposing to plan for in the next five years is scheduled to come before the Council in mid-July. Rate increases would be looked over in the fall/October.

Councilmember T'Kach asked if there would be a summary to allow the public to understand, more than just on the web page.

City Administrator Wilson replied staff could check. Staff is currently collecting content for the summer issue of the Insights newsletter. She will work with the Communications Manager regarding this topic.

City Administrator Wilson mentioned Council action on this item is to accept the report. This states the information was received and acknowledges the consultant has done the work they were hired to do.

Loel Lowary, 1680 Atwater Path, questioned if there was money left in the fund unspent if it could be saved or if it would have to be spent in the current year.

City Administrator Wilson replied money is carried year over year intentionally because there are years of high expenses with the major capital projects. There may be years with smaller or lower expenses.

Mr. Lowary suggested raising fees now with the current inflation. Raising those fees now could cover the five years and creates a slush fund so it does not have to take place all at once when a big catastrophe comes, such as with the sand filters.

Motion by Gliva, second by T-Kach, to approve Resolution 2023-130 Accepting Utility Rate Study Final Reports.

Ayes: 5

Nays: 0 Motion carried.

7. PUBLIC COMMENT:

Loel Lowary, 1680 Atwater Path, stated he has an easement next to his home for a storm sewer. A major modification was made. He did not agree with how it was done and was told several times that because he is not an engineer, his opinion did not count. He commented that someone in the city said that nobody is to talk with him. Nobody is returning his phone calls or answers their phones; he could not get through to anybody. He said he came to the mayor at the time, Mayor Bartholomew, and asked how to get on the agenda; nobody knew how. The mayor told him three times that he would call him the next day and he never called. Mr. Lowary stated one day he called nine numbers, left messages, and nobody called him back. He said the same thing is happening with City Administrator Kris Wilson and Mayor Dietrich. He said he spoke with the City Administrator after she arrived, told her of his situation, and was told that she would be speaking with engineering and would get back to him in a couple of days. Three weeks later he called the City Administrator, and she blew him off. He addressed Mayor Dietrich and said he went through the same thing with her. He said the mayor told him she would be speaking with someone else to get the other side of the story. He said he would like to get together with the people involved and sit down and talk. His experience is when sitting down directly and speaking, people are more likely to tell the truth.

He asked what the city was afraid of talking to him about. He asked why City Administrator Wilson and Mayor Dietrich did not call him back.

He said he called Katie, the Deputy City Clerk, several times. She was not in, so he left messages. He said he figured out a way to not leave his Caller ID so when he called her a third time, she answered the phone right away. He told her he wanted to get on a regular meeting instead of the three-minute

interval. The Deputy City Clerk's response was that he cannot get on the total meeting. When he asked why he was told that some people are not allowed on there. He does not know who else to talk to.

Mayor Dietrich recommended if Mr. Lowary had information he wanted to leave, to put it in writing and give it to the City Clerk.

Mr. Lowary asked why nobody was talking to him. He said he could not get a hold of anyone on the City Council to deal with him.

Mayor Dietrich called for a short recess at 8:40 p.m.

Mayor Dietrich called the meeting back into session at 8:43 p.m.

George Fell, 1765 Upper 55th Street East, stated he lives in the section west of Babcock Trail, east of South Robert Trail. He discussed traffic noise, stating he wrote to all of the City Council two months ago regarding everything that had transpired under the previous administration last year. He said he missed a couple of things, one of which was the one day that it functioned, there was a passive radar speed detection unit. It only lasted one day but was there for 4-5. He said the other item he should have produced for the Council was from the Department of Transportation. He was happy to share the information if anyone was interested. He said the item discusses traffic noise, its impact on human health, and what could be done. The other item not in the packet he had sent was the original appeal from his neighbors and himself which was given to the previous administration at their November meeting. The front page includes vehicles and decibel readings. All fall into the category as being on the fringe of impacting and being a nuisance. He said Mr. Connolly phoned him one afternoon to discuss the issue. He was told as soon as there was staff, they would get together, which they did. He said they had a thorough discussion about the whole situation and agreed it was not an engineering problem. It is a city street with the speed limit set by the Council, governed by the city police department, to enforce the laws there. He said that was not happening. With the weather improving and the aircraft taking off from the airport just adds to the problem. He said he is hearing impaired. If it is bad for him, one can imagine what it is like for others. He mentioned that the last sentence in his email to Council asked that whatever the circumstances are, to please acknowledge, write to the neighbors and himself, and state this item was acknowledged.

Mayor Dietrich asked Mr. Fell to leave the Department of Transportation information with the City Clerk along with the other sheet from him and his neighbors.

8. MAYOR AND COUNCIL COMMENTS:

Councilmember Scales shared that he had the opportunity to be involved with the Military Honor Flight over the weekend. He greeted them as they got off the plane. They were from World War II, Korea, and the Vietnam era. He said he was surprised at the size of WWII and Korea groups that were getting very very small. He asked if anyone knows of any family or friends that are Veterans, to thank them for what they have given this Country. He shared that it meant a lot to those Veterans to get off the plane and be greeted by thousands of people in the airport. Some received a reception they probably did not receive when they came back. He said it meant a lot to them and he appreciated his small part in being on the greeting line to shake a few of their hands.

Mayor Dietrich reminded all that it was National Public Works Week. When seeing the road crews out working hard, give them a high five or some appreciation.

City Administrator Wilson stated the Minnesota House of Representatives has passed a Capital Investment Bill earlier today by the Senate and is now on its way to the Governor's desk. She thanked

the hard work of the Legislative Delegation including Senator Matt Klein, Representative Rick Hansen, and Representative Mary Frances Clardy. The Bill headed to the Governor's desk has \$5 million dollars to the City of Inver Grove Heights for the reconstruction of 117th Street and \$2 million dollars for Phase 5 of Heritage Village Park. This involves the construction of an inclusive playground and splash pad. She also thanked the City Lobbyist, Katy Sen, from Messerli Kramer. She said that further updates will be shared about items coming out of the Legislative Session once things settle down.

City Administrator Wilson noted that the Council made appointments last week to regularly scheduled open seats on Advisory Boards and Commissions. In the week since, there have been two resignations mid-term. Jaime Besser has resigned from the Planning Commission; she had two years left in her term. Todd Krause has resigned from the Environmental Advisory Commission; he had one year left in his term. She wanted to make the Council aware and looks for direction on desired next steps for filling the vacant seats.

Councilmember Scales stated he would like to re-appoint. Councilmember T'Kach would also like those seats filled. She suggested checking in with those who had previously applied to see if they are interested.

Mayor Dietrich requested to leave it open for a little while to see if anyone else is interested in applying.

Councilmember Gliva recommended putting the request out again. She suggested two weeks or whatever is necessary.

City Administrator mentioned if the Council was interested in having a brief application acceptance period, staff could also reach out to those that were interested and may reconsider. Staff could get that done and look to make appointments at the Council's second meeting in June. The positions could be filled in time for July.

The Council agreed.

9. ADJOURN:**Motion by Murphy, second by Gliva, to adjourn the meeting at 8:53 p.m.****Ayes: 5****Nays: 0 Motion carried.**

Minutes prepared by Recording Secretary Sheri Yourczek

Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: June 12, 2023

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 May 17 – June 6, 2023, plus the ACH disbursements from April 30, 2023.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of May 17 – June 6, 2023, plus the ACH disbursements from April 30, 2023. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$692,479.42
Special Revenue	115,374.38
Debt Service	-
Capital Projects	103,789.96
Enterprise	428,803.98
Internal Service	110,177.83
Escrows	37,716.64
Total - All Funds	\$1,488,342.21

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 listing (4.30.2023 credit cards)
3. Disbursements listing (5.17.2023 - 6.6.2023)

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

RESOLUTION NO. __

RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF

May 17, 2023 – June 6, 2023, plus the ACH disbursements from 4.30.2023.

WHEREAS a detailed listing of disbursements for the period of May 17, 2023 – June 6, 2023, plus the ACH disbursements from 4.30.2023 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	\$692,479.42
Special Revenue	115,374.38
Debt Service	-
Capital Projects	103,789.96
Enterprise	428,803.98
Internal Service	110,177.83
Escrows	37,716.64
Total - All Funds	\$1,488,342.21

Adopted this 12th day of June 2023 by the City Council of Inver Grove Heights, MN

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Expense Approval Report

By Fund

Payment Dates 4/30/2023 - 4/30/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
WELLS FARGO CREDIT CARD A...	Amazon.Com Hg4hk9d01 A G...	03/31/2023	Wells Fargo Purchase Cards	101.45.3200.419.60010	70.98
WELLS FARGO CREDIT CARD A...	Amazon.Com Hg8gg4hr2 Chio...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60011	28.27
WELLS FARGO CREDIT CARD A...	Amazon.Com Hy3192ld0 A Jac...	03/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60045	89.97
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H57mp5kf1 Ga...	03/31/2023	Wells Fargo Purchase Cards	101.45.3300.419.60010	92.89
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H707k0l90 Lee...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60065	16.78
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H70k7id0 Chi...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	25.77
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H78yd2yd1 Lee...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60065	19.49
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H793m7ga1 Ch...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	16.06
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H79lq98y0 Jac...	03/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60045	19.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc5hv8052 Chi...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60010	60.46
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg25e2jm2 Ch...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	48.97
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg3c74002 Chi...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	27.85
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg4bk1bk1 Mi...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.453.60009	16.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg53s0zp0 Chi...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	18.59
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg8fv1b51 Mi...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.459.60010	16.98
WELLS FARGO CREDIT CARD A...	Ariat International, I Ravn, Kyl...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60045	289.75
WELLS FARGO CREDIT CARD A...	Association Of Recycli Sutherl...	03/31/2023	Wells Fargo Purchase Cards	101.45.3000.420.50080	35.00
WELLS FARGO CREDIT CARD A...	B-52 Inver Grove Heigh Swen...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.455.60009	50.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Lee, Ka...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	75.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Lee, Ka...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	75.00
WELLS FARGO CREDIT CARD A...	Best Western St Cloud Kiernan...	03/31/2023	Wells Fargo Purchase Cards	101.41.1140.413.50080	368.28
WELLS FARGO CREDIT CARD A...	Breezy Point Resort In Lee, Kat...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50065	277.02
WELLS FARGO CREDIT CARD A...	Brownells, Inc Madsen, Be WF...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60018	173.46
WELLS FARGO CREDIT CARD A...	Carhartt Sperl, Mik WF 2/248	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60045	1,244.61
WELLS FARGO CREDIT CARD A...	Concord Lanes Mikel, Rac WF ...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.454.60009	95.85
WELLS FARGO CREDIT CARD A...	Cross Border Trans Fee Otis, J...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50025	0.96
WELLS FARGO CREDIT CARD A...	Crown Trophy Bauer, Cor WF ...	03/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	15.00
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Bergum, Er...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	50.68
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Bernardy, ...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	78.05
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Bernardy, ...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	11.97
WELLS FARGO CREDIT CARD A...	Dakota Awards & Engrav Mikel...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.459.60010	28.13
WELLS FARGO CREDIT CARD A...	Delta 0062360187781 Chio...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50065	-597.80
WELLS FARGO CREDIT CARD A...	Delta 00623737769023 Chi...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50065	407.10
WELLS FARGO CREDIT CARD A...	Drkula'S 32 Bowl Bauer, Cor ...	03/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	100.00
WELLS FARGO CREDIT CARD A...	Eb Property Maintenanc Payab...	03/31/2023	Wells Fargo Purchase Cards	101.45.3000.419.50080	125.00
WELLS FARGO CREDIT CARD A...	Emergency Medical Prod Berg...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	186.99
WELLS FARGO CREDIT CARD A...	Fastsigns 270501 Swoboda, B...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60065	306.93
WELLS FARGO CREDIT CARD A...	Fbi Leeda Inc Madsen, Be WF ...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	795.00
WELLS FARGO CREDIT CARD A...	Grainger Chiodo, Mo WF 2/68	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	90.82
WELLS FARGO CREDIT CARD A...	Grainger Chiodo, Mo WF 2/75	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60018	52.97
WELLS FARGO CREDIT CARD A...	Granite City -St. Clou Oswald, ...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	56.65
WELLS FARGO CREDIT CARD A...	Harbor Freight Tools 2 Madse...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	108.97
WELLS FARGO CREDIT CARD A...	Hy-Vee Eagan 1165 Payable, A...	03/31/2023	Wells Fargo Purchase Cards	101.41.1000.413.50075	83.98
WELLS FARGO CREDIT CARD A...	limc Kiernan, R WF 2/174	03/31/2023	Wells Fargo Purchase Cards	101.41.1140.413.50080	840.00
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Hawki...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60012	25.77
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Sperl...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	11.99
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Wiede...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	7.99
WELLS FARGO CREDIT CARD A...	Kwik Trip 11600011684 Chio...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50065	53.01
WELLS FARGO CREDIT CARD A...	Kwik Trip 11600011684 Chio...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50065	32.65
WELLS FARGO CREDIT CARD A...	League Of Minnesota Ci Lee, K...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	100.00
WELLS FARGO CREDIT CARD A...	League Of Minnesota Ci Woni...	03/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.50080	40.00
WELLS FARGO CREDIT CARD A...	Leeann Chin 0035 St Cl Oswald...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	28.39
WELLS FARGO CREDIT CARD A...	Linktree Linktree Otis, Josh W...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50025	95.88

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Minnesota Sheriffs Ass Lee, Ka...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	90.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Chiodo..	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	750.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Chiodo..	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	3,000.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Chiodo..	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	2,250.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Chiodo..	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	-750.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Wonic...	03/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	150.00
WELLS FARGO CREDIT CARD A...	National Registry Emt Bernard...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50070	25.00
WELLS FARGO CREDIT CARD A...	National Registry Emt Bernard...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50070	200.00
WELLS FARGO CREDIT CARD A...	Natl Archery Schools E Mikel, ...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.454.60009	600.00
WELLS FARGO CREDIT CARD A...	Nfpa Natl Fire Protect Chiodo,...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	65.00
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.50070	180.00
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.50070	90.00
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.459.50070	18.00
WELLS FARGO CREDIT CARD A...	Panera Bread #601409 O Baue...	03/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	76.56
WELLS FARGO CREDIT CARD A...	Panera Bread #601409 P Baue...	03/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	40.00
WELLS FARGO CREDIT CARD A...	Party City 1153 Hofmeister WF..	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.453.60009	21.00
WELLS FARGO CREDIT CARD A...	Party City 1153 Hofmeister WF..	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.453.60009	7.00
WELLS FARGO CREDIT CARD A...	Paypal Dakota Coun Wonick, ...	03/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.30700	500.00
WELLS FARGO CREDIT CARD A...	Paypal Uavcoach Chiodo, Mo...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	1,194.00
WELLS FARGO CREDIT CARD A...	Post Board Licensing Lee, Katri...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50070	810.00
WELLS FARGO CREDIT CARD A...	Royal Canin Usa Rose, Ryan W...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60013	230.04
WELLS FARGO CREDIT CARD A...	Samsclub.Com Swenhausen ...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.453.60009	187.51
WELLS FARGO CREDIT CARD A...	Sensible Land Use Coal Payabl...	03/31/2023	Wells Fargo Purchase Cards	101.41.1100.413.50080	48.00
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.30700	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.30700	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.30700	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.30700	52.33
WELLS FARGO CREDIT CARD A...	Sp Scamstuff.Com Bergum, Er...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60018	283.94
WELLS FARGO CREDIT CARD A...	Sq Phancy Face Painti Lee, Kat...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60068	405.00
WELLS FARGO CREDIT CARD A...	Sq T.A. Schifsky & So Underd...	03/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60016	404.00
WELLS FARGO CREDIT CARD A...	Stax Professional Lee, Katri ...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50070	-70.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 2/...	03/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	25.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2813 Berg...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60018	96.19
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Berg...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60040	510.22
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Berna...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60018	53.64
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Oswa...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	318.74
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Oswa...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	149.17
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Ravn,...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	189.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Ravn,...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	86.82
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Ravn,...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	269.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Rema...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	46.44
WELLS FARGO CREDIT CARD A...	Theapparellab.Net Lee, Katri ...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60045	500.00
WELLS FARGO CREDIT CARD A...	Timevalue Software Payable, A...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.50072	149.00
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Berg...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	29.98
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Kreus...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	96.97
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Ravn, ...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	49.98
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Ravn, ...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60040	5.00
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Sperl,...	03/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60012	29.99
WELLS FARGO CREDIT CARD A...	Twin Cities Magic & Co Swenh...	03/31/2023	Wells Fargo Purchase Cards	101.44.6100.453.60009	98.33
WELLS FARGO CREDIT CARD A...	Tyler User Conference Hove, ...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.50080	1,099.00
WELLS FARGO CREDIT CARD A...	Tyler User Conference Hove, ...	03/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.50080	1,099.00
WELLS FARGO CREDIT CARD A...	Usps Po 2688010540 Chiodo,...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50035	126.00
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Bernardy, W...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	11.59
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Chiod...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50070	15.99
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Chiod...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50070	14.99
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Lee, K...	03/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50070	12.79
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Chiodo, Mo WF...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	409.88
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Chiodo, Mo WF...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60040	90.24
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Chiodo, Mo WF...	03/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	410.43
Fund 101 - GENERAL FUND Total:					23,398.83

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 205 - COMMUNITY CENTER-OPERATING FUND					
WELLS FARGO CREDIT CARD A...	Amazon.Com H519k5yp2 A Sti...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	23.29
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H554p2h31 Sti...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	23.89
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H56jt9ox0 Stier..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	89.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H58fd67u2 Stie..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	406.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H591h2j11 Ho...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	38.96
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H75mi2722 Cr...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	162.04
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H75wd2fc2 Sti...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	199.78
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H763u38o1 Cr...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	455.26
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc49c3r41 Ho...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	36.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc51j72g2 Roa...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	96.86
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc5909r21 Ho...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	13.95
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc5pj8yt1 Hof...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	11.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc9yc7yq1 Ho...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	87.92
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc9yc7yq1 Ho...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60018	10.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg0a05s70 Stie..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	311.54
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg1j90he0 Stie...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	8.79
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg49t0vf0 Stier...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	265.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg4yu3ri1 Crar...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	89.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg5q14202 Sti...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	39.84
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg9eb8ji1 Stier...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	781.78
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg9kg09j0 Bur...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	18.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hy5sv7lu2 Stier...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	36.45
WELLS FARGO CREDIT CARD A...	Carousel Checks O'Connor, W...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	32.24
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Abrahamson...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	47.96
WELLS FARGO CREDIT CARD A...	Horizon Commercial Poo Stier,...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50080	385.00
WELLS FARGO CREDIT CARD A...	Ikea Bloomington Stier, Phi WF..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	239.96
WELLS FARGO CREDIT CARD A...	In The Superior Sauna O'Con...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.80200	6,010.00
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Bods...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	28.06
WELLS FARGO CREDIT CARD A...	Menards Dundas Mn Stier, Phi...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	125.17
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50070	18.00
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50070	18.00
WELLS FARGO CREDIT CARD A...	Party City 1153 Hofmeister WF..	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	50.90
WELLS FARGO CREDIT CARD A...	Restroom Direct Hand D Roac...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	90.71
WELLS FARGO CREDIT CARD A...	Salsbury Industries Gill, Jere ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60016	199.86
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Crary, Amy ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	14.98
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Abrahamson...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	62.04
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Crary, Amy ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	189.98
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Crary, Amy ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	129.98
WELLS FARGO CREDIT CARD A...	Samsclub.Com Swenhaugen ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	187.51
WELLS FARGO CREDIT CARD A...	Tarps Gill, Jere WF 2/100	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	416.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2813 Bods...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	30.94
WELLS FARGO CREDIT CARD A...	The Home Depot #2813 Bods...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	46.31
WELLS FARGO CREDIT CARD A...	The Home Depot #2813 Bods...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	60.35
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Gill, J...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60016	48.95
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	27.45
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	27.46
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	89.09
WELLS FARGO CREDIT CARD A...	Turitto S Pizza Burger, Te WF ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.70600	48.28
WELLS FARGO CREDIT CARD A...	Wal-Mart #1786 Crary, Amy ...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60016	36.00
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Abrahamson...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	39.64
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Swenhaugen...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	101.84
WELLS FARGO CREDIT CARD A...	Wristbandexpresscom Burger,...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	54.60
WELLS FARGO CREDIT CARD A...	Zumba Fitness Crary, Amy WF...	03/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50070	38.99
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					12,108.49
Fund: 206 - COMMUNITY CENTER-CAPITAL FUND					
WELLS FARGO CREDIT CARD A...	Sp Ubiquiti Inc. Gade, Marc W...	03/31/2023	Wells Fargo Purchase Cards	206.44.6200.459.80200	5,086.72
Fund 206 - COMMUNITY CENTER-CAPITAL FUND Total:					5,086.72
Fund: 290 - EDA-OPERATING FUND					
WELLS FARGO CREDIT CARD A...	Cre Event Regcedh4o8a Rand,...	03/31/2023	Wells Fargo Purchase Cards	290.45.3000.419.50080	120.24

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Icsc-Ny Rand, Heat WF 2/234	03/31/2023	Wells Fargo Purchase Cards	290.45.3000.419.50080	975.00
WELLS FARGO CREDIT CARD A...	Icsc-Ny Rand, Heat WF 2/235	03/31/2023	Wells Fargo Purchase Cards	290.45.3000.419.50070	125.00
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	03/31/2023	Wells Fargo Purchase Cards	290.45.3000.419.30700	52.33
WELLS FARGO CREDIT CARD A...	Suncntry Sc894x Rand, Heat ...	03/31/2023	Wells Fargo Purchase Cards	290.45.3000.419.50080	835.68
Fund 290 - EDA-OPERATING FUND Total:					2,108.25

Fund: 510 - WATER-OPERATING FUND

WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H77ct7vu2 Joh...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40042	107.95
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc1r83482 Joh...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	125.00
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Gubas...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	43.20
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Gubas...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60011	18.98
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Gubas...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	16.32
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Gub...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60011	51.88
WELLS FARGO CREDIT CARD A...	Psn Minnesota Rwa Mn Kram...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.50080	-275.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	29.97
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40040	-23.88
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40040	25.80
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40040	108.53
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40040	-343.10
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	27.88
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40040	606.87
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	2.76
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Johns...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	-107.14
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Johns...	03/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60040	91.43
Fund 510 - WATER-OPERATING FUND Total:					507.45

Fund: 520 - SEWER-OPERATING FUND

WELLS FARGO CREDIT CARD A...	Advanced Sportswear Johnson..	03/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	122.00
WELLS FARGO CREDIT CARD A...	Advanced Sportswear Johnson..	03/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	60.00
WELLS FARGO CREDIT CARD A...	Advanced Sportswear Johnson..	03/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	41.25
WELLS FARGO CREDIT CARD A...	Advanced Sportswear Johnson..	03/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	20.00
WELLS FARGO CREDIT CARD A...	Carhartt Johnson, M WF 2/168	03/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	119.98
Fund 520 - SEWER-OPERATING FUND Total:					363.23

Fund: 550 - INVER WOOD GOLF COURSE

WELLS FARGO CREDIT CARD A...	Coremark Metals -Mn Lage, T...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	471.49
WELLS FARGO CREDIT CARD A...	Dept Of Agriculture Metz, Joel...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.50070	102.25
WELLS FARGO CREDIT CARD A...	General Parts, Llc Moynihan, ...	03/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.40042	664.17
WELLS FARGO CREDIT CARD A...	Grainger Metz, Joel WF 2/201	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60012	109.39
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Metz...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60050	528.92
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Lage, Ti...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	129.14
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Lage, Ti...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	71.05
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Lage, Ti...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	46.61
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Lage, Ti...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60022	86.01
WELLS FARGO CREDIT CARD A...	Nokomis Shoe Shop Metz, Joel..	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60045	214.94
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	550.52.8500.526.50070	18.00
WELLS FARGO CREDIT CARD A...	Officemax/Depot 6384 Otness,..	03/31/2023	Wells Fargo Purchase Cards	550.52.8000.521.60010	62.43
WELLS FARGO CREDIT CARD A...	Officemax/Depot 6463 Otness,..	03/31/2023	Wells Fargo Purchase Cards	550.52.8000.521.60010	16.27
WELLS FARGO CREDIT CARD A...	R&R Products Metz, Joel WF 2...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	366.15
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Lage, ...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	60.29
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Lage, ...	03/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60012	61.44
WELLS FARGO CREDIT CARD A...	Usps Po 2688010540 Moynih...	03/31/2023	Wells Fargo Purchase Cards	550.52.8500.526.50035	63.00
Fund 550 - INVER WOOD GOLF COURSE Total:					3,071.55

Fund: 603 - CENTRAL EQUIPMENT

WELLS FARGO CREDIT CARD A...	A&J Outdoor Power, Llc Jacks...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	903.57
WELLS FARGO CREDIT CARD A...	A&J Outdoor Power, Llc Jacks...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	1,340.17
WELLS FARGO CREDIT CARD A...	Amazon.Com H77gh1g41 Und...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	32.16
WELLS FARGO CREDIT CARD A...	Amazon.Com Hd06992s1 A Ja...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60040	327.57
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc5qe1892 Jac...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	71.98
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	42.47
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	134.75
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	-58.27

Expense Approval Report

Payment Dates: 4/30/2023 - 4/30/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.140.1450050	170.80
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	24.99
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	24.99
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.140.1450050	131.89
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	24.99
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	23.00
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	74.99
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	40.55
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	10.39
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	10.58
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.140.1450050	147.64
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	-8.09
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.140.1450050	202.44
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.140.1450050	281.02
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	8.09
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Rosenda..	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	181.45
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Jacks...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	44.99
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Jacks...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	483.93
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Jacks...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	27.47
WELLS FARGO CREDIT CARD A...	Vcn Invergrovelicensec Under...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.50070	400.22
WELLS FARGO CREDIT CARD A...	Vcn Mnstatepatrol Jackson, R...	03/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	30.50
Fund 603 - CENTRAL EQUIPMENT Total:					5,131.23
Fund: 605 - CITY FACILITIES					
WELLS FARGO CREDIT CARD A...	Amazon.Com Hg2nt0ec0 Todd,...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60040	67.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H79g337h2 Ha...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60011	35.59
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H79g337h2 Ha...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	103.90
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H79g337h2 Ha...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	31.94
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H79g337h2 Ha...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	26.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us H79g337h2 Ha...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	54.14
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Stier,...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.40040	605.98
WELLS FARGO CREDIT CARD A...	Nrpa Operating O'Connor, WF..	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.50070	18.00
WELLS FARGO CREDIT CARD A...	Plumbingsupply.Com Todd, Pa...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.40040	161.81
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60040	129.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	44.92
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60040	19.23
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	03/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.40040	14.86
Fund 605 - CITY FACILITIES Total:					1,314.34
Fund: 606 - TECHNOLOGY FUND					
WELLS FARGO CREDIT CARD A...	Amazon.Com H596g62f1 A Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	27.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Gade, Marc WF..	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	-26.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc0rp2h21 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	69.29
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc5a11u10 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	136.23
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc76u7im0 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.80610	1,102.88
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc7z34ig0 Gad...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	77.93
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc9uz9nv2 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	8.49
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hc9zo63n2 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	112.90
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hg4kl6670 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.80610	11,285.80
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hy5bi23l0 Gad...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	116.62
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hy6lw4pk1 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	26.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hy86z9gs0 Ga...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	46.00
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Gade,...	03/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.50070	31.98
Fund 606 - TECHNOLOGY FUND Total:					13,016.11
Grand Total:					66,106.20



Expense Approval Report

By Fund

Payment Dates 5/17/2023 - 6/6/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
IGH FIRE RELIEF ASSN	4/3/2023B	06/01/2023	2023 Supplemental benefit	101.42.4200.423.20500	1,000.00
PERA	CM0004536	05/12/2023	PERA COORDINATED PLAN	101.203.2030600	-67.04
PERA	CM0004537	05/12/2023	EMPLOYER SHARE (EXTRA PE...	101.203.2030600	-5.16
EFTPS	INV0163791	05/12/2023	FEDERAL WITHHOLDING	101.203.2030200	4.02
MN DEPT OF REVENUE (PAYR...	INV0163792	05/12/2023	STATE WITHHOLDING	101.203.2030300	1.79
MN DEPT OF REVENUE	April 2023	05/16/2023	Taxes	101.207.2070300	389.66
MN DEPT OF REVENUE	April 2023CR	05/16/2023	Taxes	101.207.2070300	-0.59
ROLLIN NOLENS BBQ LLC	100	05/18/2023	Food for Volunteer Recognitio...	101.41.1120.413.60001	1,585.45
OCCUPATIONAL HEALTH CEN...	103769124	05/18/2023	Pre-employment physical	101.41.1120.413.30700	162.00
CHRIS GREENE	12/14/2022B	05/18/2023	Refund plumbing permit #PRP...	101.45.3200.3226000	109.00
FIRST IMPRESSION GROUP	143373	05/18/2023	Elementary School Flyer	101.44.6100.459.50030	235.20
UNIVERSAL ATHLETIC, LLC	150-0069477-01	05/18/2023	Baseballs U7 Mite	101.44.6100.454.60009	205.00
WEST ST. PAUL, CITY OF	2023-00000050	05/18/2023	March 31 Field trip bus fees.	101.44.6100.452.30700	168.98
TAHO SPORTSWEAR	23TS1832	05/18/2023	T-shirt sales for scholarship fu...	101.44.6100.459.60045	778.25
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Park @ 20-00700-33-02...	101.45.3200.419.50025	25.48
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Lot 30, Block 1 highlands..	101.45.3200.419.50025	26.46
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Park @ Lot 1 Block 1, Pe...	101.45.3200.419.50025	26.46
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Park @ Heritage Village	101.45.3200.419.50025	44.10
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Park @ PID 20-01700-01..	101.45.3200.419.50025	23.52
REVOLUTIONARY SPORTS, LLC	379	05/18/2023	preschool baseball & ninja wa...	101.44.6100.454.30700	1,892.00
SIGN SOLUTIONS USA, LLC.	405834	05/18/2023	Sign supplies	101.43.5200.443.60016	101.33
LAURENTINA DEJONG	5/7/2023	05/18/2023	Spring 2023 planting/winter cl...	101.44.6000.451.30700	1,215.00
HOLMES DESIGN, INC.	5463	05/18/2023	social media - parks and rec	101.41.1300.413.30700	3,000.00
HOLMES DESIGN, INC.	5472	05/18/2023	Social media - parks and rec a...	101.41.1300.413.30700	2,996.00
HOLMES DESIGN, INC.	5473	05/18/2023	April graphic design work	101.44.6100.459.30700	1,080.00
UNIFIRST CORPORATION	900764770	05/18/2023	Street Uniforms	101.43.5200.443.60045	34.34
UNIFIRST CORPORATION	900764770	05/18/2023	Parks Uniforms	101.44.6000.451.60045	15.93
EXPERT TREE SERVICE AND SC...	9208	05/18/2023	stump grinding in various parks	101.44.6000.451.30700	360.00
ICMA RETIREMENT TRUST - 4...	INV0163925	05/19/2023	457 - ROTH AGE <50 %	101.203.2031400	849.54
ICMA RETIREMENT TRUST - 4...	INV0163926	05/19/2023	457 - ROTH AGE <50	101.203.2031400	505.00
ICMA RETIREMENT TRUST - 4...	INV0163927	05/19/2023	457 - ROTH AGE 50+	101.203.2031400	225.00
ICMA RETIREMENT TRUST - 4...	INV0163928	05/19/2023	457 -AGE <49 %	101.203.2031400	8,771.26
ICMA RETIREMENT TRUST - 4...	INV0163929	05/19/2023	457 -AGE 50+	101.203.2031400	3,565.29
ICMA RETIREMENT TRUST - 4...	INV0163930	05/19/2023	457 -AGE <49	101.203.2031400	6,998.38
ICMA RETIREMENT TRUST - 4...	INV0163931	05/19/2023	457 PLAN -AGE 50+ %	101.203.2031400	1,234.62
MN STATE RETIREMENT SYST...	INV0163932	05/19/2023	457 ROTH IRA (AGE 49 & UND...	101.203.2031400	510.00
AFSCME COUNCIL 5	INV0163933	05/19/2023	UNION DUES (AFSCME FULL S...	101.203.2031000	1,035.26
AFSCME COUNCIL 5	INV0163934	05/19/2023	UNION DUES (AFSCME FULL S...	101.203.2031000	20.98
MINNESOTA DEPARTMENT OF...	INV0163935	05/19/2023	CASE #001570640001	101.203.2032100	342.87
TEXAS STATE DISBURSEMENT...	INV0163936	05/19/2023	CASE #0012022247	101.203.2032100	230.77
MINNESOTA DEPARTMENT OF...	INV0163937	05/19/2023	CASE #001490481201	101.203.2032100	357.72
MINNESOTA DEPARTMENT OF...	INV0163938	05/19/2023	CASE #000115468905	101.203.2032100	65.06
MINNESOTA DEPARTMENT OF...	INV0163939	05/19/2023	CASE #001563363401	101.203.2032100	426.85
MINNESOTA DEPARTMENT OF...	INV0163940	05/19/2023	CASE #001567848502	101.203.2032100	60.45
MINNESOTA DEPARTMENT OF...	INV0163941	05/19/2023	CASE #001521862201	101.203.2032100	200.73
WI SCTF (WI SUPPORT COLLEC...	INV0163942	05/19/2023	PARTICIPANT ID#0004986316	101.203.2032100	433.06
IGH FIRE RELIEF ASSN	INV0163943	05/19/2023	MEMBERSHIP DUES - FIRE REL...	101.203.2031000	379.50
IGH FIRE RELIEF ASSN	INV0163944	05/19/2023	MEMBERSHIP DUES - FIRE REL...	101.203.2031000	180.00
MEDSURETY ACH ONLY	INV0163945	05/19/2023	HSA ELECTION-FAMILY	101.203.2032500	4,172.84
MEDSURETY ACH ONLY	INV0163946	05/19/2023	HSA ELECTION-SINGLE	101.203.2032500	6,331.68
IGH PROFESSIONAL FIREFIGHT...	INV0163947	05/19/2023	UNION DUES (IAFF)	101.203.2031000	504.01
MN STATE RETIREMENT SYST...	INV0163948	05/19/2023	MINNESOTA DEFERRED COM...	101.203.2031400	1,137.78
MN STATE RETIREMENT SYST...	INV0163949	05/19/2023	MINNESOTA DEFERRED COM...	101.203.2031400	414.34

Expense Approval Report

Payment Dates: 5/17/2023 - 6/6/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PERA	INV0163950	05/19/2023	PERA COORDINATED PLAN	101.203.2030600	51,917.88
PERA	INV0163951	05/19/2023	EMPLOYER SHARE (EXTRA PE...	101.203.2030600	3,993.68
PERA	INV0163952	05/19/2023	PERA POLICE & FIRE PLAN	101.203.2030600	30,856.33
PERA	INV0163953	05/19/2023	EMPLOYER SHARE (POLICE & F...	101.203.2030600	46,284.42
ICMA RETIREMENT TRUST - 4...	INV0163954	05/19/2023	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	3,643.76
ICMA RETIREMENT TRUST - 4...	INV0163955	05/19/2023	ROTH IRA (AGE 50 & OVER)	101.203.2032400	663.46
ICMA RETIREMENT TRUST - 4...	INV0163956	05/19/2023	ROTH-AGE <49 %	101.203.2032400	49.08
EFTPS	INV0163957	05/19/2023	FEDERAL WITHHOLDING	101.203.2030200	75,028.11
MN DEPT OF REVENUE (PAYR...	INV0163958	05/19/2023	STATE WITHHOLDING	101.203.2030300	32,023.88
EFTPS	INV0163959	05/19/2023	MEDICARE WITHHOLDING	101.203.2030500	21,362.36
EFTPS	INV0163960	05/19/2023	SOCIAL SECURITY WITHHOLDI...	101.203.2030400	57,316.02
EFTPS	INV0163961	05/19/2023	FEDERAL WITHHOLDING	101.203.2030200	33.32
MN DEPT OF REVENUE (PAYR...	INV0163962	05/19/2023	STATE WITHHOLDING	101.203.2030300	14.85
EFTPS	INV0163963	05/19/2023	MEDICARE WITHHOLDING	101.203.2030500	9.68
EFTPS	INV0163964	05/19/2023	SOCIAL SECURITY WITHHOLDI...	101.203.2030400	41.30
HERITAGE LANDSCAPE SUPPLY...	0009926984-002	05/25/2023	seed	101.44.6000.451.60016	35,559.27
HERITAGE LANDSCAPE SUPPLY...	0009926984-002	05/25/2023	fertilizer	101.44.6000.451.60030	10,240.00
EARL F ANDERSEN INC	0132630-IN	05/25/2023	Sign supplies	101.43.5200.443.60016	2,536.79
REAL ESTATE PUBLISHING CO...	10191	05/25/2023	SOUTHEAST METRO DEV. SU...	101.45.3000.419.30700	1,500.00
LANGUAGE LINE SERVICES	10997601	05/25/2023	Over the phone interpretations	101.42.4000.421.30700	254.56
SHELTERED WINGS, INC.	1198164	05/25/2023	Binoculars	101.42.4000.421.60040	779.98
WEBBER RECREATIONAL DESI...	1297	05/25/2023	playground replacement parts	101.44.6000.451.40047	793.50
FIRST IMPRESSION GROUP	143656	05/25/2023	PD Envelopes	101.42.4000.421.50030	390.00
GUARDIAN SUPPLY, LLC	15227	05/25/2023	Badge holder	101.42.4000.421.60045	65.97
ARROWHEAD SCIENTIFIC, INC.	158548	05/25/2023	NIK test kits	101.42.4000.421.60065	1,195.00
AMERICAN FLAGPOLE & FLAG...	181251	05/25/2023	flags for Cahill	101.44.6000.451.60065	1,298.70
DANNER LANDSCAPING	18497	05/25/2023	Black dirt to repair damaged s...	101.43.5200.443.40046	193.00
WASHINGTON COUNTY COUR...	23019956	05/25/2023	Fortfieture CN 23-001602	101.207.2071000	400.00
COLLINS ELECTRICAL CONST.	2331312.01	05/25/2023	signal repair	101.43.5200.443.40046	338.73
COLLINS ELECTRICAL CONST.	2331332.01	05/25/2023	Signal repair	101.43.5200.443.40046	244.25
RENEE DUBS ELLENA	23-5175	05/25/2023	lay out - retail brochure	101.41.1300.413.30700	1,340.00
RENEE DUBS ELLENA	23-5176	05/25/2023	water report - lay out	101.41.1300.413.30700	380.00
FAST SIGNS	255-89510	05/25/2023	DOOR HANGERS FOR CODE E...	101.45.3000.419.60065	288.19
BUREAU OF CRIMINAL APPRE...	29402	05/25/2023	BCA training- Steinberg	101.42.4000.421.50080	75.00
BUREAU OF CRIMINAL APPRE...	29472	05/25/2023	BCA training - Steinberg	101.42.4000.421.50080	575.00
ASPEN MILLS	311821	05/25/2023	Reversable rain jacket	101.42.4000.421.60045	179.95
ASPEN MILLS	311822	05/25/2023	Officer Narvaez- Rain Coat	101.42.4000.421.60045	169.50
ASPEN MILLS	313419	05/25/2023	Navy cap silver expansion strap	101.42.4000.421.60045	64.50
ASPEN MILLS	313420	05/25/2023	CB cab slide holders	101.42.4000.421.60045	15.00
DAJ ENTERPRISES LLC (ECO W...	325	05/25/2023	compost	101.44.6000.451.60030	635.00
MN GLOVE & SAFETY, INC.	341828	05/25/2023	Uniforms	101.43.5200.443.60045	392.88
CAMPBELL KNUTSON, P.A.	4/30/2023	05/25/2023	Campbell Knutson	101.42.4000.421.30410	42,571.19
PETTY CASH - POLICE	5/1/2023	05/25/2023	Petty Cash- evidence destruct...	101.42.4000.421.60065	40.00
DECOCRETE	5/16/2023	05/25/2023	City contractor license refund	101.45.3300.3219500	100.00
MCFOA	5/17/2023	05/25/2023	MMCI Certificate	101.41.1100.413.50070	40.00
JASON OEHRLEIN	5/22/2023	05/25/2023	Mailbox repair	101.43.5200.443.60016	69.03
MN SECRETARY OF STATE - N...	5/23/2023	05/25/2023	Notary commission applicatio...	101.41.1140.413.50070	120.00
PETTY CASH - POLICE	5/4/2023	05/25/2023	Costco- Supplies	101.42.4000.421.60068	115.87
MN NCPERS LIFE INSURANCE	542000062023	05/25/2023	Life Ins monthly premium 6.2...	101.203.2031600	256.00
BIG TOP RENTAL, INC.	72856	05/25/2023	port a potties for city's parks 4...	101.44.6000.451.40065	1,925.56
UNIFIRST CORPORATION	900766055	05/25/2023	street Uniforms	101.43.5200.443.60045	36.54
UNIFIRST CORPORATION	900766055	05/25/2023	Parks Uniforms	101.44.6000.451.60045	15.93
UNIFIRST CORPORATION	900767390	05/25/2023	Street Uniforms	101.43.5200.443.60045	36.54
UNIFIRST CORPORATION	900767390	05/25/2023	Parks Uniforms	101.44.6000.451.60045	15.93
EXPERT TREE SERVICE AND SC...	9282	05/25/2023	tree removal for stormwater	101.44.6000.451.30700	1,218.75
PUBLIC SAFETY EQUIPMENT, L...	9532	05/25/2023	Ballistics vest for officer Jacob ...	101.42.4000.421.60045	1,481.00
PUBLIC SAFETY EQUIPMENT, L...	9549	05/25/2023	Decker- Vest Carrier	101.42.4000.421.60045	304.00
GRAINGER	9700921878	05/25/2023	cable	101.44.6000.451.60065	186.00
GRAINGER	9701746928	05/25/2023	rope clips	101.44.6000.451.60016	19.56
GRAINGER	9708035275	05/25/2023	rivet gun	101.44.6000.451.60040	78.98

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ENTERPRISE FM TRUST	FBN4740448	05/25/2023	Monthly lease charges 5.2023	101.42.4000.421.70300	23,839.35
STREICHER'S	I1631530	05/25/2023	Super Stoc Caddy munitions h...	101.42.4000.421.60065	102.30
INNOVATIVE OFFICE SOLUTIO...	IN4184411	05/25/2023	Office Supplies	101.43.5100.442.60065	31.90
WELLS FARGO CREDIT CARD A...	1 800 Petmeds O'Connor, WF...	05/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.60065	-107.45
DAKOTA ELECTRIC ASSN	200001093947 5/19/2023	05/31/2023	Electric	101.43.5400.445.40020	1,481.14
DAKOTA ELECTRIC ASSN	200002468379 5/19/2023	05/31/2023	Electric	101.44.6000.451.40020	643.90
DAKOTA ELECTRIC ASSN	200002501658 5/19/2023	05/31/2023	Electric	101.44.6000.451.40020	142.75
DAKOTA ELECTRIC ASSN	200003935632 5/19/2023	05/31/2023	Electric	101.44.6000.451.40020	169.37
DAKOTA ELECTRIC ASSN	200004267134 5/19/2023	05/31/2023	Electric	101.43.5400.445.40020	51.34
DAKOTA ELECTRIC ASSN	200004430542 5/19/2023	05/31/2023	Electric	101.44.6000.451.40020	18.80
DAKOTA ELECTRIC ASSN	200010036635 5/19/2023	05/31/2023	Electric	101.42.4200.423.40020	2,383.67
XCEL ENERGY	826940038	05/31/2023	FD natural gas charges	101.42.4200.423.40010	2,272.30
XCEL ENERGY	826940038	05/31/2023	FD electric charges	101.42.4200.423.40020	1,788.54
XCEL ENERGY	826940038	05/31/2023	Street lighting electric charges	101.43.5400.445.40020	1,424.40
XCEL ENERGY	826940038	05/31/2023	Parks natural gas charges	101.44.6000.451.40010	375.29
XCEL ENERGY	826940038	05/31/2023	Parks electric charges	101.44.6000.451.40020	646.33
XCEL ENERGY	827528794	05/31/2023	PD electric	101.42.4000.421.40042	49.57
XCEL ENERGY	827875321	05/31/2023	Street lighting electric charges	101.43.5400.445.40020	12,760.55
WELLS FARGO CREDIT CARD A...	Aed Superstore Lee, Katri WF ...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60065	531.00
WELLS FARGO CREDIT CARD A...	Amazon.Com Hf4km53b1 A ...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	273.41
WELLS FARGO CREDIT CARD A...	Amazon.Com Hj0p41yo1 Chio...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60011	28.27
WELLS FARGO CREDIT CARD A...	Amazon.Com Hj8ht64h1 Jacks...	05/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60040	127.38
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hf0669v42 Wo...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	23.76
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hf4w534t2 W...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	17.18
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hf5gf6tv1 Haw...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60065	120.14
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hj11p09i0 Kier...	05/31/2023	Wells Fargo Purchase Cards	101.41.1000.413.60065	27.09
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hj9cu9mh1 Ch...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	30.58
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs1sm4362 O...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	31.44
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs2qb47c0 Os...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60010	11.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs50v7iu1 Ha...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.40040	389.88
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs5079c90 Sw...	05/31/2023	Wells Fargo Purchase Cards	101.44.6100.453.60009	29.39
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs6969dk0 Os...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	15.63
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs6b76hs1 Os...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	26.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hv17n0uf0 W...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	329.20
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hv2d15ro0 Chi...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	29.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hv6k80ps2 W...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	112.20
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hv7d36q11 H...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60065	99.90
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hv8ah2gp0 W...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	58.20
WELLS FARGO CREDIT CARD A...	Angelos Pizza - Southv Wonick...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.50080	263.35
WELLS FARGO CREDIT CARD A...	Bca Training Education Lee, Ka...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	250.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Lee, Ka...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	250.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Lee, Ka...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	375.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Lee, Ka...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	250.00
WELLS FARGO CREDIT CARD A...	Blue Card Command Chiodo, ...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	4,500.00
WELLS FARGO CREDIT CARD A...	Breezy Point Resort In Smith...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	192.20
WELLS FARGO CREDIT CARD A...	Courtyard St. Cloud Lee, Katri...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	331.14
WELLS FARGO CREDIT CARD A...	Courtyard St. Cloud Lee, Katri...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	331.14
WELLS FARGO CREDIT CARD A...	Courtyard St. Cloud Lee, Katri...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	344.67
WELLS FARGO CREDIT CARD A...	Crowne Plaza Food/Bev Chiod...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	43.24
WELLS FARGO CREDIT CARD A...	Crowne Plaza Food/Bev Chiod...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	73.22
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Hove, Amy ...	05/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.60065	81.15
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Prail, Rya WF...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60068	22.16
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Swenhaugen...	05/31/2023	Wells Fargo Purchase Cards	101.44.6100.459.60009	41.64
WELLS FARGO CREDIT CARD A...	Dakota Awards & Engrav Smit...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	820.25
WELLS FARGO CREDIT CARD A...	Defensive Edge Trainin Madse...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	1,100.00
WELLS FARGO CREDIT CARD A...	Delta 00642581546261 Os...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50065	100.00
WELLS FARGO CREDIT CARD A...	Delta 00642587259436 Os...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50065	40.00
WELLS FARGO CREDIT CARD A...	Department Of Labor An John...	05/31/2023	Wells Fargo Purchase Cards	101.45.3300.419.50070	50.00
WELLS FARGO CREDIT CARD A...	Department Of Labor An John...	05/31/2023	Wells Fargo Purchase Cards	101.45.3300.419.50080	170.00
WELLS FARGO CREDIT CARD A...	Dog Waste Depot.Com O'Con...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60065	1,329.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Dollar Tree Otis, Josh WF 4/23	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50030	22.50
WELLS FARGO CREDIT CARD A...	Eb Zoning And Code En Payabl...	05/31/2023	Wells Fargo Purchase Cards	101.45.3000.419.50080	125.00
WELLS FARGO CREDIT CARD A...	Facebk Deeyenbdx2 Looze, A...	05/31/2023	Wells Fargo Purchase Cards	101.41.1300.413.50025	14.35
WELLS FARGO CREDIT CARD A...	Fleet Farm 6500 Reller, Cr WF...	05/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60045	49.99
WELLS FARGO CREDIT CARD A...	Galls Lee, Katri WF 4/23	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60065	418.58
WELLS FARGO CREDIT CARD A...	Glock Professional Inc Madsen...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	250.00
WELLS FARGO CREDIT CARD A...	Grandmas Saloon And Gr Haug...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	49.19
WELLS FARGO CREDIT CARD A...	Holiday Inn & Suites Chiodo, ...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	324.36
WELLS FARGO CREDIT CARD A...	Holiday Inn & Suites Chiodo, ...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	324.36
WELLS FARGO CREDIT CARD A...	Holiday Inn & Suites Chiodo, ...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	324.36
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Chiodo,...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60065	15.00
WELLS FARGO CREDIT CARD A...	Homedepot.Com Lee, Katri WF...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60040	40.41
WELLS FARGO CREDIT CARD A...	Hon Analytics Inc. Chiodo, Mo...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.40042	1,050.00
WELLS FARGO CREDIT CARD A...	Iimc Kiernan, R WF 4/23	05/31/2023	Wells Fargo Purchase Cards	101.41.1140.413.50080	130.00
WELLS FARGO CREDIT CARD A...	In Life Support Innov Chiodo,...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	3,636.10
WELLS FARGO CREDIT CARD A...	Indiana Cc Concess 007 Chiodo..	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	14.15
WELLS FARGO CREDIT CARD A...	Indiana Cc Concess 007 Chiodo..	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	14.15
WELLS FARGO CREDIT CARD A...	Indiana Cc Concess 007 Chiodo..	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	16.72
WELLS FARGO CREDIT CARD A...	Int'L Code Council Inc Chiodo,...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	221.75
WELLS FARGO CREDIT CARD A...	Int'L Code Council Inc Chiodo,...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.60065	99.63
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Hawki...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60012	21.97
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Remac...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.40040	12.99
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Sperl,...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.40040	8.99
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Sperl,...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.60016	3.30
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Under...	05/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60016	27.98
WELLS FARGO CREDIT CARD A...	Jimmy Johns 1436 - Eco Lee, K...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	182.29
WELLS FARGO CREDIT CARD A...	Kwik Trip 11600011684 Chio...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60065	53.59
WELLS FARGO CREDIT CARD A...	Kwik Trip 69700006973 Wing...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50065	10.65
WELLS FARGO CREDIT CARD A...	Little Angies Cantina Haugland...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	38.55
WELLS FARGO CREDIT CARD A...	Lyft Ride Sun 4pm Oswald, S...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50065	41.84
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Rem...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.40047	89.60
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Rem...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.40047	170.64
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Rem...	05/31/2023	Wells Fargo Purchase Cards	101.44.6000.451.40047	-23.14
WELLS FARGO CREDIT CARD A...	Minnesota Glove & Sa Wonick,...	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.60040	555.98
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Kierna...	05/31/2023	Wells Fargo Purchase Cards	101.41.1140.413.50080	470.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Wonic...	05/31/2023	Wells Fargo Purchase Cards	101.41.1100.413.50080	470.00
WELLS FARGO CREDIT CARD A...	Mn Pollution Control S Under...	05/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.30700	6.48
WELLS FARGO CREDIT CARD A...	Ncees.Org Wonick, Ju WF 4/23	05/31/2023	Wells Fargo Purchase Cards	101.43.5100.442.50070	410.95
WELLS FARGO CREDIT CARD A...	Nfsa Chiodo, Mo WF 4/23	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50070	50.00
WELLS FARGO CREDIT CARD A...	Nfsa Chiodo, Mo WF 4/23	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50080	315.00
WELLS FARGO CREDIT CARD A...	Northern Tool Equipmnt Jacks...	05/31/2023	Wells Fargo Purchase Cards	101.43.5200.443.60016	304.98
WELLS FARGO CREDIT CARD A...	Old Spaghetti Fctry 16 Chiodo,...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50075	157.45
WELLS FARGO CREDIT CARD A...	Playpass Business Mikel, Rac ...	05/31/2023	Wells Fargo Purchase Cards	101.44.6100.455.60009	19.00
WELLS FARGO CREDIT CARD A...	Sensible Land Use Coal Payabl...	05/31/2023	Wells Fargo Purchase Cards	101.45.3000.419.50080	96.00
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	05/31/2023	Wells Fargo Purchase Cards	101.41.1100.413.50025	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Kiernan, R WF ...	05/31/2023	Wells Fargo Purchase Cards	101.41.2000.415.30700	52.33
WELLS FARGO CREDIT CARD A...	Sp Safariland Rose, Ryan WF 4...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.60045	255.00
WELLS FARGO CREDIT CARD A...	Spee-Dee Delivery Serv Chiodo..	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50035	59.23
WELLS FARGO CREDIT CARD A...	Speedway - 07016 Alber Berg...	05/31/2023	Wells Fargo Purchase Cards	101.42.4200.423.50065	70.00
WELLS FARGO CREDIT CARD A...	Stax Professional Lee, Katri ...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50080	45.00
WELLS FARGO CREDIT CARD A...	Target 00025197 Bauer, C...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	50.00
WELLS FARGO CREDIT CARD A...	Target 00025197 Chiodo,...	05/31/2023	Wells Fargo Purchase Cards	101.42.4000.421.50075	110.55
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00
WELLS FARGO CREDIT CARD A...	Target.Com Bauer, Cor WF 4/...	05/31/2023	Wells Fargo Purchase Cards	101.41.1120.413.60001	20.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ADVANCED GRAPHIX, INC.	211448	06/01/2023	coin decals for NDTA	101.42.4200.424.60065	150.00
TAHO SPORTSWEAR	23TS2055	06/01/2023	u7 mite bb shirts	101.44.6100.454.60045	734.50
TAHO SPORTSWEAR	23TS2056	06/01/2023	U7 Mite baseball hats	101.44.6100.454.60045	643.50
TAHO SPORTSWEAR	23TS2094	06/01/2023	u5 t-ball shirts	101.44.6100.454.60045	576.40
TAHO SPORTSWEAR	23TS2095	06/01/2023	U5 Mite hats	101.44.6100.454.60045	514.80
ASPEN MILLS	313267	06/01/2023	new duty crew uniform shirt ...	101.42.4200.423.60045	49.95
ASPEN MILLS	313418	06/01/2023	ties and collar brass for unifo...	101.42.4200.423.60045	34.70
LEVANDER, GILLEN & MILLER P..4/30/2023 81.01		06/01/2023	Council meetings legal charges..	101.41.1000.413.30401	434.00
LEVANDER, GILLEN & MILLER P..4/30/2023 81.01		06/01/2023	Mayor/Council legal charges 4...	101.41.1000.413.30420	8,838.40
SOLAND, BRENT L.	5/12/2023	06/01/2023	instructor fee for vehicle extri...	101.42.4200.423.50080	1,050.00
DELAROSA, JOSE	5/16/2023	06/01/2023	Permit refund - project was ca...	101.45.3200.3226000	40.00
MINNESOTA CITY/COUNTY M...	5/23/2023	06/01/2023	2023 membership renewal	101.41.1100.413.50070	231.00
IPMA - HR MINNESOTA	5/24/2023	06/01/2023	PSHRA MN Membership	101.41.1120.413.50070	50.00
BRS PERMITTING	5/30/2023	06/01/2023	Refund of permit #PRS020230...	101.45.3300.3221000	109.20
SOUTH ST PAUL, CITY OF	5/8/2023	06/01/2023	1st Qtr 2023 Street Lights-SSP	101.207.2070900	55.68
CENTURY LINK	651-455-9072 5/19/23	06/01/2023	phone line bill for station 1	101.42.4200.423.50020	48.91
DIAMOND VOGEL PAINT	CD99011621	06/01/2023	Striping paint	101.43.5200.443.60016	10,295.00
DAKOTA 911	IG2023-06	06/01/2023	Monthly Dakota 911 fee - 6.2...	101.42.4000.421.70502	61,559.10
DAKOTA 911	IG2023-06	06/01/2023	DCC general fund payment	101.42.4200.423.70502	6,839.90
INNOVATIVE OFFICE SOLUTIO...	IN4169122	06/01/2023	office supplies for St 2	101.42.4200.423.60010	122.20
MACQUEEN EMERGENCY GR...	P15202	06/01/2023	single gas detector	101.42.4200.423.60040	543.98
DAKOTA CTY PROP TAXATION...	TNT2023-20	06/01/2023	2023 TNT Costs	101.41.2000.415.30700	3,473.74
Fund 101 - GENERAL FUND Total:					661,421.54

Fund: 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND

WELLS FARGO CREDIT CARD A... Amazon.Com Hj3c247b1 Lee, ... 05/31/2023
WELLS FARGO CREDIT CARD A... Spartan Armor Systems Lee, K... 05/31/2023
WELLS FARGO CREDIT CARD A... Tactical Night Vision Lee, Katri... 05/31/2023

Wells Fargo Purchase Cards	102.42.4000.421.60040	202.24
Wells Fargo Purchase Cards	102.42.4000.421.60040	3,956.06
Wells Fargo Purchase Cards	102.42.4000.421.60040	3,500.75
Fund 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND Total:		7,659.05

Fund: 205 - COMMUNITY CENTER-OPERATING FUND

MN DEPT OF REVENUE April 2023 05/16/2023
LVC COMPANIES, INC. 114326 05/18/2023
LVC COMPANIES, INC. 114326 05/18/2023
APEC 125165 05/18/2023
FIRST IMPRESSION GROUP 143373 05/18/2023
PERFECTION PLUS, INC 214679 05/18/2023
PUSH PEDAL PULL 360133 05/18/2023
TOTAL CONSTRUCTION & EQU...36318 05/18/2023
TOTAL CONSTRUCTION & EQU...36341 05/18/2023
DAMMINGA, GREG 5/9/2023 05/18/2023
HOLMES DESIGN, INC. 5473 05/18/2023
TOTAL MECHANICAL SERVICES...\$6654 05/18/2023
ARCHETYPE SIGNMAKERS 104418 05/25/2023
ULINE 163216026 05/25/2023
ULINE 163216026 05/25/2023
HUEBSCH SERVICES 20229821 05/25/2023
HUEBSCH SERVICES 20229821 05/25/2023
HUEBSCH SERVICES 20229822 05/25/2023
HUEBSCH SERVICES 20229822 05/25/2023
BRIDGEPOINT GLASS, INC. 2023011 05/25/2023
BRIDGEPOINT GLASS, INC. 2023012 05/25/2023
TOTAL CONSTRUCTION & EQU...36317 05/25/2023
TOTAL CONSTRUCTION & EQU...36317 05/25/2023
COMCAST 5/12/2023 05/25/2023
TWIN SOURCE SUPPLY 504265 05/25/2023
TWIN SOURCE SUPPLY 504265 05/25/2023
TWIN SOURCE SUPPLY 504290 05/25/2023
TWIN SOURCE SUPPLY 504290 05/25/2023
CINTAS CORPORATION 5143371334 05/25/2023
MARCO TECHNOLOGIES, LLC INV11160495 05/25/2023
XCEL ENERGY 826940038 05/31/2023

Taxes	205.207.2070300	9,306.35
install cell dialer for remote m...	205.44.6200.453.40040	575.00
install cell dialer for remote m...	205.44.6200.453.50055	575.00
HVAC filters	205.44.6200.453.60016	203.69
Elementary School Flyer	205.44.6200.453.50030	352.80
April 2023 cleaning svcs	205.44.6200.453.40040	6,912.70
Equipment Preventive mainte...	205.44.6200.453.40042	1,049.00
replace heater & controls in ...	205.44.6200.453.40040	509.89
repair stair landing	205.44.6200.453.40040	2,821.19
damage deposit return	205.44.0000.3492500	500.00
April graphic design work	205.44.6200.453.30700	1,620.00
sump pump repairs	205.44.6200.453.40040	1,128.25
wall signs - emergency exit/n...	205.44.6200.453.60065	1,516.32
drain snake kit	205.44.6200.453.60016	349.26
chairs for staff	205.44.6200.453.60040	492.11
lobby mats	205.44.6200.453.40065	137.26
lobby mats	205.44.6200.453.40065	34.31
lobby mats	205.44.6200.453.40065	80.61
lobby mats	205.44.6200.453.40065	322.48
replace fitness center mirrors	205.44.6200.453.40040	4,970.00
replace Arena window	205.44.6200.453.40040	865.00
dedicated circuit to new data ...	205.44.6200.453.40040	826.61
dedicated circuit to new data ...	205.44.6200.453.40040	826.60
VMCC cable TV	205.44.6200.453.50070	296.60
cleaning supplies	205.44.6200.453.60011	556.98
cleaning supplies	205.44.6200.453.60011	556.97
cleaning supply	205.44.6200.453.60011	50.76
cleaning supply	205.44.6200.453.60011	50.76
first aid supplies	205.44.6200.453.60065	1,072.45
AQ Coordinator printer	205.44.6200.453.60040	712.08
Aquatic center natural gas cha...	205.44.6200.453.40010	9,577.14

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
XCEL ENERGY	828113601	05/31/2023	Ice arena load profile natural ...	205.44.6200.453.40010	1,855.61
XCEL ENERGY	828113601	05/31/2023	Aquatic center electric charges	205.44.6200.453.40020	11,649.28
XCEL ENERGY	828113601	05/31/2023	Ice arena load profile electric	205.44.6200.453.40020	7,233.32
WELLS FARGO CREDIT CARD A... Amazon.Com Hf64u5ng1 Stier...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	10.19
WELLS FARGO CREDIT CARD A... Amazon.Com Hf7wg8fu1 Roa...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	88.88
WELLS FARGO CREDIT CARD A... Amazon.Com Hs9902r91 Crary..		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	99.43
WELLS FARGO CREDIT CARD A... Amazon.Com Hv9bm7ce0 Cra...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	191.76
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hf0rh0oa0 Sw...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60009	48.30
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hj0cc2vr0 Mike..		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	155.55
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hj7ou8pq0 Cra...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40042	445.99
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hs2eq99v0 Cra...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	256.40
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hs7ba9xz1 Stie...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	437.40
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hs8qm0872 Sti...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	20.55
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hv07s1rj0 Stier...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	202.00
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hv3m564w0 C...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60040	173.85
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hv5fz81b2 Sw...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60009	35.01
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hv65p6n92 Sti...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	68.96
WELLS FARGO CREDIT CARD A... Amzn Mktp Us Hv8pc4ek0 Stie...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	7.98
WELLS FARGO CREDIT CARD A... Atyourpaceonline.Com Roach,...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50080	51.00
WELLS FARGO CREDIT CARD A... Department Of Labor An Roac...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50080	14.00
WELLS FARGO CREDIT CARD A... Dollartree Swenhausen WF 4/...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60009	7.50
WELLS FARGO CREDIT CARD A... Fsp Conquer Ninja Warr Swen...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50090	100.00
WELLS FARGO CREDIT CARD A... Homedepot.Com Stier, Phi WF...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	1,759.90
WELLS FARGO CREDIT CARD A... Inver Grove Heights Ac Bods...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	15.47
WELLS FARGO CREDIT CARD A... Kully Supply Roach, Ric WF 4/...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	303.58
WELLS FARGO CREDIT CARD A... Kully Supply Roach, Ric WF 4/...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	227.58
WELLS FARGO CREDIT CARD A... League Of Minnesota Ci Hofm...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50080	40.00
WELLS FARGO CREDIT CARD A... Party City 1153 Swenhausen ...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60009	90.00
WELLS FARGO CREDIT CARD A... Sams Club #4736 Abrahamson...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	173.91
WELLS FARGO CREDIT CARD A... Samsclub #4738 Abrahamson...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	42.32
WELLS FARGO CREDIT CARD A... Samsclub #4738 Crary, Amy ...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	68.01
WELLS FARGO CREDIT CARD A... Snappylogos Inc Swenhausen...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60009	174.00
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Bods...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	12.93
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Bods...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	48.87
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Bods...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	86.94
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Todd,...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	121.26
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Todd,...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	268.74
WELLS FARGO CREDIT CARD A... Tractor-Supply-Co #019 Roach,...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.40040	55.96
WELLS FARGO CREDIT CARD A... Wal-Mart #1786 Crary, Amy ...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	38.32
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Crary, Amy ...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	5.90
WELLS FARGO CREDIT CARD A... Wristbandexpresscom Burger,...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.60065	101.70
WELLS FARGO CREDIT CARD A... Zumba Fitness Crary, Amy WF...		05/31/2023	Wells Fargo Purchase Cards	205.44.6200.453.50070	38.99
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					75,675.51

Fund: 270 - HOST COMMUNITY FUND

BARR ENGINEERING COMPANY	23190218.00-316	05/25/2023	PINE BEND LANDFILL TECHNI...	270.75.5900.751.30700	7,954.00
Fund 270 - HOST COMMUNITY FUND Total:					7,954.00

Fund: 290 - EDA-OPERATING FUND

KRUEGER REAL ESTATE ADVIS...	3/30/2023	05/18/2023	Development consultants 3.2...	290.45.3000.419.30700	1,125.00
ST. PAUL PIONEER PRESS	323572521	05/18/2023	Notice of Special meeting - EDA	290.45.3000.419.30700	21.56
KRUEGER REAL ESTATE ADVIS...	4/29/2023	05/18/2023	Development consultants 4.2...	290.45.3000.419.30700	7,625.00
EHLERS AND ASSOCIATES, INC.	94016	05/25/2023	General TIF services	290.45.3000.419.30700	350.00
EHLERS AND ASSOCIATES, INC.	94017	05/25/2023	TIF & ABATEMENT OVERVIEW...	290.45.3000.419.30700	993.75
FIRST IMPRESSION GROUP	143855	06/01/2023	branded tablecloths for Lee to...	290.45.3000.419.60010	330.00
LEVANDER, GILLEN & MILLER P..	4/30/2023 81.13	06/01/2023	EDA	290.45.3000.419.30420	84.00
Fund 290 - EDA-OPERATING FUND Total:					10,529.31

Fund: 291 - EDA-ACQUISITIONS FUND

LEVANDER, GILLEN & MILLER P..	4/30/2023 81.01	06/01/2023	McPhillips acquisition legal ch...	291.45.3000.419.30420	1,912.10
Fund 291 - EDA-ACQUISITIONS FUND Total:					1,912.10

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 401 - PARK CAPITAL REPLACEMENT					
HOISINGTON KOEGLER GROUP..	021-002-25	05/25/2023	Support svcs 4.2023	401.44.5900.744.30700	8,003.75
FLAGSHIP RECREATION LLC	F21225	05/25/2023	bike racks/picnic tables/grill fo...	401.44.5900.744.60065	40,577.00
Fund 401 - PARK CAPITAL REPLACEMENT Total:					48,580.75
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
ST. PAUL PIONEER PRESS	323572521	05/18/2023	AFB - NWA #1	402.44.6000.451.50025	52.92
ST. PAUL PIONEER PRESS	323572521	05/18/2023	AFB - NWA #2	402.44.6000.451.50025	52.92
EXPERT TREE SERVICE AND SC...	9207	05/18/2023	balance on work for develope...	402.44.6000.451.30700	425.00
WSB & ASSOCIATES, INC.	R-020153-000-9	06/01/2023	HVP Phase 4 - final design work	402.44.6000.451.30700	3,491.85
WSB & ASSOCIATES, INC.	R-021133-000-9	06/01/2023	park development - Argenta H...	402.44.6000.451.30700	1,647.00
WSB & ASSOCIATES, INC.	R-021133-000-9	06/01/2023	park development - Overlook...	402.44.6000.451.30700	1,647.00
Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:					7,316.69
Fund: 436 - 117TH STREET RECONSTRUCTION					
SRF CONSULTING GROUP, INC	13074.00-24	05/25/2023	117th St. Preliminary Design	436.73.5900.736.30300	1,565.46
Fund 436 - 117TH STREET RECONSTRUCTION Total:					1,565.46
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
MCNAMARA CONTRACTING I...	4/3/2023	06/01/2023	Project 2021-09D, Pay Vouch...	440.74.5900.740.80300	45,410.81
WSB & ASSOCIATES, INC.	R-022621-000-1	06/01/2023	Construction Services - Dawn...	440.74.5900.740.30300	326.25
WSB & ASSOCIATES, INC.	R-022722-000-1	06/01/2023	Construction Services - Carme...	440.74.5900.740.30300	273.75
WSB & ASSOCIATES, INC.	R-022723-000-1	06/01/2023	Construction Services - Chene...	440.74.5900.740.30300	195.00
WSB & ASSOCIATES, INC.	R-022724-000-1	06/01/2023	Construction Services - Bollan...	440.74.5900.740.30300	121.25
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					46,327.06
Fund: 500 - NW AREA CAPITAL PROJECTS					
KIMLEY-HORN & ASSOCIATES, ...	24700228	06/01/2023	Construction Services - Vista P...	500.74.5900.746.30300	6,704.49
Fund 500 - NW AREA CAPITAL PROJECTS Total:					6,704.49
Fund: 510 - WATER-OPERATING FUND					
MN DEPT OF REVENUE	April 2023	05/16/2023	Taxes	510.207.2070200	1,737.77
MTI DISTRIBUTING CO	1384341-00	05/18/2023	Misc small tools	510.50.7100.512.60040	367.26
TODD DOUGLAS EDINGER - R...	2022401B	05/18/2023	meter reading	510.50.7100.512.30700	1,720.20
DALEY ELECTRIC, LLC	230205	05/18/2023	Building Maintenance	510.50.7100.512.40040	1,160.00
CORE & MAIN LP	S810140	05/18/2023	Hydrant parts	510.50.7100.512.60016	402.48
CITY OF BLOOMINGTON	22123	05/25/2023	Water Samples	510.50.7100.512.30700	492.00
CINTAS CORPORATION	4155628118	05/25/2023	Rugs for WTP	510.50.7100.512.40065	52.35
HAWKINS, INC.	6470957	05/25/2023	chemicals	510.50.7100.512.60019	10.00
HAWKINS, INC.	6476169	05/25/2023	chemicals	510.50.7100.512.60019	1,961.00
CORE & MAIN LP	S401678	05/25/2023	Meters	510.50.7100.512.75500	4,014.64
XCEL ENERGY	826940038	05/31/2023	Water natural gas charges	510.50.7100.512.40010	24,003.68
XCEL ENERGY	826940038	05/31/2023	Water electric charges	510.50.7100.512.40020	2,063.35
WELLS FARGO CREDIT CARD A...	Fleet Farm 6500 Johnson, M ...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60045	52.03
WELLS FARGO CREDIT CARD A...	Fleet Farm 6500 Johnson, M ...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60045	129.97
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Gubas...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	31.98
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60011	41.84
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	7.94
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Guba...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.60016	47.94
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Johns...	05/31/2023	Wells Fargo Purchase Cards	510.50.7100.512.40043	377.56
CITY OF EAGAN	3/1/2023	06/01/2023	1st Qtr 2023 Water-Eagan JPA	510.50.7100.512.40005	53,000.64
SOUTH ST PAUL, CITY OF	5/8/2023	06/01/2023	1st Qtr 2023 Water-SSP	510.50.7100.512.40005	354.23
HAWKINS, INC.	6474188	06/01/2023	Chemicals for WTP	510.50.7100.512.60019	10,967.35
LONE OAK COMPANIES	92502	06/01/2023	2023 Rate Sheet Insert (50%)	510.50.7100.512.30700	174.28
LONE OAK COMPANIES	92502	06/01/2023	2022 Water Quality Report In...	510.50.7100.512.30700	314.48
CORE & MAIN LP	S914526	06/01/2023	gate valve risers	510.50.7100.512.60016	729.01
Fund 510 - WATER-OPERATING FUND Total:					104,213.98
Fund: 511 - WATER-CAPITAL FUND					
M & J SERVICES, LLC	2716	05/18/2023	main break repair	511.50.7100.512.40043	1,325.00
GERTENS	D54112/1	05/18/2023	Dirt/seed main breaks	511.50.7100.512.40043	142.10
GERTENS	H45634/6	05/18/2023	Sod repair	511.50.7100.512.40043	269.90
GERTENS	D96548/1	05/25/2023	sod repair	511.50.7100.512.40043	134.12

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GERTENS	H52840/6	05/25/2023	Sod repair	511.50.7100.512.40043	199.75
Fund 511 - WATER-CAPITAL FUND Total:					2,070.87
Fund: 520 - SEWER-OPERATING FUND					
METROPOLITAN COUNCIL	1156768	05/25/2023	Waste Water Services	520.51.7200.514.40015	181,505.90
DAKOTA ELECTRIC ASSN	200010048618 5/19/2023	05/31/2023	Electric	520.51.7200.514.40020	157.77
XCEL ENERGY	826940038	05/31/2023	Sewer natural gas charges	520.51.7200.514.40010	1,827.60
XCEL ENERGY	826940038	05/31/2023	Sewer electric charges	520.51.7200.514.40020	243.88
WELLS FARGO CREDIT CARD A...	Amazon.Com Hs8kc4jj1 Johns...	05/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60016	27.40
WELLS FARGO CREDIT CARD A...	Duluth Trading Woodbur John...	05/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	79.50
WELLS FARGO CREDIT CARD A...	Duluthtradingshiphome Johns...	05/31/2023	Wells Fargo Purchase Cards	520.51.7200.514.60045	238.50
CITY OF EAGAN	3/1/2023	06/01/2023	1st Qtr 2023 Sewer-Eagan JPA	520.51.7200.514.40016	57,608.56
SOUTH ST PAUL, CITY OF	5/8/2023	06/01/2023	1st Qtr 2023 Sewer-SSP	520.51.7200.514.40016	861.72
LONE OAK COMPANIES	92502	06/01/2023	2023 Rate Sheet Insert (50%)	520.51.7200.514.30700	174.28
Fund 520 - SEWER-OPERATING FUND Total:					242,725.11
Fund: 521 - SEWER-CAPITAL FUND					
ST. PAUL PIONEER PRESS	323572521	05/18/2023	Ad 4 Bid-Sewr Cleaning/Televis..	521.51.7200.514.50025	73.50
Fund 521 - SEWER-CAPITAL FUND Total:					73.50
Fund: 530 - STORM WATER-OPERATING					
M & J SERVICES, LLC	2715	05/18/2023	storm sewer repair	530.74.5900.741.40066	3,560.00
M & J SERVICES, LLC	2724	05/25/2023	Storm water repair	530.74.5900.741.40066	1,380.00
ESS BROTHERS & SONS INC	DD2377	05/25/2023	Storm Manhole repair	530.74.5900.741.40066	2,376.00
XCEL ENERGY	826940038	05/31/2023	Storm water electric charges	530.74.5900.741.40020	3,436.36
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Reller,...	05/31/2023	Wells Fargo Purchase Cards	530.74.5900.741.40066	90.94
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Reller,...	05/31/2023	Wells Fargo Purchase Cards	530.74.5900.741.40066	136.95
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Reller,...	05/31/2023	Wells Fargo Purchase Cards	530.74.5900.741.40066	192.42
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Reller,...	05/31/2023	Wells Fargo Purchase Cards	530.74.5900.741.40066	249.95
E-IGHWMO	2302	06/01/2023	E-IGHWMO Member City Cont...	530.74.5900.741.50070	1,644.00
CITY OF EAGAN	3/1/2023	06/01/2023	1st Qtr 2023 Storm Water-Eag...	530.74.5900.741.40030	6,208.06
SOUTH ST PAUL, CITY OF	5/8/2023	06/01/2023	1st Qtr 2023 Storm Water-SSP	530.74.5900.741.40030	98.04
ARROW MOWER, INC.	79957	06/01/2023	chain saws	530.74.5900.741.40066	1,509.98
ARROW MOWER, INC.	80004	06/01/2023	Circular saw blade	530.74.5900.741.40066	44.34
ARROW MOWER, INC.	80072	06/01/2023	Chain saw chain	530.74.5900.741.40066	8.24
Fund 530 - STORM WATER-OPERATING Total:					20,935.28
Fund: 531 - STORM WATER-CAPITAL FUND					
ST. PAUL PIONEER PRESS	323572521	05/18/2023	Ad 4 Bid-Sewr Cleaning/Televis..	531.74.5900.741.50025	73.50
Fund 531 - STORM WATER-CAPITAL FUND Total:					73.50
Fund: 533 - STORM WATER-CAPITAL FUND NWA					
KIMLEY-HORN & ASSOCIATES, ...	160500060-0423	05/25/2023	Argenta Trail Drainage - Const...	533.74.5900.748.30300	1,192.50
Fund 533 - STORM WATER-CAPITAL FUND NWA Total:					1,192.50
Fund: 550 - INVER WOOD GOLF COURSE					
MN DEPT OF REVENUE	April 2023	05/16/2023	Taxes	550.207.2070300	5,569.51
HERITAGE LANDSCAPE SUPPLY...	0010245594-001	05/18/2023	Golf greens fertilizer	550.52.8600.527.60030	378.34
DENNY'S 5TH AVENUE BAKERY	10311	05/18/2023	breads for resale food	550.52.8300.524.76050	127.09
ARTISAN BEER COMPANY	3602086	05/18/2023	beer for resale	550.52.8300.524.76150	493.90
COCA COLA BOTTLING COMP...	3607217384	05/18/2023	pop & water for resale	550.52.8300.524.76100	304.52
HEGGIES PIZZA	389519	05/18/2023	food for resale	550.52.8300.524.76050	110.00
SOUTH BAY DESIGN	5/1/2023	05/18/2023	Monthly site updates 5.2023	550.52.8500.526.50025	24.00
HORNUNG'S GOLF PRODUCTS,...	529596	05/18/2023	key tags for cart keys	550.52.8000.521.60065	120.45
PHILLIPS WINE & SPIRITS	6589823	05/18/2023	alcohol for resale	550.52.8300.524.76150	419.16
PERFORMANCE FOOD GROUP ...	68170928	05/18/2023	food for resale items	550.52.8300.524.76050	-49.50
PERFORMANCE FOOD GROUP ...	68170928	05/18/2023	lids for beverage resale	550.52.8300.524.76100	-52.28
PERFORMANCE FOOD GROUP ...	68209210	05/18/2023	supplies	550.52.8300.524.60065	99.86
PERFORMANCE FOOD GROUP ...	68209210	05/18/2023	foods for resale	550.52.8300.524.76050	1,273.90
PERFORMANCE FOOD GROUP ...	68209210	05/18/2023	lids & water	550.52.8300.524.76100	64.68
AMERICAN MANUFACTURING...	699981	05/18/2023	towels for resale	550.52.8200.523.76400	741.75
COLLEGE CITY BEVERAGE	906113	05/18/2023	beer for resale	550.52.8300.524.76150	289.20
GEMPLER'S INC.	INV0004546035	05/18/2023	fuel can for ball picker	550.52.8600.527.60012	172.23
HERITAGE LANDSCAPE SUPPLY...	0010246052-001	05/25/2023	fertilizer for golf greens	550.52.8600.527.60030	1,752.75

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
YAMAHA GOLF & UTILITY, INC.	01-290406	05/25/2023	golf cart parts	550.52.8400.525.40042	1,529.88
DENNY'S 5TH AVENUE BAKERY	10517	05/25/2023	bread for food resale	550.52.8300.524.76050	135.53
DENNY'S 5TH AVENUE BAKERY	10690	05/25/2023	different breads for GC food r...	550.52.8300.524.76050	127.09
DENNY'S 5TH AVENUE BAKERY	10815	05/25/2023	bread for food resale	550.52.8300.524.76050	118.65
DENNY'S 5TH AVENUE BAKERY	10995	05/25/2023	bread for food resale	550.52.8300.524.76050	122.87
DENNY'S 5TH AVENUE BAKERY	11051	05/25/2023	bread for food resale	550.52.8300.524.76050	127.09
MTI DISTRIBUTING CO	1379879-01	05/25/2023	equipment repair	550.52.8600.527.40042	25.44
MTI DISTRIBUTING CO	1382436-00	05/25/2023	equipment repair	550.52.8600.527.40042	27.74
MTI DISTRIBUTING CO	1382436-01	05/25/2023	equipment repair	550.52.8600.527.40042	697.89
MTI DISTRIBUTING CO	1383686-00	05/25/2023	equipment repair	550.52.8600.527.40042	610.20
MANSFIELD OIL COMPANY	24275860	05/25/2023	fuel	550.52.8600.527.60021	2,869.22
MANSFIELD OIL COMPANY	24275928	05/25/2023	golf cart fuel	550.52.8600.527.60021	2,807.52
SHAMROCK GROUP	2888099	05/25/2023	ice for bev. resale	550.52.8300.524.76100	314.25
SHAMROCK GROUP	2890131	05/25/2023	ice for bev. resales	550.52.8300.524.76100	264.45
SHAMROCK GROUP	2890503	05/25/2023	ice for bev resale	550.52.8300.524.76150	195.75
BREAKTHRU BEVERAGE MINN...	349139147	05/25/2023	beer for resale	550.52.8300.524.76150	362.60
BREAKTHRU BEVERAGE MINN...	349241879	05/25/2023	beer for resale	550.52.8300.524.76150	440.10
ARTISAN BEER COMPANY	3603420	05/25/2023	beer for resale	550.52.8300.524.76150	304.65
ARTISAN BEER COMPANY	3604780	05/25/2023	beer for resale	550.52.8300.524.76150	549.30
COCA COLA BOTTLING COMP...	3607217454	05/25/2023	pop & water for resale	550.52.8300.524.76100	544.62
COCA COLA BOTTLING COMP...	3607217525	05/25/2023	pop & water for resale	550.52.8300.524.76100	739.60
M. AMUNDSON LLP	361876	05/25/2023	snacks for resale	550.52.8300.524.76050	541.73
ST. PAUL PIONEER PRESS	423520544	05/25/2023	newspaper ad	550.52.8500.526.50025	100.00
DRAFT TECHNOLOGIES	5172301	05/25/2023	beer line cleaning	550.52.8300.524.40042	75.00
ARAMARK REFRESHMENT SER...	6018145	05/25/2023	coffee for resale	550.52.8300.524.76100	95.59
PHILLIPS WINE & SPIRITS	6593774	05/25/2023	alcohol for resale	550.52.8300.524.76150	797.45
PERFORMANCE FOOD GROUP ...	68238006	05/25/2023	food for resale	550.52.8300.524.76050	164.80
PERFORMANCE FOOD GROUP ...	68290327	05/25/2023	misc supplies	550.52.8300.524.60065	131.08
PERFORMANCE FOOD GROUP ...	68290327	05/25/2023	food for resale	550.52.8300.524.76050	588.94
PERFORMANCE FOOD GROUP ...	68290327	05/25/2023	creamer	550.52.8300.524.76100	20.50
PERFORMANCE FOOD GROUP ...	68311303	05/25/2023	Toilet tissue for GC	550.52.8300.524.60065	67.07
PERFORMANCE FOOD GROUP ...	68348997	05/25/2023	misc supplies	550.52.8300.524.60065	104.59
PERFORMANCE FOOD GROUP ...	68348997	05/25/2023	food/supplies for resale	550.52.8300.524.76050	877.55
PERFORMANCE FOOD GROUP ...	68348997	05/25/2023	cups for beverages	550.52.8300.524.76100	92.03
PHILLIPS WINE & SPIRITS	696835	05/25/2023	credit for delivery chg	550.52.8300.524.76150	-5.19
PLUNKETT'S PEST CONTROL	8023955	05/25/2023	clubhouse pest control	550.52.8500.526.40040	79.92
UNIFIRST CORPORATION	900764810	05/25/2023	uniforms and towels	550.52.8600.527.60045	136.81
UNIFIRST CORPORATION	900766097	05/25/2023	uniforms and towels	550.52.8600.527.60045	136.81
COLLEGE CITY BEVERAGE	910915	05/25/2023	beer for resale	550.52.8300.524.76150	573.60
EXPERT TREE SERVICE AND SC...	9144	05/25/2023	large pine tree removed	550.52.8600.527.50045	696.31
WELLS FARGO CREDIT CARD A...	1 800 Petmeds Metz, Joel WF ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8500.526.70600	-116.21
DAKOTA ELECTRIC ASSN	200002013605 5/19/2023	05/31/2023	Electric	550.52.8600.527.40020	257.94
XCEL ENERGY	826940038	05/31/2023	GC natural gas charges	550.52.8500.526.40010	143.34
XCEL ENERGY	826940038	05/31/2023	GC electric charges	550.52.8500.526.40020	465.50
XCEL ENERGY	826940038	05/31/2023	GC maintenance natural gas c...	550.52.8600.527.40010	561.42
XCEL ENERGY	826940038	05/31/2023	GC maintenance electric char...	550.52.8600.527.40020	514.84
WELLS FARGO CREDIT CARD A...	American Metro Pos Moyniha...	05/31/2023	Wells Fargo Purchase Cards	550.52.8000.521.60010	258.40
WELLS FARGO CREDIT CARD A...	Batteries+Bulbs #026 Moynih...	05/31/2023	Wells Fargo Purchase Cards	550.52.8500.526.60040	199.56
WELLS FARGO CREDIT CARD A...	Batteries+Bulbs #026 Moynih...	05/31/2023	Wells Fargo Purchase Cards	550.52.8500.526.60040	494.56
WELLS FARGO CREDIT CARD A...	Bestbuycom806756711366 G...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.40042	259.99
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Moynihan, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.76100	65.70
WELLS FARGO CREDIT CARD A...	Gk Premium-Annual Metz, Joel...	05/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.50070	1,000.00
WELLS FARGO CREDIT CARD A...	Kully Supply Moynihan, WF 4...	05/31/2023	Wells Fargo Purchase Cards	550.52.8500.526.40040	113.12
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Moy...	05/31/2023	Wells Fargo Purchase Cards	550.52.8000.521.60010	203.63
WELLS FARGO CREDIT CARD A...	Mn Licensed Beverage A Moyn...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.50070	210.00
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Lage, Ti...	05/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	343.59
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Lage, Ti...	05/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60012	53.34
WELLS FARGO CREDIT CARD A...	Neobits Inc Gade, Marc WF 4/...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.40042	315.33
WELLS FARGO CREDIT CARD A...	Safe Food Training Moynihan, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.50070	75.00
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Moynihan, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.76050	71.57

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WELLS FARGO CREDIT CARD A...	Sams Club #4738 Moynihan, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.76050	28.96
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Moynihan, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8400.525.40041	106.48
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Moynihan, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.60065	163.63
WELLS FARGO CREDIT CARD A...	Target 00025197 Moynih...	05/31/2023	Wells Fargo Purchase Cards	550.52.8000.521.60010	50.54
WELLS FARGO CREDIT CARD A...	Target 00025197 Moynih...	05/31/2023	Wells Fargo Purchase Cards	550.52.8300.524.76100	31.96
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Lage, ...	05/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.60012	83.21
WELLS FARGO CREDIT CARD A...	Tri-State Bobcat Lage, Timo W...	05/31/2023	Wells Fargo Purchase Cards	550.52.8600.527.40042	89.47
DENNY'S 5TH AVENUE BAKERY	11130	06/01/2023	breads for food resale	550.52.8300.524.76050	124.56
MANSFIELD OIL COMPANY	24304099	06/01/2023	cart fuels	550.52.8400.525.60021	1,460.24
SHAMROCK GROUP	2894044	06/01/2023	ice for bev. resale	550.52.8300.524.76100	214.65
SUPERIOR TURF SERVICES INC	3375	06/01/2023	Course fertilizer	550.52.8600.527.60030	5,087.20
COCA COLA BOTTLING COMP...	3649205604	06/01/2023	pop for resale	550.52.8300.524.76100	173.60
HEGGIES PIZZA	392323	06/01/2023	food for resale	550.52.8300.524.76050	148.20
PHILLIPS WINE & SPIRITS	6597609	06/01/2023	alcohol for resale	550.52.8300.524.76150	441.90
PERFORMANCE FOOD GROUP ...	68364514	06/01/2023	food & supply for resale	550.52.8300.524.76050	103.81
BIG TOP RENTAL, INC.	72840	06/01/2023	on course portable toilets	550.52.8600.527.40065	160.69
METRO CASH REGISTER SYST...	87621B	06/01/2023	Paper for POS	550.52.8500.526.60065	249.90
UNIFIRST CORPORATION	900767430	06/01/2023	uniforms and towels	550.52.8600.527.60045	136.81
TITLEIST	915722431	06/01/2023	golf balls for resale	550.52.8200.523.76450	1,225.13
TITLEIST	915736454	06/01/2023	golf balls for resale	550.52.8200.523.76450	612.56
TITLEIST	915756712	06/01/2023	golf balls for resale	550.52.8200.523.76450	499.81
GEMPLER'S INC.	INV0004547636	06/01/2023	uniform rainsuite	550.52.8600.527.60045	160.00
Fund 550 - INVER WOOD GOLF COURSE Total:					46,872.52

Fund: 602 - RISK MANAGEMENT

MN DEPT OF REVENUE	April 2023	05/16/2023	Taxes	602.00.2100.415.40048	23.30
LEVANDER, GILLEN & MILLER P...	4/30/2023 81.01	06/01/2023	Blackwell personal injury legal...	602.00.2100.415.30420	252.00
Fund 602 - RISK MANAGEMENT Total:					275.30

Fund: 603 - CENTRAL EQUIPMENT

CUSTOM FIRE APPARATUS INC	0022372-IN	05/18/2023	Wire switch for fire truck (#E2...	603.00.5300.444.40041	129.96
SHARROW LIFTING PRODUCTS	160649	05/18/2023	Parts for trailer (#350)	603.00.5300.444.40042	1,130.98
BRIN GLASS SERVICE	17267	05/18/2023	Windows to the building	603.00.5300.444.40040	47,000.00
PERFECTION PLUS, INC	214679	05/18/2023	April 2023 cleaning svcs	603.00.5300.444.40040	521.62
TWIN CITY MARINA	24300	05/18/2023	Fire boat (#B1) port shift repa...	603.00.5300.444.40042	130.00
PUMP AND METER SERVICE I...	37590-1	05/18/2023	Truck (#5300) hoist in shop.	603.00.5300.444.40040	301.20
TOWMASTER TRAILERS INC	459488	05/18/2023	Pulltarp and side flaps for du...	603.00.5300.444.40041	1,930.58
LAURENTINA DEJONG	5/7/2023	05/18/2023	Spring 2023 planting/winter cl...	603.00.5300.444.40040	366.66
UNIFIRST CORPORATION	900764770	05/18/2023	Other Rentals	603.00.5300.444.40065	120.46
UNIFIRST CORPORATION	900764770	05/18/2023	CE uniforms	603.00.5300.444.60045	32.62
MACQUEEN EMERGENCY GR...	W05051	05/18/2023	Fire Boat (#B1) repairs	603.00.5300.444.40042	18,036.98
ZARNOTH BRUSH WORKS	0193792-IN	05/25/2023	Stock sweeper brooms	603.140.1450050	2,519.20
FORKLIFTS OF MINNESOTA, I...	01S9771370	05/25/2023	forklift check engine light trou...	603.00.5300.444.40042	246.91
HOSE / CONVEYORS INC	103460	05/25/2023	Industrial hose assembly for s...	603.00.5300.444.40042	165.89
HOSE / CONVEYORS INC	103475	05/25/2023	Parts for sweeper #325	603.00.5300.444.40042	66.58
MTI DISTRIBUTING CO	1380286-00	05/25/2023	Blades for mower #530	603.00.5300.444.40042	453.72
MTI DISTRIBUTING CO	1386156-00	05/25/2023	Wheels for mower #530	603.00.5300.444.40042	432.66
NORTH AMERICAN TRAILER S...	30004206430	05/25/2023	Slip hook for trailer #348	603.00.5300.444.40042	22.84
WORLD FUEL SERVICES	367851697534-41801	05/25/2023	Oil for sweeper #325	603.00.5300.444.40042	256.18
CINTAS CORPORATION	4155628003	05/25/2023	Pw rugs	603.00.5300.444.40065	99.25
INVER GROVE FORD	5329407	05/25/2023	Liner for Police F150 #2333	603.00.5300.444.40041	136.85
INVER GROVE FORD	5329544	05/25/2023	Spark plug + element assembly..	603.00.5300.444.40041	116.11
INVER GROVE FORD	5329545	05/25/2023	Link assembly for F250 #414	603.00.5300.444.40041	268.08
INVER GROVE FORD	5329546	05/25/2023	Screen assembly and gasket fo...	603.00.5300.444.40041	49.57
INVER GROVE FORD	5329556	05/25/2023	Spark plug for F250 #414	603.00.5300.444.40041	6.31
INVER GROVE FORD	5329644	05/25/2023	Tube assembly for Unmarked ...	603.00.5300.444.40041	87.06
UNIFIRST CORPORATION	900766055	05/25/2023	Other rentals	603.00.5300.444.40065	170.86
UNIFIRST CORPORATION	900766055	05/25/2023	Ce Uniforms	603.00.5300.444.60045	32.62
UNIFIRST CORPORATION	900767390	05/25/2023	other rentals	603.00.5300.444.40065	120.35
UNIFIRST CORPORATION	900767390	05/25/2023	CE Uniforms	603.00.5300.444.60045	60.01
POMP'S TIRE SERVICE, INC.	980105171	05/25/2023	Repairs to Fire truck #T26	603.00.5300.444.60014	4,954.46
POMP'S TIRE SERVICE, INC.	980105430	05/25/2023	Tires for trailer #348	603.00.5300.444.60014	315.00

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Payment Dates: 5/17/2023 - 6/6/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TRI-STATE BOBCAT INC.	A20311	05/25/2023	Roller track for skid steer #52	603.00.5300.444.40042	867.58
TRI-STATE BOBCAT INC.	P96558	05/25/2023	Parts for skid steer #352	603.00.5300.444.40042	1,515.24
TRI-STATE BOBCAT INC.	P96610	05/25/2023	Parts for skid steer #352	603.00.5300.444.40042	1,126.91
TRI-STATE BOBCAT INC.	P97093	05/25/2023	Parts for tool cat #332	603.00.5300.444.40042	346.85
TRI-STATE BOBCAT INC.	P97094	05/25/2023	Parts for tool cat #525	603.00.5300.444.40042	367.40
NUSS TRUCK AND EQUIPMENT	PSO005782-1	05/25/2023	Turn signal switch for dump tr...	603.00.5300.444.40041	254.53
MACQUEEN EQUIPMENT INC	W12057	05/25/2023	Repairs and oil for sweeper #...	603.00.5300.444.40042	367.74
XCEL ENERGY	826940038	05/31/2023	PW natural gas charges	603.00.5300.444.40010	1,205.00
XCEL ENERGY	826940038	05/31/2023	PW electric charges	603.00.5300.444.40020	2,649.24
XCEL ENERGY	827875321	05/31/2023	Equipment maintenance electr...	603.00.5300.444.40020	7,336.87
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hf67t7t31 Und...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	25.96
WELLS FARGO CREDIT CARD A...	Astleford Internationa Jackson...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	98.30
WELLS FARGO CREDIT CARD A...	Batteries Plus - #0030 Oswald,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	77.55
WELLS FARGO CREDIT CARD A...	Holiday Stations 3537 Bergum,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	100.00
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Jackso...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40040	149.97
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Jackso...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	9.96
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Jack...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40040	163.34
WELLS FARGO CREDIT CARD A...	Mn Pollution Control A Under...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40025	301.26
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	12.08
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	124.98
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	32.67
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	16.91
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	136.45
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	8.78
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	8.96
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	47.96
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	31.33
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	158.45
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	8.40
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	22.47
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	16.91
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	135.52
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	743.05
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	379.66
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	190.44
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	143.88
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	111.74
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	68.10
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	126.39
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	-32.67
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	-12.08
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40042	-22.00
WELLS FARGO CREDIT CARD A...	O'Reilly Auto Parts 17 Jackson,...	05/31/2023	Wells Fargo Purchase Cards	603.140.1450050	-68.10
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Jacks...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40040	230.14
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Reller,...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	93.07
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Jacks...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	28.96
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Jacks...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.60012	26.14
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Chiodo, Mo WF...	05/31/2023	Wells Fargo Purchase Cards	603.00.5300.444.40041	1,019.00
Fund 603 - CENTRAL EQUIPMENT Total:					101,032.86

Fund: 605 - CITY FACILITIES

LVC COMPANIES, INC.	114323	05/18/2023	Cell caller install @ fire station...	605.00.7500.460.40040	1,150.00
PERFECTION PLUS, INC	214679	05/18/2023	April 2023 cleaning svcs	605.00.7500.460.40040	5,133.19
TOTAL CONSTRUCTION & EQU...	36316	05/18/2023	Bay 3 door repairs @ fire stati...	605.00.7500.460.40040	1,471.47
LAURENTINA DEJONG	5/7/2023	05/18/2023	Spring 2023 planting/winter cl...	605.00.7500.460.30700	1,488.34
HILLYARD INC	605118481	05/25/2023	cleaning supplies	605.00.7500.460.60011	401.26
GRAINGER	9705741586	05/25/2023	v-belts for FS #1	605.00.7500.460.60016	31.00
INNOVATIVE OFFICE SOLUTIO...	CIN115586	05/25/2023	standing desks	605.00.7500.460.40040	1,426.26
GIP III ZEPHYR ACQUISITION P...	INVRGRV-22305	05/25/2023	solar gardens 3.2023	605.00.7500.460.40020	8,255.57
XCEL ENERGY	826940038 CR	05/31/2023	Solar credits	605.46.0000.3653000	-39,491.52
XCEL ENERGY	827736929 CR	05/31/2023	Solar credits	605.46.0000.3653000	-133.33

Expense Approval Report

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hf3m73et2 To...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.40040	396.30
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hj4xd2vd0 Hal...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	43.84
WELLS FARGO CREDIT CARD A...	Easykeyscom Inc Halverson, ...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60016	28.68
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Halve...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60065	699.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60016	19.97
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60016	6.48
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60016	133.69
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Todd,...	05/31/2023	Wells Fargo Purchase Cards	605.00.7500.460.60040	321.28
US POSTMASTER	5/10/2023	06/01/2023	Postage	605.00.7500.460.50035	100.00
Fund 605 - CITY FACILITIES Total:					-18,518.52

Fund: 606 - TECHNOLOGY FUND

AT&T MOBILITY	287298707874X05032023	05/18/2023	Cell phones	606.00.1400.413.50020	946.69
AT&T MOBILITY	287298708193X05032023	05/18/2023	Cell phones	606.00.1400.413.50020	2,830.83
AT&T MOBILITY	287299110577X05032023	05/18/2023	Cell phones	606.00.1400.413.50020	3,002.16
CENTURY LINK	651-457-4184 4/23	05/18/2023	Analog Phones	606.00.1400.413.50020	70.95
CENTURY LINK	651-457-4602 4/23	05/18/2023	Analog phones	606.00.1400.413.50020	100.70
CENTURY LINK	651-457-5524 4/23	05/18/2023	Analog phone lines	606.00.1400.413.50020	80.94
CENTURY LINK	651-457-6070 4/23	05/18/2023	Analog phone	606.00.1400.413.50020	262.73
VERIZON WIRELESS	9933264178	05/18/2023	Cell phones	606.00.1400.413.50020	600.17
QUADIENT, INC.	16997302	05/25/2023	Printer ink	606.00.1400.413.40050	140.60
ZAYO GROUP, LLC	19514332	05/25/2023	PRI phone system monthly ch...	606.00.1400.413.50020	1,578.34
MARCO TECHNOLOGIES, LLC	34015104	05/25/2023	Printers and Copiers	606.00.1400.413.40050	1,816.28
TDS METROCOM	5/13/2023	05/25/2023	Analog phone monthly charge...	606.00.1400.413.50020	175.06
SPOK, INC.	G0317493Q	05/25/2023	Translation services	606.00.1400.413.50072	4.81
HOOTSUITE INC.	INV-2010213620	05/25/2023	Social Media software	606.00.1400.413.50072	1,680.00
CDW GOVERNMENT INC	JK82692	05/25/2023	Monitor replacement	606.00.1400.413.60041	231.59
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Gade, Marc WF..	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60041	-0.01
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Gade, Marc WF..	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60041	-59.40
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Gade, Marc WF..	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.80610	-11,285.80
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hf8re9550 Ga...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	29.74
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hj1xe1qz1 Gad...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.80610	97.00
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hj27x4if0 Gade...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	118.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hj6dv2hy1 Ga...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.80610	98.05
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hs0kc4u11 Ga...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	64.39
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Hv8p93xz2 Ga...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.60040	249.99
WELLS FARGO CREDIT CARD A...	Pdq.Com Gade, Marc WF 4/23	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.50072	2,100.00
WELLS FARGO CREDIT CARD A...	Solarwinds Gade, Marc WF 4/...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.50072	2,556.00
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Gade,...	05/31/2023	Wells Fargo Purchase Cards	606.00.1400.413.50072	31.98
CENTURY LINK	5/22/2023	06/01/2023	Analog lines	606.00.1400.413.50020	181.79
CDW GOVERNMENT INC	JV20765	06/01/2023	Replacement monitor	606.00.1400.413.60041	221.94
Fund 606 - TECHNOLOGY FUND Total:					7,926.51

Fund: 702 - ESCROW FUND

BUILDER'S LOT GROUP, LLC.	1/6/2023B	06/01/2023	Escrow release - Eagles landin...	702.229.2299703	1,258.40
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Paws Dog Trainig 23-07...	702.229.2283903	25.48
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH SMNPT! 23-09PUDA	702.229.2285503	24.50
ST. PAUL PIONEER PRESS	323572521	05/18/2023	NoPH Crown Equities/Lund 23...	702.229.2309102	28.42
GET MESSY LLC	15368093B	05/25/2023	North Pole morning with Santa	702.229.2307200	125.00
MN COUNTY ATTORNEYS ASS...	200010210	05/25/2023	Forfeiture Forms	702.229.2291000	22.00
BARR ENGINEERING COMPANY	23190218.00-316	05/25/2023	BITUMINOUS ROADWAYS	702.229.2307003	3,522.50
BARR ENGINEERING COMPANY	23190328.22-11	05/25/2023	Robert Curve Stormwater Rev...	702.229.2307703	1,658.50
BARR ENGINEERING COMPANY	23190328.23-2	05/25/2023	Blaine Ave Chipotle Stormwat...	702.229.2285503	590.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Mads...	05/31/2023	Wells Fargo Purchase Cards	702.229.2291000	257.19
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Mads...	05/31/2023	Wells Fargo Purchase Cards	702.229.2291000	49.67
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Mads...	05/31/2023	Wells Fargo Purchase Cards	702.229.2291000	227.62
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Mads...	05/31/2023	Wells Fargo Purchase Cards	702.229.2291000	26.98
EMMONS & OLIVIER RESOUR...	00095-0074-24	06/01/2023	Erosion and Sediment Control ...	702.229.2284803	1,016.14
EMMONS & OLIVIER RESOUR...	00095-0074-24	06/01/2023	Erosion and Sediment Control ...	702.229.2304103	1,707.84
LEVANDER, GILLEN & MILLER P..	4/30/2023 81.06	06/01/2023	PB landfill Teleconference w/ l...	702.229.2293002	56.00
LEVANDER, GILLEN & MILLER P..	4/30/2023 81.13	06/01/2023	SMNPT 1, LLC/CHIPOTLE PUD	702.229.2285503	1,214.50
LEVANDER, GILLEN & MILLER P..	4/30/2023 81.13	06/01/2023	INVERPOINT BUS. PARK 3RD ...	702.229.2287303	556.90

Expense Approval Report**Payment Dates: 5/17/2023 - 6/6/2023**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEVANDER, GILLEN & MILLER P..4/30/2023 81.13		06/01/2023	SM HENTGES & SONS	702.229.2297903	147.00
LEVANDER, GILLEN & MILLER P..4/30/2023 81.13		06/01/2023	ROBERT CURVE 4TH ADD.	702.229.2307703	1,874.00
LEVANDER, GILLEN & MILLER P..4/30/2023 81.13		06/01/2023	ROBERT TRL SUBDIVISION	702.229.2308603	4,346.00
LEVANDER, GILLEN & MILLER P..4/30/2023 81.13		06/01/2023	PELTIER RESERVE PARK PLAT	702.229.2308803	18,693.50
LEVANDER, GILLEN & MILLER P..4/30/2023 81.14		06/01/2023	Lusso SWFMA	702.229.2292303	288.50
				Fund 702 - ESCROW FUND Total:	37,716.64
				Grand Total:	1,422,236.01



Request for Council Action

SUBJECT: **Personnel Actions**

MEETING DATE: June 12, 2023

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 as attached.

BACKGROUND

The attached listing of hires, promotions, resignations, terminations and/or retirements is presented for Council approval. Data contained in the attachment is not public information until Council takes action.

FISCAL IMPACT

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

RECOMMENDATION

Staff recommends approval of the attached personnel actions.

ATTACHMENTS

1. Personnel Actions 06.12.23

Request for Council Action

SUBJECT: **Exempt Charitable Gambling Permit for the Church of St. Patrick**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to approve the attached application authorizing a charitable gambling raffle by the Church of St. Patrick, 3535 72nd Street E, Inver Grove Heights, to be held September 16 and 17, 2023, in conjunction with their annual Fall Festival.

BACKGROUND

The Church of St. Patrick is seeking approval of an exempt charitable gambling permit to hold an annual event at the Church of St. Patrick on September 16 and September 17, 2023. This is a fundraiser for the church with Bingo, Pull-Tabs, Tipboards and a Raffle.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends approval of the charitable gambling permit.

ATTACHMENTS

1. LG220 Application for Exempt Permit - Church of St Patrick

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Church of St. Patrick Previous Gambling Permit Number: X- 19086-23-030

Minnesota Tax ID Number, if any: 9110954 Federal Employer ID Number (FEIN), if any: 41-0838975

Mailing Address: 3535 72nd Street East

City: Inver Grove Heights State: MN Zip: 55076 County: Dakota

Name of Chief Executive Officer (CEO): Fr. Brian J. Flier

CEO Daytime Phone: 651-455-6624 CEO Email: bfler@churchofstpatrick.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): bcollins@churchofstpatrick.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Church of St. Patrick

Physical Address (do not use P.O. box): 3535 72nd Street East

Check one:

☒ City: Inver Grove Heights Zip: 55076 County: Dakota

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): September 16 and 17, 2023

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☒ Pull-Tabs ☒ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Brian J. Fier Date: 5/23/23
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr. Brian J. Fier

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Checklist for Exempt Raffle

Organization Name: Church of St. Patrick		Previous Gambling Permit #: X- 19086-23-030	Date of Raffle Drawing: September 16 and 17, 2023
INSTRUCTIONS: - The purpose of this form is to help your organization conduct exempt raffles in compliance with the requirements listed below. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the <i>Lawful Gambling Manual</i> chapter on raffles; 3) the online class, <i>"Conduct of Raffles"</i>; and 4) the <i>phone number and email address</i> of your county's Compliance Specialist. - After reading each checklist item, mark "Yes" to indicate that you understand the requirement and agree to comply. After answering "Yes" to each applicable item, your organization's CEO must sign the acknowledgment below. Include the completed checklist as part of your application to conduct an exempt raffle.			
Yes	N/A	- If tickets will be sold prior to the event, mark "Yes" to item #1 and mark "N/A" to items #2 and #3. - If tickets are sold only at the event using theater tickets, mark "N/A" to item #1 and answer "Yes" to items #2 and #3.	Yes Conduct ☒ 9. Only cash, personal checks, cashier's checks, money orders, travelers' check, and debit cards may be accepted (NO CREDIT CARDS). (349.2127) (7861.0260)
☒	☐	1. Tickets are printed in accordance with MN Rule 7861.0310.	☒ 10. The method of selection cannot be manipulated or based on the outcome of an event not under the organization's control. (349.173)
☒	☐	2. Tickets contain the sequential number of the raffle ticket. (349.173)	☒ 11. Persons are not required to be present at a raffle drawing to be eligible to win. (349.173) (7861.0310)
☒	☐	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. (349.173)	☒ 12. Raffle tickets are not sold to or won by persons under age 18. (349.181) (7861.0310)
Yes	Prizes		☒ 13. Purchasers are not required to buy anything other than the ticket. (349.173) (7861.0310)
☒	4. The organization is the sole owner of all the real or personal property to be awarded. (7861.0260)		Yes House Rules
☒	5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. (7861.0260)		☒ 14. Clear and legible house rules in accordance with MN Rule 7861.0310 are prominently posted at the point of winner selection.
☒	6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. (7861.0260)		Yes Post Raffle Conduct
☒	7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. (349.166)		☒ 15. An exempt permit financial report (LG220A) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. (349.166)
☒	8. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. (340A.707)		☒ 16. Gambling funds may only be spent for allowable expenses and lawful purposes. (349.12 3a & 25)
			☒ 17. Gambling records must be kept for 3½ years. (7861.0310)
CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)			
Noncompliant Activity: I acknowledge by signing below that my organization must follow all raffle rules and that any gambling activity conducted by the organization at the event that is not in compliance with Minnesota Statute and Rule may subject the organization to citation or the inability to receive future permits to conduct gambling. I understand that my permit will not be issued until this form has been completed and submitted to the Minnesota Gambling Control Board.			
Signature:		Date:	Print Name: Fr. Brian J. Fier
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application.		Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public	
		Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.	

This form will be made available in alternative format (i.e., large print, braille) upon request.

An equal opportunity employer

How You May Spend Gambling Funds	How You May Not Spend Gambling Funds
Allowable expenses - Gambling funds may be spent for allowable expenses, such as: • gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games); • advertising; • printing raffle tickets; or • any services or goods that are directly related to the conduct of your gambling. Charitable contributions - Gambling funds may be spent for the following charitable contributions (lawful purpose): • to or by 501(c)(3) organization and 501(c)(4) festival organizations; • relieving the effects of poverty, homelessness, or disability; • problem gambling programs approved by the Minnesota Department of Human Services; • public or private nonprofit school; • scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships); • church; • recognition of military service (open to public) or active military personnel in need; • activities and facilities benefiting youth under age 21; • citizen monitoring of surface water quality, with data submitted to Minnesota PCA; • unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed); • wildlife management projects or activities that benefit the public-at-large, with DNR approval; • grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval; • supplies and materials for DNR training and educational programs; • nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled; • community arts organizations or programs; • humanitarian service recognizing volunteerism or philanthropy; and • acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements).	1. Controlled contribution - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund. 2. Financial gain - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure. 3. Government - An expenditure may not be made for: • influencing the nomination or election of a candidate for public office; • promoting or defeating a ballot question; or • any activity intended to influence an election or a governmental decision-making process. 4. Law enforcement - A direct contribution may not be made to a law enforcement or prosecutorial agency. 5. Pension - A contribution may not be made to a government pension or retirement fund, such as a fire relief association. 6. Conflict of interest - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255. 7. Alcohol - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages. 8. Fundraising - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund. 9. Other organizations - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization. 10. Other contributions - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.

ARCHDIOCESE
OF
SAINT PAUL &
MINNEAPOLIS

OFFICE OF THE CHANCELLOR FOR CIVIL AFFAIRS

January 15, 2019

Reverend Brian Fier
Church of Saint Patrick
3535 72nd St E
Inver Grove Heights, MN 55076

Dear Reverend Fier,

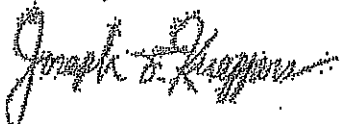
The Church of St. Patrick of Inver Grove, Minnesota, a Minnesota religious parish corporation, is a tax exempt organization under the provisions of Section 501(c)(3) of the Internal Revenue Code by reason of a Group Ruling issued to the United States Conference of Catholic Bishops by the Internal Revenue Service on October 24, 2018, which is the latest annual update in a series that began with the original determination of March 25, 1946. A copy of the 2018 Group Ruling is enclosed. The Group Exemption Number is 0928.

The Group Ruling provides that any organizations listed in the *Official Catholic Directory* for 2018 as being an agency, instrumentality and educational, charitable and religious institutions operated, supervised or controlled by or in connection with the Roman Catholic Church in the United States, are tax exempt.

The Church of St. Patrick of Inver Grove, Minnesota, is listed in the *Official Catholic Directory* for 2018 on page 1268. A copy of the Archdiocesan section from the directory showing that listing is enclosed.

If you have any questions about the tax exempt status, please contact me.

Sincerely,



Joseph F. Kueppers
Chancellor for Civil Affairs

ENCLOSURES

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: October 24, 2018

Person to Contact:

R. Meyer ID# 0110429

Toll-Free Telephone Number:

877-829-5500

United States Conference of Catholic

Bishops

3211 4th Street, NE

Washington, DC 20017-1194

Group Exemption Number:

0928

Dear Sir/Madam:

This responds to your October 12, 2018, request for information regarding the status of your group tax exemption.

Our records indicate that you were issued a determination letter in March 1946, that you are currently exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, and are not a private foundation within the meaning of section 509(a) of the Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(i).

With your request, you provided a copy of the *Official Catholic Directory for 2018*, which includes the names and addresses of the agencies and instrumentalities and the educational, charitable, and religious institutions operated by the Roman Catholic Church in the United States, its territories, and possessions that are subordinate organizations under your group tax exemption. Your request indicated that each subordinate organization is a non-profit organization, that no part of the net earnings thereof inures to the benefit of any individual, and that no substantial part of their activities is for promotion of legislation. You have further represented that none of your subordinate organizations is a private foundation under section 509(a), although all subordinates do not all share the same sub-classification under section 509(a). Based on your representations, the subordinate organizations in the *Official Catholic Directory for 2018* are recognized as exempt under section 501(c)(3) of the Code under GEN 0928.

Donors may deduct contributions to you and your subordinate organizations as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to them or for their use are deductible for federal estate and gifts tax purposes if they meet the applicable provisions of section 2055, 2106, and 2522 of the Code.

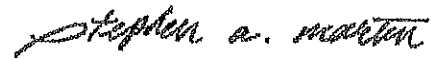
Subordinate organizations under a group exemption do not receive individual exemption letters. Subordinate organizations are not listed in Tax Exempt Organization Search (Pub 78 data), and many are not listed in the Exempt Organizations Business Master

File extract, or EO BMF. Donors may verify that a subordinate organization is included in your group exemption by consulting the *Official Catholic Directory*, the official subordinate listing approved by you, or by contacting you directly. IRS does not verify the inclusion of subordinate organizations under your group exemption. See IRS * Publication 4573, *Group Exemption*, for additional information about group exemptions.

Each subordinate organization covered in a group exemption should have its own EIN.
Each subordinate organization must use its own EIN, not the EIN of the central organization, in all filings with IRS.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

A handwritten signature in cursive script that reads "Stephen A. Martin".

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



Request for Council Action

SUBJECT: **Approval of Massage Business and Therapist Licenses**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Katie Malott, Deputy City Clerk, 651.450.2470

ACTION REQUESTED

The Council is asked to approve a new massage business and massage therapist license for Massage by LaRae and the renewal of a massage business and therapist license for Oasis Massage Center.

BACKGROUND

LaRae DuFresne has applied for a new massage business and therapist license for Massage by LaRae, 2898 Upper 55th St, 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.

Additionally, Jean Helfman has applied for a renewal of a massage business and therapist license for Oasis Massage Center, 1870 50th Street East #2, IGH, MN 55077. 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 business and therapist licenses.

ATTACHMENTS

None



Request for Council Action

SUBJECT: Joint Powers Agreement (JPA) with Dakota County and Project Budget for Concord Boulevard Project

MEETING DATE: June 12, 2023
ITEM TYPE: Consent Agenda
CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, approving a Joint Powers Agreement with Dakota County for the Design and Construction of Milling, Bituminous Overlay, Drainage Improvements, and City Utility Repairs on Concord Boulevard/Concord Street, and approve the project budget for City Project No. 2023-12.

BACKGROUND

As part of their 2023 County Overlay program, Dakota County plans to resurface portions of Concord Boulevard/Concord Street from Courthouse Boulevard in Inver Grove Heights to 500 feet north of Dale Place/Richmond Street in South St. Paul under County Project 56-16. This JPA with the City of Inver Grove Heights is for work within the above stated limits located within city boundaries, associated with City Project No. 2023-12.

City engineering staff reviewed the project area utilities and prepared plans that were incorporated into the County plans and specifications. The City Engineer has subsequently signed and approved the County Plans with respect to utility work included in the City portion of the project.

As defined by the JPA, Dakota County is responsible for all costs associated with milling and overlaying of the roadway and 80 percent of the costs associated with storm sewer, sanitary sewer, and water utility modifications necessary as a result of the roadway work. The City is responsible for 20 percent of the costs associated with storm sewer, sanitary sewer, and water utility modifications necessary as a result of the roadway work, and 100% of the costs associated with sanitary sewer and water utility repairs and enhancements not directly associated with roadway work.

FISCAL IMPACT

Responsibilities for cost participation as defined by the JPA for the 2023 Dakota County Milling and Overlay project for Concord Boulevard/Concord Street are per the table below. Additional budget to account for legal, engineering, administrative, and finance costs (LEAF) and construction contingency are also included.

Improvement Type	Bid Cost (JPA, Exhibit A)	10% LEAF	5% Construction Contingency	Proposed Budget
Water	\$12,274.94	\$1,227.49	\$613.75	\$14,116.18
Sanitary Sewer	\$9,260.04	\$926.00	\$463.00	\$10,649.05
Storm Sewer	\$28,633.80	\$2,863.38	\$1,431.69	\$32,928.87
TOTAL	\$50,168.78	\$5,016.88	\$2,508.44	\$57,694.10

Funding for City Project No. 2023-12 is proposed to come from the Water Capital Fund (Fund 511),

Sewer Capital Fund (Fund 521), and Storm Water Capital Fund (Fund 531). The project will be hosted in the Pavement Management - Partnership Projects fund (Fund 441).

RECOMMENDATION

Staff recommends adoption of the attached Resolution to enter into a Joint Powers Agreement with Dakota County for the above-referenced project.

ATTACHMENTS

1. Resolution - Dakota County 2023 Overlays JPA
2. Resolution - Dakota County 2023 Overlays Budget Approval
3. CP 56-16 Inver Grove Heights Overlays JPA (For Sig)

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

**RESOLUTION APPROVING A JOINT POWERS AGREEMENT WITH DAKOTA COUNTY FOR MILLING,
BITUMINOUS OVERLAY, AND CITY UTILITY REPAIRS FOR CITY PROJECT 2023-12 – 2023 DAKOTA
COUNTY OVERLAYS**

RESOLUTION NO. _____

WHEREAS, Dakota County, and the City Engineer have approved the final plans and construction documents for County Project No. 56-16 / City Project No. 2023-12; and

WHEREAS, the City and County have drafted a Joint Powers Agreement to be executed by the two parties; and

WHEREAS, the City and County have agreed to provide the necessary funding based on the Joint Powers Agreement prepared by the County Attorney.

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

1. The Joint Powers Agreement with Dakota County for Milling, Bituminous Overlay, and City Utility Repairs for City Project No. 2023-12 – 2023 Dakota County Overlays is hereby approved.
2. The Public Works Director, Mayor, City Attorney and City Clerk are hereby authorized to execute the agreement on the City's behalf.
3. The City will be responsible for 20 percent of costs for storm sewer, 100 percent of costs for sanitary sewer, and 100 percent of costs for watermain costs as identified in the Joint Powers Agreement.

Adopted by the City Council of the City of Inver Grove Heights, MN on June 12, 2023.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE BUDGET FOR CITY PROJECT 2023-12 - DAKOTA COUNTY 2023
MILLING, BITUMINOUS OVERLAY, DRAINAGE IMPROVEMENTS, AND CITY UTILITY REPAIRS
PROJECT**

WHEREAS, Dakota County plans to resurface portions of Concord Boulevard/Concord Street between Courthouse Boulevard in Inver Grove Heights, to 500 feet north of Dale Place/Richmond Street in South St. Paul under County Project 56-16 as part of their 2023 County Overlay program. This JPA with the City of Inver Grove Heights is for work within the above stated limits located within city boundaries; and

WHEREAS, The City has entered into a JPA with Dakota County where the County is responsible for all costs associated with milling and overlaying of the roadway and 80 percent of the costs associated with storm sewer, sanitary sewer, and water utility modifications necessary as a result of the roadway work; and

WHEREAS, The City is responsible for 20 percent of the costs associated with storm sewer, sanitary sewer, and water utility modifications necessary because of the roadway work, and 100% of the costs associated with sanitary sewer and water utility repairs and enhancements not directly associated with roadway work.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, that the following budget is hereby adopted for City Project No. 2023-12:

PROJECT COSTS	
City Construction Participation	\$50,168.78
10% LEAF (Legal, Engineering, Admin, Finance)	5,016.88
5% Construction Contingency	2,508.44
TOTAL	57,694.10

FUNDING SOURCES	
Water Capital (Fund 511)	\$14,116.18
Sewer Capital (Fund 521)	\$10,649.05
Storm Water Capital (Fund 531)	\$32,928.87
TOTAL	\$57,694.10

BE IT FUTHER RESOLVED that the Public Works Director is authorized to direct the use of contingency funds up to the approved amount for project work in the case of changes in site conditions, quantity adjustment, or unforeseen expenses necessary to complete the project as proposed.

Adopted by the City Council of the City of Inver Grove Heights on this 12th day of June 2023.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

JOINT POWERS AGREEMENT FOR
MILLING, BITUMINOUS OVERLAY, DRAINAGE IMPROVEMENTS, AND CITY UTILITY
REPAIRS

BETWEEN
THE COUNTY OF DAKOTA
AND
THE CITY OF INVER GROVE HEIGHTS
COUNTY PROJECTS 56-16
CITY PROJECT 2023-12

SYNOPSIS: Dakota County Transportation Department and the City of Inver Grove Heights agree to include the necessary storm sewer, sanitary sewer, and watermain repairs in the resurfacing of County State Aid Highway (CSAH) 56 (Concord Boulevard) from Courthouse Blvd to 500-feet North of Dale Place/Richmond Street East, County Project 56-16, in Inver Grove Heights and South St. Paul, Dakota County.

THIS AGREEMENT, made and entered into by and between the County of Dakota, referred to in this Agreement as "the County"; and the City of Inver Grove Heights, referred to in this Agreement as "the City".

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

WHEREAS, the County is proceeding with CP 56-16 to resurface County State Aid Highway (CSAH) 56, also known as Concord Boulevard/Concord Street, from Courthouse Blvd in Inver Grove Heights to *500-feet North of Dale Place/Richmond Street East* in South St. Paul; and

WHEREAS, the City desires to repair storm sewer, sanitary sewer and watermain structures along the section of CSAH 56 within the City of Inver Grove Heights as part (the "City Work"); and

WHEREAS, it is considered mutually desirable to include the City Work in the Project and perform the City Work in conjunction therewith; and

WHEREAS, the County and the City have included these respective improvements in their Capital Improvement Programs and will jointly participate in the costs of said improvements as further defined herein.

NOW, THEREFORE, it is agreed that the County and the City will share responsibilities and costs associated with the Project and any City Work performed in connection therewith as follows:

1. County highway resurfacing. The County shall be solely responsible for the costs of the milling and bituminous overlay of CSAH 56 from Courthouse Boulevard in Inver Grove Heights to *500-feet North of Dale Place/Richmond Street East* in South St. Paul.
2. Storm Sewer Utility Repairs. The County and City shall share all costs associated with the repairs to storm sewer systems made as part of the Project, in accordance with the County's Maintenance Agreement for Storm Sewer Systems, Dakota County Contract #C0025413, dated October 29, 2013. The estimated City costs associated with the Project are summarized in Exhibit A.

3. Sanitary Sewer – City Utility Repairs. The City shall be solely responsible for: a) all costs associated with the utility repairs to sanitary sewer systems made as part of the Project; b) inspecting and approving said utility work; and c) maintaining all such facilities after the completion of the Project.. The estimated City costs associated with the Project are summarized in Exhibit A.

4. Watermain – City Utility Repairs. The City shall be solely responsible for: a) all costs associated with the utility repairs to watermain systems made as part of the Project; b) inspecting and approving said utility work; and c) maintaining all such facilities after the completion of the Project. The estimated City costs associated with the Project are summarized in Exhibit A.

5. Plans, Specifications, and Award of Contract. The County shall prepare the complete milling and paving plans and specifications and contract documents for the Project consistent with State Aid design standards and the Dakota County Transportation Plan. The City shall be responsible for inventorying and identifying necessary storm sewer, sanitary sewer, and watermain system repairs and preparing plans and technical specifications to be incorporated into the County's plans and specifications. The repair plans shall be in accordance with City standards unless the City and County mutually agree on the alternative specifications. The County Board will award the contract for construction to the lowest responsible bidder in accordance with state law.

6. Payment. The County will administer the contract and act as the paying agent for all payments to the Contractor. Payments to the Contractor will be made as the Project work progresses and when certified by the County Engineer. The County will invoice the City for the City share of Project costs. Upon presentation of an itemized claim by one party to the other, the receiving party shall reimburse the invoicing party for its share of the costs incurred under this agreement within 35 days from the presentation of the claim. If any portion of an itemized claim is questioned by the receiving party, the remainder of the claim shall be promptly paid, and accompanied by a written explanation of the amounts in question. Payment of any amounts in dispute will be made following good faith negotiation and documentation of actual costs incurred in carrying out the work. The City's estimated cost share associated with CP 56-16 is \$47,408.78 as seen in EXHIBIT A. Final cost shares will be based on actuals upon completion of construction.

7. Amendments. Any amendments to this Agreement will be effective only after approval by both parties' governing bodies and execution of a written amendment document by the duly authorized officials of each party.

8. Effective Dates. This Agreement will be effective upon execution by the duly authorized officials of each parties' governing body and shall continue in effect until all work to be carried out in accordance with this Agreement has been completed. In no event will this Agreement continue in effect after December 31, 2024, unless the parties mutually agree to an extension of the Project term.

9. Change Orders and Supplemental Agreements. Any change orders or supplemental agreements that affect the Project cost participation must be approved by the duly authorized officials of each party prior to execution of work. Both parties shall endeavor to provide timely approval of change orders and supplemental agreements so as not to delay construction operations.

10. Final completion. Final completion of the Project must be approved by both the County and the City.

11. Pavement Maintenance. Upon acceptance of the Project by the County and City, the County shall be responsible for all pavement maintenance within County right of way unless necessitated by a failure of a City utility system or installation of new facilities.

12. Subsequent Excavation. After completion of the Project, and after expiration of the warranty period regarding repair, if excavation within the highway right of way is necessary to repair or install water, sewer, or other city utilities, the City shall apply for a permit from the County and shall be responsible to restore the excavated area and road surface to its original condition at the time of disturbance. If the City fails to have the highway properly restored, the County Engineer may have the work done and the City shall pay for the work within 30 days following receipt of a written claim by the County.

13. Rules and Regulations. The County and the City shall abide by Minnesota Department of Transportation standard specifications, rules and contract administration procedures, and State statutes as applicable to carrying out the work contemplated in this Agreement unless amended by the contract specifications.

14. Indemnification. The County agrees to defend, indemnify, and hold harmless the City against any and all claims, liability, loss, damage, or expense arising under the provisions of this Agreement and caused by or resulting from negligent acts or omissions of the County and/or those

of County employees or agents. The City agrees to defend, indemnify, and hold harmless the County against any and all claims, liability, loss, damage, or expense arising under the provisions of this Agreement for which the City is responsible, including future operation and maintenance of facilities owned by the City and caused by or resulting from negligent acts or omissions of the City and/or those of City employees or agents. All parties to this agreement recognize that liability for any claims arising under this agreement are subject to the provisions of the Minnesota Municipal Tort Claims Law; Minnesota Statutes, Chapter 466. In the event of any claims or actions filed against either party, nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual parties. The County shall include the City as additional insured in the contract documents.

15. Employees of Parties. Any and all persons engaged in the work to be performed by the County shall not be considered employees of the City, for any purpose, including Worker's Compensation, and any and all claims that may or might arise out of said employment context on behalf of said employees while so engaged. Any and all claims made by any third party as a consequence of any act or omission on the part of the County's employees while so engaged on any of the work contemplated herein shall not be the obligation or responsibility of the City. Any and all persons engaged in the work to be performed by the City shall not be considered employees of the County for any purpose, including Worker's Compensation, and any and all claims that may or might arise out of said employment context on behalf of said employee while so engaged. Any and all claims made by any third party as a consequence of any act or omissions of the part of the City's employees while so engaged on any of the work contemplated herein shall not be the obligation or responsibility of the County.

16. Audits. Pursuant to Minnesota Statutes Sec 16 C. 05, Subd. 5, any books, records, documents, and accounting procedures and practices of the County and the City relevant to this Agreement are subject to examination by the County or the City and either the Legislative Auditor or the State Auditor as appropriate. The County and the City agree to maintain these records for a period of six years from the date of performance of all services covered under this Agreement.

17. Integration and Continuing Effect. The entire and integrated agreement of the Parties contained in this Agreement shall supersede all prior negotiations, representations or agreements between the City and the County regarding the Project; whether written or oral. All agreements for future maintenance or cost responsibilities shall survive and continue in full force and effect in

accordance with the Dakota County Transportation Plan after completion of the construction provided for in this Agreement.

18. Authorized Representatives. The authorized representatives for the purpose of the administration of this Agreement are:

Erin Laberee (or successor)
Dakota County Engineer
14955 Galaxie Avenue
Apple Valley, MN. 55124
(952) 891-7100
erin.laberee@co.dakota.mn.us

Brian Connolly (or successor)
City of Inver Grove Heights Public Works Director
8150 Barbara Avenue
Inver Grove Heights, MN 55077
(651) 450-2502
bconnolly@ighmn.gov

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

[SIGNATURE PAGE TO FOLLOW]

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

CITY OF INVER GROVE HEIGHTS

RECOMMENDED FOR APPROVAL:

Public Works Director

By _____
Mayor

(SEAL)

By _____
City Attorney

Date _____

By _____
City Clerk

Date: _____

COUNTY OF DAKOTA

RECOMMENDED FOR APPROVAL:

County Engineer

By: _____
Physical Development Director

Date: _____

APPROVED AS TO FORM:

COUNTY BOARD RESOLUTION

Assistant County Attorney Date
KS _____

No. 23-075 Date: February 28, 2023

Contract No. DCA20503
CP 56-16
June 5, 2023

EXHIBIT A
CP 56-016 (SAP 019-656-011) Cost Split

CP 56-016
SAP 019-656-011
Cost Split - Initial (based on low bid)
McNamara Contracting Inc

Line No	Item No	Description	Unit	Unit Price	Estimated Total		Mill & Overlay		Roadway		Storm Sewer		Water/San Sewer	
					Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost
1	2104.502	REMOVE GATE VALVE TOP SECTION	EACH	\$ 200.00	6	\$ 1,200.00		\$ -		\$ -		\$ -	6	\$ 1,200.00
2	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$ 595.00	3	\$ 1,785.00		\$ -		\$ -	3	\$ 1,785.00		\$ -
3	2104.502	SALVAGE SIGN TYPE C	EACH	\$ 40.50	1	\$ 40.50		\$ -	1	\$ 40.50		\$ -		\$ -
4	2104.518	REMOVE BITUMINOUS WALK	S F	\$ 2.40	231	\$ 554.40		\$ -	231	\$ 554.40		\$ -		\$ -
5	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$ 0.65	161435	\$ 104,932.75	161435	\$ 104,932.75		\$ -		\$ -		\$ -
6	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ 1.00	8073	\$ 8,073.00	8073	\$ 8,073.00		\$ -		\$ -		\$ -
7	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$ 150.00	5	\$ 750.00		\$ -	5	\$ 750.00		\$ -		\$ -
8	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	\$ 65.00	19300	\$ 1,254,500.00	19300	\$ 1,254,500.00		\$ -		\$ -		\$ -
9	2504.602	ADJUST GATE VALVE & BOX	EACH	\$ 300.00	4	\$ 1,200.00	3	\$ 900.00	1	\$ 300.00		\$ -		\$ -
10	2504.602	GATE VALVE TOP SECTION	EACH	\$ 375.00	6	\$ 2,250.00		\$ -		\$ -		\$ -	6	\$ 2,250.00
11	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	\$ 2,100.00	11	\$ 23,100.00		\$ -		\$ -	11	\$ 23,100.00		\$ -
12	2506.502	CASTING ASSEMBLY	EACH	\$ 1,650.00	5	\$ 8,250.00		\$ -		\$ -	5	\$ 8,250.00		\$ -
13	2506.502	ADJUST FRAME & RING CASTING	EACH	\$ 950.00	93	\$ 88,350.00	2	\$ 1,900.00		\$ -	91	\$ 86,450.00		\$ -
14	2506.503	RECONSTRUCT DRAINAGE STRUCTURE	L F	\$ 3,520.00	6.7	\$ 23,584.00		\$ -		\$ -	6.7	\$ 23,584.00		\$ -
15	2521.518	4" CONCRETE WALK	S F	\$ 10.00	2508	\$ 25,080.00		\$ -	2508	\$ 25,080.00		\$ -		\$ -
16	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$ 35.00	1820	\$ 63,700.00		\$ -	1820	\$ 63,700.00		\$ -		\$ -
17	2545.602	ADJUST HANDHOLE	EACH	\$ 1,500.00	1	\$ 1,500.00	1	\$ 1,500.00		\$ -		\$ -		\$ -
18	2563.601	TRAFFIC CONTROL	LS	\$ 16,200.00	1	\$ 16,200.00	1	\$ 16,200.00		\$ -		\$ -		\$ -
19	2564.502	INSTALL SIGN TYPE C	EACH	\$ 180.00	1	\$ 180.00	1	\$ 180.00		\$ -		\$ -		\$ -
20	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$ 200.00	11	\$ 2,200.00	11	\$ 2,200.00		\$ -		\$ -		\$ -
21	2575.501	TURF ESTABLISHMENT	LS	\$ 12,000.00	1	\$ 12,000.00	1	\$ 12,000.00		\$ -		\$ -		\$ -
22	2582.503	4" SOLID LINE MULTI COMP	L F	\$ 0.39	86000	\$ 33,540.00	86000	\$ 33,540.00		\$ -		\$ -		\$ -
23	2582.503	12" SOLID LINE MULTI COMP	L F	\$ 9.10	500	\$ 4,550.00	500	\$ 4,550.00		\$ -		\$ -		\$ -
24	2582.503	24" SOLID LINE MULTI COMP	L F	\$ 10.60	700	\$ 7,420.00	700	\$ 7,420.00		\$ -		\$ -		\$ -
25	2582.503	4" BROKEN LINE MULTI COMP	L F	\$ 0.39	8800	\$ 3,432.00	8800	\$ 3,432.00		\$ -		\$ -		\$ -
26	2582.503	12" SOLID LINE PREF TAPE GR IN (WR)	L F	\$ 19.20	1370	\$ 26,304.00	1370	\$ 26,304.00		\$ -		\$ -		\$ -
27	2582.503	24" SOLID LINE PREF TAPE GR IN (WR)	L F	\$ 30.20	490	\$ 14,798.00	490	\$ 14,798.00		\$ -		\$ -		\$ -
28	2582.503	4" BROKEN LINE PREF TAPE GR IN (WR)	L F	\$ 13.60	180	\$ 2,448.00	180	\$ 2,448.00		\$ -		\$ -		\$ -
29	2582.518	PAVT MSSG MULTI COMP	S F	\$ 10.40	2400	\$ 24,960.00	2400	\$ 24,960.00		\$ -		\$ -		\$ -
30	2582.518	PAVT MSSG PREF TAPE (WR)	S F	\$ 45.20	1000	\$ 45,200.00	1000	\$ 45,200.00		\$ -		\$ -		\$ -
Total					\$ 1,802,081.65		\$ 1,565,037.75		\$ 90,424.90		\$ 143,169.00		\$ 3,450.00	

SAP 019-656-011	\$ 1,751,912.87	\$ 1,565,037.75	\$ 72,339.92	\$ 114,535.20	\$ -
IGH Non-Part	\$ 50,168.78		\$ 18,084.98	\$ 28,633.80	\$ 3,450.00



Request for Council Action

SUBJECT: Ordering Feasibility Study for the 2024 Pavement Management Initiative (PMI) Project Areas

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, ordering a Feasibility Study for seven projects in the 2024 Pavement Management Initiative, including the Delano Way and Dempsey Way Area, Inver Grove Trail (Pine Bend), Corcoran Path and Dawson Way Area, Southgrove Areas 7A and 7B, 96th Street, Bixby Way, and 99th Street.

BACKGROUND

The project areas proposed for the 2024 Pavement Management Initiative (PMI) were originally identified as part of the 2023-2027 Public Works Capital Improvement Plan (CIP). The bulk of the project areas were identified for completion in 2024, with some modifications between CIP program years recommended by staff to better align project needs with funding capabilities and maintenance needs. The following tabulation highlights the original program year from the 2023-2027 CIP:

<u>Project No.</u>	<u>Improvements</u>	<u>2023-2027 CIP Program Year</u>
2024-09D	Delano Way and Dempsey Way Area	2024
2024-09E	Inver Grove Trail (Pine Bend)	2024
2024-09F	Corcoran Path and Dawson Way Area	2026
2024-09G	Southgrove Areas 7A and 7B	2024
2024-09H	96th Street	2024
2024-09I	Bixby Way	2024
2024-09J	99th Street	N/A

These projects are graphically represented on the attached exhibit. One area that was originally programmed for the 2024 PMI as part of the 2023-2027 CIP that staff are recommending be moved to a later year in the program is Inver Grove Trail from River Heights Way to Cahill Ave. This segment of Inver Grove Trail has a rural roadway section and will require a more comprehensive feasibility and design review, and possible geometric design upgrades to meet State Aid roadway standards. This recommended shift in the PMI programming schedule will be brought forth as part of the 2024-2028 CIP recommendations at the July 17 City Council Work Session.

A draft Scope of Services was issued to three consultants listed in the Municipal Engineering focus area of the City's Professional Engineering Consulting Services Pool. The work scope identified includes project management; project understanding; feasibility and analysis report; utility coordination; right-of way, easement, and permitting evaluation; project surveying; and geotechnical engineering. The referenced feasibility work includes all projects in the 2024 PMI program to be studied as part of a combined project effort.

All three consultants returned proposals for the work requested. Staff evaluated proposals based on cost and

responsiveness, and are recommending a project contract be awarded to Kimley-Horn & Associates, Inc. (KimleyHorn) in the amount of \$84,095. KimleyHorn will prepare a feasibility study for the project to determine the most feasible pavement rehabilitation method, drainage and utility improvements, project costs, and funding. KimleyHorn's proposal is available for viewing at the Engineering Division.

FISCAL IMPACT

The proposed feasibility study costs are to be funded through the Pavement Management - Local Streets Fund (Fund 440), with additional reimbursement through Special Assessments and the Stormwater Capital Fund (Fund 531), Sewer Capital Fund (Fund 521), and Water Capital Fund (Fund 511). The total cost for this effort is \$84,095.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, ordering the feasibility study and accepting the engineering services proposal from Kimley Horn in the amount of \$84,095, for the 2024 PMI project areas.

ATTACHMENTS

1. Resolution - Order Feasibility and Engineering Services - 2024 PMI Projects
2. Map of Project Locations

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

**RESOLUTION ORDERING FEASIBILITY STUDY, ACCEPTING ENGINEERING SERVICES
PROPOSAL FROM KIMLEY HORN, AND AUTHORIZING PRELIMINARY ENGINEERING
FOR 2024 PAVEMENT MANAGEMENT INITIATIVE PROJECTS**

RESOLUTION NO. _____

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

<u>Project No.</u>	<u>Improvements</u>
2024-09D	Delano Way and Dempsey Way Area
2024-09E	Inver Grove Trail (Pine Bend)
2024-09F	Corcoran Path and Dawson Way Area
2024-09G	Southgrove Areas 7A and 7B
2024-09H	96th Street
2024-09I	Bixby Way
2024-09J	99th Street

WHEREAS, the project areas referenced above have been reviewed through the Public Works Capital Improvement Plan (CIP) process, and are recommended by City staff to be included in the 2024 Pavement Management Initiative; and

WHEREAS, the City has provided a scope of work, and requested and received an engineering services proposal from Kimley-Horn & Associates, Inc. (KimleyHorn) in the amount of \$84,095 to perform services necessary to complete a feasibility study for the 2024 Pavement Management Initiative.

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

1. The 2024 Pavement Management Initiative projects are hereby initiated.
2. The proposal from KimleyHorn dated June 2, 2023, in the amount of \$84,095 is hereby accepted.
3. The Public Works Director, staff, and Kimley Horn are hereby authorized to prepare the feasibility report, conduct geotechnical investigations, and complete related professional engineering services on the proposed 2024 Pavement Management Initiative improvements.
4. The City Attorney is hereby authorized to assist the City Engineer on this project as needed.
5. Project funding is provided through the Pavement Management – Local Street Fund (Fund 440), special assessments, Water Capital Fund (Fund 511), Sewer Capital Fund (Fund 521), and Stormwater Capital Fund (Fund 531).

6. The Mayor and City Clerk are authorized to enter a Work Order contract for the scope of work included by reference as part of the current Master Professional Services Agreement with Kimley-Horn and Associates, Inc.

Adopted by the City Council of the City of Inver Grove Heights on this 12th day of June 2023.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights

Pavement Management Initiative
2024 Projects

- 2024 (5.9 Miles) Partial & Full Recon
- 2024 (0.4 Miles) Mill & Overlay
- 2024 (6.3 Miles) Total Annual Miles

Bixby Way

70TH ST E

80TH ST E

Southgrove Areas
7A & 7B

Delano Way &
Dempsey Way Area

Corcoran Path &
Dawson Way Area

CONCORD BLVD

96th Street

99th Street

Inver Grove Trail
(Pine Bend)

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

SUBJECT: **Resolution Approving Minimum Cash Reserve Policies for Water & Sewer Operating Funds, Transferring Excess Balances and Consolidating Capital Funds**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution:

- Approving Minimum Cash Reserve Policies for the Water Operating Fund and Sewer Operating Fund;
- Transferring balances in excess of those minimum reserves to each utility's respective Capital Fund;
- Consolidating water and sewer capital funds by closing the NWA Water Capital Fund and NWA Sewer Capital Fund to the Water Capital Fund and Sewer Capital Fund, respectively.

BACKGROUND

Throughout 2022, and into early 2023, the City worked with consultant AE2S to conduct a comprehensive Utility Rate Study for the City's water, sewer and stormwater systems. To prioritize the project budget and timeline, detailed efforts were focused on the City's water and sewer utilities, while much of the stormwater study and analysis was postponed for future study.

At the May 22 Council meeting, staff reviewed the various components of the consultant's work related to the water and sewer utilities. Council accepted the final reports and directed staff to utilize and incorporate the analysis, findings and recommendations contained within the reports. The reports contained various recommendations regarding future rate increases but also called for a reduction in the number of utility funds, restructuring them around their uses (operating vs. capital), and also proposed the establishment of minimum cash reserve targets for the City's Water and Sewer Operating funds.

Minimum Cash Reserve Policies

Staff have drafted two minimum cash reserve policies, one for the Water Operating Fund and one for the Sewer Operating Fund. In following the report's recommendations, the Water Operating Fund target year-end cash balance is set at 180-days, or 6 months, of the next year's budgeted operating costs. Because the City only collects wastewater and then transmits it to the Met Council for treatment, there is less risk/exposure for the Sewer Operating Fund and therefore, that year-end cash balance is set at 90-days, or 3 months, of the next year's budgeted operating costs. Copies of those policies have been attached to this agenda item for Council's review and approval.

Transferring Excess Cash Balances to Capital Funds

The calculations below reflect the newly established minimum cash reserve levels for the Water Operating Fund and Sewer Operating Fund, and the subsequent transfers of \$6,126,369 to the Water Capital Fund and \$5,547,485 to the Sewer Capital Fund. Transfer amounts are larger in this first year since user fees, intended to cover both operating and capital costs, still resided in operating fund cash balances. In subsequent years, the City will budget for a planned capital transfer to each respective capital fund - however, the eventual calculation of excess cash may be slightly over or under targeted levels based on the operating funds performance for the year (revenues vs. expenditures).

Water Operating Fund - Minimum Balance Calculation

2023 Operating Budget	2,671,360	<i>excludes depreciation</i>
Minimum Balance Calculation (6 months)	1,335,680	
Cash Balance 12/31/2022	7,462,049	
Less: Minimum Cash Balance Target	<u>(1,335,680)</u>	
Cash Balance - transfer to Water Capital	\$6,126,369	

Sewer Operating Fund - Minimum Balance Calculation

2023 Operating Budget	3,483,570	<i>excludes depreciation</i>
Minimum Balance Calculation (3 months)	870,893	
Cash Balance 12/31/2022	6,418,377	
Less: Minimum Cash Balance Target	<u>(870,893)</u>	
Cash Balance - transfer to Sewer Capital	\$5,547,485	

Consolidating Water & Sewer Capital Funds

Additionally, the reports recommend maintaining just two funds for each utility type - an operating fund and a capital fund. This allows staff to structure funds based on intended use rather than revenue source or geographical location within the City. The benefits to this shift include a simplicity of reporting, clarity of funds and transparency for long-term planning of capital projects. This also allows the City to better plan multiple years ahead while knowing what resources will be available.

The City currently has two capital funds for each utility type, a regular capital fund and a NWA capital fund. Per the report's recommendations, consolidation of the capital accounts would be as follows:

- The NWA Water Fund (Fund 513) currently has a positive cash balance of \$4,324,156.17 which will be transferred to the Water Capital Fund (511).
- The NWA Sewer Fund (Fund 523) currently has a negative cash balance of (\$1,661,179.55) due to the fund's ongoing financial obligations related to the NWA Sewer Debt. The Sewer Capital Fund (Fund 521) will transfer funds to the NWA Sewer Fund to close out this negative cash balance. Future debt payments related to the NWA Sewer Debt will occur out of the newly consolidated Sewer Capital Fund.

FISCAL IMPACT

These recommendations are a result of a year(s) long process related to the review of the City's water and sewer fees and user rates and accounting structure for the two areas. Approving the three action items requested above will help provide context to how these city utilities support ongoing operations while also saving for future capital needs.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution
2. Minimum Cash Reserve Policy-Water Operating Fund
3. Minimum Cash Balance Policy-Sewer Operating Fund

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

RESOLUTION NO. _____

**RESOLUTION APPROVING MINIMUM CASH RESERVE POLICIES FOR
THE WATER OPERATING FUND AND SEWER OPERATING FUND,
TRANSFERRING BALANCES TO THEIR RESPECTIVE CAPITAL FUNDS,
AND CLOSING THE NWA WATER CAPITAL AND NWA SEWER CAPITAL FUNDS**

WHEREAS, in 2022 and into early 2023, the City worked with consultant AE2S on a comprehensive Utility Rate Study that focused on the City's water and sewer utilities, and;

WHEREAS, at the May 22, Council accepted the final reports and directed staff to utilize the analysis, findings and recommendations contained within the reports, and;

WHEREAS, the reports contained a recommendation that the City establish minimum cash reserve policies equivalent to 180-days (6 months) for the Water Operating Fund and 90-days (3 months) for the Sewer Operating Fund and that any funds in excess of these cash reserves be transferred to each fund's respective capital fund to meet ongoing and future capital needs, and;

WHEREAS, the reports also contained a recommendation that the City maintain just two funds for each utility type – an operating fund and a capital fund, and;

WHEREAS, since the City currently has two capital funds for each utility type: a regular capital fund and a NWA capital fund, the city will need to consolidate the Water Capital Fund with the NWA Capital Fund and the Sewer Capital Fund with the NWA Sewer Capital Fund;

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS:
that, the City Council of the City of Inver Grove Heights approves:

- The establishment of Minimum Cash Reserve Policies for the Water Operating Fund and the Sewer Operating Fund
- The transfer of balances in excess of those minimum cash reserves, to their respective capital funds (Water excess estimated at \$6,126,369 and Sewer excess estimated at \$5,547,485)
- The consolidation of the capital funds for each utility type resulting in one Water Capital Fund and one Sewer Capital Fund by the following estimated transfers:
 - \$4,324,156 from the NWA Water Capital Fund (Fund 513) to the Water Capital Fund (Fund 511) and
 - \$1,661,180 from the Sewer Capital Fund (Fund 521) to the NWA Sewer Capital Fund (Fund 523)

Adopted by the City of Inver Grove Heights this 12th day of June 2023.

Ayes:
Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Minimum Cash Reserve Policy For Water Operating Fund



Purpose

The purpose of this policy is to ensure there will be adequate cash resources in the Water Operating Fund (Fund 510) to meet the ongoing financial obligations of the fund.

Water Operating Fund

The Water Operating Fund accounts for specific water-related services funded directly by fees and charges to the City's water customers. Water fees, approved annually by the Inver Grove Heights City Council, are set at a level intended to cover both operating costs and capital reinvestment needs. Expenses in the fund include operating costs such as wages and benefits, supplies, building maintenance and utilizes, technology, etc. The fund's budget will also include a planned Transfer Out to the Water Capital Fund (Fund 511) to support future capital reinvestment in the City's water system.

Minimum Cash Reserve

The target for year-end cash balances in the Water Operating Fund will be 180-days, or 6 months, of the next year's budgeted operating costs (excluding the planned Transfer Out to the Water Capital Fund). Any year-end cash balances in excess of this established target will be transferred to the Water Capital Fund by City Council Resolution.

Minimum Cash Reserve Policy For Sewer Operating Fund



Purpose

The purpose of this policy is to ensure there will be adequate cash resources in the Sewer Operating Fund (Fund 520) to meet the ongoing financial obligations of the fund.

Sewer Operating Fund

The Sewer Operating Fund accounts for specific sewer-related services funded directly by fees and charges to the City's sewer customers. Sewer fees, approved annually by the Inver Grove Heights City Council, are set at a level intended to cover both operating costs and capital reinvestment needs. Expenses in the fund include operating costs such as wages and benefits, supplies, building maintenance and utilizes, technology, etc. The fund's budget will also include a planned Transfer Out to the Sewer Capital Fund (Fund 521) to support future capital reinvestment in the City's sewer system.

Minimum Cash Reserve

The target for year-end cash balances in the Sewer Operating Fund will be 90-days, or 3 months, of the next year's budgeted operating costs (excluding the planned Transfer Out to the Sewer Capital Fund). Because the City only collects wastewater and then transmits it to the Met Council for treatment, there is less risk/exposure for the fund than in the Water Utility. Any year-end cash balances in excess of the established target will be transferred to the Sewer Capital Fund by City Council Resolution.



Request for Council Action

SUBJECT: **Resolution Approving a One-Year Conditional Use Permit Extension for 7855 Cahill Avenue (Assisted Living Facility)**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, extending a Conditional Use Permit for one-year for the property located at 7855 Cahill Avenue (Rachel Development - Case No. 21- 53C).

BACKGROUND

On October 11, 2021, the Council approved a Conditional Use Permit (CUP) for a 40-unit assisted living facility and for the site to exceed 25% impervious surface in the shoreland district for the property located at 7855 Cahill Avenue. If not put to use, a CUP becomes void two years after being granted by the City Council. A one-time, one-year extension may be granted if the applicant submits a written request for a time limit extension, stating the reasons for the extension. Attached is the written request from Rachel Development asking for the extension for financial reasons. To prevent the termination of the CUP approved in Resolution 2021-269, they are seeking a new deadline of October 11, 2024 for utilizing the CUP.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends approval of the one-year extension.

ATTACHMENTS

1. Resolution - Extension
2. Extension Letter from Applicant
3. Resolution - CUP

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

RESOLUTION NO. _____

**A RESOLUTION EXTENDING DEADLINE TO USE CONDITIONAL USE PERMIT
FOR THE PROPERTY LOCATED AT 7855 CAHILL AVENUE**

WHEREAS, in 2021, Rachel Development (Applicant) applied for a conditional use permit (CUP) for a 40-unit assisted living facility and to exceed 25% impervious surface in the shoreland overlay district for the real property located at 7855 Cahill Avenue and legally described as Lot 1, Krechs Valley View, according to the recorded plat, Dakota County, Minnesota; and

WHEREAS, the City Council adopted Resolution 2021-269 on October 11, 2021 which approved the Applicant's application for a CUP; and

WHEREAS, Inver Grove Heights City Code Section 10-3A-7(A) provides that "a conditional use permit shall become void two (2) years after being granted by the city council unless it is used prior to the expiration of said two (2) year period." and

WHEREAS, Inver Grove Heights City Code Section 10-3A-7(A) further provides that "[a]n extension of the two (2) year period may be requested ... [and] [a] maximum of one time limit extension may be requested for any previously approved conditional use permit. Said time limit extension shall be valid for only one year from the day of the month that the original conditional use permit was approved."; and

WHEREAS, the Applicant has submitted a written request to the City Council for extension of the CUP approval for a period of one year; and

WHEREAS, the Council finds that the Applicant's extension request is reasonable in light of the information contained in their written request for extension.

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

1. The Council hereby approves an extension of the two-year deadline for using the conditional use permit approved in Resolution 2021-269.
2. The new deadline for using the conditional use permit approved in Resolution 2021-269 for a 40-unit assisted living facility and to exceed 25% impervious surface in the shoreland overlay district for the real property located at 7855 Cahill Avenue to prevent the termination of the conditional use permit approved in Resolution 2021-269 is **October 11, 2024**.

Adopted by the City Council of the City of Inver Grove Heights, Minnesota, the 12th day of June, 2023.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

May 26, 2023

Ms. Heather Botten
Associate Planner
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077
hbotten@ighmn.gov

via email delivery

Regarding: Request for extension of Conditional Use Permit time period relating to Resolution 2021-269 approving a 40-unit assisted living facility and to exceed 25% impervious surface in the Shoreland overlay district

Dear Heather,

I am writing this request on behalf of Boden Senior Living of Inver Grove Heights LLC. As we have discussed, our 40-unit assisted living care facility project was approved on October 11, 2021. The CUP approval carries with it a two-year timeline within which to begin construction of the facility. The purpose of this letter is to respectfully request a one-year extension of that timing deadline.

Since our approval date in fall of 2021, our team has experienced many challenges relating to the process of commencing construction on our facility. Construction material and labor costs increased very rapidly due to pandemic related supply chain issues and other market factors. The pricing volatility has eased somewhat only to be replaced with an extreme run-up on financing costs and interest rates. This has further strained the development and construction process for this project.

I do want to assure the City that we fully intend to proceed with the project when costs and financing will allow. Our group has closed on the acquisition of the land so we are definitely invested in the project. We're hopeful that the City will continue to cooperate with our team and grant this extension request.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to be 'David Stradtman', written over a horizontal line.

Rachel Development, Inc.
By: David Stradtman – VP
Dated: 5/26/2023
dstradtman@racheldevelopment.com
763-424-1525

Receipt:# 817552

COND \$46.00

Return to:
CITY OF INVER GROVE
HEIGHTS
8150 BARBARA AVE
INVER GROVE HEIGHTS MN
55077

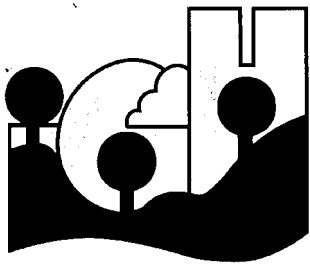
3511981



Recorded on: 12/13/2021 9:43 AM

By: TMB, Deputy

Office of the County Recorder
Dakota County, Minnesota
Amy A. Koethe, County Recorder



City of Inver Grove Heights

www.ighmn.gov

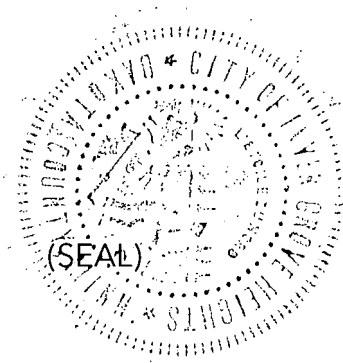
CERTIFICATION

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

The undersigned, City Clerk of the City of Inver Grove Heights, Dakota County, Minnesota, hereby certifies that the attached is a true and correct copy of:

RESOLUTION 2021-269, APPROVING A CONDITIONAL USE PERMIT FOR A 40-UNIT ASSISTED LIVING FACILITY AND TO EXCEED 25% IMPERVIOUS SURFACE IN THE SHORELAND OVERLAY DISTRICT

Thereon, adopted by the City Council of the City of Inver Grove Heights at a lawful meeting duly called and held on October 11, 2021, at which a quorum was present and acting throughout, and the original is on file in the office of the City Clerk, City of Inver Grove Heights, Dakota County, Minnesota.




Rebecca Kiernan, City Clerk

Dated: October 12, 2021

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

RESOLUTION NO. 2021-269

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A 40-UNIT ASSISTED
LIVING FACILITY AND TO EXCEED 25% IMPERVIOUS SURFACE IN THE SHORELAND
OVERLAY DISTRICT**

Rachel Development
Case No. 21-53C

WHEREAS, the request is for the property located at 7855 Cahill Avenue and legally described as:

 **Lot 1, Krechs Valley View, according to the recorded plat, Dakota County,
Minnesota**

WHEREAS, an application for a conditional use permit has been submitted to allow a 40-unit assisted living/memory care facility on the property;

WHEREAS, an application for a conditional use permit has been submitted to allow 32% impervious surface whereas 25% is the maximum allowed within the shoreland overlay district;

WHEREAS, the aforescribed property is zoned R-3C, multi-family residential;

WHEREAS, the property is located within the Simley Lake shoreland overlay district;

WHEREAS, the project was sent to the DNR for review and comment;

WHEREAS, the request has been reviewed against Title 10, Chapter 3, Article A, Section 10-3A-5 regarding the criterion for a Conditional Use Permit and meets the minimum standards; the request is consistent with the Comprehensive Plan, is in conformance with the Zoning Ordinance and it does not have a negative impact on public health, safety or welfare;

WHEREAS, a public hearing concerning the conditional use permit was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statute, Section 462.357, Subdivision 3 on September 21, 2021;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a conditional use permit for a 40-unit assisted living/memory care facility that exceeds 25% impervious surface in the Shoreland Overlay District is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below. *The final list of approved plans and date of plans shall be identified in the improvement agreement.

Civil Plan Set
Landscaping

dated 08/20/21
dated TBD

2. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
3. All signage shall be in conformance with the sign regulations of the City.
4. All final development plans shall be subject to the review and approval of the City Fire Marshal.
5. The developer shall meet the conditions outlined in the City Engineers review memos and any subsequent correspondence.
6. Final site, grading, storm water management, and erosion control plans shall be approved by the City Engineer.
7. Prior to any work commencing on the site, the developer shall enter into an improvement agreement and other related agreements with the City. The required agreements will address the conditions of approval relating to other agreements required and other pertinent specific performance standards for this development.
8. A stormwater analysis and stormwater management plan shall be done by a registered engineer. The Developer and Owner shall enter into a Storm Water Facilities Maintenance Agreement with the City.

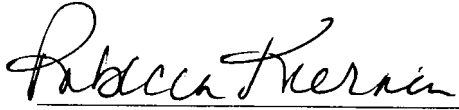
9. All parking lot and building lighting on site shall be a down cast "shoe-box" style and the bulb shall not be visible from property lines.
10. All mechanical equipment shall be substantially screened from view as seen from a reasonable viewing perspective.
11. Landscaping shall meet the requirements of Section 10-15-11 and 10-15D of the City Code. Per section 10-15D-2E.e, if it is determined there is not sufficient room on the site for all of the reforestation plantings the balance may be in a cash payment to the city in an amount equivalent to the cost of the plantings. Based on the City Forester's recommendation, a fee in lieu of \$200 per caliper inch would be required for the deficit in the required plantings.

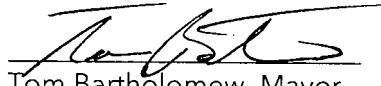
BE IT FURTHER RESOLVED that the Deputy Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Adopted by the City Council of Inver Grove Heights this 11th day of October, 2021.

AYES: 5
NAYS: 0

ATTEST:


Rebecca Kiernan, City Clerk


Tom Bartholomew, Mayor



Request for Council Action

SUBJECT: **Resolution Accepting Donations from the Inver Grove Heights Public Safety Foundation**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, formally accepting calendar year 2022 donations to the Police Department from the Inver Grove Heights Public Safety Foundation.

BACKGROUND

The Police Department receives various donations from the Inver Grove Heights Public Safety Foundation to support and enhance Police Department programs and events. For calendar year 2022, these donations totaled \$12,687.42. The attached 2022 donation summary letter from the Foundation outlines the various donations.

FISCAL IMPACT

These donations have a positive fiscal impact on the Department.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution Accepting 2022 IGH Public Safety Foundation Donations
2. Itemized List of 2022 Public Safety Foundation Donations to Police Department

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

RESOLUTION NO. _____

**RESOLUTION ACCEPTING 2022 DONATIONS FROM
THE INVER GROVE HEIGHTS PUBLIC SAFETY FOUNDATION**

WHEREAS, the City Council of the City of Inver Grove Heights (City), is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes, Section 465.03, for the benefit of its citizens and is specifically authorized to accept gifts; and

WHEREAS, the Inver Grove Heights Public Safety Foundation made donations totaling \$11,024.92 in calendar year 2022, in support of the Police Department's K9 Unit, Pink Patch Program, Night to Unite, Shop With a Cop and Police Explorers programs; and

WHEREAS, the City is appreciative of these donations and finds that it is appropriate to accept.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby accept the donations outlined on the attached letter from the Foundation, with a total value of \$11,024.92.

Adopted this 12th day of June 2023 by the City Council of Inver Grove Heights, MN.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



INVER GROVE HEIGHTS

**PUBLIC SAFETY
FOUNDATION**

P.O. Box 2703 | Inver Grove Heights, MN 55076
612-361-6944 | info@ighpsf.org

April 20, 2023

Dear Chief Chiodo,

As you know the Foundation is organized for the public purpose of raising funds to assist public safety in the City of Inver Grove Heights by supplementing, but not substituting traditional funding for the City's Police Department.

As such for the calendar year 2022, the Foundation donated the following to the Inver Grove Heights Police Department.

Program	Item	Amount
K9 Unit	Leather Hand Protector	94.97
	Elite K9 Bite Suit, Helmet, Gauntlet and Bag	1578.02
	SWAT Vest	3123.79
	Ace Watch Dog	1067.85
	Trainings Lunch	207.84
Pink Patch Program	Steins/Patches	1583.12
Night to Unite	Yard Signs	450.8
Shop With a Cop	Target	667.27
	Walmart	2000.00
Explorers	Outing Event/Tubing	251.26
Total		11024.92

Sincerely,

Foundation Board Member/Treasurer



Request for Council Action

SUBJECT: **Acceptance of Grant to the Police Department**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to accept a grant on behalf of the Police Department from Walmart's Local Community Grants program.

BACKGROUND

For the calendar year 2023, Walmart has awarded \$1,000 to the IGH Police Department, which will be used to purchase a fishing pole and tackle box for each of the youth participants at the Department's upcoming Cops & Bobbers community engagement event. The attached MOU covers the terms applied to any grant funds awarded by Walmart.

FISCAL IMPACT

There is no City match required for this grant.

RECOMMENDATION

Staff recommends acceptance of the grant.

ATTACHMENTS

1. Walmart Community Grant MOU

Walmart Inc. (“Walmart”) requires each Grantee to accept the following terms which shall apply to any grant funds awarded by Walmart in response to the Grantee’s application. Your acceptance of these terms is a prerequisite for the consideration of your grant application.

Please note that your review and agreement to the following terms does not create any agreement on behalf of Walmart to approve your grant application or to provide any donation to your organization. The following terms become binding only upon the issuance of a check by Walmart in response to your organization’s grant application.

Unless otherwise specified, all terms shall apply to all Grantees.

The Grantee agrees to the following:

1. AUTHORITY

Grantee’s signatory possesses all necessary capacity and authority to act for, sign and bind the Grantee to this Agreement.

2. REPRESENTATIONS OF GRANTEE

The Grantee represents to Walmart (the “Grantor”) that it qualifies as one of the following types of organizations:

- An organization holding a current tax-exempt status under Section 501(c)(3) or (19) of the Code;
- A recognized government entity: state, county, or city agency, including law enforcement or fire department;
- A K-12 public or private school, charter school, community/junior college, state/private college or university; or
- A recognized church or other faith-based organization.

3. PURPOSE AND ADMINISTRATION

The grant shall be used exclusively for the purposes selected by Grantee in the Grantee’s Community Grants application (the “Fund Use”). Additionally, Grantee agrees as follows:

- The Grantee will directly administer the project or program being supported by the grant and agrees that no grant funds shall be re-granted to any organization or entity, whether or not formed by the Grantee.

- The Grantee will use funds for exclusively charitable, scientific, and/or educational purposes.
- The Grantee shall expend the grant funds exclusively within the United States in accordance with this Agreement.

4. USE OF GRANT FUNDS

The Grantee shall use the full amount of the grant for the purposes set forth in the Fund Use. Unless otherwise agreed in writing by Grantor, the Grantee shall return any portion of the grant and the income earned thereon that is not expended for such purposes.

The Grantee agrees not to use any portion of the grant or any income derived from the grant for the following:

- To carry on propaganda or otherwise attempt to influence legislation within the meaning of Section 4945(d)(1) of the Internal Revenue Code of 1986, as amended (the “Code”);
- To influence the outcome of any specific public election;
- To conduct activities outside the United States;
- To provide a grant to an individual for travel, study, or similar purpose within the meaning of Section 4945(g) of the Code; or
- To promote or engage in criminal acts of violence, terrorism, hate crimes, the destruction of any state, or discrimination on the basis of race, national origin, religion, military and veteran status, disability, sex, gender identity, age, or sexual orientation, or support of any entity that engages in these activities.

Any interest or other income generated by the grant funds must be applied to the purposes described in the Fund Use.

To the extent that the Grantee is a governmental entity, and in addition to all other requirements contained in this Agreement, the Grantee agrees that grant funds are to be used exclusively for public purposes within the meaning of Section 170(c)(1) of the Code.

5. RECORD RETENTION

The Grantee agrees to maintain complete and accurate records of receipts and expenditures and make its books and records available to the Grantor at reasonable times upon its request. Grantee will maintain books, accounts, and records that, with a sufficient detail, accurately and clearly reflect its transactions and the disposition of funds. No “off the books” or unrecorded funds or accounts shall be created or maintained for any purpose. Furthermore, Grantee will maintain records of expenditures charged against the grant that are adequate to identify the use of the funds in compliance with the purposes and restrictions specified in this Agreement. Such records shall be retained for a period of at least five years after the completion of the use of the grant.

The Grantor may, at its expense, monitor and conduct an evaluation of operations under the grant, which may include visits by representatives of the Grantor to observe the Grantee’s program, procedures and operations, and discussions of the program with the Grantee’s personnel.

6. ADDITIONAL TERMS AND CONDITIONS

The Grantor reserves the right to terminate the grant for cause as a result of the Grantee’s breach of the terms of this Agreement or the Grantee’s failure to make adequate and sustained progress toward the completion of the activities and achievement of the objectives contained in the Funds Use. Notwithstanding the foregoing, in the event that Grantor determines, in its sole discretion, that Grantee has engaged in conduct that violates Section 12 of this Agreement, Grantor immediately shall have the right to suspend future donations and to suspend or terminate this Agreement.

If the Grantor determines, in its reasonable discretion, that the Grantee has breached or failed to carry out any provision of this Agreement, the Grantor may, in addition to any other legal remedies it may have, terminate the grant and demand the return of all or part of the grant funds not spent or obligated to third parties in accordance with the terms of this Agreement, including, without limitation, all grant funds expended by the Grantee for purposes other than for the Funds Use. The Grantee shall return all such grant funds to the Grantor within thirty (30) days of receiving a termination notice from the Grantor.

7. PUBLICITY

The Grantor may make information regarding this grant public at any time and in a manner which it deems appropriate. Grantee agrees to cooperate with any effort by Grantor to publicize the grant, including but not limited to designating a suitable representative to appear on behalf of Grantee at publicity events, providing relevant and pertinent information to include in press releases and distributions, and responding as appropriate to relevant and pertinent press inquiries.

Grantee agrees to provide Grantor an opportunity to review and comment on the contents of any statement, release, or report concerning this grant in advance of its release to the public or any third party.

Notwithstanding anything to the contrary contained herein, Grantee may list Grantor as a supporter of Grantee for up to one year following Grantor's transfer of funds to Grantee pursuant to this Agreement; *provided, however*, (i) any such listing will include the names of other supporters of Grantee and (ii) Grantor's position on such listing shall be reasonable in proportion to the amount given by Grantor. No license to use Grantor's (or Grantor's subsidiaries' or affiliates') trademarks, trade names or other intellectual property is granted hereunder.

8. NO ADDITIONAL SUPPORT

It is expressly understood that the Grantor has no obligation to provide additional support to the Grantee for this or any other project or purposes.

9. GENERAL INDEMNIFICATION

The Grantee shall indemnify, defend, save and hold harmless the Grantor, its governing board, and the individual members thereof, and all officers, agents, employees, representatives and volunteers from and against any and all liability, loss, cost, expense, injury, proceeding, claim or obligation arising out of, related to, connected with, or as a result of any acts or omissions of the Grantee, including, without limitation, any injury or property damage suffered by any third party due to the negligence or willful misconduct by the Grantee or any Grantee employee, officer, agent, employee, representative or volunteer in performance of this Agreement. Such provision shall not apply to any liability, loss, cost, expense, injury, proceeding, claim or obligation arising out of, connected with, or as a result of any negligent act or willful misconduct committed by the Grantor.

In no case shall the Grantor be liable to the Grantee or any third party for consequential damages. The Grantor shall have no liability for any debts, liabilities, deficits, cost overruns, or negligence or willful misconduct of the Grantee. It is expressly understood by the parties that no trustee, director, member, officer, employee or other representative of the Grantor shall incur any financial responsibility or liability of any kind or nature in connection with this Agreement. The parties agree that the liability of the Grantor hereunder shall be limited to the payment of the grant awarded by Grantor, if any, pursuant to the terms and conditions of this Agreement and that the Grantor shall have no other duty or obligation to the Grantee or any other person.

To the extent that the Grantee is a governmental entity described in Section 170(c)(1) of the Code and is prohibited by law from providing Grantor with the above indemnification, this Section 9 shall not be applicable.

10. COMPLIANCE WITH LAWS

Grantee will comply in full with all applicable federal, state, and local laws and regulations and rules of governmental agencies and bodies relating to Grantee's acceptance and use of the grant, including those that govern gifts, donations, contributions, expenditures, and

anything else of value that benefit, directly or indirectly, public officials. Grantee agrees to notify Grantor immediately: (a) of any conduct on Grantee's part that may be in violation of any applicable federal, state and local laws and (b) if Grantee receives notice of, or otherwise becomes aware of, any actual or threatened investigation, action, litigation, or disciplinary or other proceeding of which Grantee is or may be a subject in connection with the grant and to the extent permitted by applicable law, shall provide Grantor with all written notices and communications received by Grantee relating to any such investigation, action, litigation, or disciplinary proceeding.

11. ANTI-TERRORISM AND ECONOMIC SANCTIONS

Grantee affirms that neither Grantee nor any of Grantee's affiliates (i) is or will act in violation of any Anti-Terrorism Law (as defined below), (ii) is or will become a Prohibited Person (as defined below), (iii) conducts or will conduct any business or engages or will engage in any transaction or dealing with any Prohibited Person, including the making or receiving of any contribution of funds, goods or services to or for the benefit of any Prohibited Person, (iv) deals in or will deal in or otherwise engages or will engage in any transaction relating to property or interests in property blocked pursuant to Executive Order No. 13224 (as defined below); or (v) engages in or will engage in or conspires to engage in any transaction that evades or avoids, or has the purpose or intent of evading or avoiding, or attempts to violate, any of the prohibitions set forth in any Anti-Terrorism Law. As used herein: (A) "Anti-Terrorism Law" is defined as any Law relating to terrorism or money-laundering, including Executive Order No. 13224 and the USA Patriot Act (as defined below); (B) "Executive Order No. 13224" is defined as the Executive Order No. 13224 on Terrorist Financing, effective September 24, 2001, relating to "Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism", as amended; (C) "Prohibited Person" is defined as any person or entity (1) listed in the Annex to, or is otherwise subject to the provisions of, Executive Order No. 13224; (2) owned or controlled by, or acting for or on behalf of, any party described in clause (C)(1) above; (3) with whom any lender is prohibited from dealing or otherwise engaging in any transaction by any Anti-Terrorism Law; (4) who commits, threatens or conspires to commit or supports "terrorism" as defined in Executive Order No. 13224; (5) named as a "specially designated national and blocked person" on the most current list published by the U.S. Treasury Department Office of Foreign Assets Control at its official website, <http://www.treas.gov/ofac/t11sdn.pdf> or at any replacement website or other official publication of such list; or (6) affiliated with any party described in clauses (C)(1)-(5) above; and (D) "USA Patriot Act" is defined as the "Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001" (Public Law 107-56), as amended.

12. ANTI-CORRUPTION COMPLIANCE

Grantee agrees that its use of all funds received under this Agreement will be in full compliance with all applicable anti-corruption laws and regulations, including but not limited to the United States Foreign Corrupt Practices Act ("FCPA") and the UK Bribery Act. Accordingly, Grantee agrees that in connection with its activities under this

Agreement, neither Grantee nor any agent, affiliate, employee, re-grantee, or other person acting on its behalf will offer, promise, give, or authorize the giving of anything of value, or offer, promise, make, or authorize the making of any bribe, rebate, payoff, influence payment, kickback, or other unlawful payment, to any government official, political party, or candidate for public office in order to gain any unfair advantage or to influence any act or decision of a government official. Grantee further agrees that the funds provided under this Agreement shall not be used for the personal benefit or enrichment of any government official.

Grantee agrees to provide timely information to Walmart regarding any changes to the representations made in this Agreement. Grantee further agrees to assist and cooperate in any investigations related to the use of the grant funds received under this Agreement.

13. APPLICABLE LAW

This Agreement, and the rights and obligations of the parties, will be construed, interpreted and enforced in accordance with, and governed by, the laws of the State of Arkansas.

14. REPRESENTATIVES AND SUCCESSORS BOUND

This Agreement shall be binding upon and inure to the benefit of the parties, their legal representatives, successors and assigns.

15. DEPOSIT OF FUNDS

Notwithstanding anything else to the contrary in this Agreement, the Grantee, by executing this grant Agreement, expressly agrees to deposit the grant funds check in its account in a timely fashion. Grantee acknowledges and agrees that if it does not cash the check within one hundred eighty (180) days of the effective date of this Agreement, the Grantor will issue a stop payment order on such check, and Grantee releases any and all interest in the grant funds and the check and hereby acknowledges that the Grantor is not holding the grant funds on Grantee's behalf. Further, such failure to timely cash the check shall be deemed to be a waiver by Grantee of any rights of action against Grantor. If a stop payment is issued pursuant to this provision, the Grantee may submit a new request to Grantor for grant funds, for similar or different purposes, but the determination as to whether to issue a new grant check to Grantee in such circumstance is in the sole discretion of the Grantor.

16. ENTIRE CONTRACT

This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the subject matter covered herein and contains all of the covenants and agreements between the parties with respect to the Fund Use in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or

binding. Any modification of this Agreement will be effective only if it is in writing signed by the parties hereto. Any changes, additions or deletions to this Agreement, including the Fund Use, must be approved in writing by both the Grantor and the Grantee. This Agreement and all amendments may be signed in counterparts, each of which will constitute one and the same document. Any signature delivered via facsimile or other electronic means shall be deemed an original signature to this Agreement. The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

17. SEVERABILITY

If any term, covenant, or condition of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each and every remaining term, covenant, or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.



Request for Council Action

SUBJECT: **Resolution Accepting Memorial Donation to the Police Department**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, accepting an anonymous donation to the Police Department to be used toward a memorial for Officer Ben Bidon.

BACKGROUND

The Police Chief has received a second anonymous donation of \$1,000 for use toward a memorial for Officer Ben Bidon, who passed away unexpectedly earlier this spring.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends adoption of the attached Resolution, accepting the donation.

ATTACHMENTS

1. Resolution Accepting Donation for Ben Bidon Memorial

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

RESOLUTION NO. _____

RESOLUTION ACCEPTING \$1,000 IN DONATIONS FOR THE POLICE DEPARTMENT

WHEREAS, the City Council of the City of Inver Grove Heights (City), is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes, Section 465.03, for the benefit of its citizens and is specifically authorized to accept gifts; and

WHEREAS, an anonymous donor would like to donate \$1,000 to the Police Department for the Officer Ben Bidon memorial account; and

WHEREAS, the City is appreciative of the donation and finds that it is appropriate to accept.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby accept the donation of funds in the amount of \$1,000 and commit the funds as follows: \$1000 towards the memorial for Officer Ben Bidon (101.42.4000.421.60068).

Adopted this 12th day of June 2023 by the City Council of Inver Grove Heights, MN

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: Updated Service Contract for Weather Warning Sirens

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to approve an updated three-year contract with Ancom Communications to service the City's weather sirens.

BACKGROUND

As part of its emergency management responsibilities, the City has eight severe weather warning sirens placed throughout the community. The sirens alert people that are outside of incoming severe weather so they can seek shelter. The sirens are located at City Hall, Fire Station #3, Hilltop Elementary, Oakwood Park, Alverno Ave & Alvarado Trail, Rich Valley Athletic Complex, Pine Bend Elementary and Inver Wood Golf Course.

The sirens require routine annual maintenance, inspection and service to make sure they are working properly. The City has contracted with Ancom Communications Inc. each year for this maintenance service, but a three-year contract is now being proposed to help keep inflationary costs to a minimum.

FISCAL IMPACT

The contract rates for each year through October 31st, 2025 are:

Year 1 \$6303.60

Year 2 \$6108.19

Year 3 \$6230.35

There is also an additional Prepay Consideration of 5%.

RECOMMENDATION

Staff recommends approval of the three-year service contract.

ATTACHMENTS

1. Ancom Service Contract for IGH Weather Sirens



COMMUNICATIONS INC
TECHNICAL CENTER INC

1800 EAST CLIFF ROAD, SUITE 17A BURNSVILLE, MINNESOTA 55337

SALES 952-808-0033 SERVICE 952-808-7699 FAX 952-808-0034

RADIO SERVICE CONTRACT

THIS AGREEMENT made and entered into by and between, **City of Inver Grove Heights** and ANCOM Technical Center, Inc. (ATC), a Minnesota Corporation.

SERVICES TO BE PERFORMED

ATC agrees to maintain the Siren equipment listed on the attached page. All labor and materials required to repair this equipment, which has become defective due to normal wear and tear, will be furnished at no additional cost. This Contract includes one (1) annual Preventative Maintenance (PM) equipment review. During the PM review Ancom will test any batteries and report their status to the City. Replacement of batteries can be performed but is not included in the Contract and will be invoiced separately. Ancom will schedule the first part of the month during weather warning season to be available for service corrective actions after the monthly warning test. This Contract does not cover the siren motors.

TIMELY AND PROFESSIONAL MANNER

ATC agrees to provide service in both a professional and timely manner. Unless specifically noted all service work is to be performed during normal ATC business hours (8 a.m. – 5 p.m.), holidays exempt. If needed, an emergency twenty-four (24) hour, service will be available to specified radios.

EXCLUSIONS

This contract will not cover the following items:

- A. Maintenance or replacement of any tower, tower light or associated antenna and antenna transmission lines.
- B. Replacement of batteries, antennas and transmission line.
- C. Repair of equipment which has become defective or damaged by accident, physical abuse or misuse, acts of God, or fire.
- D. Installation and/or removal of any equipment.
- E. Any radio equipment deemed unrepairable or obsolete. Determination of which will be at the discretion of ATC.
- F. RF Interference
- G. Siren Motors
- H. Solar Panels

ADDITIONS OR DELETIONS

This contract may be amended at any time for the purpose of adding or deleting specific items of equipment. All changes will be based upon the established rates of this contract. If customer purchases used equipment (sirens etc.), these are required to be PM checked and repaired as needed before they are placed on this contract. PM repairs if needed are at prevailing time and material rates.





COMMUNICATIONS INC
TECHNICAL CENTER INC

1800 EAST CLIFF ROAD, SUITE 17A BURNSVILLE, MINNESOTA 55337

SALES 952-808-0033 SERVICE 952-808-7699 FAX 952-808-0034

TERMS

The initial term of this contract will be for Three years beginning November 1, 2022 through October 31, 2025. After the initial period, this contract will automatically renew for a period of not less than one (1) year, without notice.

UNSATISFACTORY WORKMANSHIP

In the event the customer is dissatisfied with the service received within this contract period and the issue is not reconcilable, this contract may be canceled following not less than thirty (30) days written notice of intent to terminate.

PAYMENT

Payment period shall be annually, in advance, or as otherwise agreed. Shipping and handling charges will be \$12.00 per shipment, via a professional package delivery service. A ten (10) pound limit will be applied to each box shipped.

SPECIAL CONDITIONS

None

RADIO EQUIPMENT INVENTORY

Equipment serial numbers will be on file at Ancom Technical Center. See the attached page for specific equipment lists.

Customer:

City of Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN
651-450-2528

Contractor:

ANCOM Technical Center, Inc.
1800 East Cliff Road, Suite 17A
Burnsville, MN 55337
952-808-0033

By: _____

By: _____
Neale Caflisch

Date: _____

Date: _____



ANCOMDELIVERS
SOLUTIONS**MOTOROLA****SERVICE CONTRACT
INVENTORY**

Date: **October 20, 2022**

Name: **City of Inver Grove Heights**

Address: **8150 Barbara Ave**

City: **Inver Grove Heights**

State: **MN** Zip: **55077**

Phone: **651-450-2528**

PO #: _____

Customer Contact: **Joshua Otis**

Contract Start Date: **November 1st, 2022**

Expiration Date: **October 31st, 2025**

Automatic Renewal: ☒ Yes
☐ No

QTY	MODEL NUMBER SERIAL NUMBER DESCRIPTION	PLACE OF SERVICE			ANNUAL SVC AMOUNT	
		CUSTOMER LOCATION	SVC CTER DRIVE-IN	SVC CTER MAIL-IN	MONTHLY PER UNIT	EXTENDED-ANNUAL
	SUBSCRIBERS					
8	Federal outdoor warning sirens	XX			\$59.16	\$5,679.36
	Siren #1 City Hall					
	Siren #2 Fire Station #3					
	Siren #3 Hilltop Elementary					
	Siren #4 Oakwood Park					
	Siren #5 Alverno Ave & Alvarado Trail					
	Siren #6 Rich Valley Athletic Complex					
	Siren #7 Pine Bend Elementary					
	Siren #8 Inver Wood Golf Course					
1	SS2000 Controller	XX			\$40.80	\$489.60
1	Motorola CDM750 Control Base	XX			\$11.22	\$134.64
	Total Year 1 (sub total)					\$6,303.60
	Annual Prepay Consideration 5%					-\$315.18
	Total Year 1 (sub total)					\$5,988.42
	Total Year 2					\$6,108.19
	Total Year 3					\$6,230.35
PAYMENT CYCLE: ☒ Annually ☐ Semi-Annually ☐ Quarterly ☐ Monthly		TAX EXEMPT: ☐ Yes, Attach exempt certificate ☐ No		THIS AMOUNT IS SUBJECT TO STATE AND LOCAL TAX JURISDICTIONS		
					SUB TOTAL	1st Year 5988.42
					TAX	
					TOTAL	\$ 5,988.42

Special Instructions

All listed equipment serviced 8-5 Monday-Friday. Includes Annual Preventative Maintenance check.

AUTHORIZED CUSTOMER SIGNATURE_____
TITLE_____
DATE_____
ANCOM COMMUNICATIONS, INC._____
Business Development_____
TITLE_____
DATE



Request for Council Action

SUBJECT: **Authorization to Enter into 2023-2025 Labor Agreement with LELS, Local 540**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Kris Wilson, City Administrator, 651.450.2511
Janet Shefchik, HR Manager, 651.450.2512

ACTION REQUESTED

The Council is asked to authorize the appropriate officials to enter into an initial collective bargaining agreement with the newly formed LELS, Local #540, representing the two Police Commanders and two Police Lieutenants within the City's Police Department.

BACKGROUND

The two Commanders and two Lieutenants within the City's Police Department recently exercised their right to form a union and have organized as Law Enforcement Labor Services (LELS), Local #540. This new unit is in addition to the City's two existing LELS units - one representing Police Officers and one representing Police Sergeants.

Negotiations for an initial contract began in early April and recently arrived at a negotiated settlement that closely mirrors the terms and conditions of the City's existing LELS contract for Police Sergeants. The contract would run from February 7, 2023 (the date the new unit was formally recognized by the state's Bureau of Mediation Services) and continue to December 31, 2025.

The contract with this unit varies from the existing contract with the Sergeants unit in the following ways:

1. **Contract Overtime.** The contract spells out the ability of Police Commanders and Lieutenants to work certain overtime shifts and when they do, to be paid at the rate of time and one half of the top Sergeants Pay. Commanders and Lieutenants are salaried employees and generally do not earn overtime, however the Department occasionally has overtime opportunities that are paid for either by a private or non-profit entity seeking officers to provide security or are paid for by various state and federal grants, such as those that provide for extra enforcement of DWI and seat belt regulations around holiday weekends. It is the Department's practice to primarily offer these overtime opportunities to officers and Sergeants, but this contract language provides for compensation on the limited occasions when a Commander or Lieutenant is needed to fill one of these shifts.
2. **Out-of-Class Pay.** The contract provides for a Commander or Lieutenant who is assigned to serve as Acting Chief in the absence of the Police Chief to receive an extra 5% pay for those days that they serve in this role.
3. **Personal Leave Cap.** The contract allows for the accrual of 520 hours of personal leave, whereas

480 hours is allowed in the Sergeants' contract.

4. Funeral Leave. The contract gives the Chief the discretion to authorize one-day of Funeral Leave for a non-family member.

5. Uniform Allowance. The contract allows Commanders and Lieutenants to elect to receive 100% of their uniform allowance in cash, whereas the Sergeants' contract only allows them to receive up to 50% in cash.

In terms of wages, Police Commanders and Lieutenants already received a 3% general wage increase on January 1, 2023 as non-union employees. This contract provides for a subsequent 3% increase on January 1, 2024 and January 1, 2025, which is the same amount agreed to in the City's other two law enforcement contracts. In addition, this contract provides for a one-time wage adjustment of 7.07% for Lieutenants and 6.41% for Commanders on July 1, 2023, to make the salaries for these two positions more competitive with other metro-area police departments and to address the wage compression that has built up between Sergeants and Lieutenants.

FISCAL IMPACT

The negotiated agreement falls within the parameters of the City's adopted 2023 budget. Funding for the 2024 and 2025 general wage increases will need to be included in future City budgets.

RECOMMENDATION

The City Administrator and HR Manager recommend approval of the negotiated agreement.

ATTACHMENTS

None



Request for Council Action

SUBJECT: **Resolution Establishing Juneteenth as a City Holiday**

MEETING DATE: June 12, 2023

ITEM TYPE: Consent Agenda

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, adding Juneteenth to the list of recognized holidays.

BACKGROUND

The Minnesota Legislature has passed and the Governor has signed a law establishing Juneteenth as an official public holiday in Minnesota, effective June 19, 2023. As such, no public business can be conducted other than necessary services, such as police and fire response to 911 calls.

The attached Resolution provides for Juneteenth to be added to the list of recognized city holidays, taking place on June 19 each year, or on the previous Friday if June 19 falls on a Saturday or the following Monday if June 19 falls on a Sunday. As such, City offices will be closed and all benefit-eligible, non-union employees will have the day off with pay. The City's collective bargaining agreements already provide for benefit-eligible union employees to start receiving this holiday if enacted by the state.

FISCAL IMPACT

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution Adding Juneteenth Holiday

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

RESOLUTION NO. _____

RESOLUTION ESTABLISHING JUNETEENTH AS A CITY HOLIDAY

WHEREAS, the date of June 19 is celebrated as Juneteenth, commemorating the emancipation of enslaved African-Americans; and

WHEREAS, the State of Minnesota has made Juneteenth an official public holiday in Minnesota.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, that Juneteenth shall be added to the list of recognized city holidays, effective starting June 19, 2023, and that City offices shall be closed on such date and benefit-eligible, non-union employees shall receive the day off with pay.

Adopted this 12th day of June 2023 by the City Council of Inver Grove Heights, MN.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Temporary Two-Day Liquor License for Church of St Patrick**

MEETING DATE: June 12, 2023

ITEM TYPE: Public Hearing

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to hold a public hearing and then consider approval of an application for a temporary, two-day liquor license for the Church of St Patrick for the premise located at 3535 72nd Street E, Inver Grove Heights, MN, 55076.

BACKGROUND

The Church of St. Patrick has applied for a temporary, two-day liquor license for September 16 and 17, 2023, in conjunction with their annual Fall Festival.

A public hearing is required, and notice of such was published in the May 28, 2023 issue of the Pioneer Press.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends approval of the temporary license following the public hearing.

ATTACHMENTS

1. Temp On-Sale 2 Day Liquor License Application



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date of organization		Tax exempt number	
Church of St. Patrick		1856		9110954	
Organization Address (No PO Boxes)		City	State	Zip Code	
3535 72nd Street East		Inver Grove Heights	Minnesota	55076	
Name of person making application		Business phone		Home phone	
Bryan Collins		651-621-1561			
Date(s) of event		Type of organization ☐ Microdistillery ☐ Small Brewer			
September 16-17, 2023		☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit			
Organization officer's name		City	State	Zip Code	
Fr. Brian J. Fier		Inver Grove Heights	Minnesota	55076	
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		

Location where permit will be used. If an outdoor area, describe.
Shamrock Hall, 3535 72nd Street East, Inver Grove Heights, MN 55076 and also the courtyard on Clayton Street in front of Shamrock Hall.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Will purchase own liquor.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Catholic Mutual, \$500,000.00 each occurrence general liability and \$500,000.00 excess liability insurance.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Event in conjunction with a community festival ☐ Yes ☐ No	City or County E-mail Address
Current population of city	

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



May 17, 2023

Rebecca Kiernan
8150 Barbara Avenue
Inver Grove Heights, MN 55077

RE: Full on Sale Temporary Liquor Permit

The Church of St. Patrick is requesting a full on sale temporary liquor license for our Annual Fall Festival, September 16-17, 2023.

We are asking the City Council to grant this request at the next council meeting. If you have further questions, please contact, Bryan Collins at 651-621-1561.

Thank you,

A handwritten signature in black ink, appearing to be 'Bryan Collins', with a long horizontal line extending to the right.

Bryan Collins
Administrator
Church of St. Patrick
bcollins@churchofstpatrick.com
Office Direct: 651-621-1561



Request for Council Action

SUBJECT: **Comprehensive Annual Financial Report for the Year Ended December 31, 2022**

MEETING DATE: June 12, 2023

ITEM TYPE: Regular Business

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to accept the Comprehensive Annual Financial Report which includes the Management Letter and Other Required Reports for the year ended December 31, 2022.

BACKGROUND

Each year the City contracts with an independent Certified Public Accounting firm to audit the City's Comprehensive Annual Financial Report (Report). Abdo, Eick & Meyers, LLP (Abdo) performed the audit for the 2022 report. They have issued an unqualified (clean) opinion on the City's financial statements. This is the highest form of assurance a Certified Public Accounting Firm can issue. As accounting and auditing standards dictate the scope and form of these reports, there is no further Council action necessary other than to receive the reports.

At the meeting, Abdo will present a summary of their audit opinion as well as an overview of 2022 year-end fund and cash balances.

There are three audit findings related to our SAFER grant compliance and internal control procedures. Staff are currently discussing improved procedures to put into place prior to the City's next request for reimbursement.

A final draft of the 2022 Comprehensive Annual Finance Report is attached.

Following Council acceptance, the report will be submitted to the Government Finance Officers Association (GFOA) for consideration in the Certificate of Achievement for Excellence in Financial Reporting program. The City has participated in and received recognition from this program since 1986.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends Council accept the Comprehensive Annual Financial Report for the Year Ended December 31, 2022.

ATTACHMENTS

1. Auditor Presentation
2. 2022 DRAFT Annual Comprehensive Financial Report (6-8)



Lighting the path forward

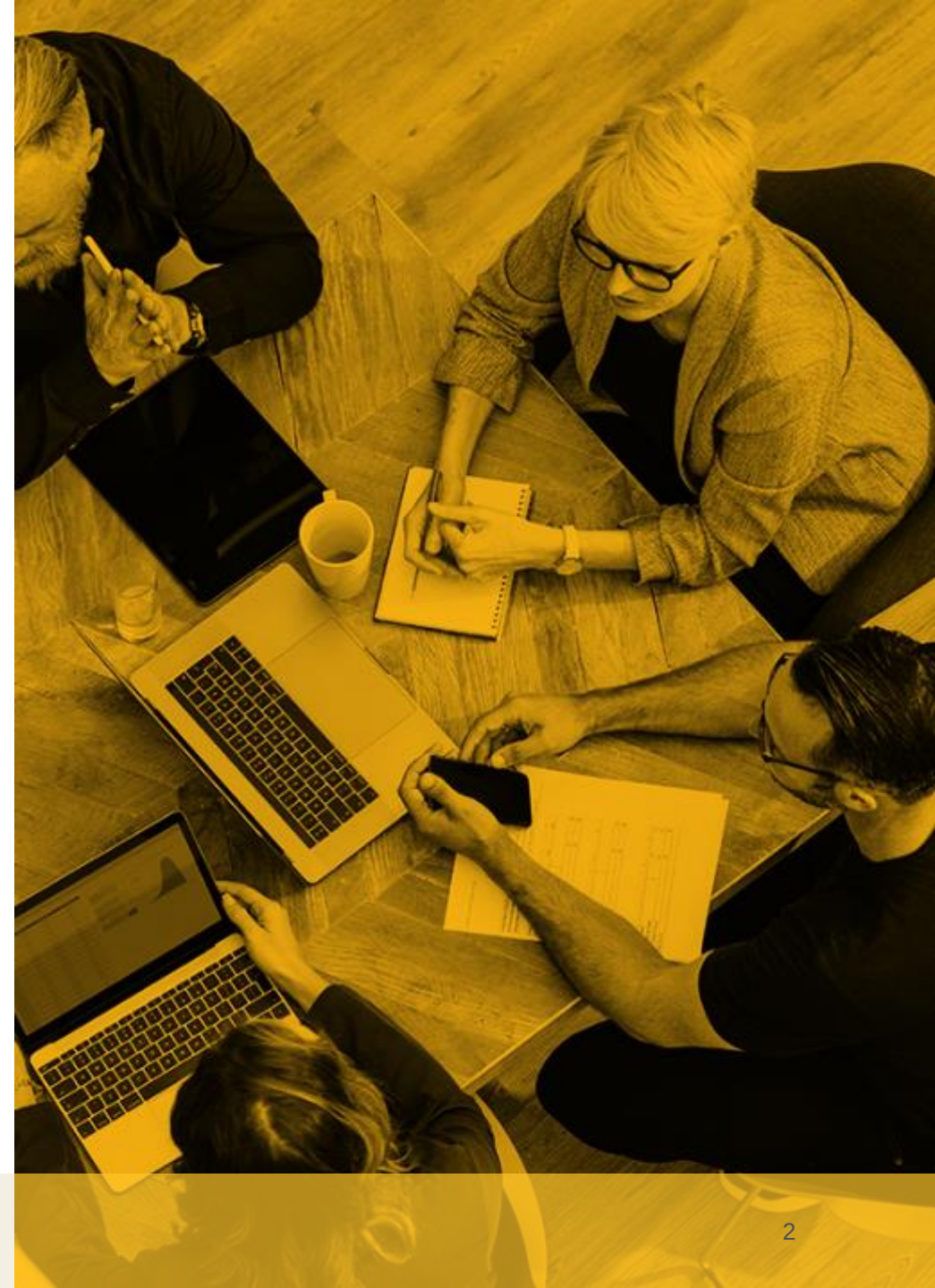
City of Inver Grove Heights

2022 Financial Statement Audit



Introduction

- Audit Opinion and Responsibility
- General Fund Results
- Other Governmental Funds
- Proprietary Funds



Audit Results

Auditor's Opinion



Unmodified opinion under GAAP

Minnesota Legal Compliance



No instances of noncompliance

Single Audit Report



Compliance and Internal Control
Findings related to OMB
Compliance Supplement
requirements

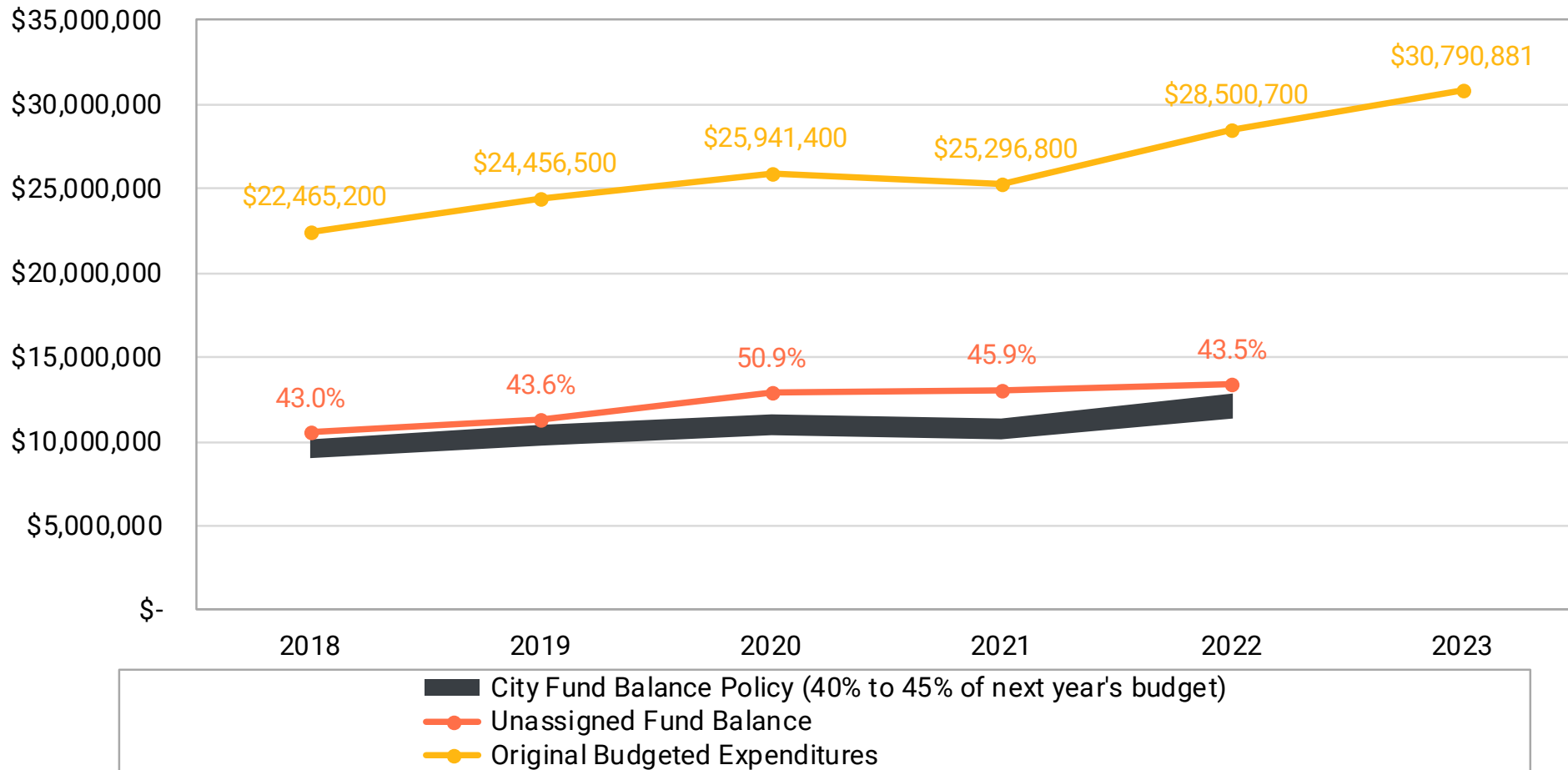
Audit Results

2022 Audit Findings

- SAFER Grant Compliance Findings
 - Reimbursement Requests
 - Reporting Requirements
- SAFER Grant Control Finding
 - Review and approval of reimbursement requests and required reporting



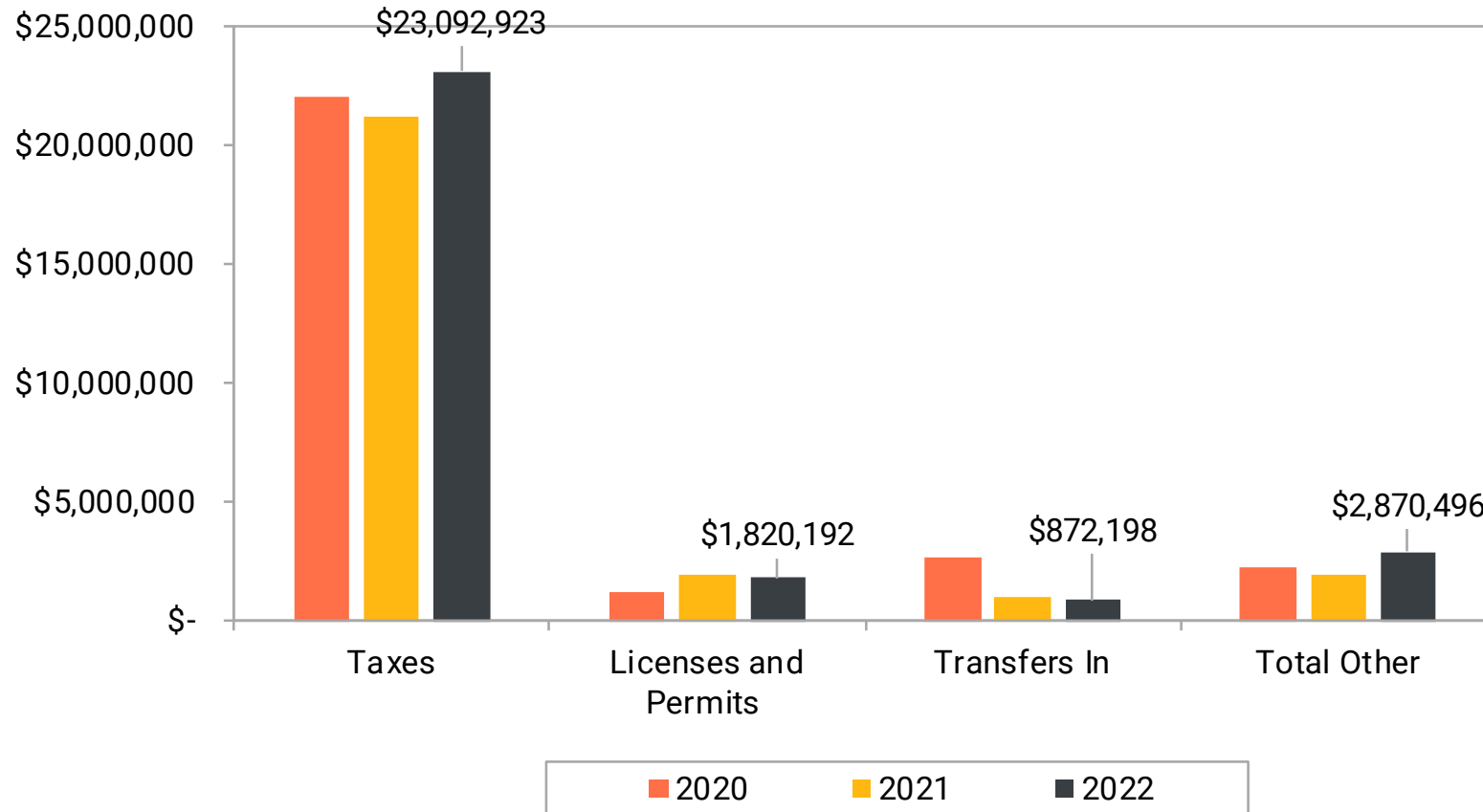
General Fund Fund Balances



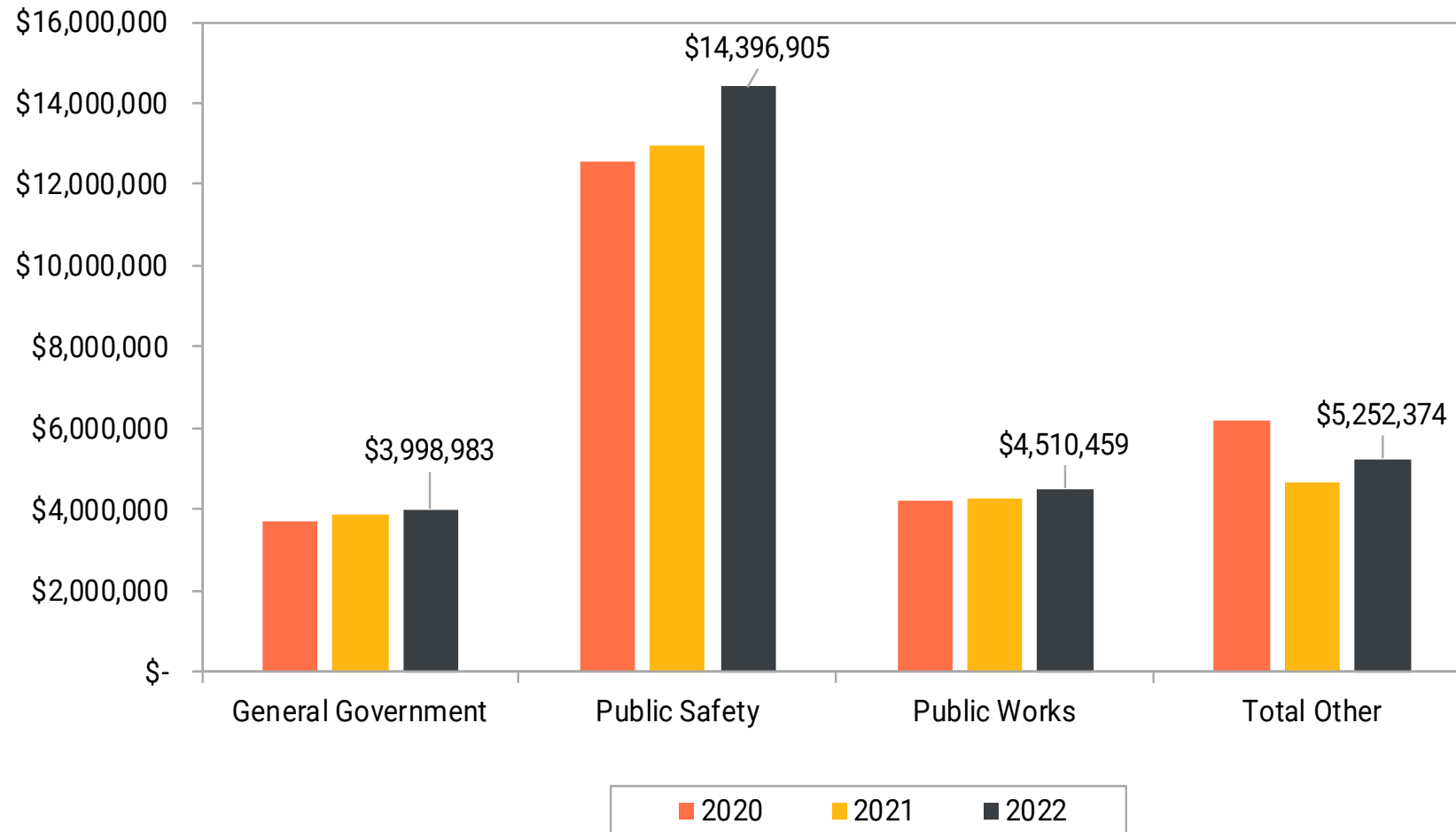
General Fund Budget to Actual

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	\$ 28,067,679	\$ 27,783,611	\$ (284,068)
Expenditures	28,707,992	27,757,730	950,262
Excess of Revenues Over Expenditures	<u>(640,313)</u>	<u>25,881</u>	<u>666,194</u>
Other Financing Sources (Uses)			
Transfers in	671,200	872,198	200,998
Lease issued	-	58,318	58,318
Transfers out	<u>(374,100)</u>	<u>(400,991)</u>	<u>(26,891)</u>
Total Other Financing Sources (Uses)	<u>297,100</u>	<u>529,525</u>	<u>232,425</u>
Net Change in Fund Balances	(343,213)	555,406	898,619
Fund Balances, January 1	<u>13,208,391</u>	<u>13,208,391</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 12,865,178</u>	<u>\$ 13,763,797</u>	<u>\$ 898,619</u>

General Fund Revenues by Type



General Fund Expenditures by Type



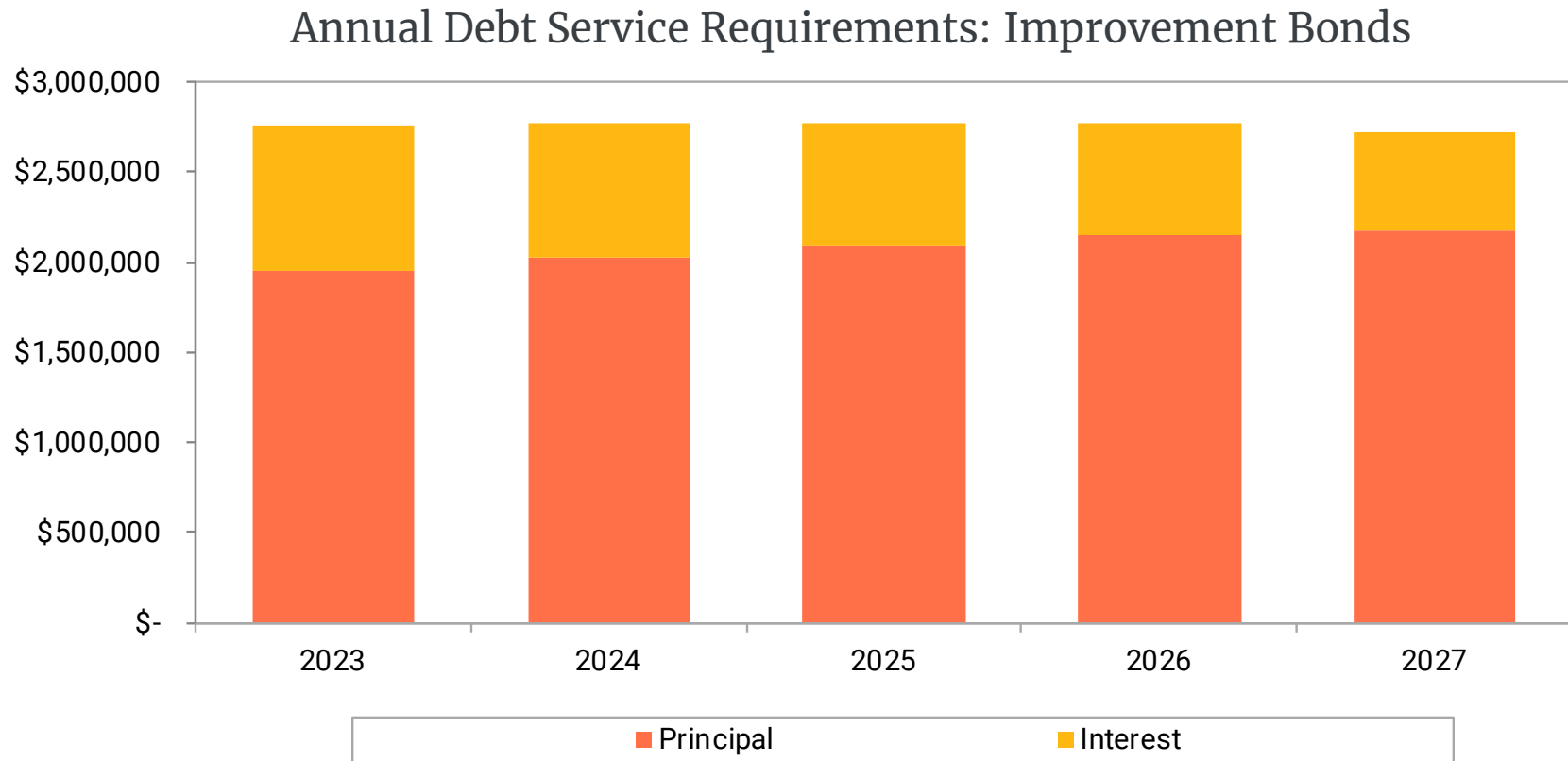
Fund	Fund Balances December 31,		Increase (Decrease)
	2022	2021	
Major			
Community Center	\$ (1,675,018)	\$ (1,734,210)	\$ 59,192
American Rescue Plan Act	-	-	-
Nonmajor			
Convention and Visitors Bureau	85,143	100,080	(14,937)
Recreation	-	436,539	(436,539)
Opioid Settlement	95,240	-	95,240
Economic Development Authority (EDA)	421,334	376,096	45,238
Total	<u>\$ (1,073,301)</u>	<u>\$ (821,495)</u>	<u>\$ (251,806)</u>



Note: Beginning in 2021, the Franchise Fee Fund was closed to the Pavement Management Fund.

Special Revenue Fund Balances

Debt Service Fund		Cash Balance	Total Assets	Bonds Outstanding
Major				
	Improvement Bonds	<u>\$ 4,064,185</u>	<u>\$ 4,424,272</u>	<u>\$ 27,230,000</u>
	Total Interest Payments			<u>\$ 5,939,397</u>



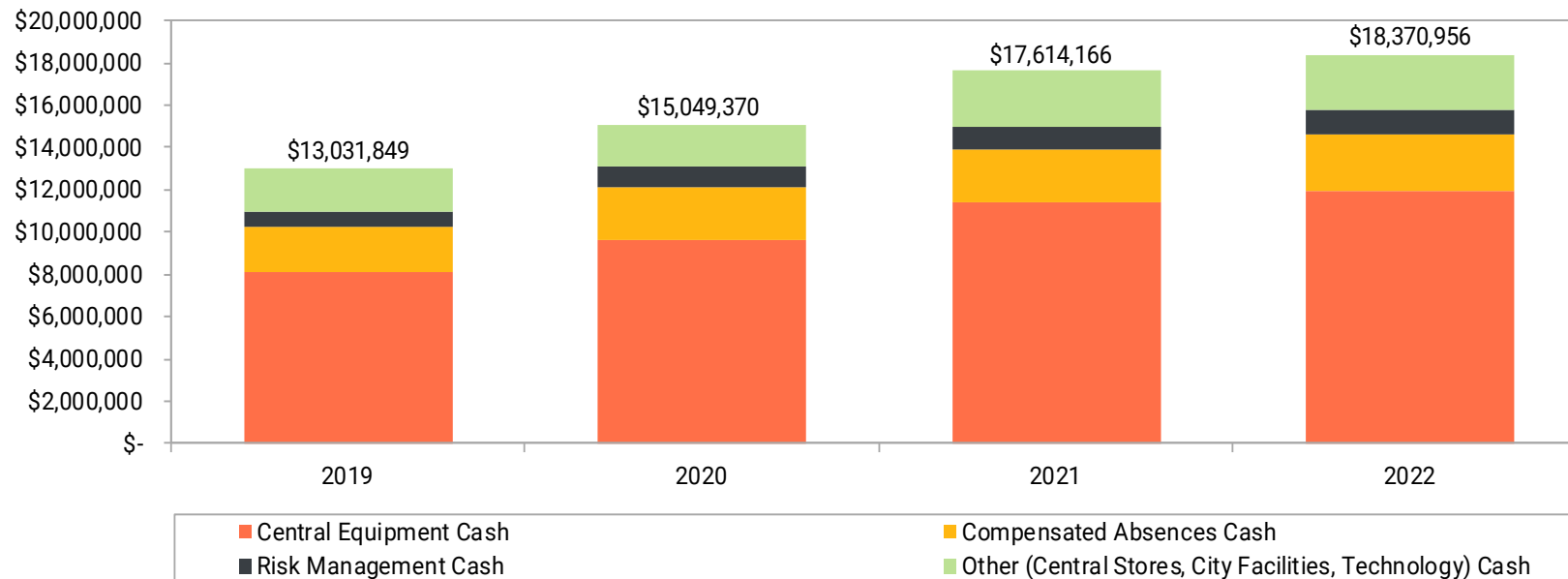
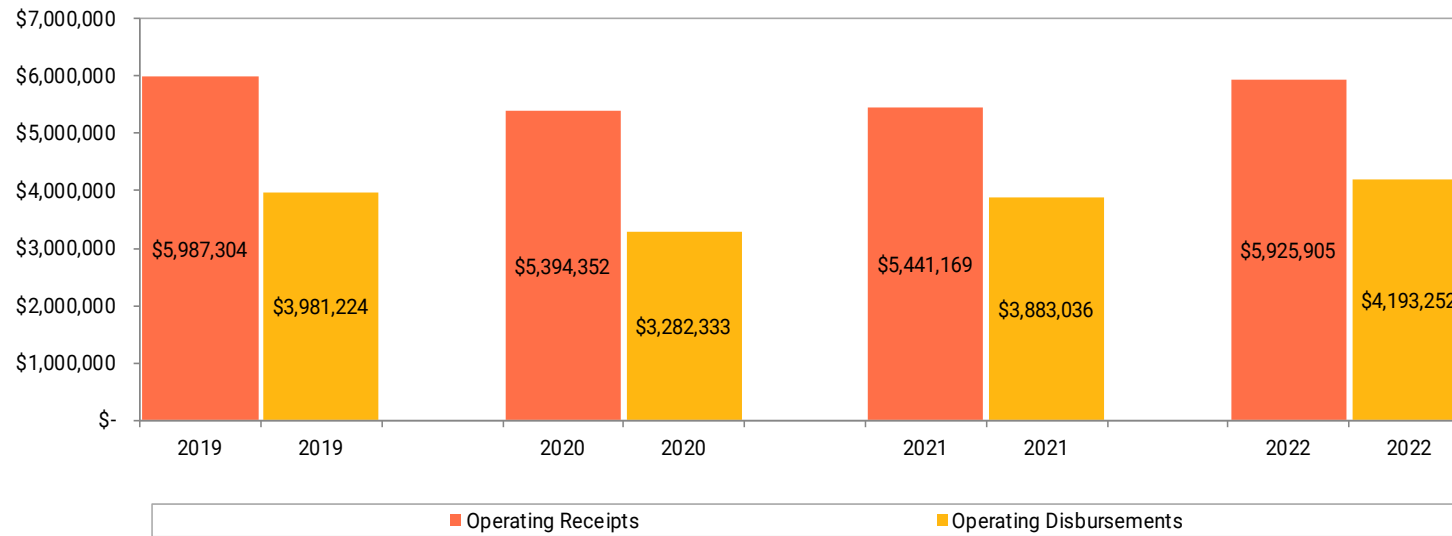
Debt Service Funds

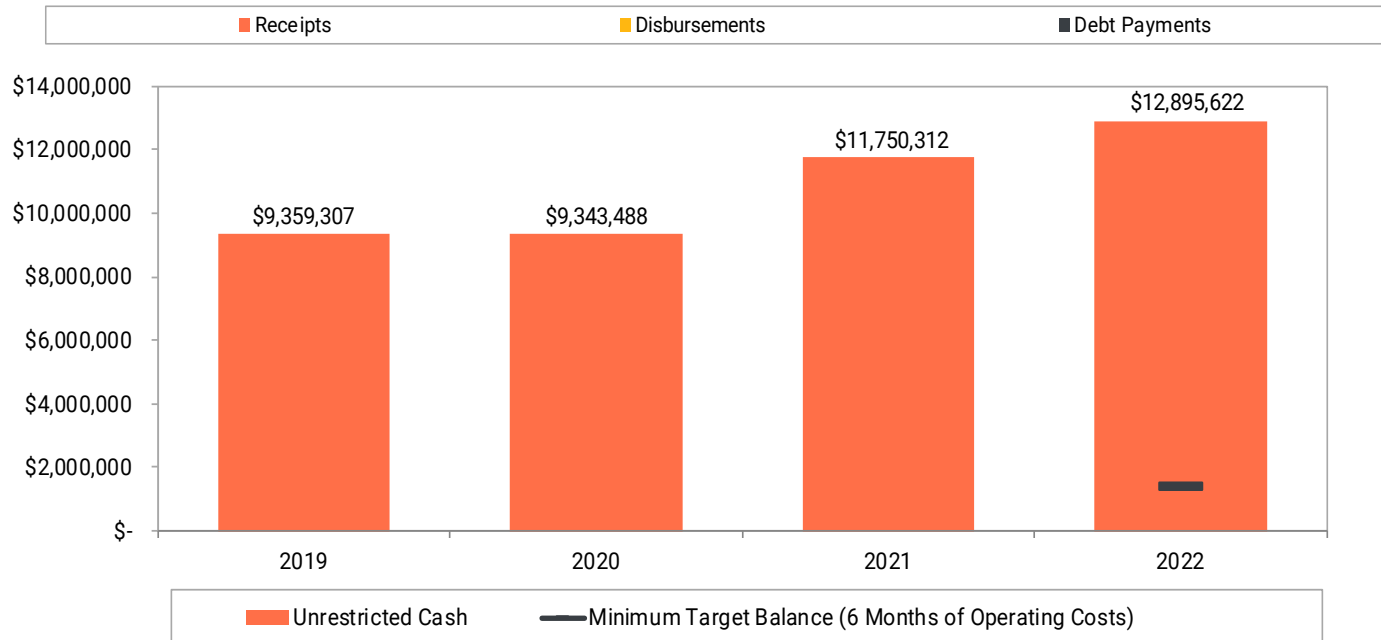
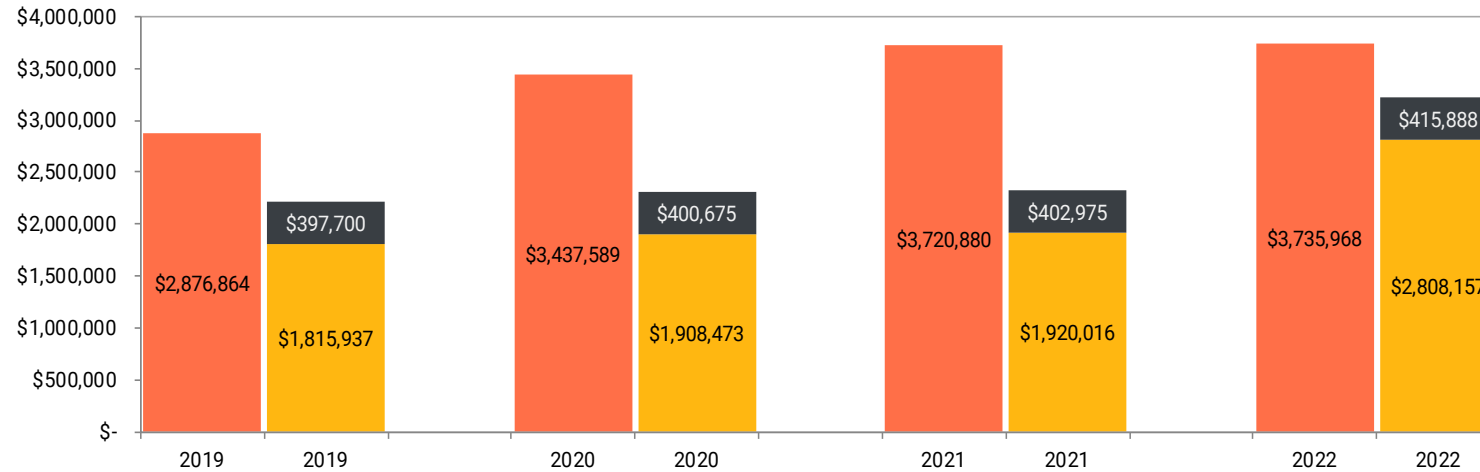
Capital Projects Fund	Fund Balances December 31,		Increase
	2022	2021	(Decrease)
Major			
Pavement Management	\$ 12,518,185	\$ 10,610,735	\$ 1,907,450
Local Improvement Construction	1,140,142	1,814,146	(674,004)
Closed Bond	2,090,990	2,036,687	54,303
Host Community	8,240,845	9,390,081	(1,149,236)
Nonmajor			
Parks Capital Replacement	2,122,468	1,546,574	575,894
Parks Acquisition and Development	5,217,772	4,769,617	448,155
State Aid Construction	455,570	466,375	(10,805)
City Properties	373,927	106,562	267,365
Tree Preservation	829,228	306,585	522,643
Emerald Ash Borer	58,893	111,436	(52,543)
Tax Increment Financing	3,945,464	4,038,605	(93,141)
Capital Improvement Revolving	-	2,562	(2,562)
Americans with Disabilities Act	-	252,734	(252,734)
Permanent Improvement Revolving	-	2,165	(2,165)
Total	<u>\$ 36,993,484</u>	<u>\$ 35,454,864</u>	<u>\$ 1,538,620</u>

Capital Project Fund Balances

Internal Service Funds

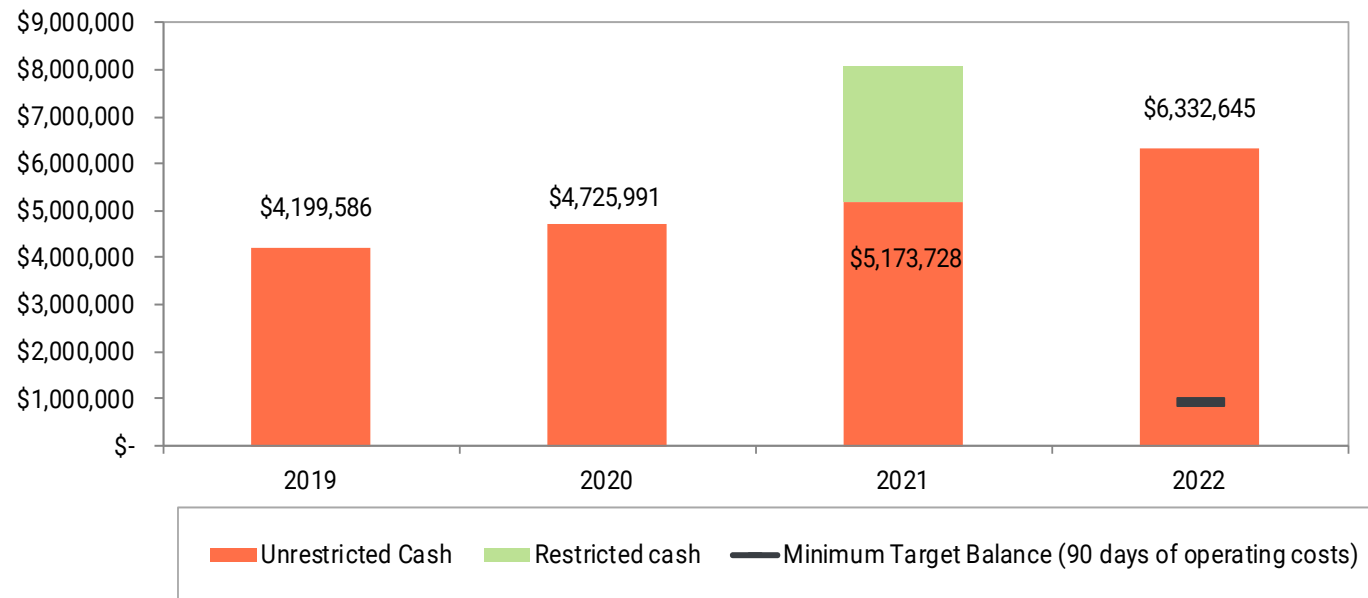
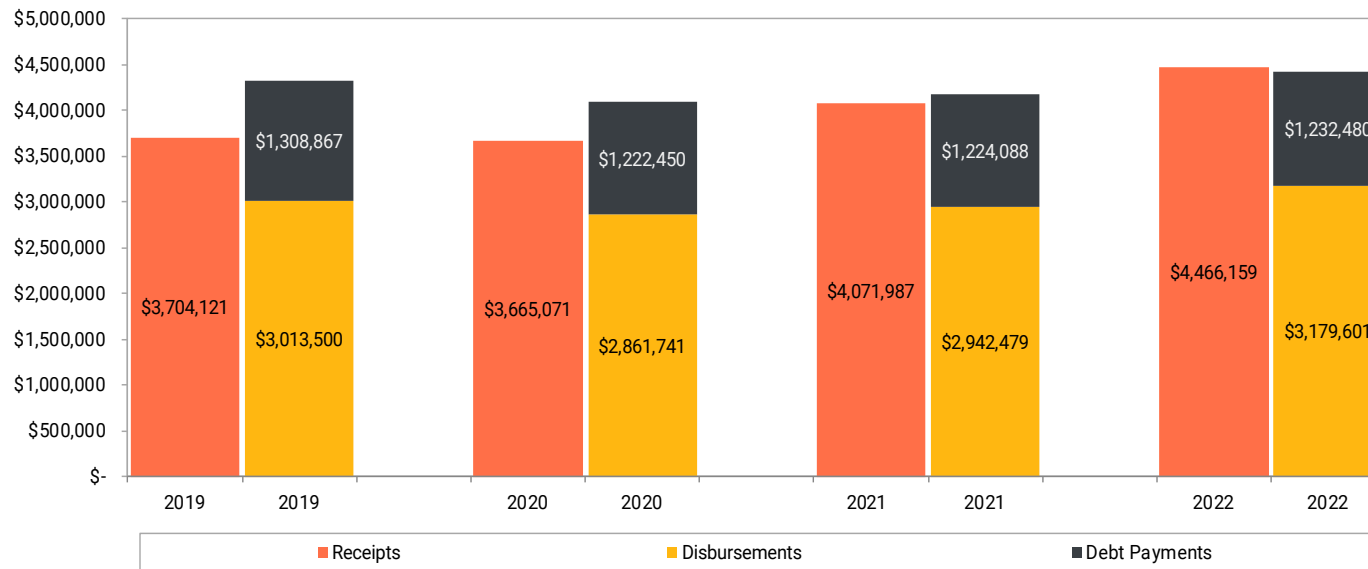
Cash Flows from Operations and Cash Balances





Water Funds

Cash Flows and Cash Balances

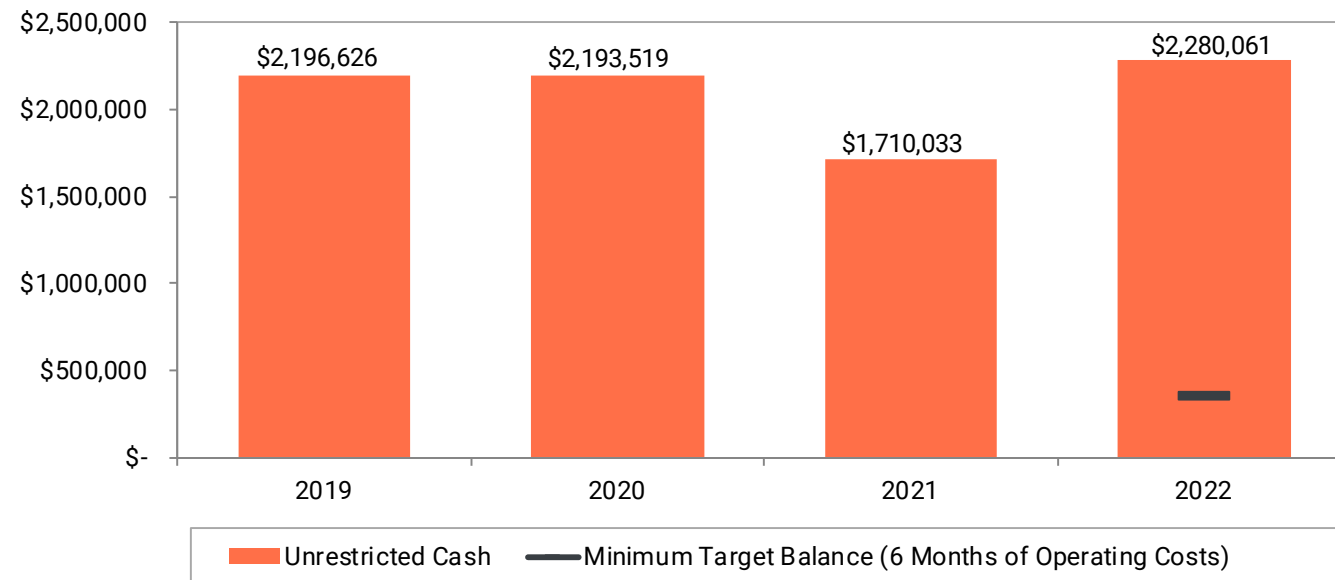
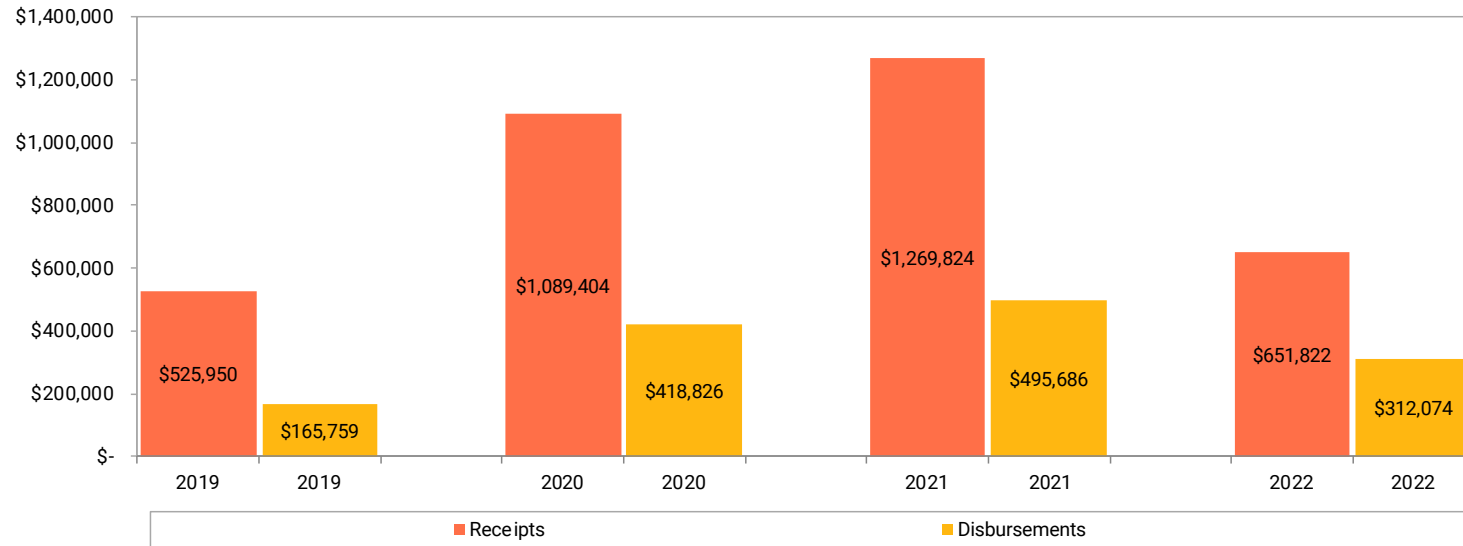


Sewer Funds

Cash Flows and Cash Balances

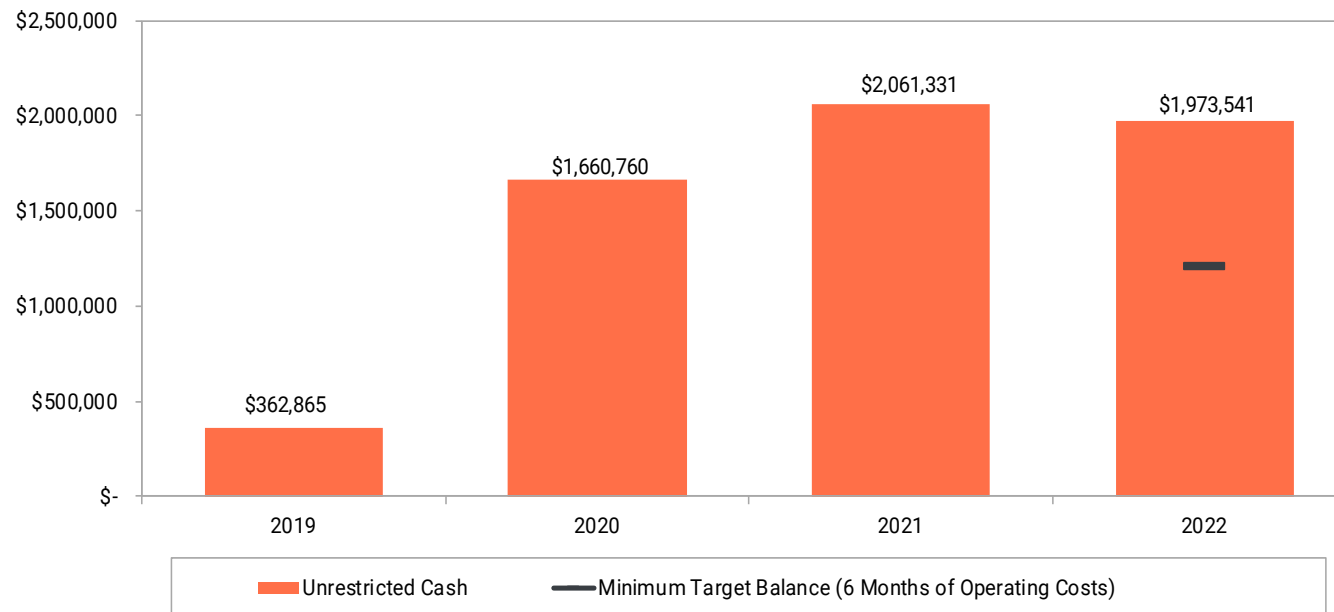
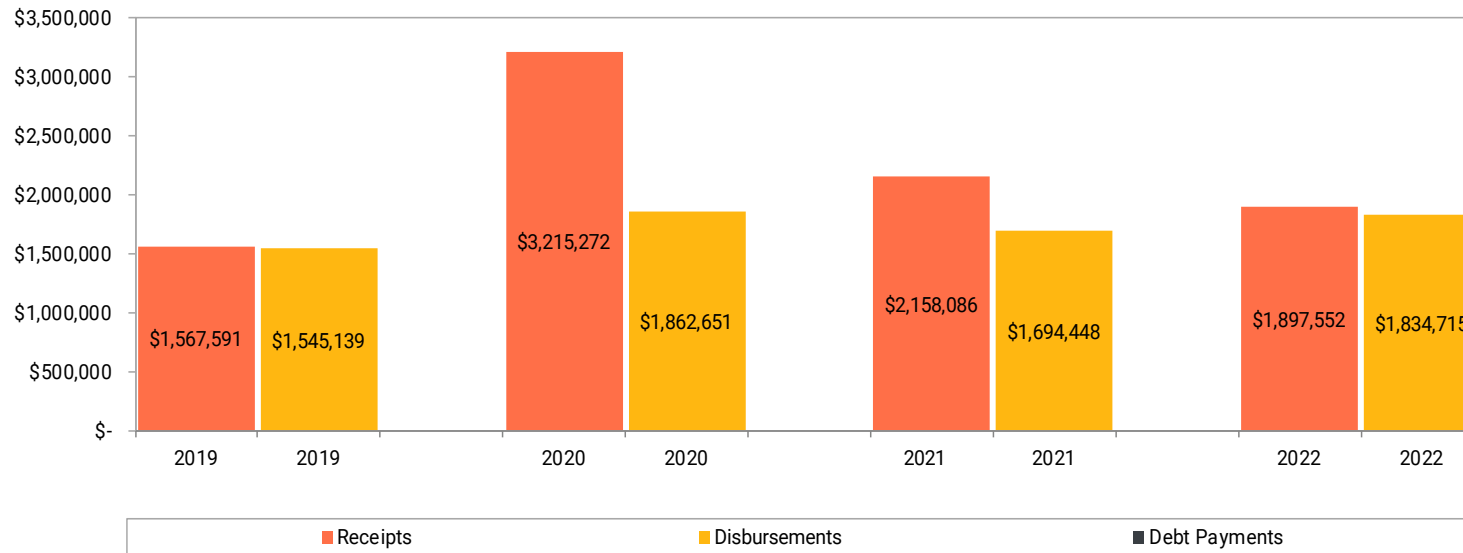
Storm Water Management Funds

Cash Flows and Cash Balances

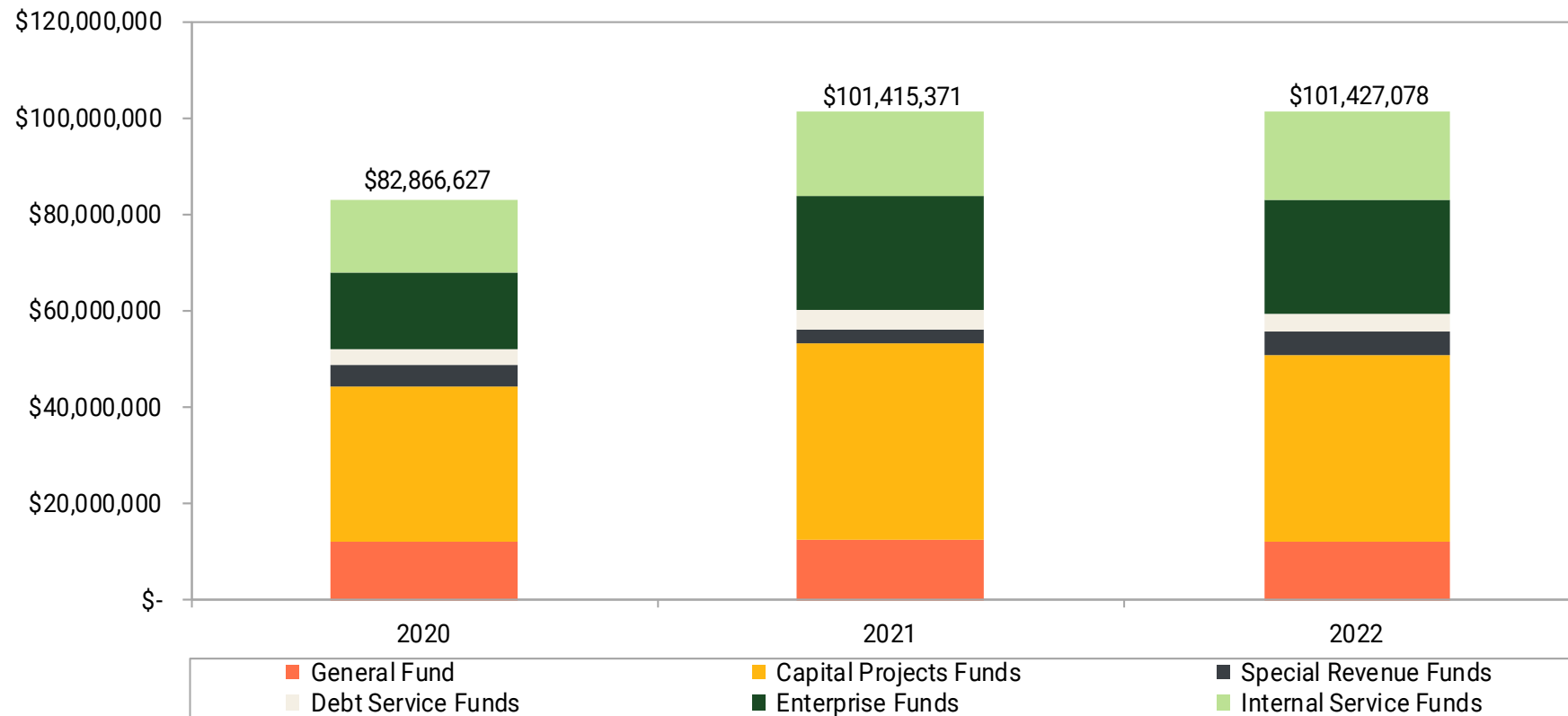


Golf Course Fund

Cash Flows and Cash Balances



Cash and Investments Balances by Fund Type



Your Abdo Team



Brad Falteysek, CPA
Partner

brad.falteysek@abdosolutions.com



Bonnie Schwieger, CPA
Senior Manager

bonnie.schwieger@abdosolutions.com



Jill Knutson
Associate

jill.knutson@abdosolutions.com



Nicole Bjorklund
Associate

Nicole.bjorklund@abdosolutions.com



Jason Fagan
Intern

jason.fagan@abdosolutions.com



**ANNUAL COMPREHENSIVE
FINANCIAL REPORT
FOR THE YEAR ENDED
DECEMBER 31, 2022**

**CITY OF INVER GROVE HEIGHTS,
MINNESOTA**

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CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

ANNUAL COMPREHENSIVE
FINANCIAL REPORT

FOR THE YEAR ENDED
DECEMBER 31, 2022

REPORT PREPARED BY:
FINANCE DEPARTMENT

DRAFT

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City of Inver Grove Heights, Minnesota
Annual Comprehensive Financial Report
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INTRODUCTORY SECTION

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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NEED DATE

To the Mayor, City Council and Citizens of the City of Inver Grove Heights:

Minnesota statutes require every city to issue an annual report on its financial position and activity. These must be prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) and audited in accordance with audit standards generally accepted in the United States of America by a firm of licensed certified public accountants or the Office of the State Auditor. Pursuant to that requirement, we hereby issue the annual comprehensive financial report of the City of Inver Grove Heights for the fiscal year ended December 31, 2022.

This report consists of management's representations concerning the finances of the City of Inver Grove Heights. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the costs of internal controls should not outweigh their benefits, the City of Inver Grove Heights' internal controls have been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The City of Inver Grove Heights' financial statements have been audited by Abdo, a firm of licensed certified public accountants. The goal of the independent audit is to provide reasonable assurance that the financial statements of the City for the fiscal year ended December 31, 2022, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the City of Inver Grove Heights' financial statements for the fiscal year ended December 31, 2022, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City of Inver Grove Heights' MD&A can be found immediately following the report of the independent auditors.



Profile of the Government

The City of Inver Grove Heights, incorporated in 1965, is a suburban community located about 12 miles south of the City of St. Paul, Minnesota and part of the Twin Cities Metropolitan Area that includes Minneapolis, with a total population estimated to be 4 million. The city is in Dakota County, one of the fastest growing counties in the state in terms of population, housing, and business growth. The City of Inver Grove Heights currently occupies a land area of approximately 30 square miles and serves a population of approximately 36,000. The City is empowered to levy a property tax on both real and personal properties located within its boundaries. While it is empowered by state statute to extend its corporate limits by annexation, Inver Grove Heights is still developing within its corporate limits and is bordered on all sides by other incorporated communities.

The City of Inver Grove Heights became a statutory city in 1974. The City operates under a statutory form of government consisting of a four-member city council and the mayor who is a voting member. Council members serve four-year staggered terms and the mayor serves a two-year term. Among its primary duties, the City Council makes laws, sets policies, adopts budgets, and oversees a wide-ranging agenda for the community. The City Administrator is appointed by the City Council. The City Administrator heads the administrative branch of city government and directs all city operations, projects, and programs.

The City of Inver Grove Heights provides a full range of services, including police and fire protection, the construction and maintenance of streets and other infrastructure, water and sewer services, community development support, and recreational activities and cultural events.

The annual budget serves as a foundation for the City of Inver Grove Heights' financial planning and control. All departments of the City submit requests for appropriation for the following year to the City Administrator, who uses this information to develop a proposed budget. This is presented to the City Council for their review. The City Council is required to adopt a proposed budget and tax levy by September 30. The Council is required to hold public hearings on the proposed budget and to adopt a final budget by no later than December 28.

Factors Affecting Financial Condition

The information in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Inver Grove Heights operates.

Local Economy. The City of Inver Grove Heights continues to experience development and population growth. State Highway 52, which traverses north and south through the City, allows residents and businesses rapid and direct access directly north into downtown St. Paul and to Interstate Highway 94 which connects St. Paul with Minneapolis. This roadway has enhanced transportation throughout the metropolitan area for City residents and increased opportunity for further industrial, commercial, and residential development.



Interstate Highway 494 traverses east and west through the City and connects with Interstate Highway 694 to form a freeway loop around the entire Twin Cities Metropolitan area. The highway system provides Inver Grove Heights ready access to the downtowns of Minneapolis and St. Paul as well as the international airport located 11 miles away.

Inver Grove Heights has several large industries which account for a significant portion of the City's commercial tax capacity. Some of the industries are highly automated and consequently are major taxpayers but not major employers.

Relevant Financial Policies.

In 2022, the City implemented GASB 87 for leases as required by the Governmental Accounting Standards Board (GASB). GASB 87 established a model for lease accounting based on the foundational principle that leases are financing the right to use an asset. The goal of this implementation was to increase the usefulness of the city's financial statements by reporting certain lease liabilities that are not currently reported as well as enhance comparability of financial statements among governments by requiring lessees and lessors to report leases under a single model. The city will recognize a lease liability and a lease asset when it is a lessee, unless the lease is a short-term lease, or it transfers ownership of the underlying asset. When the city is the lessor, it will recognize a lease receivable and deferred inflow of resources.

The primary financial goal of the City's investment policy is to ensure the safety of principal invested by the City. Cash temporarily idle during the year is invested in instruments authorized under *Minnesota Statute No. 118A*. Instruments authorized include certificates of deposit, commercial paper, and obligations of U.S. Treasury and government agencies. To achieve diversification, the policy provides that, except for U.S. Treasury securities, no more than 50% of the City's total investment portfolio will be invested with a single institution or in a single security type. A report summarizing investment activity and demonstrating compliance with this policy is prepared on a monthly basis for City Council review. Cash balances from all City funds are pooled into an investment fund and investment income is distributed on a pro-rata basis at the end of each quarter.

Capital financing for major municipal improvements is provided through improvement bonds, general obligation bonds, tax increment bonds, or revenue bonds. Depending upon the project, special assessments may be levied upon properties to share in the cost of the improvement project. The special assessments are collected over a period of time and are used to help satisfy the improvement bond debt. Internal financing of improvement projects is usually minimal and only for short periods of time.



The City has adopted a comprehensive set of internal control procedures. The City's accounting system was developed and is continually evaluated to assure the adequacy of internal accounting controls. Internal accounting controls are designed to provide reasonable but not absolute assurance in the areas of safeguarding assets against loss from unauthorized use or disposition, reliability of financial records, and convenience of access for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the evaluation of cost and benefits requires estimates and judgments by management, and the cost of a control should not exceed the benefits likely to be derived. All internal controls are evaluated against the above criteria. It is our belief that the City's internal accounting controls adequately safeguard the City's assets and provides reasonable assurance of properly recording financial transactions.

Major Initiatives.

Community Development

The high cost of land, construction materials, labor, and financing impacted the level of new construction activity in 2022, especially in the last quarter. The total value of permitted new construction was \$122 million in 2022, which is greater than 2019's pre-pandemic amount of \$114 million, but less than 2021's record breaking year of \$144 million in new value. The total number of building permits issued in the city in 2022 did grow by over 6%, which reflects steady, sustainable growth. In 2022, building construction included over \$10 million of private sector investment in new commercial development and \$7 million in multi-family development. An additional \$11 million was invested in private commercial redevelopment projects in 2022. Construction was started on 166 new housing units, mainly single-family units with an average sales price point of \$650,000 plus. Another noteworthy fact is that the number of single-family home renovation permits has more than doubled within the last three years. That being said, total 2022 building permit fee revenues declined slightly from just under \$6 million in 2021 to just under \$5 million in 2022.

Some new commercial development projects in 2022 included Minnesota's first landfill to renewable natural gas (RNG) plant constructed by Republic Services, OPAL Fuels and NextEra Energy Marketing. United Properties also constructed another 95,000 square foot office/warehouse building in their Inver Pointe business park just south of state Highway 55, and the city's largest employer, CHS, continued its multi-year corporate headquarters renovation. A variety of restaurants expanded their space to include outdoor dining patios and bar service expansions, auto dealerships continued to renovate their campuses, Aldi's grocery store expanded, and a number of other retail storefronts throughout the city were renovated to accommodate newly leased retail shopping and service businesses such that overall vacancy rates for existing retail space is now quite low in the city.

Two new single family housing plats were approved in 2022 resulting in 12 new lots for Canvas at IGH (2nd Addition) and 50 new lots in the Highlands at Settlers Ridge (Lennar) plat. The second addition for South Grove Townhome's was also reviewed and approved adding 35 more townhome units. Lastly, the Inver Pointe Business Park plat was amended to include two new office/warehouse buildings which will translate into better paying jobs and increased tax base in the city in the next couple of years as they are built out.



The Inver Grove Heights EDA financially supported entrepreneurs in the city by funding the 'Open to Business' small business entrepreneurial support program for another year. The EDA partners with the Dakota County Community Development Agency and other Dakota County cities to contract for professional small business counseling services and microloan financing that is then made available at no cost to local entrepreneurs in start-up, growth, or pandemic recovery modes. It has been rewarding to track the local businesses this technical support has assisted and their successful growth in the city.

Police Department

A key emphasis for the Police Department in 2022 was the continued mental health of the community and all members of the department. All police department employees were again required to do a one-hour visit with a mental health provider and the department is proud that all employees have completed this with a few employees utilizing additional visits again in 2022. Last year training was provided to start a Peer Support Team for officers and civilian staff and in 2022 the first Peer Support Team was formed. A mental health provider also came to our office and provided debriefing for our staff after some serious incidents that officers were involved in during 2022.

In 2021, the department started researching the potential benefits of having a social worker embedded within the department to work with citizens that may need services beyond law enforcement and emergency response, such as mental health services, financial services, etc. The department submitted a letter of interest to Dakota County in late 2021 to partner with them on this initiative and in early 2022 we were selected to receive a full-time embedded social worker in the police department. Our social worker started in August and works directly with our Administrative Lieutenant as a two-person team that offers follow-up services to those in crisis. In the first three months, the team fielded 135 contacts for mental health outreach. Of the contacts, 52 were from police calls, 78 from follow ups after reading police reports officers had flagged as possible mental health services needed and 5 walk ins to the police station were served. The Department also has a member of Dakota County Crisis Response Unit based out of our Police Department one day a week. This individual can go directly to active crisis calls with our police officers to start working with community members in crisis and then the follow up is handled by a two-person team.

Fire Department

The Fire Department's emergency calls increased from a high of 2,787 in 2021 to a new record of 3,014 in 2022. Although this was an increase of 8%, it was still much less than the double-digit increases of the past several years. Of the total calls, 68%, were for emergency medical services. The rest included a combination of different types of fires, rescues, alarms (fire/carbon monoxide), and other hazardous conditions.



Utilizing a \$3.4 million federal grant, the City was able to add 9 additional full-time staff to the Fire Department in 2022: 6 firefighters and 3 lieutenants. The grant pays for all wages and benefits for a 3-year period. With these 9, the City added a second crew of 3 on duty 24/7. By having two crews out of two different stations, the Department's median response time was reduced by a little over 14%. In addition, the total number of callbacks for the paid-on-call (POC) staff, for larger and concurrent calls, was reduced by 30%. That means less intrusion on the private lives of our POC firefighters, helping with retention.

Citygate Associates, an independent fire consultant, completed their Fire Department Service Evaluation in 2022 and presented the results to the City Council. They evaluated equipment, facilities, past performance, and the services we provide, along with the community and its risks, concluding with 11 staffing, equipment, and administrative recommendations.

Public Works

The City hired a new Public Works Director in January 2022, after the role had been vacant for much of 2021. A primary objective of the new Director was the development of a five-year Public Works Capital Improvement Plan (CIP), to align public project priorities with the department's multiple budgets. A key driver in the CIP is the City's annual Pavement Management Initiative (PMI), which included the rehabilitation and reconstruction of 5.8 miles of streets, while adding 3.5 miles of new streets to the City's system through new development. Three miles of watermain and two miles of storm sewer were also added to the City's utility system.

The City continued its partnership with Dakota County on several projects, including the preliminary design of a major street reconstruction and modernization project on 117th Street between Rich Valley Boulevard and TH 52. The City also partnered with Dakota County and the City of Eagan on the reconstruction of CSAH 28 (70th Street) between TH 55 and TH 3, and Argenta Trail (CR 63) between Amana Trail and 65th Street. This project was bid in 2021 and is anticipated to extend through 2023.

Parks & Recreation

In August of 2022, Inver Grove Heights celebrated the grand opening of Vista Pines Park, the first of four neighborhood parks planned for the northwest area of the city. The 8-acre park includes paved and natural trail loops, a playground, full basketball court, two bike skills courses, an open green space, and a pleasure skating rink in the winter.

The Veteran's Memorial Community Center (VMCC) continued to return to pre-Covid pandemic revenues and attendance in 2022. Although the pandemic continued to have an impact on programs and access to the National Guard Gym in the first quarter of 2022, the facility and department has made strides in bringing revenues up. As of December 31, 2022 the VMCC membership base had increased by 22% over 2021, with 3072 members, and admissions increased by 22%, ending the year with 184,181 admissions for events such as Open Swim and Open Skate and Hockey. These numbers account for 95% of projected 2022 revenues. In 2022, records show the Parks and Recreation staff offered over 8,600 individual programming opportunities to the public, including fitness, aquatics, youth, active older adults, teens, and special event programming.

ETHICS | EXCELLENCE | ENGAGEMENT



Notable projects in 2022 included the completion of the pool filter replacement project, which included the replacement of pool filters, pumps, motors, and chemical feed systems. In addition, all three community rooms were upgraded with new carpet, paint, ceiling tiles, and audio/visual equipment.

Inver Wood Golf course continues to perform well financially and remains a positive recreational asset in the community. We had another year of strong participation in golf with over 70,000 rounds of golf played between the Championship and Executive Golf Courses. Our driving range remained at capacity level and saw over 10,000 visitors. Additionally, in March of last year Minnesota Golfer Magazine featured the Inver Wood Golf Course for providing a high-quality course all while welcoming high levels of traffic.

Administration & Finance

The 2022 statewide General Election, which included numerous city, county, and statewide offices, yielded a 69% voter turnout in Inver Grove Heights and resulted in the election of a new mayor and two new city councilmembers in IGH. The City Clerk's office served 4,782 early voters and 11,367 Election Day voters thanks to the combined efforts of full-time and seasonal staff as well as 130 election judges.

In the Finance Department, significant strides were made in streamlining numerous city funds, providing a more transparent and workable structure for staff, policymakers and the public.

For the Future.

The future looks bright for Inver Grove Heights in 2023 and beyond. The 2023 budget adopted by the City Council will allow for a significant investment in staffing to serve our growing community. New staffing will be hired in 2023 for the Police Department, Streets, Parks, and Communications. The City is also providing wage increases to paid on call firefighters and putting additional resources into seasonal staff for Streets and Parks to enhance maintenance of our valuable infrastructure.

New commercial and residential construction, as well as renovation and remodeling, are anticipated to continue keeping the Community Development Department busy in 2023. A new economic development consultant has been hired and increased attention is being devoted to the recruitment of additional retail and dining options for the community.

In 2023, the Police Department will be working on updating city ordinances to help both businesses and residents with a number of quality-of-life and community livability issues. Working with the City Clerk's office, the department is expected to take over licensing and enforcement of tobacco sales in the City from Dakota County, and will also be closely monitoring and responding as needed to changes at the state level regarding the legal use of marijuana and other THC products.



With a new fire marshal and inspector starting in early 2023, the Fire Department looks forward to a renewed focus on community risk reduction. This will improve safety, not just for those living, working in or visiting our city, but also for firefighters who have to respond to calls.

Public Works will be focused on continued implementation of the annual Pavement Management Initiative, design of a major rehabilitation effort at the City's Water Treatment Plant, and the initiation of a comprehensive site plan for the expansion of the City's existing Public Works Facility.

The City's parks system will see significant investment in 2023, with Phase 1 redevelopment of South Valley Park, Phase 4 construction of Heritage Village Park, and the development of two additional northwest area parks all proceeding forward.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Inver Grove Heights for its annual comprehensive financial report for the fiscal year ended December 31, 2021. This Certificate recognizes the city for publishing an easily readable and efficiently organized financial report which satisfies both GAAP and applicable legal requirements. The city has consecutively received this award since 1986.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the dedicated services of the Finance Department staff. We would like to express our appreciation to all members of the department who assisted and contributed to the preparation of this report. Credit must also be given to the Mayor and City Council for their unfailing support for maintaining the highest standards of professionalism in the management of the City of Inver Grove Heights' finances.

Respectfully submitted,

Amy Hove
Finance Director

Kristine Lyndon Wilson
City Administrator



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Inver Grove Heights
Minnesota**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

December 31, 2021

Christopher P. Morill

Executive Director/CEO

City of Inver Grove Heights, Minnesota
Elected and Appointed Officials
As of NEED DATE

ELECTED

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Brenda Dietrich	Mayor	12/31/24
Sue Gliva	Council Member	12/31/24
Tony Scales	Council Member	12/31/26
John Murphy	Council Member	12/31/24
Mary T'Kach	Council Member	12/31/26

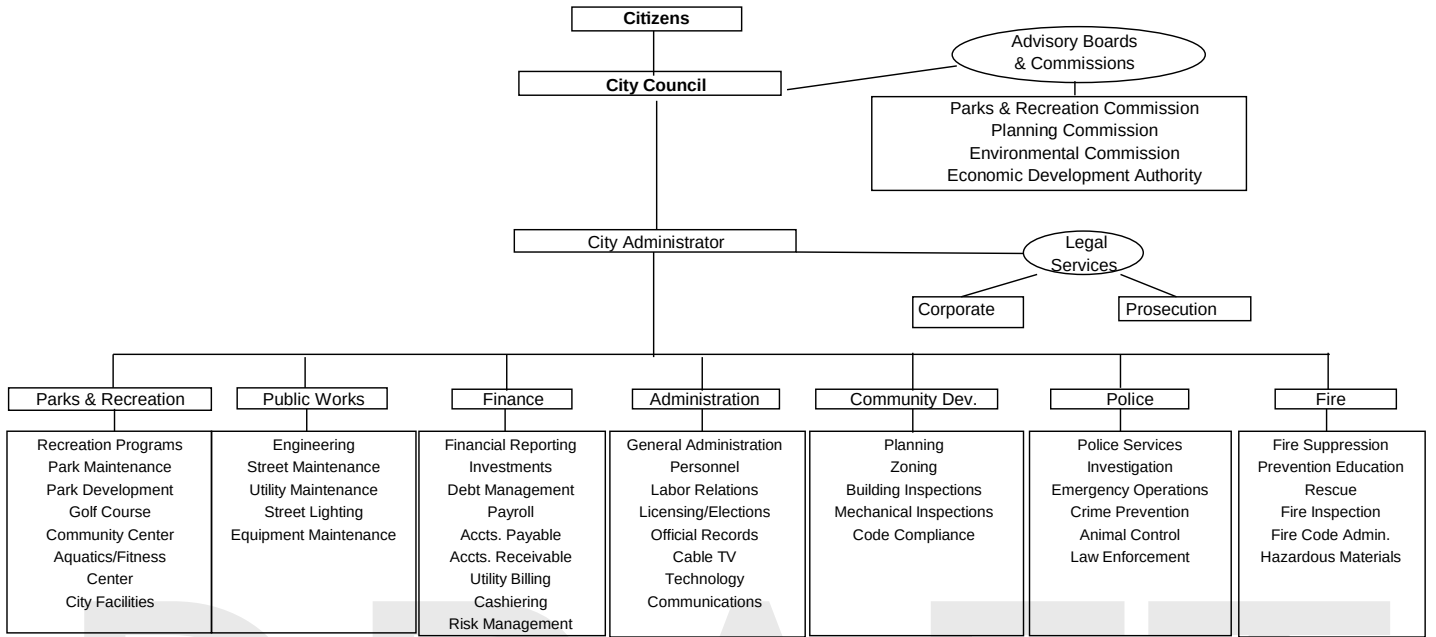
APPOINTED

<u>Name</u>	<u>Title</u>
Kris Wilson	City Administrator
Amy Hove	Finance Director
Melissa Chiodo	Police Chief
Judy Thill	Fire Chief
Brian Connolly	Public Works Director
Heather Rand	Community Development Director
Adam Lares	Parks and Recreation Director

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CITY OF INVER GROVE HEIGHTS, MINNESOTA

ORGANIZATION CHART



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FINANCIAL SECTION

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council
City of Inver Grove Heights, Minnesota

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Inver Grove Heights, Minnesota (the City), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City as of December 31, 2022, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General fund and Community Center special revenue fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit

Change in Accounting Principle

As described in Note 7 to the financial statements, the City adopted the provisions of Governmental Accounting Standard Board (GASB) Statement No. 87, Lease, for the year ended December 31, 2022. Adoption of the provisions of these statements results in significant change to the classifications of the components of the financial statements. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis starting on page 29 and the Schedules of Employer's Share of the Net Pension Liability, the Schedules of Employer's Contributions, the related notes disclosures, Schedule of Changes in the Fire Relief Association's Net Pension Liability (Asset) and Related Ratios and the Schedule of Changes in the City's OPEB Liability and Related Ratios starting on page 108 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The accompanying combining and individual fund financial statements and schedules and schedule of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statement themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information in the annual report. The other information comprises the introductory section and statistical section but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statement do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated NEED DATE, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

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Management's Discussion and Analysis

As management of the City of Inver Grove Heights, Minnesota, (the City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2022. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on pages 11 - 18 of this report.

Financial Highlights

- The assets and deferred outflows or resources of the City exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year as shown in the summary of net position on the following pages. The unrestricted amount of net position may be used to meet the City's ongoing obligations to citizens and creditors.
- The City's total net position increased as shown in the summary of changes in net assets table on the following pages. The increase this year was due to an increase in capital grants and contributions, and charges for services in the business-type activities continuing to outweigh expenses.
- For the current fiscal year, the City's governmental funds fund balances are shown in the Financial Analysis of the City's Funds section of the MD&A. The total fund balance increased in comparison with the prior year. This increase was mainly due to an increase in permit revenue and charges for services. The total of assigned and unassigned as shown in the governmental fund balance table is available for spending at the City's discretion.
- The City's total bonded debt decreased during the fiscal year. The decrease was a result of scheduled debt service payments as shown on the outstanding debt table.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of combining and individual fund financial statements and schedules that further explains and supports the information in the financial statements. In addition to these required elements, we have included a section with combining and individual fund financial statements and schedules that provide details about nonmajor governmental funds, which are added together and presented in single columns in the basic financial statements.

Government-wide Financial Statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City's assets, deferred outflows, liabilities, and deferred inflows, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenue (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, public works, culture and recreation, community development, and interest on long-term debt. The business-type activities of the City include water, sewer, and storm water utilities and the golf course.

The government-wide financial statements start on page 45 of this report.

Fund Financial Statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds and internal service funds.

Governmental Funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact by the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City maintains numerous individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General fund, Improvement Bonds, Community Center, American Rescue Plan Act, Closed Bond, Local Improvement Construction, Pavement Management, Developer Escrow and the Host Community funds, which are all considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements or schedules* elsewhere in this report.

The City adopts an annual appropriated budget for its General fund and Community Center special revenue fund. Budgetary comparison statements have been provided for these funds to demonstrate compliance with its budget.

The basic governmental fund financial statements start on page 50 of this report.

Proprietary Funds. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for all the water, sewer, storm water and golf course funds, which are considered to be major funds of the City. Conversely, all internal service funds are combined into a single aggregated presentation in the proprietary fund financial statements. Individual fund data for the internal service funds is provided in the form of combining statements elsewhere in this report.

The City maintains two different types of proprietary funds. *Enterprise funds* are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water, sewer, storm water and golf operations. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for compensated absences, risk management, central equipment maintenance, office supplies and equipment, city facilities, and technology. Because these services predominantly benefit governmental rather than business-type activities, they have been included within governmental activities in the government-wide financial statements.

The basic proprietary fund financial statements start on page 60 of this report.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements start on page 67 of this report.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the City's progress in funding its obligation to provide pensions and other postemployment benefits to its employees.

Required supplementary information can be found starting on page 108 of this report.

The combining statements referred to earlier in connection with nonmajor governmental funds and internal service funds are presented following the required supplementary information.

Combining and individual fund financial statements and schedules start on page 120 of this report.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$259,972,883 at the close of the most recent fiscal year.

By far, the largest portion of the City's net position reflects its investment in capital assets (e.g., land, buildings, machinery and equipment) less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

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City of Inver Grove Heights' Summary of Net Position

	Governmental Activities			Business-type Activities			TOTAL		
	2022	2021	Increase (Decrease)	2022	2021	Increase (Decrease)	2022	2021	Increase (Decrease)
Assets									
Current and other assets	\$ 94,741,219	\$ 91,010,585	\$ 3,730,634	\$24,174,772	\$23,766,398	\$ 408,374	\$ 118,915,991	\$ 114,776,983	\$ 4,139,008
Capital assets, net of depreciation	141,130,572	139,006,065	2,124,507	71,232,628	71,789,279	(556,651)	212,363,200	210,795,344	1,567,856
Total Assets	235,871,791	230,016,650	5,855,141	95,407,400	95,555,677	(148,277)	331,279,191	325,572,327	5,706,864
Deferred Outflows of Resources									
Deferred charge on refunding	-	-	-	116,662	135,839	(19,177)	116,662	135,839	(19,177)
Deferred other postemployment benefits resources	151,212	136,035	15,177	17,921	17,553	368	169,133	153,588	15,545
Deferred pension resources	17,123,748	10,336,429	6,787,319	534,253	567,698	(33,445)	17,658,001	10,904,127	6,753,874
Total Deferred Outflows of Resources	17,274,960	10,472,464	6,802,496	668,836	721,090	(52,254)	17,943,796	11,193,554	6,750,242
Liabilities									
Long-term liabilities outstanding	59,274,265	41,205,522	18,068,743	13,042,258	16,345,073	(3,302,815)	72,316,523	57,550,595	14,765,928
Other liabilities	9,208,095	10,305,356	(1,097,261)	2,240,187	2,028,581	211,606	11,448,282	12,333,937	(885,655)
Total Liabilities	68,482,360	51,510,878	16,971,482	15,282,445	18,373,654	(3,091,209)	83,764,805	69,884,532	13,880,273
Deferred Inflows of Resources									
Deferred pension resources	1,184,645	12,827,995	(11,643,350)	23,399	702,912	(679,513)	1,208,044	13,530,907	(12,322,863)
Deferred other postemployment benefits resources	10,129	12,042	(1,913)	1,200	1,553	(353)	11,329	13,595	(2,266)
Deferred lease resources	1,234,704	-	1,234,704	-	-	-	1,234,704	-	1,234,704
Total Deferred Inflows of Resources	2,429,478	12,840,037	(10,410,559)	24,599	704,465	(679,866)	2,454,077	13,544,502	(11,090,425)
Net Position									
Net investment in capital assets	112,929,545	108,803,798	4,125,747	60,441,697	59,652,599	789,098	173,371,242	168,456,397	4,914,845
Restricted	14,527,169	10,885,593	3,641,576	-	2,900,000	(2,900,000)	14,527,169	13,785,593	741,576
Unrestricted	54,778,199	56,448,808	(1,670,609)	20,327,495	14,646,049	5,681,446	75,105,694	71,094,857	4,010,837
Total Net Position	\$ 182,234,913	\$ 176,138,199	\$ 6,096,714	\$80,769,192	\$77,198,648	\$ 3,570,544	\$ 263,004,105	\$ 253,336,847	\$ 9,667,258
Net Position as a Percent of Total									
Net investment in capital assets	62.0 %	61.8 %		74.8 %	77.3 %				
Restricted	8.0	6.2		-	3.8				
Unrestricted	30.1	32.0		25.2	19.0				
	<u>100.1 %</u>	<u>100.0 %</u>		<u>100.0 %</u>	<u>100.1 %</u>				

An additional portion of the City's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* may be used to meet the City's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position, both for the City as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

Significant changes from the prior year are noted below:

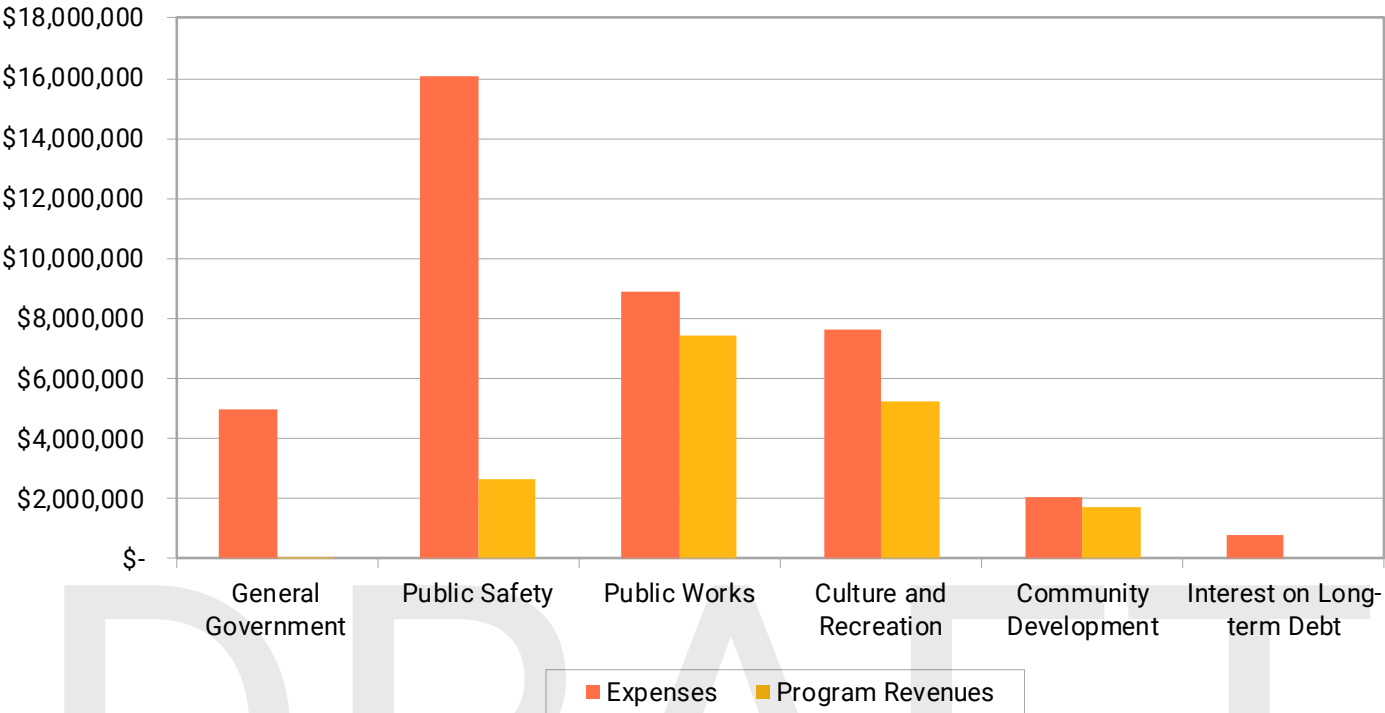
City of Inver Grove Heights' Changes in Net Position

	Governmental Activities			Business-type Activities			TOTAL		
	2022	2021	Increase (Decrease)	2022	2021	Increase (Decrease)	2022	2021	Increase (Decrease)
Revenues									
Program Revenues									
Charges for services	\$ 9,834,695	\$ 12,089,636	\$ (2,254,941)	\$10,898,784	\$11,329,468	\$ (430,684)	\$ 20,733,479	\$ 23,419,104	\$ (2,685,625)
Operating grants and contributions	4,062,148	2,153,837	1,908,311	25,808	10,232	15,576	4,087,956	2,164,069	1,923,887
Capital grants and contributions	3,104,575	2,679,057	425,518	4,516,877	3,957,841	559,036	7,621,452	6,636,898	984,554
General Revenues									
Taxes									
Property taxes	28,220,220	26,282,771	1,937,449	-	-	-	28,220,220	26,282,771	1,937,449
Other taxes	1,335,434	1,304,445	30,989	-	-	-	1,335,434	1,304,445	30,989
Grants and contributions not restricted to specific programs	621,200	322,839	298,361	-	-	-	621,200	322,839	298,361
Unrestricted investment earnings (loss)	(1,066,607)	(386,473)	(680,134)	(574,952)	(120,763)	(454,189)	(1,641,559)	(507,236)	(1,134,323)
Gain on sale of capital assets	245,535	109,509	136,026	8,500	-	8,500	254,035	109,509	144,526
Total Revenues	46,359,767	44,555,621	1,804,146	14,875,017	15,176,778	(301,761)	61,234,784	59,732,399	1,502,385
Expenses									
General government	4,992,374	4,209,265	783,109	-	-	-	4,992,374	4,209,265	783,109
Public safety	16,083,846	12,388,559	3,695,287	-	-	-	16,083,846	12,388,559	3,695,287
Public works	8,911,207	7,307,967	1,603,240	-	-	-	8,911,207	7,307,967	1,603,240
Culture and recreation	7,612,774	6,803,476	809,298	-	-	-	7,612,774	6,803,476	809,298
Community development	2,062,697	2,119,884	(57,187)	-	-	-	2,062,697	2,119,884	(57,187)
Interest on long-term debt	798,645	861,888	(63,243)	-	-	-	798,645	861,888	(63,243)
Water	-	-	-	3,859,391	3,021,693	837,698	3,859,391	3,021,693	837,698
Sewer	-	-	-	4,400,611	3,944,724	455,887	4,400,611	3,944,724	455,887
Storm water management	-	-	-	686,977	743,576	(56,599)	686,977	743,576	(56,599)
Golf course	-	-	-	2,159,004	1,966,693	192,311	2,159,004	1,966,693	192,311
Total Expenses	40,461,543	33,691,039	6,770,504	11,105,983	9,676,686	1,429,297	51,567,526	43,367,725	8,199,801
Excess before transfers	5,898,224	10,864,582	(4,966,358)	3,769,034	5,500,092	(1,731,058)	9,667,258	16,364,674	(6,697,416)
Transfers - capital assets	(538,754)	(7,813,925)	7,275,171	538,754	7,813,925	(7,275,171)	-	-	-
Transfers - internal activities	737,244	(660,730)	1,397,974	(737,244)	660,730	(1,397,974)	-	-	-
Change in Net Position	6,096,714	2,389,927	3,706,787	3,570,544	13,974,747	(10,404,203)	9,667,258	16,364,674	(6,697,416)
Net Position, January 1	176,138,199	173,748,272	2,389,927	77,198,648	63,223,901	13,974,747	253,336,847	236,972,173	16,364,674
Net Position, December 31	\$ 182,234,913	\$ 176,138,199	\$ 6,096,714	\$80,769,192	\$77,198,648	\$ 3,570,544	\$263,004,105	\$253,336,847	\$ 9,667,258

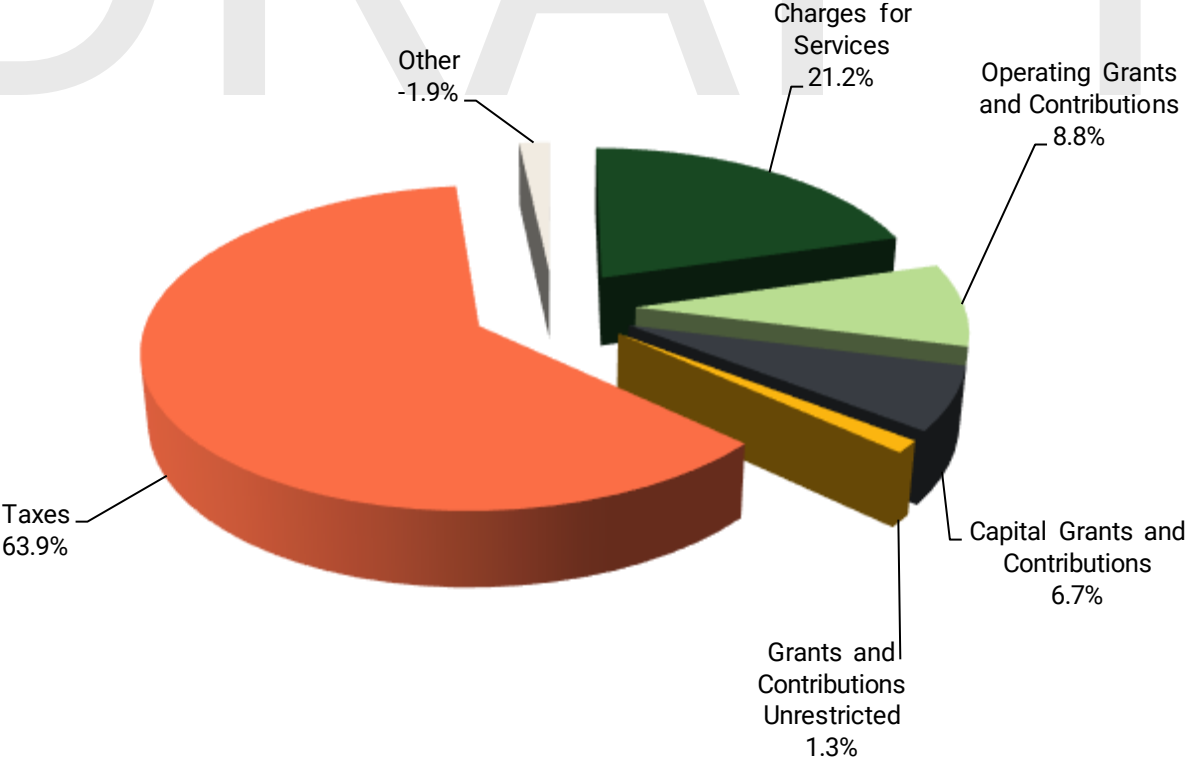
- The decrease in charges for services was due to larger 2021 development-related fees, primarily related to park dedication.
- The increase in operating grants and contributions from 2021 was due to grants received for fire department payroll costs.
- The increase in governmental activity expenses was largely due to the increase in the City's share of the net pension liability.

Governmental Activities. Governmental activities increased the City's net position. This increase was primarily the result of an increase in operating grants and contributions and property tax revenue. The following graph depicts various governmental activities and shows the revenues and expenses directly related to those activities.

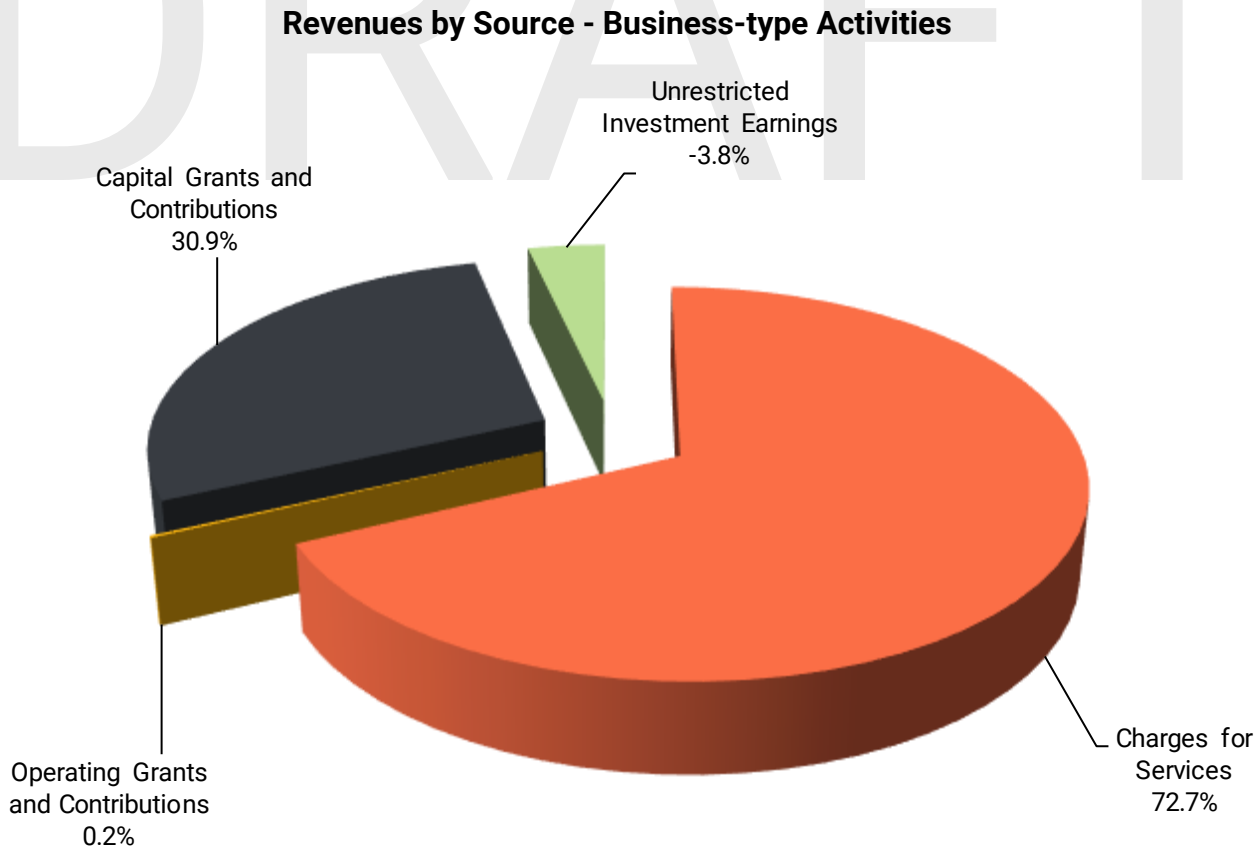
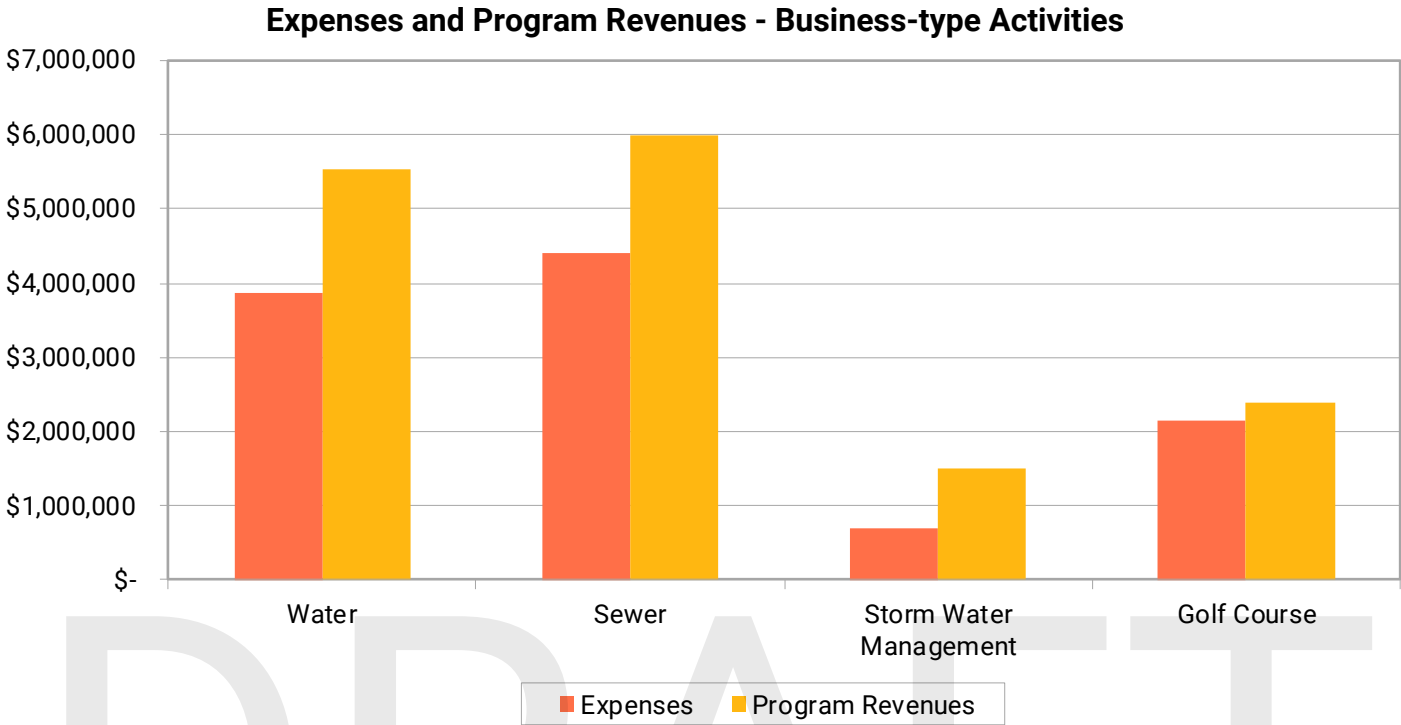
Expenses and Program Revenues - Governmental Activities



Revenues by Source - Governmental Activities



Business-type Activities. The business-type activities increased the City's net position. This increase was primarily the result of capital contribution credits from public improvement projects, as well as connection fees from development projects for both the sewer and water funds. Below are graphs showing the business-type activities revenue and expense comparisons.



Financial Analysis of the City's Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. The table below outlines the governmental fund balances for the year ending December 31, 2022.

	General Fund	Improvement Bonds	Closed Bond	Community Center	American Rescue Plan Act (ARPA)	Local Improvement Construction		
Fund Balances								
Nonspendable	\$ 71,772	\$ -	\$ -	\$ 8,460	\$ -	\$ -		
Restricted	26,073	4,075,545	-	-	-	-		
Committed	278,240	-	-	-	-	-		
Assigned	-	-	2,090,990	-	-	1,140,142		
Unassigned	13,387,712	-	-	(1,683,478)	-	-		
	<u>\$ 13,763,797</u>	<u>\$4,075,545</u>	<u>\$2,090,990</u>	<u>\$ (1,675,018)</u>	<u>\$ -</u>	<u>\$ 1,140,142</u>		
	Pavement Management	Host Community	Developer Escrows	Other Governmental Funds	Total	Prior Year Total	Increase/ (Decrease)	
Fund Balances								
Nonspendable	\$ -	\$ -	\$ -	\$ 640	\$ 80,872	\$ 22,396	\$ 58,476	
Restricted	-	-	-	8,117,337	12,218,955	10,773,898	1,445,057	
Committed	-	-	-	505,837	784,077	986,468	(202,391)	
Assigned	12,518,185	8,240,845	-	4,981,225	28,971,387	28,781,879	189,508	
Unassigned	-	-	-	-	11,704,234	11,358,971	345,263	
	<u>\$ 12,518,185</u>	<u>\$8,240,845</u>	<u>\$ -</u>	<u>\$ 13,605,039</u>	<u>\$ 53,759,525</u>	<u>\$ 51,923,612</u>	<u>\$1,835,913</u>	

As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances shown above. Additional information on the City's fund balances can be found in Note 3F starting on page 88 of this report.

The *General fund* is the chief operating fund of the City. At the end of the current year, the fund balance of the General fund is shown in the table below. As a measure of the General fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. The total unassigned fund balance as a percent of total fund expenditures is shown in the chart below along with total fund balance as a percent of total expenditures. Note that the unassigned balance as a percent of 2022 expenditures will show a much higher percent than when compared to 2023 budgeted expenditures.

	Current Year Ending Balance	Prior Year Ending Balance	Increase/ (Decrease)
General Fund Fund Balances			
Nonspendable	\$ 71,772	\$ 17,785	\$ 53,987
Restricted	26,073	19,061	7,012
Committed	278,240	75,587	202,653
Assigned	-	-	-
Unassigned	13,387,712	13,095,958	291,754
	<u>\$13,763,797</u>	<u>\$13,208,391</u>	<u>\$ 555,406</u>
General Fund expenditures	\$27,757,730	\$25,116,069	
Unassigned as a percent of 2022 expenditures	48.2%	52.1%	
Total Fund Balance as a percent of 2022 expenditures	49.6%	52.6%	

The fund balance of the City's General fund increased during the current fiscal year as shown in the table above. The increase in fund balance was due to lower than expected expenditures and transfers in from other funds.

Other major governmental fund analysis is shown below:

Major Fund	Fund Balances December 31,		Increase (Decrease)
	2022	2021	
Improvement Bonds	\$ 4,075,545	\$ 4,081,852	\$ (6,307)
The Improvement Bonds fund is restricted for the payment of debt service. The change in fund balance is a result of the collection of taxes and assessments and repayment of annual bond payments.			
Closed Bond	\$ 2,090,990	\$ 2,036,687	\$ 54,303
The Closed Bond fund fund balance is assigned for capital improvements. The increase is attributed to transfers in from closed project funds to be used for capital improvement needs.			
Community Center	\$ (1,675,018)	\$ (1,734,210)	\$ 59,192
The Community Center fund balance increased from the prior year, due to unbudgeted miscellaneous revenues received in excess of budget and less then expected capital outlay expenditures.			
American Rescue Plan Act (ARPA)	\$ -	\$ -	\$ -
The ARPA fund was established to account for receipts from the Coronavirus State and Local Fiscal Recovery Fund program of the American Rescue Plan Act. The majority of the funds received in 2021 and 2022 are reported as unearned revenue and will be recognized as expenditures are incurred.			
Local Improvement Construction	\$ 1,140,142	\$ 1,814,146	\$ (674,004)
The Local Improvement Construction fund was established to account for the governmental portion of improvement projects. The decrease is primarily related to planned and completed capital projects.			
Pavement Management	\$ 12,518,185	\$ 10,610,735	\$ 1,907,450
The Pavement Management fund was established to account for the governmental portion of capital projects. The ending fund balance is assigned for capital improvements. In 2022, this fund received multiple transfers from utility funds to cover current and future utility costs related to the City's pavement management efforts.			
Host Community	\$ 8,240,845	\$ 9,390,081	\$ (1,149,236)
The Host Community fund balance decreased primarily due to transfers to other funds to fund projects and other City initiatives.			
Developer Escrow	\$ -	\$ -	\$ -
fund as funds are used for building related costs.			

Proprietary Funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. Net position of the City's proprietary funds increased or (decreased) as follows:

	Ending Net Position 2022	Ending Net Position 2021	Increase/ (Decrease)
Water	\$42,820,885	\$ 41,874,123	\$ 946,762
The increase is primarily attributed to the excess of charges for services over related operating costs and the collection of connection fees. The water fund transferred \$1,125,547 to other funds in 2022.			
Sewer	\$25,451,055	\$ 24,075,953	\$ 1,375,102
The increase is primarily attributed to the excess of charges for services over related operating costs and the collection of connection fees. The sewer fund transferred \$708,803 to other funds in 2022.			
Storm Water Managment	\$10,942,792	\$ 9,890,298	\$ 1,052,494
The increase is primarily attributed to the collection of connection fees.			
Golf Course	\$ 1,554,460	\$ 1,358,274	\$ 196,186
The increase is primarily attributed to the excess of charges for services over related operating costs.			

General Fund Budgetary Highlights

	Original Budgeted Amounts	Budget Amendments	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	\$ 27,829,500	\$ 238,179	\$28,067,679	\$ 27,783,611	\$ (284,068)
Expenditures	27,845,300	862,692	28,707,992	27,757,730	950,262
Excess (Deficiency) of Revenues Over (Under) Expenditures	(15,800)	(624,513)	(640,313)	25,881	666,194
Other Financing Sources (Uses)					
Transfers in	671,200	-	671,200	872,198	200,998
Leases issued	-	-	-	58,318	58,318
Transfers out	(655,400)	281,300	(374,100)	(400,991)	(26,891)
Total Other Financing Sources (Uses)	15,800	281,300	297,100	529,525	232,425
Net Change in Fund Balances	-	(343,213)	(343,213)	555,406	898,619
Fund Balances, January 1	13,208,391	-	13,208,391	13,208,391	-
Fund Balances, December 31	<u>\$ 13,208,391</u>	<u>\$ (343,213)</u>	<u>\$ 12,865,178</u>	<u>\$ 13,763,797</u>	<u>\$ 898,619</u>

The City's General fund budget was amended during the year as shown above. Budget amendments increased revenue due to elimination of the Recreation Fund budget so those budgets and corresponding revenues, mostly charges for services, were moved to the General Fund. Additional budget amendments increased expenses mostly related to general governmental capital outlay. Actual revenues were over the final budgeted amounts and expenditures were under the final budgeted amounts as shown above.

Other Major Fund Budgetary Highlights

Community Center Special Revenue Fund. Revenues were under budgeted amounts by \$50,917 mainly due to charges for services (with memberships and ice rental accounting for the majority of the variance) which was \$109,148 under budget. Expenditures were under budgeted amounts by \$31,483 mainly due to less spending related capital outlay than budget.

Capital Asset and Debt Administration

Capital Assets. The City's investment in capital assets for its governmental and business-type activities as of December 31, 2022, is shown below in the capital asset table (net of accumulated depreciation). This investment in capital assets includes land (tangible and intangible), buildings, improvements, machinery and equipment, park facilities, roads and bridges, and other infrastructure.

Major capital asset events during the current fiscal year included the following:

- The City completed the construction of phase three of Heritage Village Park. Costs for this project were \$3,916,284.
- The City purchased equipment in the amount of \$1,155,159. This includes a Volvo L70H Loader, a Mack Plow Truck and Toro Groundskeeper.
- The City has construction in progress at year-end for both governmental and business-type activities totaling \$34,955,583.
- The City has construction commitments relating to street, water, sanitary sewer, storm water, parks, and building improvements of \$819,626 at year-end.

City of Inver Grove Heights' Capital Assets (Net of Depreciation)

	Governmental Activities			Business-type Activities		
	2022	2021*	Increase (Decrease)	2022	2021	Increase (Decrease)
Land	\$ 32,034,539	\$ 32,034,539	\$ -	\$ 4,389,159	\$ 3,985,257	\$ 403,902
Construction in Progress	12,857,184	32,516,418	(19,659,234)	2,439,165	4,061,991	(1,622,826)
Infrastructure	64,493,059	41,243,397	23,249,662	-	-	-
Buildings and Systems	22,204,747	23,609,401	(1,404,654)	63,823,586	62,969,598	853,988
Improvements other than Buildings	3,643,972	3,882,338	(238,366)	286,469	408,558	(122,089)
Machinery and Equipment	5,672,930	5,719,972	(47,042)	294,249	363,875	(69,626)
Machinery and Equipment - Right to Use	224,141	-	224,141	-	-	-
Total	<u>\$ 141,130,572</u>	<u>\$ 139,006,065</u>	<u>\$ 2,124,507</u>	<u>\$71,232,628</u>	<u>\$71,789,279</u>	<u>\$ (556,651)</u>

*2021 Machinery and Equipment - Right to Use balances have not been restated for the implementation of GASB 87.

Additional information on the City's capital assets can be found in Note 3C starting on page 81 of this report.

Long-term Debt. At the end of the current fiscal year, the City had total bonded debt outstanding of \$37,670,000. All of the City's bonds are backed by the full faith and credit of the City.

State statutes limit the amount of G.O. debt a Minnesota city may issue to 3 percent of total estimated market value. The current debt limitation for the City is \$136,459,443. Only the \$23,235,000 in G.O. bonds is counted within the statutory limitation. The other debt of the City is either wholly or partially financed by revenues other than a general tax levy.

At the end of 2021, the City issued \$2,740,000 in General Obligation Refunding Bonds used to call \$2,900,000 of outstanding principal on the City's 2014B G.O. Refunding Bonds. This call, or payoff, occurred in February 2022 which resulted in a higher-than-normal decrease to the city's business-type G.O. Revenue Bond outstanding debt balances from 2021 to 2022.

City of Inver Grove Heights' Outstanding Debt

Additional information on the City's long-term debt can be found in Note 3E starting on page 83 of this report.

	Governmental Activities			Business-type Activities		
	2022	2021	Increase (Decrease)	2022	2021	Increase (Decrease)
G.O. Bonds	\$ 23,235,000	\$ 24,605,000	\$ (1,370,000)	\$ -	\$ -	\$ -
G.O. Special Assessments Bonds	3,995,000	4,640,000	(645,000)	-	-	-
G.O. Revenue Bonds	-	-	-	10,440,000	14,645,000	(4,205,000)
Bond Premium	746,069	808,890	(62,821)	467,593	527,519	(59,926)
Lease Payable	224,958	148,377	76,581	-	-	-
Total	<u>\$ 28,201,027</u>	<u>\$ 30,202,267</u>	<u>\$ (2,001,240)</u>	<u>\$10,907,593</u>	<u>\$15,172,519</u>	<u>\$ (4,264,926)</u>

Economic Factors and Next Year's Budgets and Rates

- The City's net tax capacity increased by 14.6 percent for taxes payable 2023 which was more than the 4.8 percent growth experienced for taxes payable 2022. Tax capacity on Residential property increased 17.8 percent, Commercial property increased 2.2 percent, and Industrial property increased 12.7 percent. Without new construction the increase in tax capacity would have been 13.5 percent. The City's levy increased \$2,349,409, or 8.4 percent for taxes payable 2023 which resulted in a tax rate decrease of 6.0 percent due to the size of the City's tax capacity growth.
- The 2023 budget reflects an increase in the City's investment towards personnel costs and infrastructure:
 - Other than covering a 3% general wage increase and increased health insurance costs, the City added 5.5 new positions to the budget in 2023: two additional police officers to assist in a commitment to proactive policing, two maintenance workers (one for streets and one for parks), a part-time Communications specialist to assist with marketing and programming for the Community Center, and an EDA specialist position and/or consultant based on future direction provided by the City Council.
 - Additional dollars were budgeted to help pay for seasonal staff in the Streets and Parks Departments to help keep up with increasing workloads.
 - In the Fire Department, the hourly rate for Paid On Call Firefighters was increased and the City continued setting aside a portion of the levy to help lessen future levy impacts from the hiring of 9 new firefighters in 2022.
 - The City increased the Pavement Management levy by \$350,000 to bring the total tax levy investment in the program to \$2.9 million.
- In 2022, the City awarded a contract for the completion of a utility rate study. The goal of the study was to devise a long-range plan for utility rates that allows both operating and infrastructure needs to be met. The study, which focused primarily on water and sewer needs, will officially wrap up in 2023. However, there was sufficient data available to help guide rate decisions for 2023. As part of the study, the City added in a base fee for water and sewer services and then adjusted water tiers in an effort to provide a more equitable system.
- The City will need to undergo additional rate review for its storm water system as this is an area in the City most in need of funding. At present, residents in the Northwest Area of the City have a higher fee rate structure than those residents who reside outside of the Northwest Area. In an effort to bridge some of those disparities within the current storm water fee schedule, the City increased storm water fees by only 5% for Northwest area residents, while increasing the remaining fee schedule by 25%.

- In March 2021 the Federal Government passed the American Rescue Plan Act (ARPA) to help aid in the nation's recovery from the COVID-19 pandemic. As a non-entitlement entity (municipality of less than 50,000 in population), the City received around \$3.9 million from the State for this funding. Half of the funding was received in 2021 with the remaining half received in 2022. The US Department of Treasury continues to release new guidance on allowable spending and the City has until December 31, 2024 to obligate those funds (December 31, 2026 to spend). The City has a number of projects being considered for state bonding and is awaiting those decisions before deciding how to best utilize its ARPA dollars.

Requests for Information

This financial report is designed to provide a general overview of the City's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be directed to the Finance Director, City of Inver Grove Heights, 8150 Barbara Avenue, Inver Grove Heights, MN 55077-3412.

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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City of Inver Grove Heights, Minnesota
Statement of Net Position
December 31, 2022

	Governmental Activities	Business-type Activities	Total
Assets			
Cash and temporary investments	\$ 77,945,209	\$ 23,481,869	\$ 101,427,078
Receivables			
Accrued interest	274,734	101,779	376,513
Taxes	1,815,513	-	1,815,513
Accounts	788,061	1,908,836	2,696,897
Special assessments	4,714,062	316,255	5,030,317
Leases	1,277,374		1,277,374
Due from other governments	1,975,378	-	1,975,378
Internal balances	1,638,160	(1,638,160)	-
Inventories	108,488	-	108,488
Prepaid items	238,254	4,193	242,447
Land held for resale	1,138,500	-	1,138,500
Net pension asset	2,827,486	-	2,827,486
Capital assets			
Land and construction in progress	44,891,723	6,828,324	51,720,047
Depreciable assets (net of accumulated depreciation)	96,238,849	64,404,304	160,643,153
Total Assets	235,871,791	95,407,400	331,279,191
Deferred Outflows of Resources			
Deferred charge on refunding	-	116,662	116,662
Deferred other postemployment benefits resources	151,212	17,921	169,133
Deferred pension resources	17,123,748	534,253	17,658,001
Total Deferred Outflows of Resources	17,274,960	668,836	17,943,796
Liabilities			
Accounts and contracts payable	1,354,186	402,817	1,757,003
Escrows payable	3,032,683	-	3,032,683
Accrued salaries payable	233,734	37,308	271,042
Due to other governments	9,176	420,977	430,153
Accrued interest payable	349,600	125,365	474,965
Deposits payable	9,854	71,446	81,300
Unearned revenue	4,218,862	1,182,274	5,401,136
Long-term liabilities			
Due within one year			
Long-term liabilities	3,346,692	932,082	4,278,774
Due in more than one year			
Long-term liabilities	27,637,354	10,292,266	37,929,620
Net pension liability	27,553,269	1,730,564	29,283,833
Other postemployment benefits liability	736,950	87,346	824,296
Total Liabilities	68,482,360	15,282,445	83,764,805
Deferred Inflows of Resources			
Deferred lease resources	1,234,704	-	1,234,704
Deferred pension resources	1,184,645	23,399	1,208,044
Deferred other postemployment benefit resources	10,129	1,200	11,329
Total Deferred Inflows of Resources	2,429,478	24,599	2,454,077
Net Position			
Net investment in capital assets	112,929,545	60,441,697	173,371,242
Restricted for			
Debt service	4,074,672	-	4,074,672
Community development	3,945,464	-	3,945,464
Park improvements	4,076,633	-	4,076,633
Public health	95,240	-	95,240
Public safety	26,073	-	26,073
Fire relief pension	2,309,087	-	2,309,087
Unrestricted	54,778,199	20,327,495	75,105,694
Total Net Position	\$ 182,234,913	\$ 80,769,192	\$ 263,004,105

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota

Statement of Activities

For the Year Ended December 31, 2022

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental Activities				
General government	\$ 4,992,374	\$ 22,797	\$ -	\$ -
Public safety	16,083,846	719,421	1,928,842	-
Public works	8,911,207	4,022,301	1,006,703	2,385,505
Culture and recreation	7,612,774	3,371,762	1,126,603	719,070
Community development	2,062,697	1,698,414	-	-
Interest on long-term debt	798,645	-	-	-
Total Governmental Activities	<u>40,461,543</u>	<u>9,834,695</u>	<u>4,062,148</u>	<u>3,104,575</u>
Business-type Activities				
Water	3,859,391	3,606,552	20,107	1,918,537
Sewer	4,400,611	4,220,841	3,506	1,773,574
Storm water management	686,977	677,140	798	824,766
Golf course	2,159,004	2,394,251	1,397	-
Total Business-type Activities	<u>11,105,983</u>	<u>10,898,784</u>	<u>25,808</u>	<u>4,516,877</u>
Total	<u>\$ 51,567,526</u>	<u>\$ 20,733,479</u>	<u>\$ 4,087,956</u>	<u>\$ 7,621,452</u>

General Revenues

Taxes

Property taxes, levied for general purposes

Property taxes, levied for debt service

Tax increments

Lodging taxes

Franchise taxes

Grants and contributions not restricted to specific programs

Unrestricted interest (loss) on investments

Gain on sale of capital assets

Transfers - capital assets

Transfers - internal activities

Total General Revenues and Transfers

Change in Net Position

Net Position, January 1

Net Position, December 31

The notes to the financial statements are an integral part of this statement.

Net (Expenses) Revenues and
Changes in Net Position

Governmental Activities	Business-type Activities	Total
\$ (4,969,577)	\$ -	\$ (4,969,577)
(13,435,583)	-	(13,435,583)
(1,496,698)	-	(1,496,698)
(2,395,339)	-	(2,395,339)
(364,283)	-	(364,283)
(798,645)	-	(798,645)
<u>(23,460,125)</u>	<u>-</u>	<u>(23,460,125)</u>
-	1,685,805	1,685,805
-	1,597,310	1,597,310
-	815,727	815,727
-	236,644	236,644
<u>-</u>	<u>4,335,486</u>	<u>4,335,486</u>
<u>(23,460,125)</u>	<u>4,335,486</u>	<u>(19,124,639)</u>
25,688,877	-	25,688,877
2,531,343	-	2,531,343
2,567	-	2,567
128,548	-	128,548
1,206,886	-	1,206,886
621,200	-	621,200
(1,066,607)	(574,952)	(1,641,559)
245,535	8,500	254,035
(538,754)	538,754	-
737,244	(737,244)	-
<u>29,556,839</u>	<u>(764,942)</u>	<u>28,791,897</u>
6,096,714	3,570,544	9,667,258
<u>176,138,199</u>	<u>77,198,648</u>	<u>253,336,847</u>
<u>\$ 182,234,913</u>	<u>\$ 80,769,192</u>	<u>\$ 263,004,105</u>

The notes to the financial statements are an integral part of this statement.

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FUND FINANCIAL STATEMENTS

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

City of Inver Grove Heights, Minnesota

Balance Sheet
Governmental Funds
December 31, 2022

	General	Debt Service		Special Revenue	
		Improvement Bonds	Closed Bond	Community Center	American Rescue Plan Act (ARPA)
Assets					
Cash and temporary investments	\$ 12,037,984	\$ 4,064,185	\$ 2,083,199	\$ 441,877	\$ 3,897,441
Receivables					
Accrued interest	41,538	10,490	7,791	155	-
Taxes	1,809,531	-	-	-	-
Accounts	127,309	-	-	95,315	-
Special assessments	5,609	349,597	736,075	-	-
Leases	1,277,374	-	-	-	-
Due from other governments	549,841	-	-	344,539	-
Advances to other funds	-	-	-	-	-
Prepaid items	29,102	-	-	8,460	-
Land held for resale	-	-	-	-	-
Total Assets	\$ 15,878,288	\$ 4,424,272	\$ 2,827,065	\$ 890,346	\$ 3,897,441
Liabilities					
Accounts and contracts payable	\$ 253,945	\$ -	\$ -	\$ 237,878	\$ -
Escrows payable	-	-	-	-	-
Accrued salaries payable	173,157	-	-	36,965	-
Due to other governments	5,045	-	-	365	-
Due to other funds	-	-	-	161,698	-
Advances from other funds	-	-	-	1,697,431	-
Deposits payable	-	-	-	9,854	-
Unearned revenue	230,889	-	-	80,532	3,897,441
Total Liabilities	663,036	-	-	2,224,723	3,897,441
Deferred Inflows of Resources					
Unavailable revenues - delinquent taxes	211,142	-	-	-	-
Unavailable revenues - special assessments	5,609	348,727	736,075	-	-
Unavailable revenues - intergovernmental	-	-	-	340,641	-
Deferred lease resources	1,234,704	-	-	-	-
Total Deferred Inflows of Resources	1,451,455	348,727	736,075	340,641	-
Fund Balances					
Nonspendable	71,772	-	-	8,460	-
Restricted	26,073	4,075,545	-	-	-
Committed	278,240	-	-	-	-
Assigned	-	-	2,090,990	-	-
Unassigned	13,387,712	-	-	(1,683,478)	-
Total Fund Balances	13,763,797	4,075,545	2,090,990	(1,675,018)	-
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 15,878,288	\$ 4,424,272	\$ 2,827,065	\$ 890,346	\$ 3,897,441

The notes to the financial statements are an integral part of this statement.

Capital Projects					
Local Improvement Construction	Pavement Management	Host Community	Developer Escrows	Other Governmental Funds	Total Governmental Funds
\$ 1,348,298	\$ 12,195,004	\$ 6,927,328	\$ 3,114,190	\$ 13,464,747	\$ 59,574,253
6,495	47,236	34,762	-	52,293	200,760
-	-	-	-	5,982	1,815,513
-	275,441	289,996	-	-	788,061
281,906	3,332,875	-	-	8,000	4,714,062
-	-	-	-	-	1,277,374
1,070,998	-	-	-	10,000	1,975,378
-	-	1,000,000	-	-	1,000,000
-	-	-	-	640	38,202
-	-	-	-	1,138,500	1,138,500
<u>\$ 2,707,697</u>	<u>\$ 15,850,556</u>	<u>\$ 8,252,086</u>	<u>\$ 3,114,190</u>	<u>\$ 14,680,162</u>	<u>\$ 72,522,103</u>
\$ 214,685	\$ 315,193	\$ 7,500	\$ 81,507	\$ 56,779	\$ 1,167,487
-	-	-	3,032,683	-	3,032,683
-	-	-	-	344	210,466
-	-	3,741	-	-	9,151
-	-	-	-	-	161,698
-	-	-	-	1,000,000	2,697,431
-	-	-	-	-	9,854
-	-	-	-	10,000	4,218,862
<u>214,685</u>	<u>315,193</u>	<u>11,241</u>	<u>3,114,190</u>	<u>1,067,123</u>	<u>11,507,632</u>
-	-	-	-	-	211,142
281,872	3,017,178	-	-	8,000	4,397,461
1,070,998	-	-	-	-	1,411,639
-	-	-	-	-	1,234,704
<u>1,352,870</u>	<u>3,017,178</u>	<u>-</u>	<u>-</u>	<u>8,000</u>	<u>7,254,946</u>
-	-	-	-	640	80,872
-	-	-	-	8,117,337	12,218,955
-	-	-	-	505,837	784,077
1,140,142	12,518,185	8,240,845	-	4,981,225	28,971,387
-	-	-	-	-	11,704,234
<u>1,140,142</u>	<u>12,518,185</u>	<u>8,240,845</u>	<u>-</u>	<u>13,605,039</u>	<u>53,759,525</u>
<u>\$ 2,707,697</u>	<u>\$ 15,850,556</u>	<u>\$ 8,252,086</u>	<u>\$ 3,114,190</u>	<u>\$ 14,680,162</u>	<u>\$ 72,522,103</u>

The notes to the financial statements are an integral part of this statement.

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City of Inver Grove Heights, Minnesota
Reconciliation of the Balance Sheet
to the Statement of Net Position
Governmental Funds
December 31, 2022

Amounts reported for the governmental activities in the statement of net position are different because

Total Fund Balances - Governmental Funds	\$ 53,759,525
Long-term assets from pensions reported in governmental activities are not financial resources and therefore are not reported as assets in the funds.	2,827,486
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds.	
Cost of capital assets	201,165,313
Less: accumulated depreciation/amortization	(76,897,242)
Internal service funds are used by the City to charge the cost of compensated absences, liability, property, and workers compensation insurance, vehicles and equipment, centralized purchase of consumable office supplies, maintaining facilities, and maintenance of computer systems. These balances are reported with governmental activities on the statement of net position.	35,686,393
Noncurrent liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Noncurrent liabilities at year-end consist of	
Bonds payable	(27,230,000)
Plus premium on bonds issued	(746,069)
Lease payable	(224,958)
Other postemployment benefits payable	(736,950)
Net pension liability	(26,936,807)
Some receivables are not available soon enough to pay for the current period's expenditures, and therefore are unavailable in the funds.	
Delinquent taxes	211,142
Special assessments	4,397,461
Intergovernmental	1,411,639
Governmental funds do not report long-term amounts related to pensions and OPEB.	
Deferred outflows other postemployment benefit resources	151,212
Deferred inflows other postemployment benefit resources	(10,129)
Deferred outflows of pension resources	16,932,778
Deferred inflows of pension resources	(1,176,281)
Governmental funds do not report a liability for accrued interest until due and payable.	(349,600)
Total Net Position - Governmental Activities	<u>\$ 182,234,913</u>

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2022

	General	Debt Service		Special Revenue	
		Improvement Bonds	Closed Bond	Community Center	American Rescue Plan Act (ARPA)
Revenues					
Taxes	\$ 23,092,923	\$ 2,531,343	\$ -	\$ -	\$ -
Licenses and permits	1,820,192	-	-	-	-
Intergovernmental	1,833,248	3,649	-	-	-
Charges for services	842,877	-	-	2,240,052	-
Fines and forfeitures	193,985	-	-	-	-
Special assessments	33,212	140,589	-	-	-
Interest (loss) on investments	(189,568)	(59,224)	288,193	(859)	-
Miscellaneous	156,742	-	-	462,690	-
Total Revenues	<u>27,783,611</u>	<u>2,616,357</u>	<u>288,193</u>	<u>2,701,883</u>	<u>-</u>
Expenditures					
Current					
General government	3,998,983	-	-	-	-
Public safety	14,304,470	-	-	-	-
Public works	4,510,459	-	-	-	-
Culture and recreation	2,782,861	-	-	3,718,185	-
Community development	1,907,493	-	-	-	-
Capital outlay					
General government	-	-	-	-	-
Public safety	92,435	-	-	-	-
Public works	-	-	-	-	-
Culture and recreation	-	-	-	1,161,832	-
Community development	-	-	-	-	-
Debt service					
Principal	149,308	2,015,000	-	-	-
Interest and other charges	11,721	875,017	-	-	-
Total Expenditures	<u>27,757,730</u>	<u>2,890,017</u>	<u>-</u>	<u>4,880,017</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>25,881</u>	<u>(273,660)</u>	<u>288,193</u>	<u>(2,178,134)</u>	<u>-</u>
Other Financing Sources (Uses)					
Transfers in	872,198	373,334	-	2,237,326	-
Lease issued	58,318	-	-	-	-
Transfers out	(400,991)	(105,981)	(233,890)	-	-
Total Other Financing Sources (Uses)	<u>529,525</u>	<u>267,353</u>	<u>(233,890)</u>	<u>2,237,326</u>	<u>-</u>
Net Change in Fund Balances	555,406	(6,307)	54,303	59,192	-
Fund Balances, January 1	<u>13,208,391</u>	<u>4,081,852</u>	<u>2,036,687</u>	<u>(1,734,210)</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 13,763,797</u>	<u>\$ 4,075,545</u>	<u>\$ 2,090,990</u>	<u>\$ (1,675,018)</u>	<u>\$ -</u>

The notes to the financial statements are an integral part of this statement.

Capital Projects					
Local Improvement Construction	Pavement Management	Host Community	Developer Escrows	Other Governmental Funds	Total Governmental Funds
\$ 79,990	\$ 3,656,564	\$ -	\$ -	\$ 131,115	\$ 29,491,935
-	-	-	-	-	1,820,192
425,298	592,748	-	-	426,625	3,281,568
-	855	3,076,661	663,498	1,001,980	7,825,923
-	-	-	-	-	193,985
10,130	1,659,845	-	-	-	1,843,776
(28,574)	(264,815)	(195,502)	-	(296,923)	(747,272)
398,640	14,000	-	-	140,372	1,172,444
885,484	5,659,197	2,881,159	663,498	1,403,169	44,882,551
-	-	-	-	-	3,998,983
-	-	32,098	-	-	14,336,568
191,302	109,566	150,626	663,498	50,105	5,675,556
-	-	41,000	-	146,128	6,688,174
-	-	24,762	-	41,173	1,973,428
-	-	57,964	-	-	57,964
6,466	-	-	-	-	98,901
1,631,988	4,648,679	-	-	27,552	6,308,219
(8,132)	-	-	-	417,076	1,570,776
-	-	-	-	-	-
-	-	-	-	-	2,164,308
-	-	-	-	-	886,738
1,821,624	4,758,245	306,450	663,498	682,034	43,759,615
(936,140)	900,952	2,574,709	-	721,135	1,122,936
1,600,589	1,450,888	42,191	-	1,044,185	7,620,711
-	-	-	-	-	58,318
(1,338,453)	(444,390)	(3,766,136)	-	(676,211)	(6,966,052)
262,136	1,006,498	(3,723,945)	-	367,974	712,977
(674,004)	1,907,450	(1,149,236)	-	1,089,109	1,835,913
1,814,146	10,610,735	9,390,081	-	12,515,930	51,923,612
\$ 1,140,142	\$ 12,518,185	\$ 8,240,845	\$ -	\$ 13,605,039	\$ 53,759,525

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances to the Statement of Activities
Governmental Funds
For the Year Ended December 31, 2022

Amounts reported for governmental activities in the statement of activities are different because

Total Net Change in Fund Balances - Governmental Funds	\$ 1,835,913
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense.	
Capital outlays - leases	6,763,964
Depreciation/Amortization expense	(3,661,498)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds.	
Capital assets transferred to enterprise funds	(538,754)
Governmental funds report a gain (loss) on sale of capital assets to the extent of cash exchanged, whereas the disposition of the assets book value is included in the total gain (loss) in the statement of activities.	
Disposals	(200,162)
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are amortized in the statement of activities.	
Principal repayments	2,164,308
Debt issued	(58,318)
Current year amortization of bond premium	62,821
Interest on long-term debt in the statement of activities differs from the amount reported in the governmental fund because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.	25,272
Internal service funds are used by the City to charge the cost of compensated absences, liability, property, and workers compensation insurance, vehicles and equipment, centralized purchase of consumable office supplies, maintaining facilities, and maintenance of computer systems. These balances are reported with governmental activities in the statement of activities.	(55,872)
Certain revenues are recognized as soon as they are earned. Under the modified accrual basis of accounting, certain revenues cannot be recognized until they are available to liquidate liabilities of the current period.	
Special assessments	103,069
Property taxes	66,286
Intergovernmental	674,188
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Other postemployment benefits	(1,804)
Long-term pension activity is not reported in governmental funds.	
Pension expense	(1,319,553)
Pension revenue from State contributions	236,854
Change in Net Position - Governmental Activities	<u>\$ 6,096,714</u>

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Statement of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual
General Fund
For the Year Ended December 31, 2022

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Taxes	\$ 23,098,570	\$ 23,098,570	\$ 23,092,923	\$ (5,647)
Licenses and permits	1,677,440	1,677,440	1,820,192	142,752
Intergovernmental	2,011,090	2,021,469	1,833,248	(188,221)
Charges for services	690,700	898,600	842,877	(55,723)
Fines and forfeitures	180,000	180,000	193,985	13,985
Special assessments	1,500	1,500	33,212	31,712
Interest (loss) on investments	145,000	147,500	(189,568)	(337,068)
Miscellaneous	25,200	42,600	156,742	114,142
Total Revenues	<u>27,829,500</u>	<u>28,067,679</u>	<u>27,783,611</u>	<u>(284,068)</u>
Expenditures				
Current				
General government	4,043,010	4,094,010	3,998,983	95,027
Public safety	14,808,085	15,086,977	14,304,470	782,507
Public works	4,682,555	4,682,555	4,510,459	172,096
Culture and recreation	2,161,700	2,767,500	2,782,861	(15,361)
Community development	2,062,170	1,917,170	1,907,493	9,677
Capital outlay				
Public safety	87,780	159,780	92,435	67,345
Debt service				
Principal	-	-	149,308	(149,308)
Interest and other charges	-	-	11,721	(11,721)
Total Expenditures	<u>27,845,300</u>	<u>28,707,992</u>	<u>27,757,730</u>	<u>950,262</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(15,800)</u>	<u>(640,313)</u>	<u>25,881</u>	<u>666,194</u>
Other Financing Sources (Uses)				
Transfers in	671,200	671,200	872,198	200,998
Lease issued	-	-	58,318	58,318
Transfers out	(655,400)	(374,100)	(400,991)	(26,891)
Total Financing Sources (Uses)	<u>15,800</u>	<u>297,100</u>	<u>529,525</u>	<u>232,425</u>
Net Change in Fund Balances	-	(343,213)	555,406	898,619
Fund Balances, January 1	<u>13,208,391</u>	<u>13,208,391</u>	<u>13,208,391</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 13,208,391</u>	<u>\$ 12,865,178</u>	<u>\$ 13,763,797</u>	<u>\$ 898,619</u>

The notes to the financial statements are an integral part of this statement.

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City of Inver Grove Heights, Minnesota
Statement of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual
Community Center Special Revenue Fund
For the Year Ended December 31, 2022

	Budget Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Charges for services	\$ 2,349,200	\$ 2,349,200	\$ 2,240,052	\$ (109,148)
Interest (loss) on investments	-	-	(859)	(859)
Miscellaneous	403,600	403,600	462,690	59,090
Total Revenues	<u>2,752,800</u>	<u>2,752,800</u>	<u>2,701,883</u>	<u>(50,917)</u>
Expenditures				
Current				
Culture and recreation	3,572,600	3,572,600	3,718,185	(145,585)
Capital outlay				
Culture and recreation	1,310,200	1,338,900	1,161,832	177,068
Total Expenditures	<u>4,882,800</u>	<u>4,911,500</u>	<u>4,880,017</u>	<u>31,483</u>
Deficiency of Revenues Under Expenditures	(2,130,000)	(2,158,700)	(2,178,134)	(19,434)
Other Financing Sources				
Transfers in	<u>2,130,000</u>	<u>2,158,700</u>	<u>2,237,326</u>	<u>78,626</u>
Net Change in Fund Balances	-	-	59,192	59,192
Fund Balances, January 1	<u>(1,734,210)</u>	<u>(1,734,210)</u>	<u>(1,734,210)</u>	<u>-</u>
Fund Balances, December 31	<u>\$ (1,734,210)</u>	<u>\$ (1,734,210)</u>	<u>\$ (1,675,018)</u>	<u>\$ 59,192</u>

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Statement of Net Position (Continued on the Following Page)
Proprietary Funds
December 31, 2022

	Business-type Activities - Enterprise Funds					Governmental Activities -
	Water	Sewer	Storm Water Management	Golf Course	Total	Internal Service Funds
Assets						
Current Assets						
Cash and temporary investments	\$ 12,895,622	\$ 6,332,645	\$ 2,280,061	\$ 1,973,541	\$ 23,481,869	\$ 18,370,956
Receivables						
Accrued interest	51,435	32,411	9,163	8,770	101,779	73,974
Accounts	876,906	783,829	247,796	305	1,908,836	-
Special assessments	15,283	138,151	162,821	-	316,255	-
Due from other governments	-	-	-	-	-	-
Due from other funds	-	-	-	-	-	243,606
Inventories	-	-	-	-	-	108,488
Prepaid items	-	-	-	4,193	4,193	200,052
Total Current Assets	13,839,246	7,287,036	2,699,841	1,986,809	25,812,932	18,997,076
Long-term Assets						
Advance to other funds	-	-	-	-	-	3,253,683
Capital assets						
Land	583,598	768,102	1,175,104	1,862,355	4,389,159	209,122
Construction in progress	44,585	1,443,396	951,184	-	2,439,165	-
Buildings and systems	52,555,537	43,741,186	23,461,984	920,412	120,679,119	17,409,502
Improvements other than buildings	98,108	39,924	-	4,501,427	4,639,459	240,717
Machinery and equipment	391,572	9,585	-	1,007,824	1,408,981	15,745,332
Total Capital Assets	53,673,400	46,002,193	25,588,272	8,292,018	133,555,883	33,604,673
Less accumulated depreciation	(23,726,194)	(16,023,137)	(16,704,000)	(5,869,924)	(62,323,255)	(16,742,172)
Net Capital Assets	29,947,206	29,979,056	8,884,272	2,422,094	71,232,628	16,862,501
Total Long-term Assets	29,947,206	29,979,056	8,884,272	2,422,094	71,232,628	20,116,184
Total Assets	43,786,452	37,266,092	11,584,113	4,408,903	97,045,560	39,113,260
Deferred Outflows of Resources						
Deferred charge on refunding	-	116,662	-	-	116,662	-
Deferred other postemployment benefits resources	6,457	4,009	-	7,455	17,921	-
Deferred pension resources	156,857	256,603	58,432	62,361	534,253	190,970
Total Deferred Outflows of Resources	163,314	377,274	58,432	69,816	668,836	190,970

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Statement of Net Position (Continued)
Proprietary Funds
December 31, 2022

	Business-type Activities - Enterprise Funds					Governmental Activities -
			Storm Water Management	Golf Course	Total	Internal Service Funds
	Water	Sewer				
Liabilities						
Current Liabilities						
Accounts and contracts payable	\$ 32,978	\$ 10,367	\$ 331,358	\$ 28,114	\$ 402,817	\$ 186,699
Accrued salaries payable	15,957	7,802	1,697	11,852	37,308	23,268
Due to other governments	281,881	125,021	12,189	1,886	420,977	25
Due to other funds	-	-	-	81,908	81,908	-
Accrued interest payable	-	125,365	-	-	125,365	-
Deposits payable	-	-	-	71,446	71,446	-
Unearned revenue	152,430	377,358	162,821	489,665	1,182,274	-
Compensated absences payable - current portion	42,262	25,010	6,998	59,345	133,615	1,221,150
Bonds payable - current portion	-	798,467	-	-	798,467	-
Total Current Liabilities	525,508	1,469,390	515,063	744,216	3,254,177	1,431,142
Long-term Liabilities						
Compensated absences payable	52,734	22,800	-	107,606	183,140	1,561,869
Capital lease payable	-	-	-	-	-	-
Advance from other funds	-	-	-	1,556,252	1,556,252	-
Bonds payable	-	10,109,126	-	-	10,109,126	-
Net pension liability	511,867	559,947	182,131	476,619	1,730,564	616,462
Other postemployment benefits payable	31,471	19,540	-	36,335	87,346	-
Total Long-term Liabilities	596,072	10,711,413	182,131	2,176,812	13,666,428	2,178,331
Total Liabilities	1,121,580	12,180,803	697,194	2,921,028	16,920,605	3,609,473
Deferred Inflows of Resources						
Deferred pension resources	6,870	11,239	2,559	2,731	23,399	8,364
Deferred other postemployment benefit resources	431	269	-	500	1,200	-
Total Deferred Inflows of Resources	7,301	11,508	2,559	3,231	24,599	8,364
Net Position						
Net investment in capital assets	29,947,206	19,188,125	8,884,272	2,422,094	60,441,697	16,862,501
Unrestricted	12,873,679	6,262,930	2,058,520	(867,634)	20,327,495	18,823,892
Total Net Position	\$ 42,820,885	\$ 25,451,055	\$ 10,942,792	\$ 1,554,460	\$ 80,769,192	\$ 35,686,393

The notes to the financial statements are an integral part of this statement.

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City of Inver Grove Heights, Minnesota
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Year Ended December 31, 2022

	Business-type Activities - Enterprise Funds					Governmental Activities -
	Water	Sewer	Storm Water Management	Golf Course	Total	Internal Service Funds
Operating Revenues						
Charges for services						
Water sales	\$ 3,505,058	\$ -	\$ -	\$ -	\$ 3,505,058	\$ -
Sewer charges	-	4,220,841	-	-	4,220,841	-
Storm Water charges	-	-	677,140	-	677,140	-
Late fees	52,241	-	-	-	52,241	-
Water meter sales	49,253	-	-	-	49,253	-
Foot golf	-	-	-	984	984	-
Green fees	-	-	-	801,558	801,558	-
Golf cart rentals	-	-	-	517,825	517,825	-
Practice center	-	-	-	209,312	209,312	-
Golf shop	-	-	-	85,790	85,790	-
Food and beverage	-	-	-	238,645	238,645	-
Other	-	-	-	540,377	540,377	5,457,895
Total Operating Revenues	<u>3,606,552</u>	<u>4,220,841</u>	<u>677,140</u>	<u>2,394,491</u>	<u>10,899,024</u>	<u>5,457,895</u>
Operating Expenses						
Personnel services	687,971	552,753	280,914	1,251,519	2,773,157	1,220,416
Other current expenses	2,171,708	2,774,312	170,689	687,753	5,804,462	3,124,268
Depreciation	998,866	787,496	235,374	219,732	2,241,468	1,648,487
Total Operating Expenses	<u>3,858,545</u>	<u>4,114,561</u>	<u>686,977</u>	<u>2,159,004</u>	<u>10,819,087</u>	<u>5,993,171</u>
Operating Income (Loss)	<u>(251,993)</u>	<u>106,280</u>	<u>(9,837)</u>	<u>235,487</u>	<u>79,937</u>	<u>(535,276)</u>
Nonoperating Revenues (Expenses)						
Interest (loss) on investments	(291,786)	(184,005)	(50,203)	(48,958)	(574,952)	(319,335)
Miscellaneous revenues	20,107	3,506	798	1,157	25,568	470,619
Gain on sale of capital assets	-	-	-	8,500	8,500	245,535
Interest and amortization expense	(846)	(286,050)	-	-	(286,896)	-
Total Nonoperating Revenues (Expenses)	<u>(272,525)</u>	<u>(466,549)</u>	<u>(49,405)</u>	<u>(39,301)</u>	<u>(827,780)</u>	<u>396,819</u>
Income (Loss) Before Contributions and Transfers	<u>(524,518)</u>	<u>(360,269)</u>	<u>(59,242)</u>	<u>196,186</u>	<u>(747,843)</u>	<u>(138,457)</u>
Capital Contributions	1,918,537	1,773,574	824,766	-	4,516,877	-
Capital Contributions from other funds	205,605	-	333,149	-	538,754	-
Transfers In	472,685	670,600	118,389	-	1,261,674	250,218
Transfers Out	<u>(1,125,547)</u>	<u>(708,803)</u>	<u>(164,568)</u>	<u>-</u>	<u>(1,998,918)</u>	<u>(167,633)</u>
Change in Net Position	946,762	1,375,102	1,052,494	196,186	3,570,544	(55,872)
Net Position - January 1	<u>41,874,123</u>	<u>24,075,953</u>	<u>9,890,298</u>	<u>1,358,274</u>	<u>77,198,648</u>	<u>35,742,265</u>
Net Position, December 31	<u>\$ 42,820,885</u>	<u>\$ 25,451,055</u>	<u>\$ 10,942,792</u>	<u>\$ 1,554,460</u>	<u>\$ 80,769,192</u>	<u>\$ 35,686,393</u>

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Statement of Cash Flows (Continued on the Following Page)
Proprietary Funds
For the Year Ended December 31, 2022

	Business-type Activities - Enterprise Funds					Governmental Activities -
	Water	Sewer	Storm Water Management	Golf Course	Total	Internal Service Funds
Cash Flows from Operating Activities						
Receipts from customers and users	\$ 3,715,861	\$ 4,462,653	\$ 651,024	\$ 1,896,395	\$ 10,725,933	\$ 5,457,895
Other operating receipts	20,107	3,506	798	1,157	25,568	468,010
Payments to suppliers	(2,109,080)	(2,741,538)	(164,344)	(660,345)	(5,675,307)	(3,198,752)
Payments to employees	(699,077)	(438,063)	(147,730)	(1,174,370)	(2,459,240)	(994,500)
Net Cash Provided (Used) by Operating Activities	927,811	1,286,558	339,748	62,837	2,616,954	1,732,653
Cash Flows from Noncapital Financing Activities						
Payments on interfund balances	-	-	-	(81,908)	(81,908)	267,097
Transfers from other funds	472,685	670,600	118,389	-	1,261,674	902,518
Transfers to other funds	(1,125,547)	(708,803)	(164,568)	-	(1,998,918)	(819,933)
Net Cash Provided (Used) by Noncapital Financing Activities	(652,862)	(38,203)	(46,179)	(81,908)	(819,152)	349,682
Cash Flows from Capital and Related Financing Activities						
Connection fees received	1,597,476	1,637,056	824,766	-	4,059,298	-
Acquisition of capital assets	(9,697)	(303,266)	(498,793)	(27,737)	(839,493)	(996,338)
Proceeds from sale of capital assets	-	-	-	8,500	8,500	-
Payment from escrow agent for refunded bonds	-	(2,900,000)	-	-	(2,900,000)	-
Interest paid on debt	(6,800)	(336,568)	-	-	(343,368)	-
Principal paid on bonds	(409,088)	(895,912)	-	-	(1,305,000)	-
Net Cash Provided (Used) by Capital and Related Financing Activities	1,171,891	(2,798,690)	325,973	(19,237)	(1,320,063)	(996,338)
Cash Flows from Investing Activities						
Investment receipts (loss)	(301,530)	(190,748)	(49,514)	(49,482)	(591,274)	(329,207)
Net Increase (Decrease) in Cash and Cash Equivalents	1,145,310	(1,741,083)	570,028	(87,790)	(113,535)	756,790
Cash and Cash Equivalents, January 1	11,750,312	8,073,728	1,710,033	2,061,331	23,595,404	17,614,166
Cash and Cash Equivalents, December 31	\$ 12,895,622	\$ 6,332,645	\$ 2,280,061	\$ 1,973,541	\$ 23,481,869	\$ 18,370,956

The notes to the financial statements are an integral part of this statement.

City of Inver Grove Heights, Minnesota
Statement of Cash Flows (Continued)
Proprietary Funds
For the Year Ended December 31, 2022

	Business-type Activities - Enterprise Funds					Governmental Activities -
	Water	Sewer	Storm Water Management	Golf Course	Total	Internal Service Funds
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities						
Operating income (loss)	\$ (251,993)	\$ 106,280	\$ (9,837)	\$ 235,487	\$ 79,937	\$ (535,276)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities						
Depreciation	998,866	787,496	235,374	219,732	2,241,468	1,648,487
Other income related to operations	20,107	3,506	798	1,157	25,568	470,619
(Increase) decrease in assets/deferred outflows of resources						
Accounts receivable	109,309	105,294	(26,116)	572	189,059	-
Inventories	-	-	-	2,985	2,985	(44,623)
Prepaid items	1,160	-	10	3,507	4,677	(42,943)
Deferred other postemployment benefits resources	(72)	(129)	-	(167)	(368)	-
Deferred pension resources	38,959	(140,773)	(58,432)	193,691	33,445	(4,644)
Increase (decrease) in liabilities/deferred inflows of resources						
Accounts and contracts payable	(117,858)	(335)	1,477	20,292	(96,424)	14,361
Accrued salaries payable	(830)	(254)	(72)	(249)	(1,405)	11,218
Due to other governments	179,326	33,109	4,858	624	217,917	(1,279)
Deposits payable	-	-	-	10,540	10,540	-
Unearned revenue	-	136,518	-	(509,208)	(372,690)	-
Compensated absences payable	(39,853)	(2,666)	6,998	92,681	57,160	91,390
Net pension liability	228,581	391,525	182,131	108,019	910,256	347,778
Other postemployment benefits payable	(2,230)	(940)	-	(2,135)	(5,305)	-
Deferred pension resources	(235,527)	(131,999)	2,559	(314,546)	(679,513)	(222,435)
Deferred other postemployment benefits resources	(134)	(74)	-	(145)	(353)	-
Net Cash Provided (Used) by Operating Activities	<u>\$ 927,811</u>	<u>\$ 1,286,558</u>	<u>\$ 339,748</u>	<u>\$ 62,837</u>	<u>\$ 2,616,954</u>	<u>\$ 1,732,653</u>
Schedule of Noncash Capital and Related Financing Activities						
Capital assets acquired on account	\$ -	\$ -	\$ 306,570	\$ -	\$ 306,570	\$ -
Capital assets contributed from governmental activities	\$ 205,605	\$ -	\$ 333,149	\$ -	\$ 538,754	\$ -
Capital assets donated to governmental activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization of bond premium	\$ 2,371	\$ 57,555	\$ -	\$ -	\$ 59,926	\$ -
Net trade-in activity of capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization of deferred charges on refunding	\$ -	\$ 19,177	\$ -	\$ -	\$ 19,177	\$ -
Book value of assets disposed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (97,158)
Prior period adjustment - OPEB	-	-	-	-	-	-

The notes to the financial statements are an integral part of this statement.

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City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

The City of Inver Grove Heights (the City) was incorporated in 1965 and operates under the State of Minnesota Statutory Plan A form of government. The governing body consists of a five-member City Council elected by voters of the City. The City Council exercises legislative authority and determines all matters of policy. The City Council appoints personnel responsible for the proper administration of all affairs relating to the City.

The City has considered all potential units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The City includes all funds, organizations, institutions, agencies, departments, and offices that are not legally separate from such. Component units are legally separate organizations for which the elected officials of the City are financially accountable and are included within the basic financial statements of the City because of their operational or financial relationships with the City. The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the primary government to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the primary government. Included in the City's reporting entity, based upon the application of these criteria, is the following blended component unit.

Blended Component Unit

The Inver Grove Heights Economic Development Authority (EDA) is a legal entity separate from the City. Although legally separate, the EDA is reported as if it were part of the primary government because the Board of Commissioners is made up of the Mayor and the four City Council members and the City has operational responsibility over the EDA. It is this criterion that results in the EDA being reported as a blended component unit and reported as a special revenue fund. Separate financial statements are not prepared for the EDA.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Amounts reported as *program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using *the current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, pensions, and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, entitlement and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the tax is levied. Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are also recorded as unearned revenue.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

The City reports the following major governmental funds:

The *General fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *Improvement Bonds fund* is a debt service fund that accounts for resources accumulated and payments for principal and interest on long term general obligation debt.

The *Closed Bond fund* accounts for improvement revenues and expenditures from replacement funds set aside for capital improvements.

The *Community Center fund* accounts for the activities at the Veterans Memorial and the Grove Community Center. Charges for services within the fund are committed to Community Center activity.

The *American Rescue Plan Act fund* accounts for the resources received and spending related to the Coronavirus State and Local Fiscal Recovery Grant Program.

The *Local Improvement Construction fund* accounts for the activities related to the construction projects within the City.

The *Pavement Management fund* accounts for the activities related to the costs to improve and maintain roads within the City.

The *Host Community fund* accounts for the activities related to the economic development grant program.

The *Developer Escrow fund* accounts for the activities related to the collection and use of developer and building related escrow accounts.

The City reports the following major proprietary funds:

The *Water fund*, *Sewer fund* and *Storm Water Management fund* account for activities related to the operation of a water distribution system, sanitary sewer collection system and storm water system, respectively.

The *Golf Course fund* accounts for resources and payments related to the operation and maintenance of a municipal golf course.

Additionally, the City reports the following fund types:

Internal service funds account for compensated absences, risk management, central equipment, central stores, city facilities and technology services provided to other departments or agencies of the City. Internal service funds operate in a manner similar to enterprise funds; however, they provide services primarily to other departments within the City.

As a general rule the effect of interfund activity has been eliminated from government-wide financial statements. Exceptions to this general rule are payments in-lieu of taxes, payments where the amounts are reasonably equivalent in value to the interfund services provided and other charges between the City's water and sewer function and various other functions of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position/Fund Balance

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds and of the City's internal service funds are charges to customers for sales and services. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments. The proprietary funds' portion in the government-wide cash and temporary investments pool is considered to be cash and cash equivalents for purposes of the Statement of Cash Flows.

Cash balances from all funds are pooled and invested, to the extent available, in certificates of deposit and other authorized investments. Earnings from such investments are allocated on the basis of applicable participation by each of the funds.

The City may also invest idle funds as authorized by Minnesota statutes, as follows:

1. Direct obligations or obligations guaranteed by the United States or its agencies.
2. Shares of investment companies registered under the Federal Investment Company Act of 1940 and received the highest credit rating, rated in one of the two highest rating categories by a statistical rating agency, and have a final maturity of thirteen months or less.
3. General obligations of a state or local government with taxing powers rated "A" or better; revenue obligations rated "AA" or better.
4. General obligations of the Minnesota Housing Finance Agency rated "A" or better.
5. Obligation of a school district with an original maturity not exceeding 13 months and (i) rated in the highest category by a national bond rating service or (ii) enrolled in the credit enhancement program pursuant to statute section 126C.55.
6. Bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System.
7. Commercial paper issued by United States banks corporations or their Canadian subsidiaries, of highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less.
8. Repurchase or reverse repurchase agreements and securities lending agreements with financial institutions qualified as a "depository" by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000, a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York, or certain Minnesota securities broker-dealers.
9. Guaranteed Investment Contracts (GIC's) issued or guaranteed by a United States commercial bank, a domestic branch of a foreign bank, a United States insurance company, or its Canadian subsidiary, whose similar debt obligations were rated in one of the top two rating categories by a nationally recognized rating agency.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. See the investment note disclosure on page 79 for a detailed listing of the cities fair value measurements.

Property Taxes

Property taxes are submitted to the County Auditor by December 28 of each year, to be levied on January 1 on property values assessed as of the same date. The tax levy notice is mailed in March with the first half payment due on May 15 and the second half payment due on October 15.

Unpaid taxes at December 31 become liens on the respective property and are classified in the fund financial statements as delinquent taxes receivable.

Delinquent taxes receivable include the past six years' uncollected taxes. Delinquent taxes have been offset by a deferred inflow of resources for taxes not received within 60 days after year end in the governmental fund financial statements.

Restricted Assets

Restricted assets are cash and cash equivalents whose use is limited by legal requirements such as a bond indenture. Restricted assets are reported as restricted cash.

Accounts Receivable

Accounts receivable include amounts billed for services, such as water, sewer, storm water and nuisance charges, provided before year end. Unbilled utility enterprise fund receivables are also included for services provided in 2022. The City annually certifies delinquent water, sewer, storm water and nuisance accounts to the County for collection in the following year. Therefore, there has been no allowance for doubtful accounts established.

All trade (utility) and property tax receivables are shown at gross amount, since both taxes and trade (utility) receivables are assessable to the property taxes and are collectible upon the sale of the assessed property.

Due From Other Governments

The amounts due from other governments primarily include amounts for current taxes and project cost in which the City is receiving grants to support the projects.

Special Assessments

Special assessments represent the financing for public improvements paid for by benefiting property owners. These assessments are recorded as receivables upon certification to the County. Special assessments are recognized as revenue when they are received in cash or within 60 days after year end. All governmental special assessments receivable are offset by a deferred inflow of resources in the fund financial statements.

Lease Receivable

The City's lease receivable is measured at the present value of lease payments expected to be received during the lease term.

A deferred inflow of resources is recorded for the lease. The deferred inflow of resources is recorded at the initiation of the lease in an amount equal to the initial recording of the lease receivable. The deferred inflow of resources is amortized on a straight-line basis over the term of the lease.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Interfund Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Inventories and Prepaid Items

All inventories are valued at cost using the first in/first out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items are reported using the consumption method and recorded as expenditures/expenses at the time of consumption.

Land Held for Resale

Land was acquired by the EDA for subsequent resale for redevelopment purposes. Land held for resale is an asset recorded at the lower of cost or realizable value in the fund that acquired it.

Capital Assets

A capital asset is defined as a financial resource that is tangible or intangible in nature, complete in and of itself, and is not a component of another. Capital assets, which include property, easements, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value on the date of acquisition. Infrastructure assets acquired prior to the fiscal year ended December 31, 1979 are not reported. Right to use assets are valued at the estimated present value of the related lease liabilities.

Intangible assets prior to 2010 were capitalized and bundled with the infrastructure/land purchases and have been determined to have an indefinite life and therefore have not been broken out from the assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the lives of assets are not capitalized.

Property, plant and equipment of the City is depreciated using the straight-line method over the following estimated useful lives:

Assets	Useful Life in Years
Buildings and Structures	20 to 50
Equipment and Machinery	3 to 20
Distribution and Collection Systems	50
Streets and Infrastructure	25

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Deferred Outflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has three items which qualify for reporting in this category. Accordingly, the items, deferred pension resources and deferred other postemployment benefit resources, are reported only in the statement of net position. These items result from actuarial calculations and current year pension contributions and OPEB contributions made subsequent to the measurement dates. The third item, deferred charge on refunding results in the loss on a bond refunding recognized over shorter of the life of the refunded bond or the refunding bond.

Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused vacation, sick leave and personal leave benefits. There is an estimated liability for unpaid accumulated sick and personal leave that will be taken as severance upon retirement. All vacation and estimated retirement severance are accrued when incurred in government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. The General fund is typically used to liquidate governmental compensated absences payable.

Other Postemployment Benefits

Under Minnesota statute 471.61, subdivision 2b, public employers must allow retirees and their dependents to continue coverage indefinitely in an employer-sponsored health care plan, under the following conditions: 1) Retirees must be receiving (or eligible to receive) an annuity from a Minnesota public pension plan, 2) Coverage must continue in a group plan until age 65, and retirees must pay no more than the group premium, and 3) Retirees are able to add dependent coverage during open enrollment period or qualifying life event prior to retirement. All premiums are funded on a pay-as-you-go basis. The liability was determined, in accordance with GASB Statement No. 75, at January 1, 2022. The General fund is typically used to liquidate governmental other postemployment benefits payable.

Long-term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. The recognition of bond premiums and discounts are amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as an expense in the period incurred. In accordance with federal regulations, the City's general obligation tax exempt bonds follow the arbitrage requirements.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Pensions

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The General fund is typically used to liquidate governmental pension liabilities.

For purposes of measuring the net pension liability (asset), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the defined benefit plan administered by Inver Grove Heights' Fire Relief Association and additions to and deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. Investments are reported at fair value.

The total pension expense for the General Employees Plan (GERP), Police and Fire Plan (PEFPF), Defined Contribution Plan (DCP) and Fire Relief Association is as follows:

	Public Employees Retirement Association of Minnesota (PERA)			Fire Relief Association	Total All Plans
	GERP	PEFPF	DCP		
City's proportionate share	\$ 1,627,068	\$ 2,284,333	\$ 570	\$ (371,042)	\$ 3,540,929
Proportionate share of State's contribution	44,088	162,913	-	-	207,001
	<u>\$ 1,671,156</u>	<u>\$ 2,447,246</u>	<u>\$ 570</u>	<u>\$ (371,042)</u>	<u>\$ 3,747,930</u>

Deferred Inflows of Resources

In addition to liabilities, the statement of net position and fund financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three types of items, which arise only under a modified accrual basis of accounting that qualifies as needing to be reported in this category. Accordingly, one of the items, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from three sources: delinquent taxes, special assessments and intergovernmental. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Furthermore, the City has additional items which qualify for reporting in this category on the statement of net position. The items, deferred pension resources and deferred other postemployment benefit resources, are reported only in the statement of net position and results from actuarial calculations involving net differences between projected and actual earnings on plan investments and changes in proportions.

The City also reports deferred lease resources both in the governmental fund financial statements and the statement of net position.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 1: Summary of Significant Accounting Policies (Continued)

Net Position

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net position is displayed in three components:

- a. Net investment in capital assets - Consists of capital assets, net of accumulated depreciation reduced by any outstanding debt attributable to acquire capital assets.
- b. Restricted net position - Consists of net position balances restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws or regulations of other governments.
- c. Unrestricted net position - All other net position balances that do not meet the definition of "restricted" or "net investment in capital assets".

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Balance

In the fund financial statements, fund balance is divided into five classifications based primarily on the extent to which the City is bound to observe constraints imposed upon the use of resources reported in the governmental funds. These classifications are defined as follows:

Nonspendable - Amounts that cannot be spent because they are not in spendable form, such as prepaid items.

Restricted - Amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - Amounts constrained for specific purposes that are internally imposed by formal action (resolution) of the City Council, which is the City's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the City Council modifies or rescinds the commitment by resolution.

Assigned - These are amounts that are constrained by the City's intent to be used for specific purposes but are neither restricted nor committed. Pursuant to the Fund Balance Policy approved by City Council, the City Administrator has been delegated the authority to assign and remove assignments of fund balance amounts for specific purposes.

Unassigned - These are residual amounts in the General fund not reported in any other classification. The General fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted and committed fund balances exceed the total net resources of that fund.

The City considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The City has formally adopted a fund balance policy for the General fund. The City will strive to maintain a minimum General fund unassigned fund balance of 40 to 45 percent of next year's budgeted expenditures.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 2: Stewardship, Compliance and Accountability

A. Budgetary Information

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles), as applied to governmental units by the Government Accounting Standards Board (GASB). An annual appropriated budget is adopted for the General fund as well as for the Convention and Visitors Bureau, Recreation, Community Center and Economic Development Authority special revenue funds.

Budgeted amounts are reported as originally adopted, as well as amended by the City Council. General fund budgeted revenues were amended to increase revenues by \$238,179. General fund budget amendments increased expenditures \$862,692 and transfers out decreased \$281,300. Individual amendments were not material in relation to the original appropriations which were adjusted. Budgeted expenditure appropriations lapse at year-end. Any unencumbered appropriations that need to be carried forward to the next year must be reappropriated by the City Council from the fund balance.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General fund. Encumbrances outstanding at year-end expire and outstanding purchase orders are cancelled and not reported in the financial statements. Therefore, there are no outstanding encumbrances at year end.

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The City Administrator submits to the City Council a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public meetings are conducted to obtain taxpayer comments.
3. The General fund budget is legally enacted through passage of a resolution on a departmental basis and can be expended by each department based upon detailed budget estimates for that department. The Convention and Visitors Bureau, Recreation, Community Center and Economic Development Authority special revenue fund budgets are legally enacted through passage of resolutions for each fund as a whole.
4. The City Administrator is authorized to transfer appropriations within a fund's budget. Additional fund appropriations and deletions are or may be authorized by the City Council.
5. Formal budgetary integration is employed as a management control device during the year for the General fund.
6. Legal debt obligation indentures determine the appropriation level and debt service tax levies for the Debt Service funds. Supplementary budgets are adopted for the Proprietary funds to determine and calculate user charges. These debt service and budget amounts represent general obligation bond indenture provisions and net income for operation and capital maintenance and are not reflected in the financial statements.
7. A capital improvement program is reviewed annually by the City Council for the Capital Project funds. However, appropriations for major projects are not adopted until the actual bid award of the improvement. The appropriations are not reflected in the financial statements.
8. Expenditures may not legally exceed budgeted appropriations at the total fund level. Monitoring of budgets is maintained at the expenditure category level (i.e., personnel services; other current; capital outlay) within each activity.
9. The City Council may authorize transfers of budgeted amounts between City funds.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 2: Stewardship, Compliance and Accountability (Continued)

B. Excess of Expenditures Over Appropriations

For the year ended December 31, 2022 expenditures exceeded appropriations in the following funds:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Excess of Expenditures Over Appropriations</u>
Nonmajor			
Convention and Visitors Bureau	\$ 132,650	\$ 146,128	\$ 13,478

The excess expenditures were funded by available fund balance.

C. Deficit Fund Equity

The following fund had a fund equity deficit at December 31, 2022:

<u>Fund</u>	<u>Amount</u>
Major	
Community Center	\$ 1,675,018

The fund deficits are expected to be eliminated with future fund revenues or transfers from other funds.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds

A. Deposits and Investments

Deposits

Custodial credit risk for deposits and investments is the risk that in the event of a bank failure, the City's deposits and investments may not be returned or the City will not be able to recover collateral securities in the possession of an outside party. In accordance with Minnesota statutes and as authorized by the City Council, the City maintains deposits at depository banks, all of which are members of the Federal Reserve System.

Minnesota statutes require that all City deposits be protected by insurance, surety bond or collateral. The fair value of collateral pledged must equal 110 percent of the deposits not covered by insurance or bonds, with the exception of irrevocable standby letters of credit issued by Federal Home Loan Banks as this type of collateral only requires collateral pledged equal to 100 percent of the deposits not covered by insurance or bonds.

Authorized collateral in lieu of a corporate surety bond includes:

- United States government Treasury bills, Treasury notes, Treasury bonds;
- Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- General obligation securities of any state or local government with taxing powers which is rated "A" or better by a national bond rating service, or revenue obligation securities of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service;
- General obligation securities of a local government with taxing powers may be pledged as collateral against funds deposited by that same local government entity;
- Irrevocable standby letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the bank's public debt is rated "AA" or better by Moody's Investors Service, Inc., or Standard & Poor's Corporation; and
- Time deposits that are fully insured by any federal agency.

Minnesota statutes require that all collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The selection should be approved by the government entity.

At December 31, 2022, the City's carrying amount of deposits, bank balance, FDIC coverage and pledged collateral are shown in the chart below.

Carrying amount of deposits	\$ 2,375,038
Bank balance	\$5,293,088
Covered by FDIC	(500,000)
Collateralized with securities pledged in City's name	\$ 4,793,088

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

Investments

At December 31, 2022, the City's investment balances were as follows:

Types of Investments	Credit Quality/ Ratings (1)	Segmented Time Distribution (2)	Amount	Fair Value Measurement Using		
				Level 1	Level 2	Level 3
Pooled Investments at Amortized Costs						
Broker Money Market Funds	N/A	less than 1 year	\$ 9,302,862			
Non-pooled Investments at Fair Value						
Negotiable Certificates of Deposits	N/A	less than 1 year	960,956	\$ -	\$ 960,956	\$ -
Negotiable Certificates of Deposits	N/A	1 to 5 years	4,698,429	-	4,698,429	-
Government Agency Securities	AA+	less than 1 year	3,952,898	3,952,898		-
Government Agency Securities	AA+	1 to 5 years	24,093,307	24,093,307	-	-
Government Agency Securities	N/A	1 to 5 years	1,754,840	1,754,840	-	-
Government Agency Securities	AAA	1 to 5 years	1,981,815	1,981,815	-	-
Government Agency Securities	AA	1 to 5 years	1,997,270	1,997,270	-	-
Government Agency Securities	AAA2	more than 5 years	995,710	995,710		-
Municipal Bonds	AAA	less than 1 year	696,248	-	696,248	-
Municipal Bonds	AAA	1 to 5 years	5,792,046	-	5,792,046	-
Municipal Bonds	A+	1 to 5 years	332,175	-	332,175	-
Municipal Bonds	A	1 to 5 years	1,504,818	-	1,504,818	-
Municipal Bonds	A1	1 to 5 years	114,303	-	114,303	-
Municipal Bonds	A3	more than 5 years	413,095	-	413,095	-
Municipal Bonds	AA-	1 to 5 years	1,193,713	-	1,193,713	-
Municipal Bonds	AA	less than 1 year	5,063,746	-	5,063,746	-
Municipal Bonds	AA	1 to 5 years	6,639,375	-	6,639,375	-
Municipal Bonds	AA	more than 5 years	341,030	-	341,030	-
Municipal Bonds	AA+	less than 1 year	899,752	-	899,752	-
Municipal Bonds	AA+	1 to 5 years	1,559,600	-	1,559,600	-
Municipal Bonds	AA+	more than 5 years	123,471	-	123,471	-
Municipal Bonds	AA1	less than 1 year	244,304	-	244,304	-
Municipal Bonds	AA1	1 to 5 years	1,254,583	-	1,254,583	-
Municipal Bonds	AA1	more than 5 years	116,900	-	116,900	-
Municipal Bonds	AA2	less than 1 year	150,006	-	150,006	-
Municipal Bonds	AA2	1 to 5 years	3,153,626	-	3,153,626	-
Municipal Bonds	AA3	less than 1 year	100,000	-	100,000	-
Municipal Bonds	AA3	1 to 5 years	1,240,889	-	1,240,889	-
Municipal Bonds	AAA2	less than 1 year	845,444	-	845,444	-
Municipal Bonds	N/A	1 to 5 years	1,223,959	-	1,223,959	-
Treasury Bill	AAA	less than 1 year	10,819,795	10,819,795	-	-
Treasury Note	AAA	less than 1 year	5,464,925	5,464,925	-	-
Total Investments			\$ 99,025,890	\$ 51,060,560	\$ 38,662,468	\$ -

(1) Ratings are provided by Standard & Poor's where applicable to indicate associated credit risk.

(2) Interest rate risk is disclosed using the segmented time distribution method.

N/A Indicates not applicable or available.

City of Inver Grove Heights, Minnesota

Notes to the Financial Statements

December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

The investments of the City are subject to the following risks:

- *Interest Rate Risk* is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with the City's investment policy, the City will not directly invest more than five percent (5 percent) of the total portfolio in securities maturing more than five (5) years from the date of purchase, unless matched to a specific cash flow. The City was not exposed to interest rate risks due to the fact that their investments are not exposed to highly sensitive changes in interest rates.
- *Credit Risk*. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Ratings are provided by various credit rating agencies and where applicable, indicate associated credit risk. Minnesota statutes and the City's investment policy limit the City's investments to the list on page 70 of the notes to the financial statements. In accordance with its investment policy, the City will minimize credit risk by limiting investments to the safest types of securities, pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the City will do business, and diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.
- *Concentration of Credit Risk*. Concentration of credit risk is defined as positions of five percent (5 percent) or more in the securities of a single issuer. As of December 31, 2022, the following issuers exceeded 5 percent of the City's total investments: FHLB (22.14 percent), FFCB (5.34 percent), Treasury securities (16.44 percent). The City's investment policy does not allow for an investment in any issuer or security type (except U.S. Treasury Bonds) that is in excess of fifty percent (50 percent) of the City's total investments.
- *Custodial Credit Risk - Deposits*. In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. Minnesota statutes and the City's investment policy states that in order to provide a level of security for all funds, the collateralization level will be 110 percent of market value not covered by insurance. As of December 31, 2022, all of the City's bank balance was covered by federal depository insurance or by perfected collateral held by the City's agent in the City's name.
- *Custodial Credit Risk - Investments*. For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. As of December 31, 2022, all securities were held by the City or its agent in the City's name. The City does not have an investment policy for custodial credit risk.

The City's investments held by a broker-dealer were insured by SIPC or other supplemental insurance as of December 31, 2022. However, each investment brokerage firm may have a limit to their supplemental insurance coverage and because of the size of the City's portfolio in relation to the brokerage firm's excess SIPC coverage limits; the portion of the supplemental policy applicable to the City's portfolio is unknown. The City accepts the risk due to the controls in place at the broker-dealer.

A reconciliation of cash and temporary investments as shown on the statement of net position for the City follows:

Carrying Amount of Deposits	\$ 2,375,038
Investments	99,025,890
Petty Cash	26,150
Total	<u>\$ 101,427,078</u>
As Reported on the Financial Statements	
Statement of net position	
Cash and temporary investments	<u>\$ 101,427,078</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

B. Lease Receivable

As of December 31, 2022, the City had the following lease receivables:

Description	Issue Date	Lease Maturity Date	Interest Rate	Current Year Inflow of Resources	Balance at Year End
Antenna Lease Agreements					
Northside water tower (AT&T)	1/1/2022	12/31/25	3.12 %	\$ 74,729	\$ 235,605
Northside water tower (Nextera)	1/1/2022	12/31/26	3.28	1,629	16,098
Northside water tower (T-Mobile)	1/1/2022	12/31/25	3.12	40,586	125,889
Pole at Carmen Ave (T-Mobile)	1/1/2022	12/31/24	3.79	28,082	712,575
5030 Babcock Trail (Verizon)	1/1/2022	12/31/23	3.16	30,970	187,207
					<u>\$ 1,277,374</u>

The City leases space at various City properties to communication companies for the operation and maintenance of communication antennas.

C. Capital Assets

Capital asset activity for the year ended December 31, 2022 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Capital Assets not Being Depreciated				
Land	\$ 32,034,539	\$ -	\$ -	\$ 32,034,539
Construction in progress	32,516,418	6,720,767	(26,380,001)	12,857,184
Total Capital Assets not Being Depreciated	64,550,957	6,720,767	(26,380,001)	44,891,723
Capital Assets Being Depreciated/Amortized				
Infrastructure	88,102,007	25,625,964	-	113,727,971
Buildings and systems	48,593,553	-	-	48,593,553
Improvements other than buildings	9,873,789	-	-	9,873,789
Machinery and equipment	16,311,347	1,167,686	(170,349)	17,308,684
Machinery and equipment - Right to Use Assets	315,948	58,318	-	374,266
Total Capital Assets Being Depreciated/Amortized	163,196,644	26,851,968	(170,349)	189,878,263
Less Accumulated Depreciation for				
Infrastructure	(46,858,610)	(2,376,302)	-	(49,234,912)
Buildings and systems	(24,984,152)	(1,404,654)	-	(26,388,806)
Improvements other than buildings	(5,991,451)	(238,366)	-	(6,229,817)
Machinery and equipment	(10,591,375)	(1,140,538)	96,159	(11,635,754)
Machinery and equipment - Right to Use Assets	-	(150,125)	-	(150,125)
Total Accumulated Depreciation/Amortization	(88,425,588)	(5,309,985)	96,159	(93,639,414)
Total Capital Assets Being Depreciated/Amortized, Net	74,771,056	21,541,983	(74,190)	96,238,849
Governmental Activities Capital Assets, Net	<u>\$ 139,322,013</u>	<u>\$ 28,262,750</u>	<u>\$ (26,454,191)</u>	<u>\$ 141,130,572</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

Depreciation expense was charged to functions of the governmental activities as follows:

Governmental Activities

General Government	\$ 592,480
Public Safety	1,088,368
Public Works	2,895,186
Culture and Recreation	702,296
Community Development	<u>31,655</u>

Total Depreciation Expense - Governmental Activities	<u>\$ 5,309,985</u>
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	Beginning Balance	Increases	Decreases	Ending Balance
Business-type Activities				
Capital Assets not Being Depreciated				
Land	\$ 3,985,257	\$ 403,902	\$ -	\$ 4,389,159
Construction in progress	<u>4,061,991</u>	<u>1,142,565</u>	<u>(2,765,391)</u>	<u>2,439,165</u>
Total Capital Assets not Being Depreciated	<u>8,047,248</u>	<u>1,546,467</u>	<u>(2,765,391)</u>	<u>6,828,324</u>
Capital Assets Being Depreciated				
Buildings and systems	117,803,113	2,876,006	-	120,679,119
Improvements other than buildings	4,639,459	-	-	4,639,459
Machinery and equipment	<u>1,500,089</u>	<u>27,735</u>	<u>(118,843)</u>	<u>1,408,981</u>
Total Capital Assets Being Depreciated	<u>123,942,661</u>	<u>2,903,741</u>	<u>(118,843)</u>	<u>126,727,559</u>
Less Accumulated Depreciation for				
Buildings and systems	(54,833,515)	(2,022,018)	-	(56,855,533)
Improvements other than buildings	(4,230,901)	(122,089)	-	(4,352,990)
Machinery and equipment	<u>(1,136,214)</u>	<u>(97,361)</u>	<u>118,843</u>	<u>(1,114,732)</u>
Total Accumulated Depreciation	<u>(60,200,630)</u>	<u>(2,241,468)</u>	<u>118,843</u>	<u>(62,323,255)</u>
Total Capital Assets Being Depreciated, Net	<u>63,742,031</u>	<u>662,273</u>	<u>-</u>	<u>64,404,304</u>
Business-type Activities Capital Assets, Net	<u>\$ 71,789,279</u>	<u>\$ 2,208,740</u>	<u>\$ (2,765,391)</u>	<u>\$ 71,232,628</u>

Depreciation expense was charged to programs of the business-type activities as follows:

Business-type Activities

Water	\$ 998,866
Sewer	787,496
Storm Water	235,374
Golf Course	<u>219,732</u>

Total Depreciation Expense - Business-type Activities	<u>\$ 2,241,468</u>
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City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

D. Construction Commitments

The City has the following construction commitments at December 31, 2022:

Project	Spent to Date	Remaining Commitment
64th Street Area Improvements (1909D)	\$ 900,606	\$ 116,254
Intersection Improvement at T.H. 3 & Diffley Ct (Project 1805)	-	174,317
62nd Street Area Reconstruction (Project 1609G)	1,694,429	173,624
NWA Trunk Utility Improv - Argenta Trail (Project 2101)	1,168,425	106,035
Vista Pines Park (Project 2112)	441,484	1,629
Bryant Lane Area Improvement (Project 2109D)	1,457,436	53,390
Carleda Way Area Reconstruction (Project 1609F)	1,222,587	151,429
Argenta Trail Drainage Improvement (Project 2012)	322,705	19,626
Trunk Storm Sewer Ext for landlocked Basin JP-1 (Project 2111)	207,178	23,322
	<u>\$ 7,414,850</u>	<u>\$ 819,626</u>

E. Long-term Debt

General Obligation (G.O.) Bonds

The City issues G.O. and G.O. revenue bonds to provide funds for the acquisition and construction of major capital facilities and equipment. Debt service is covered by tax increments, special assessments, property tax levies and revenues. In addition, G.O. bonds have been issued to refund G.O., G.O. special assessment, and G.O. revenue bonds.

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
G.O. Bonds, Series 2015A	\$ 7,745,000	2.00 - 3.00 %	09/17/15	02/01/31	\$ 4,910,000
G.O. Refunding Capital Bonds, Series 2016A	8,515,000	2.75 - 3.00	12/29/16	02/01/34	7,050,000
G.O. Capital Improvement Plan Bonds, Series 2018A	9,785,000	3.35 - 5.00	12/27/18	02/01/39	8,975,000
G.O. Capital Improvement Plan Bonds, Series 2019A	2,500,000	3.50 - 4.00	01/03/19	02/01/27	<u>2,300,000</u>
Total G.O. Bonds					<u>\$ 23,235,000</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

Annual debt service requirements to maturity for G.O. bonds are as follows:

Year Ending December 31,	Governmental Activities		
	Principal	Interest	Total
2023	\$ 1,450,000	\$ 729,573	\$ 2,179,573
2024	1,525,000	676,223	2,201,223
2025	1,575,000	620,548	2,195,548
2026	1,630,000	563,560	2,193,560
2027	1,645,000	505,760	2,150,760
2028 - 2032	8,535,000	1,742,065	10,277,065
2033 - 2037	5,190,000	649,333	5,839,333
2038 - 2039	1,685,000	57,268	1,742,268
Total	<u>\$ 23,235,000</u>	<u>\$ 5,544,330</u>	<u>\$ 28,779,330</u>

G.O. Improvement (Special Assessment) Bonds

The following bonds were issued to finance various improvements and will be repaid primarily from special assessments levied on the properties benefiting from the improvements. Some issues, however, are partially financed by ad valorem tax levies. All special assessment debt is backed by the full faith and credit of the City. Each year the combined assessment and tax levy equals 105 percent of the amount required for debt service. The excess of 5 percent is to cover any delinquencies in tax or assessment payments.

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
G.O. Improvement Bonds, Series 2017B	\$ 3,505,000	2.00 - 3.00 %	12/11/17	02/01/33	\$ 2,750,000
G.O. Improvement Bonds, Series 2020A	1,640,000	.05 - 1.00	12/15/20	02/01/27	<u>1,245,000</u>
Total G.O. Special Assessment Bonds					<u>\$ 3,995,000</u>

Annual debt service requirements to maturity for G.O. special assessment bonds are as follows:

Year Ending December 31,	Governmental Activities		
	Principal	Interest	Total
2023	\$ 500,000	\$ 78,418	\$ 578,418
2024	505,000	68,243	573,243
2025	515,000	57,893	572,893
2026	525,000	47,918	572,918
2027	530,000	38,278	568,278
2028 - 2032	1,175,000	101,255	1,276,255
2033	245,000	3,062	248,062
Total	<u>\$ 3,995,000</u>	<u>\$ 395,067</u>	<u>\$ 4,390,067</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

G.O. Revenue Bonds

The following bonds were issued to finance capital improvements in the enterprise funds. They will be repaid from future revenues pledged from the Water and Sewer enterprise funds and are backed by the taxing power of the City. Annual revenues from charges for services, principal and interest payments, and percentage of revenue required to cover principal and interest payments are as follows:

				Water	Sewer
Net Operating Revenues				\$ 3,606,552	\$ 4,220,841
Principal and Interest				415,888	1,232,480
Percentage of Revenues				11.53 %	29.20 %

Description	Authorized and Issued	Interest Rate	Issue Date	Maturity Date	Balance at Year End
G.O. Sewer Revenue Bonds, Series 2015B	4,185,000	3.00 - 4.00	09/17/15	02/01/31	\$ 2,820,000
G.O. Sewer Refunding Revenue Bonds, Series 2017A	5,685,000	1.50 - 3.00	01/12/17	02/01/36	4,880,000
G.O. Sewer Refunding Revenue Bonds, Series 2021A	2,740,000	2.00 - 3.00	12/30/21	02/01/34	2,740,000
Total G.O. Revenue Bonds					<u>\$ 10,440,000</u>

The annual debt service requirements to maturity for G.O. revenue bonds are as follows:

Year Ending December 31,	Business-type Activities		
	Principal	Interest	Total
2023	\$ 750,000	\$ 288,275	\$ 1,038,275
2024	780,000	262,575	1,042,575
2025	805,000	237,781	1,042,781
2026	825,000	212,606	1,037,606
2027	855,000	186,700	1,041,700
2028 - 2032	4,310,000	549,488	4,859,488
2033 - 2036	2,115,000	99,725	2,214,725
Total	<u>\$ 10,440,000</u>	<u>\$ 1,837,150</u>	<u>\$ 12,277,150</u>

City of Inver Grove Heights, Minnesota

Notes to the Financial Statements

December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

The following leases were issued to finance the use of various police department vehicles. Lease payments include a monthly management fee, ranging from \$57 to \$69 per month. The leases are nonrenewable.

Description	Interest Rate	Issue Date	Lease Maturity Date	Payment Terms	Residual Value	Balance at Year End
Enterprise Fleet Management						
Police Vehicle	5.62 %	01/01/22	01/30/25	\$ 624 Monthly	\$ 6,581	\$ 13,281
Police Vehicle	5.62	01/01/22	01/30/25	624 Monthly	6,581	13,281
Police Vehicle	4.17	01/01/22	02/01/24	817 Monthly	7,441	9,648
Police Vehicle	4.19	01/01/22	02/29/24	817 Monthly	7,625	10,329
Police Vehicle	4.19	01/01/22	02/29/24	817 Monthly	8,056	10,329
Police Vehicle	4.17	01/01/22	02/01/24	817 Monthly	7,863	9,648
Police Vehicle	5.30	01/01/22	07/01/23	844 Monthly	7,652	4,479
Police Vehicle	5.30	01/01/22	06/01/23	844 Monthly	8,079	3,714
Police Vehicle	5.30	01/01/22	06/01/23	844 Monthly	7,589	3,714
Police Vehicle	5.30	01/01/22	06/01/23	844 Monthly	7,589	3,714
Police Vehicle	4.30	01/01/22	06/30/24	825 Monthly	7,593	13,287
Police Vehicle	5.30	01/01/22	06/30/25	618 Monthly	6,579	15,669
Police Vehicle	4.46	01/01/22	07/31/24	828 Monthly	8,040	14,054
Police Vehicle	4.46	01/01/22	07/31/24	828 Monthly	7,693	14,054
Police Vehicle	4.40	01/01/22	09/30/24	827 Monthly	7,648	15,485
Police Vehicle	5.00	01/01/22	08/01/23	844 Monthly	7,780	5,243
Police Vehicle	4.17	01/01/22	01/31/26	552 Monthly	5,714	17,314
Police Vehicle	5.35	01/01/22	01/31/27	382 Monthly	3,964	14,761
Police Vehicle	5.55	01/01/22	02/28/27	839 Monthly	3,893	32,954
						<u>\$ 224,958</u>

The annual debt service requirements to maturity for the lease payables are as follows:

Year Ending December 31,	Governmental Activities		
	Principal	Interest	Total
2023	\$ 124,505	\$ 10,931	\$ 135,436
2024	63,083	5,044	68,127
2025	22,875	1,960	24,835
2026	13,429	785	14,214
2027	1,066	59	1,125
Total	<u>\$ 224,958</u>	<u>\$ 18,779</u>	<u>\$ 243,737</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

Changes in Long-term Liabilities

Long-term liability activity for the year ended December 31, 2022 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Governmental Activities					
Bonds Payable					
G.O. bonds	\$ 24,605,000	\$ -	\$ (1,370,000)	\$ 23,235,000	\$ 1,450,000
G.O. special assessment bonds	4,640,000	-	(645,000)	3,995,000	500,000
Bond premium	808,890	-	(62,821)	746,069	-
Total Bonds Payable	30,053,890	-	(2,077,821)	27,976,069	1,950,000
Lease Payable	315,948	58,318	(149,308)	224,958	124,505
Compensated Absences Payable	2,691,629	1,183,148	(1,091,758)	2,783,019	1,221,150
Governmental Activity Long-term Liabilities	<u>\$ 33,061,467</u>	<u>\$ 1,241,466</u>	<u>\$ (3,318,887)</u>	<u>\$ 30,984,046</u>	<u>\$ 3,295,655</u>
Business-type Activities					
Bonds Payable					
G.O. revenue bonds	\$ 14,645,000	\$ -	\$ (4,205,000)	\$ 10,440,000	\$ 750,000
Bond premium	527,519	-	(59,926)	467,593	-
Total Bonds Payable	15,172,519	-	(4,264,926)	10,907,593	750,000
Compensated Absences Payable	259,595	236,613	(179,453)	316,755	133,615
Business-type Activity Long-term Liabilities	<u>\$ 15,432,114</u>	<u>\$ 236,613</u>	<u>\$ (4,444,379)</u>	<u>\$ 11,224,348</u>	<u>\$ 883,615</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

F. Components of Fund Balance

Fund equity balances are classified below to reflect the limitations and restrictions of the respective funds.

	General	Improvement Bonds	Closed Bond	Community Center
Nonspendable				
Prepaid items	\$ 29,102	\$ -	\$ -	\$ 8,460
Leases	42,670	-	-	-
Total Nonspendable	<u>71,772</u>	<u>-</u>	<u>-</u>	<u>8,460</u>
Restricted for				
Debt service	-	4,075,545	-	-
Community development	-	-	-	-
Public safety	26,073	-	-	-
Public health	-	-	-	-
Tree preservation	-	-	-	-
Park improvements	-	-	-	-
Total Restricted	<u>26,073</u>	<u>4,075,545</u>	<u>-</u>	<u>-</u>
Committed to				
Convention and Visitors Bureau	-	-	-	-
Economic development	-	-	-	-
Public safety	278,240	-	-	-
Total Committed	<u>278,240</u>	<u>-</u>	<u>-</u>	<u>-</u>
Assigned to				
Debt service	-	-	2,090,990	-
Capital improvements	-	-	-	-
Total Assigned	<u>-</u>	<u>-</u>	<u>2,090,990</u>	<u>-</u>
Unassigned	<u>13,387,712</u>	<u>-</u>	<u>-</u>	<u>(1,683,478)</u>
Total	<u>\$ 13,763,797</u>	<u>\$ 4,075,545</u>	<u>\$ 2,090,990</u>	<u>\$ (1,675,018)</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

	Local Improvement Construction	Pavement Management	Host Community	Other Governmental	Total
Nonspendable					
Prepaid items	\$ -	\$ -	\$ -	\$ 640	\$ 38,202
Leases	-	-	-	-	42,670
Total Nonspendable	-	-	-	640	80,872
Restricted for					
Debt service	-	-	-	-	4,075,545
Community development	-	-	-	3,945,464	3,945,464
Public safety	-	-	-	-	26,073
Public health	-	-	-	95,240	95,240
Tree preservation	-	-	-	829,228	829,228
Park improvements	-	-	-	3,247,405	3,247,405
Total Restricted	-	-	-	8,117,337	12,218,955
Committed to					
Convention and Visitors Bureau	-	-	-	85,143	85,143
Economic development	-	-	-	420,694	420,694
Public safety	-	-	-	-	278,240
Total Committed	-	-	-	505,837	784,077
Assigned to					
Debt service	-	-	-	-	2,090,990
Capital improvements	1,140,142	12,518,185	8,240,845	4,981,225	26,880,397
Total Assigned	1,140,142	12,518,185	8,240,845	4,981,225	28,971,387
Unassigned	-	-	-	-	11,704,234
Total	<u>\$ 1,140,142</u>	<u>\$ 12,518,185</u>	<u>\$ 8,240,845</u>	<u>\$ 13,605,039</u>	<u>\$ 53,759,525</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

G. Interfund Receivables, Payables and Transfers

The composition of interfund balances at December 31, 2022 is as follows:

Receivable Fund	Payable Fund	Purpose	Amount
<i>Due from/to other funds</i>			
Internal Service	Golf Course	To loan funds for repairs and maintenance	\$ 81,908
Internal Service	Community Center	To loan funds for capital improvements	161,698
<i>Advance to/from other funds</i>			
Internal Service	Golf Course	To loan funds for repairs and maintenance	1,556,252
Internal Service	Community Center	To loan funds for capital improvements	1,697,431
Host Community	Nonmajor governmental	To loan funds for land purchase	<u>1,000,000</u>
Total			<u>\$ 4,497,289</u>

The Internal Service Central Equipment fund made advances to the Golf Course and Community Center funds which will be paid back in annual installments. The Host Community fund made advances to the nonmajor governmental EDA fund, which will be paid back when the land for resale has sold.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

The composition of interfund transfers for the year ended December 31, 2022 is as follows:

Fund	Transfer In					
	General	Improvement Bonds	Community Center	Local Improvement Construction	Pavement Management	Host Community
Transfer Out						
General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,191
Improvement Bonds	-	-	-	-	-	-
Closed Bond	-	177,250	-	-	-	-
Local Improvement Construction	-	-	-	-	-	-
Pavement Management	-	196,084	-	215,162	-	-
Host Community	9,745	-	2,231,391	1,000,000	500,000	-
Nonmajor Governmental	32,217	-	5,935	-	-	-
Water	302,600	-	-	329,323	493,624	-
Sewer	302,600	-	-	12,478	393,725	-
Storm Water Management	78,036	-	-	22,993	63,539	-
Internal Service Funds	147,000	-	-	20,633	-	-
Total	<u>\$ 872,198</u>	<u>\$ 373,334</u>	<u>\$ 2,237,326</u>	<u>\$ 1,600,589</u>	<u>\$ 1,450,888</u>	<u>\$ 42,191</u>

Fund	Transfer In					Total
	Nonmajor Governmental	Water	Sewer	Storm Water Management	Internal Service Funds	
Transfer Out						
General	\$ 340,800	\$ -	\$ -	\$ -	\$ 18,000	\$ 400,991
Improvement Bonds	-	-	105,981	-	-	105,981
Closed Bond	-	-	56,640	-	-	233,890
Local Improvement Construction	269,418	472,685	507,979	82,182	6,189	1,338,453
Pavement Management	-	-	-	33,144	-	444,390
Host Community	25,000	-	-	-	-	3,766,136
Nonmajor Governmental	408,967	-	-	3,063	226,029	676,211
Water	-	-	-	-	-	1,125,547
Sewer	-	-	-	-	-	708,803
Storm Water Management	-	-	-	-	-	164,568
Internal Service Funds	-	-	-	-	-	167,633
Total	<u>\$ 1,044,185</u>	<u>\$ 472,685</u>	<u>\$ 670,600</u>	<u>\$ 118,389</u>	<u>\$ 250,218</u>	<u>\$ 9,132,603</u>

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 3: Detailed Notes on All Funds (Continued)

The City annually budgets transfers for specific purposes and includes transfers to cover funds annual operations, transfers for debt service payments, transfers made as part of capital improvement plans and other transfers made for various reasons. The City made the following one-time non-budgeted transfers for the year ended December 31, 2022:

- A transfer from the General fund to the Parks Capital fund for future capital purchases.
- A transfer from the General fund to the Local Improvement Construction fund was adopted by resolution. The transfer was for construction projects.
- A transfer from the Local Improvement Construction fund to the General fund, Pavement Management fund, nonmajor governmental funds, water, sewer and storm water management funds and the internal service funds were adopted by resolution. The transfers were to close construction projects.
- Transfers from the Pavement Management fund to the Local Improvement Construction fund were adopted by resolution. The transfers were for construction projects.
- A transfer from the Host Community fund to the Local Improvement Construction fund was adopted by resolution. The transfer was for construction projects.
- Transfers from the nonmajor governmental funds to the Local Improvement Construction fund and Pavement Management fund were adopted by resolution. The transfers were for construction projects.
- Transfers from the nonmajor governmental funds to the Internal Service funds were adopted by resolution. The transfers were for funding equipment purchases and future capital costs.
- Transfers from the Water fund to the Local Improvement Pavement Management fund and Sewer fund were adopted by resolution. The transfers were for construction projects.
- Transfers from the Sewer fund to the Local Improvement Pavement Management fund and Golf Course fund were adopted by resolution. The transfers were for construction projects.
- Transfers from the Storm Water Management fund to the Local Improvement Pavement Management fund were adopted by resolution. The transfers were for construction projects.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide

A. Plan Description

The City participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA's defined benefit pension plans are established and administered in accordance with *Minnesota statutes*, chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

General Employees Retirement Plan

All full-time and certain part-time employees of the City are covered by the General Employees Plan. General Employees Plan members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

Public Employees Police and Fire Plan

The Police and Fire Plan, originally established for police officers and firefighters not covered by a local relief association, now covers all police officers and firefighters hired since 1980. Effective July 1, 1999, the Police and Fire Plan also covers police officers and firefighters belonging to a local relief association that elected to merge with and transfer assets and administration to PERA.

B. Benefits Provided

PERA provides retirement, disability and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

General Employees Plan Benefits

General Employees Plan benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated and Basic Plan members. Members hired prior to July 1, 1989 receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2 percent of average salary for each of the first 10 years of service and 1.7 percent of average salary for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7 percent for average salary for all years of service. For members hired prior to July 1, 1989 a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

Benefit increases are provided to benefit recipients each January. The postretirement increase is equal to 50 percent of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1 percent and a maximum of 1.5 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. Recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

Police and Fire Plan Benefits

Benefits for the Police and Fire Plan members first hired after June 30, 2010, but before July 1, 2014, vest on a prorated basis from 50 percent after five years up to 100 percent after ten years of credited service. Benefits for Police and Fire Plan members first hired after June 30, 2014 vest on a prorated basis from 50 percent after ten years up to 100 percent after twenty years of credited service. The annuity accrual rate is 3.0 percent of average salary for each year of service. For Police and Fire Plan members who were first hired prior to July 1, 1989, a full annuity is available when age plus years of service equal at least 90.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

Benefit increases are provided to benefit recipients each January. The postretirement increase is fixed at 1 percent. Recipients that have been receiving the annuity or benefit for at least 36 months as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least 25 months but less than 36 months as of the June 30 before the effective date of the increase will receive a reduced prorated increase.

C. Contributions

Minnesota statutes chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state Legislature.

General Employees Fund Contributions

Coordinated Plan members were required to contribute 6.50 percent of their annual covered salary in fiscal year 2022 and the City was required to contribute 7.50 percent for Coordinated Plan members. The City's contributions to the General Employees Fund for the years ending December 31, 2022, 2021 and 2020 were \$739,972, \$642,758 and \$680,633, respectively. The City's contributions were equal to the required contributions for each year as set by state statute.

Police and Fire Fund Contributions

Police and Fire members were required to contribute 11.80 percent of their annual covered salary in fiscal year 2022 and the City was required to contribute 17.70 percent for Police and Fire Plan members. The City's contributions to the Police and Fire Fund for the years ending December 31, 2022, 2021 and 2020 were \$1,086,038, \$857,198 and \$892,474, respectively. The City's contributions were equal to the required contributions for each year as set by state statute.

D. Pension Costs

General Employees Fund Pension Costs

At December 31, 2022, the City reported a liability of \$10,058,442 for its proportionate share of the General Employees Fund's net pension liability. The City's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the City totaled \$295,057. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportionate share of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2021 through June 30, 2022 relative to the total employer contributions received from all of PERA's participating employers. The City's proportionate share was 0.1270 percent which was an increase of 0.0058 from its proportion measured as of June 30, 2021.

City's Proportionate Share of the Net Pension Liability	\$ 10,058,442
State of Minnesota's Proportionate Share of the Net Pension Liability Associated with the City	<u>295,057</u>
Total	<u><u>\$ 10,353,499</u></u>

For the year ended December 31, 2022, the City recognized pension expense of \$1,582,980 for its proportionate share of General Employees Plan's pension expense. In addition, the City recognized an additional \$44,088 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

At December 31, 2022, the City reported its proportionate share of General Employee's deferred outflows of resources and deferred inflows of resources, related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences Between Expected and Actual Economic Experience	\$ 84,016	\$ 102,496
Changes in Actuarial Assumptions	2,175,586	38,848
Net Difference Between Projected and Actual Earnings on Plan Investments	330,282	-
Changes in Proportion	236,753	-
Contributions Paid to PERA Subsequent to the Measurement Date	<u>400,349</u>	<u>-</u>
Total	<u>\$ 3,226,986</u>	<u>\$ 141,344</u>

The \$400,349 reported as deferred outflows of resources related to pensions resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2023. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

2023	\$ 1,056,391
2024	981,300
2025	(262,033)
2026	909,635

Police and Fire Fund Pension Costs

At December 31, 2022, the City reported a liability of \$19,225,391 for its proportionate share of the Police and Fire Fund's net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportionate share of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2021 through June 30, 2022 relative to the total employer contributions received from all of PERA's participating employers. The City's proportionate share was 0.4418 percent which was an increase of 0.0022 from its proportion measured as of June 30, 2021.

The State of Minnesota contributed \$18 million to the Police and Fire Fund in the plan fiscal year ended June 30, 2022. The contribution consisted of \$9 million in direct state aid that does meet the definition of a special funding situation and \$9 million in supplemental state aid that does not meet the definition of a special funding situation. The \$9 million direct state aid was paid on October 1, 2021. Thereafter, by October 1 of each year, the state will pay \$9 million to the Police and Fire Fund until full funding is reached or July 1, 2048, whichever is earlier. The \$9 million in supplemental state aid will continue until the fund is 90 percent funded, or until the State Patrol Plan (administered by the Minnesota State Retirement System) is 90 percent funded, whichever occurs later.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

The State of Minnesota is included as a non-employer contributing entity in the Police and Fire Retirement Plan Schedule of Employer Allocations and Schedule of Pension Amounts by Employer, Current Reporting Period Only (pension allocation schedules) for the \$9 million in direct state aid. Police and Fire Plan employers need to recognize their proportionate share of the State of Minnesota's pension expense (and grant revenue) under GASB 68 special funding situation accounting and financial reporting requirements. For the year ended December 31, 2022, the City recognized pension expense of \$2,121,420 for its proportionate share of the Police and Fire Plan's pension expense. In addition, the City recognized an additional \$162,913 as pension expense (grant revenue) for its proportionate share of the State of Minnesota's contribution of \$9 million to the Police and Fire Fund.

The State of Minnesota is not included as a non-employer contributing entity in the Police and Fire Pension Plan pension allocation schedules for the \$9 million in fire state aid. The City also recognized \$39,762 for the year ended December 31, 2022 as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the Police and Fire Fund.

At December 31, 2022, the City reported its proportionate share of Police and Fire Plan's deferred outflows of resources and deferred inflows of resources, from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Economic Experience	\$ 1,148,700	\$ 34,826
Changes in Actuarial Assumptions	11,209,874	210,528
Net Difference Between Projected and Actual Earnings on Plan Investments	501,982	17,794
Changes in Proportion	675,276	-
Contributions Paid to PERA Subsequent to the Measurement Date	610,030	-
Total	<u>\$ 14,145,862</u>	<u>\$ 263,148</u>

The \$610,030 reported as deferred outflows of resources related to pensions resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2023. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

2023	\$ 2,669,930
2024	2,701,129
2025	2,365,977
2026	3,936,054
2027	1,599,594

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

E. Actuarial Assumptions

The total pension liability in the June 30, 2022, actuarial valuation was determined using an individual entry-age normal actuarial cost method. The long-term rate of return on pension plan investment used in the determination of the total liability is 6.5 percent. This assumption is based on a review of inflation and investment return assumptions from a number of national investment consulting firms. The review provided a range of investment return rates deemed to be reasonable by the actuary. An investment return of 6.5 percent was deemed to be within that range of reasonableness for financial reporting purposes.

Inflation is assumed to be 2.25 percent for the General Employees Plan and 2.25 percent for the Police and Fire Plan. Benefit increases after retirement are assumed to be 1.25 percent for the General Employees Plan. The Police and Fire Plan benefit increase is fixed at 1 percent per year and that increase was used in the valuation.

Salary growth assumptions in the General Employees Plan range in annual increments from 10.25 percent after one year of service to 3.0 percent after 27 years of service. In the Police and Fire Plan, salary growth assumptions range from 11.75 percent after one year of service to 3.0 percent after 24 years of service.

Mortality rates for the General Employees Plan are based on the Pub-2010 General Employee Mortality Table. Mortality rates for the Police and Fire Plan is based on the Pub-2010 Public Safety Employee Mortality tables. The tables are adjusted slightly to fit PERA's experience.

Actuarial assumptions used in the June 30, 2022 valuation were based on the results of actuarial experience studies. The most recent four-year experience study in the General Employees Plan was completed in 2019. The assumption changes were adopted by the Board and become effective with the July 1, 2020 actuarial valuation. The most recent four-year experience study for the Police and Fire Plan was completed in 2020 were adopted by the Board and became effective with the July 1, 2021 actuarial valuation.

The following changes in actuarial assumptions and plan provisions occurred in 2022:

General Employees Fund

Changes in Actuarial Assumptions

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

Changes in Plan Provisions

- There were no changes in plan provisions since the previous valuation.

Police and Fire Fund

Changes in Actuarial Assumptions

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.
- The single discount rate changed from 6.50 percent to 5.40 percent.

Changes in Plan Provisions

- There have been no changes since the prior valuation.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Domestic Equity	33.5 %	5.10 %
International Equity	16.5	5.30
Fixed Income	25.0	0.75
Private Markets	25.0	5.90
Total	100.00 %	

F. Discount Rate

The discount rate used to measure the total pension liability in 2022 was 6.50 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

In the Police and Fire Fund, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members through June 30, 2060. Beginning in fiscal year ended June 30, 2061 for the Police and Fire Fund, projected benefit payments exceed the funds' projected fiduciary net position. Benefit payments projected after were discounted at the municipal bond rate of 3.69 percent (based on the weekly rate closest to but not later than the measurement date of the Fidelity "20-Year Municipal GO AA Index"). The resulting equivalent single discount rate of 5.40 percent for the Police and Fire Fund was determined to give approximately the same present value of projected benefits when applied to all years of projected benefits as the present value of projected benefits using 6.5 percent applied to all years of projected benefits through the point of asset depletion and 3.69 percent thereafter.

G. Pension Liability Sensitivity

The following presents the City's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate one percentage point lower or one percentage point higher than the current discount rate:

	City Proportionate Share of NPL		
	1 Percent Decrease (5.50%)	Current (6.50%)	1 Percent Increase (7.50%)
General Employees Fund	\$ 15,887,836	\$ 10,058,442	\$ 5,277,439
	1 Percent Decrease (4.40%)	Current (5.40%)	1 Percent Increase (6.40%)
Police and Fire Fund	\$ 29,095,163	\$ 19,225,391	\$ 11,246,271

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 4: Defined Benefit Pension Plans - Statewide (Continued)

H. Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.mnpera.org.

Note 5: Public Employees Defined Contribution Plan (Defined Contribution Plan)

One council member is covered by the Defined Contribution Plan, a multiple-employer deferred compensation plan administered by PERA. The Defined Contribution Plan is a tax qualified plan under Section 401(a) of the Internal Revenue Code and all contributions by or on behalf of employees are tax deferred until time of withdrawal.

Plan benefits depend solely on amounts contributed to the plan plus investment earnings, less administrative expenses. *Minnesota Statutes*, Chapter 353D.03, specifies plan provisions, including the employee and employer contribution rates for those qualified personnel who elect to participate. An eligible elected official who decides to participate contributes five percent of salary which is matched by the elected official's employer. Employer contributions for volunteer personnel may be a unit value for each call or period of alert duty. Employees who are paid for their services may elect to make member contributions in an amount not to exceed the employer share. Employer and employee contributions are combined and used to purchase shares in one or more of the seven accounts of the Minnesota Supplemental Investment Fund. For administering the plan, PERA receives 2.0 percent of employer contributions and twenty-five hundredths of 1.0 percent (0.25 percent) of the assets in each member's account annually.

Total contributions made by the City during the fiscal year 2022 were:

Contribution Amount		Percentage of Covered Payroll		Required Rate
Employee	Employer	Employee	Employer	
\$ 570	\$ 570	5.00%	5.00%	5.00%

The City's contributions to the DCP for the years ended December 31, 2022, 2021 and 2020 were \$570, \$548 and \$1,390, respectively. The City's contributions were equal to the contractually required contributions for each year as set by Minnesota statute.

Note 6: Defined Benefit Pension Plans - Fire Relief Association

A. Plan Description

All members of the Inver Grove Heights Fire Department (the Department) are covered by a defined benefit plan administered by the Inver Grove Heights Firefighters Relief Association (the Association). As of December 31, 2022, the plan covered 53 active firefighters and 22 vested terminated fire fighters whose pension benefits are deferred. The plan is a single employer retirement plan and is established and administered in accordance with Minnesota statute, chapter 69.

The Association maintains a separate Special fund to accumulate assets to fund the retirement benefits earned by the Department's membership. Funding for the Association is derived from an insurance premium tax in accordance with the Volunteer Firefighter's Relief Association Financing Guidelines Act of 1971 (chapter 261 as amended by chapter 509 of Minnesota statutes 1980). Funds are also derived from investment income.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 6: Defined Benefit Pension Plans - Fire Relief Association (Continued)

B. Benefits Provided

A firefighter who completes at least 20 years as an active member of the Department is entitled, after age 50, to a full-service pension upon retirement.

The bylaws of the Association also provide for an early vested service pension for a retiring member who has completed fewer than 20 years of service. The reduced pension, available to members with 10 years of service, shall be equal to 60 percent of the pension as prescribed by the bylaws. This percentage increases 4 percent per year so that at 20 years of service, the full amount prescribed is paid. Members who retire with less than 20 years of service and have reached the age of 50 years and have completed at least 10 years of active membership are entitled to a reduced service pension not to exceed the amount calculated by multiplying the member's service pension for the completed years of service times the applicable non-forfeitable percentage of pension.

C. Contributions

Minnesota statutes, chapters 424 and 424A authorize pension benefits for volunteer fire relief associations. The plan is funded by fire state aid, investment earnings and, if necessary, employer contributions as specified in Minnesota statutes and voluntary City contributions (if applicable). The State of Minnesota contributed \$251,695 in fire state aid to the plan on behalf of the Department for the year ended December 31, 2022, which was recorded as a revenue. There were no required employer contributions calculated based on statutory provisions. In 2021, the City made voluntary contributions of \$82,775 to the plan and in 2022 made no voluntary contributions to the plan.

D. Pension Costs

At December 31, 2022, the City reported a net pension liability (asset) of \$(2,827,486) for the Volunteer Firefighter Fund. The net pension asset was measured as of December 31, 2022. The total pension liability used to calculate the net pension asset in accordance with GASB 68 was determined by PERA applying an actuarial formula to specific census data certified by the Department. The following table presents the changes in net pension liability (asset) during the year:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (Asset) (a-b)
Beginning Balance January 1, 2022	\$ 3,102,056	\$ 5,603,910	\$ (2,501,854)
Changes for the Year			
Service cost	136,517	-	136,517
Interest on pension liability (asset)	165,036	-	165,036
Assumption Changes	-	-	-
Plan Changes	222,566	-	222,566
Contributions (employer)	-	87,475	(87,475)
Nonemployer contributions	-	239,102	(239,102)
Projected Investment Return	-	303,616	(303,616)
(Gain)/loss	-	237,525	(237,525)
Benefit payments	(475,846)	(475,846)	-
Administrative expenses	-	(17,967)	17,967
Total Net Changes	48,273	373,905	(325,632)
Ending Balance December 31, 2022	\$ 3,150,329	\$ 5,977,815	\$ (2,827,486)

For the year ended December 31, 2022, the City recognized negative pension expense of \$371,042.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 6: Defined Benefit Pension Plans - Fire Relief Association (Continued)

At December 31, 2022, the City reported deferred outflows of resources and its contributions subsequent to the measurement date related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	\$ -	\$ 445,284
Changes in Actuarial Assumptions	33,458	45,309
Net Difference Between Projected and Actual Earnings on Plan Investments	-	312,959
Contributions to Plan Subsequent to the Measurement Date	251,695	-
Total	<u>\$ 285,153</u>	<u>\$ 803,552</u>

Deferred outflows of resources totaling \$251,695 related to pensions resulting from the City's contributions to the plan subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2023. Other amounts reported as deferred outflows of resources related to the plan will be recognized in pension expense as follows:

2023	\$ (162,259)
2024	(300,393)
2025	(189,577)
2026	(82,686)
2027	(35,179)

E. Actuarial Assumptions

The total pension asset at December 31, 2022 was determined using the entry age normal actuarial cost method and the following actuarial assumptions:

Retirement Eligibility at 100 Percent at Age 50	
Salary Increases	2.50% per year
Cost of Living Increases	0.00% per year
Investment Rate of Return	5.50%
20-Year Municipal Bond Yield	N/A (no unfunded liabilities)

The discount rate remained at 5.50% in 2022.

The long-term expected rate of return on pension plan investments was based on the plan's target investment allocation along with long-term expectations by asset class. When there is sufficient historical evidence of market outperformance, historical average returns may be considered.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 6: Defined Benefit Pension Plans - Fire Relief Association (Continued)

The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Cash	10.00 %	1.80 %
Fixed Income	29.00	3.50
Equities	58.00	7.00
Other	3.00	6.50
Total	<u>100.00 %</u>	

F. Discount Rate

The discount rate used to measure the total pension liability was 5.50 percent. Assets were projected using expected benefit payments and expected asset returns. Expected benefit payments by year were discounted using the expected asset return assumption for years in which the assets were sufficient to pay all benefit payments. Any remaining benefit payments after the trust fund is exhausted are discounted at the municipal bond rate. The equivalent single rate is the discount rate.

G. Pension Asset Sensitivity

The following presents the City's net pension asset for the plan, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City's net pension asset would be if it were calculated using a discount rate 1 percent lower or 1 percent higher than the current discount rate:

	City Proportionate Share of NPA		
	1 Percent Decrease (4.50%)	Current (5.50%)	1 Percent Increase (6.50%)
Defined Benefit Plan	\$ (2,641,824)	\$ (2,827,486)	\$ (2,997,550)

H. Pension Plan Fiduciary Net Position

The Association issues a publicly available financial report. The report may be obtained by writing to the Inver Grove Heights Firefighters Relief Association, 8150 Barbara Ave, Inver Grove Heights, MN 55077.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 7: Postemployment Benefits Other Than Pensions

A. Plan Description

The City provides a single-employer defined benefit health care plan to eligible retirees and their spouses. The plan offers medical coverage and is administered by HealthPartners, Inc. It is the City's policy for Council to periodically review its medical coverage, and to obtain requests for proposals in order to provide the most favorable benefits and premiums for City employees and retirees. The City does not issue a publicly available report. The plan is not considered a trust and contributions are not irrevocable.

Inactive Plan Members or Beneficiaries Currently Receiving Benefit Payments	8
Active Plan Members	169
Total Plan Members	177

B. Funding Policy

Retirees receiving benefits contribute 100 percent of their premium costs. Retirees and their spouses contribute to the health care plan at the same rate as City employees. This results in the retirees receiving an implicit rate subsidy. Contribution requirements are established by the City, based on the contract terms with HealthPartners, Inc. The required contributions are based on projected pay-as-you-go financing requirements. For the year ended December 31, 2022, the City's average contribution rate was 0.5 percent of covered-employee payroll. For fiscal year 2022, the City contributed \$74,762 to the plan. As of January 1, 2022, there were eight retirees receiving health benefits from the City's health plan.

C. Actuarial Methods and Assumptions

The City's total OPEB liability of \$824,296 was measured as of January 1, 2022, and was determined by an actuarial valuation as of January 1, 2022.

The total OPEB liability in the January 1, 2022 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Discount Rate	2.00%
Expected Long-Term Investment Return	N/A
20-Year Municipal Bond Yield	2.00%
Inflation Rate	2.00%
Salary Increases	3% - 11.75%
Medical Trend Rate	6.50% as of January 1, 2022 grading to 5.00% over 6 years and then to 4.00% over the next 48 years

The discount rate used to measure the total OPEB liability was 2.00 percent. The mortality tables were updated from the Pub-2010 Public Retirement Plans Headcount-Weighted Mortality Tables (General, Safety) with MP-2020 Generational Improvement Scale to the Pub-2010 Public Retirement Plans Headcount-Weighted Mortality Tables (General, Safety) with MP-2021 Generational Improvement Scale.

The actuarial assumptions used in the January 1, 2022 valuation were based on input from a variety of published sources of historical and projected future financial data. Each assumption was reviewed for reasonableness with the source information as well as for consistency with the other economic assumptions.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 7: Postemployment Benefits Other Than Pensions (Continued)

D. Changes in the Total OPEB Liability

	Total OPEB Liability (a)
Balances at December 31, 2021	<u>\$ 810,707</u>
Changes for the Year:	
Service cost	60,250
Interest	16,502
Differences between expected and actual experience	24,350
Changes in assumptions or other inputs	4,578
Benefit payments	<u>(92,091)</u>
Net Changes	<u>13,589</u>
Balances at December 31, 2022	<u><u>\$ 824,296</u></u>

Since the prior measurement date, the following assumptions changed:

- The discount rate remained constant at 2.00%.

E. Sensitivity of the Total OPEB Liability

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower (1.00 percent) or 1-percentage point higher (3.00 percent) than the current discount rate:

1 Percent Decrease (1.00%)	Current (2.00%)	1 Percent Increase (3.00%)
\$ 879,018	\$ 824,296	\$ 772,845

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a Healthcare Cost Trend Rate that is 1-percentage point lower (5.00 percent decreasing to 4.00 percent) or 1-percentage point higher (7.00 percent decreasing to 6.00 percent) than the current cost trend rate:

1 Percent Decrease (5.00% Decreasing to 4.00%)	Healthcare Cost Trend Rates (6.50% Decreasing to 5.00%)	1 Percent Increase (7.00% Decreasing to 6.00%)
\$ 748,605	\$ 824,296	\$ 914,422

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 7: Postemployment Benefits Other Than Pensions (Continued)

F. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2022, the City recognized OPEB expense of \$90,931. At December 31, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in Actuarial Assumptions	\$ 48,318	\$ 11,329
Net Difference between Projected and Actual Earnings on Plan Investments	46,054	-
Contributions to OPEB Subsequent to the Measurement Date	74,761	-
Total	<u>\$ 169,133</u>	<u>\$ 11,329</u>

Deferred outflows of resources totaling \$74,761 related to pensions resulting from the City's contributions to OPEB subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended December 31, 2023. Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended December 31:	
2023	\$ 14,178
2024	14,178
2025	14,178
2026	14,178
2027	14,178
Thereafter	12,153

Note 8: Other Information

A. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

Workers compensation coverage is provided through a pooled self-insurance program through the League of Minnesota Cities Insurance Trust (LMCIT). The City pays an annual premium to the LMCIT. The City is subject to supplemental assessments if deemed necessary by the LMCIT. The LMCIT reinsures through Workers Compensation Reinsurance Association (WCRA) as required by law. For workers compensation, the City is not subject to a deductible.

Property and casualty insurance is provided through a pooled self-insurance program through the LMCIT. The City pays an annual premium to the LMCIT. The City is subject to supplemental assessments if deemed necessary by the LMCIT. The LMCIT reinsures through commercial companies for claims in excess of various amounts. The City retains risk for the deductible portion of the insurance policies and for any exclusions from the insurance policies. These amounts are considered immaterial to the financial statements.

The City continues to carry commercial insurance for all other risks of loss, including disability and employee health insurance.

City of Inver Grove Heights, Minnesota
Notes to the Financial Statements
December 31, 2022

Note 8: Other Information (Continued)

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three fiscal years.

The risk management activities of the City are accounted for by the Risk Management fund, an internal service fund, which charges its costs to user departments. The fund is designed to build up a reserve which will provide the City the opportunity to assume a greater share of its insurance risks and thereby reducing the cost to purchase insurance.

B. Contingencies

Tax Increment Financing Districts

The City's tax increment districts are subject to review by the State of Minnesota Office of the State Auditor (OSA). Any disallowed claims or misuse of tax increments could become a liability of the applicable fund. Management has indicated that they are not aware of any instances of noncompliance which would have a material effect on the financial statements. The City currently does not have any open tax increment districts.

C. Conduit Debt Obligations

From time to time, the City has issued industrial revenue bonds to provide financial assistance to private sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payment received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the City, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements.

As of December 31, 2022, there was one series of Housing Revenue Bonds outstanding as follows:

Series	Amount Issued	Balance Outstanding 12/31/22
2005 Senior Housing Revenue Refunding Bonds	\$ 32,290,000	\$ 19,635,000

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

FOR THE YEAR ENDED
DECEMBER 31, 2022

DRAFT

City of Inver Grove Heights, Minnesota
Required Supplementary Information
For the Year Ended December 31, 2022

Schedule of Employer's Share of PERA Net Pension Liability - General Employees Fund

Fiscal Year Ending	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the City (b)	Total (a+b)	City's Covered Payroll (c)	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
06/30/22	0.1270 %	\$ 10,058,442	\$ 295,057	\$ 10,353,499	\$ 9,136,682	110.1 %	76.7 %
06/30/21	0.1212	5,175,783	158,056	5,333,839	8,719,450	59.4	87.0
06/29/20	0.1206	7,230,521	222,930	7,453,451	8,595,785	84.1	79.0
06/30/19	0.1139	6,297,276	195,825	6,493,101	8,063,116	78.1	80.2
06/30/18	0.1121	6,218,848	204,030	6,422,878	7,509,053	82.8	79.5
06/30/17	0.1086	6,932,952	87,187	7,020,139	6,960,481	99.6	75.9
06/29/16	0.1064	8,639,152	112,841	8,751,993	6,603,007	130.8	68.9

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

Schedule of Employer's PERA Contributions - General Employees Fund

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	City's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/22	\$ 739,972	\$ 739,972	\$ -	\$ 9,866,294	7.5 %
12/31/21	642,758	642,758	-	8,570,102	7.5
12/30/20	680,633	680,633	-	9,075,102	7.5
12/31/19	620,963	620,963	-	8,279,503	7.5
12/31/18	593,314	593,314	-	7,910,851	7.5
12/31/17	544,197	544,197	-	7,255,965	7.5
12/30/16	499,836	499,836	-	6,664,480	7.5

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - General Employees Fund

Changes in Actuarial Assumptions

2022 - The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

2021 - The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes. The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

2020 - The price inflation assumption was decreased from 2.50% to 2.25%. The payroll growth assumption was decreased from 3.25% to 3.00%. Assumed salary increase rates were changed as recommended in the June 30, 2019 experience study. The net effect is assumed rates that average 0.25% less than previous rates. Assumed rates of retirement were changed as recommended in the June 30, 2019 experience study. The changes result in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements. Assumed rates of termination were changed as recommended in the June 30, 2019 experience study. The new rates are based on service and are generally lower than the previous rates for years 2-5 and slightly higher thereafter. Assumed rates of disability were changed as recommended in the June 30, 2019 experience study. The change results in fewer predicted disability retirements for males and females. The base mortality table for healthy annuitants and employees was changed from the RP-2014 table to the Pub-2010 General Mortality table, with adjustments. The base mortality table for disabled annuitants was changed from the RP-2014 disabled annuitant mortality table to the PUB-2010 General/Teacher disabled annuitant mortality table, with adjustments. The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019. The assumed spouse age difference was changed from two years older for females to one year older. The assumed number of married male new retirees electing the 100% Joint & Survivor option changed from 35% to 45%. The assumed number of married female new retirees electing the 100% Joint & Survivor option changed from 15% to 30%. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2015 to MP-2017. The assumed benefit increase was changed from 1.00 percent per year through 2044 and 2.50 percent per year thereafter to 1.25 percent per year.

2017 - The Combined Service Annuity (CSA) loads were changed from 0.8 percent for active members and 60 percent for vested and non-vested deferred members. The revised CSA loads are now 0.0 percent for active member liability, 15.0 percent for vested deferred member liability and 3.0 percent for non-vested deferred member liability. The assumed post-retirement benefit increase rate was changed from 1.0 percent per year for all years to 1.0 percent per year through 2044 and 2.5 percent per year thereafter.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2035 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 7.5 percent. Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

2015 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2030 and 2.5 percent per year thereafter to 1.0 percent per year through 2035 and 2.5 percent per year thereafter.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - General Employees Fund (Continued)

Changes in Plan Provisions

2022 - There were no changes in plan provisions since the previous valuation.

2021 - There were no changes in plan provisions since the previous valuation.

2020 - Augmentation for current privatized members was reduced to 2.0% for the period July 1, 2020 through December 31, 2023 and 0.0% after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

2019 - The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The state's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 - The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Contribution stabilizer provisions were repealed. Postretirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019. For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 - The State's contribution for the Minneapolis Employees Retirement Fund equals \$16,000,000 in 2017 and 2018, and \$6,000,000 thereafter. The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21,000,000 to \$31,000,000 in calendar years 2019 to 2031. The state's contribution changed from \$16,000,000 to \$6,000,000 in calendar years 2019 to 2031.

2016 - There were no changes in plan provisions since the previous valuation.

2015 - On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by \$1.1 billion and increased the fiduciary plan net position by \$892 million. Upon consolidation, state and employer contributions were revised.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Schedule of Employer's Share of PERA Net Pension Liability - Police and Fire Fund

Fiscal Year Ending	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the City (b)	Total (a+b)	City's Covered Payroll (c)	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
06/30/22	0.4418 %	\$19,225,391	\$ 839,871	\$20,065,262	\$ 5,181,948	371.0 %	70.5 %
06/30/21	0.4195	3,238,095	145,556	3,383,651	4,957,609	65.3	93.7
06/29/20	0.4222	5,565,048	131,119	5,696,167	4,762,639	116.8	87.2
06/30/19	0.3806	4,051,871	-	4,051,871	4,012,373	101.0	89.3
06/30/18	0.3461	3,689,070	-	3,689,070	3,647,742	101.1	88.8
06/30/17	0.3420	4,617,407	-	4,617,407	3,506,580	131.7	85.4
06/29/16	0.3320	13,323,738	-	13,323,738	3,586,860	371.5	63.9

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

Schedule of Employer's PERA Contributions - Police and Fire Fund

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	City's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/22	\$ 1,086,038	\$ 1,086,038	\$ -	\$ 6,135,807	17.7 %
12/31/21	857,198	857,198	-	4,842,927	17.7
12/30/20	892,474	892,474	-	5,042,229	17.7
12/31/19	745,061	745,061	-	4,395,638	17.0
12/31/18	618,063	618,063	-	3,815,205	16.2
12/31/17	581,071	581,071	-	3,586,860	16.2
12/30/16	540,976	540,976	-	3,339,357	16.2

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - Police and Fire Fund

Changes in Actuarial Assumptions

2022 - The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021. The single discount rate changed from 6.50 percent to 5.40 percent.

2021 - The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes. The inflation assumption was changed from 2.50 percent to 2.25 percent. The payroll growth assumption was changed from 3.25 percent to 3.00 percent. The base mortality table for healthy annuitants and employees was changed from the RP-2014 table to the Pub-2010 Public Safety Mortality table. The mortality improvement scale was changed from MP-2019 to MN-2020. The base mortality table for disabled annuitants was changed from the RP-2014 healthy annuitant mortality table (with future mortality improvement according to Scale MP-2019) to the Pub-2010 Public Safety disabled annuitant mortality table (with future mortality improvement according to Scale MP-2020). Assumed rates of salary increase were modified as recommended in the July 14, 2020 experience study. The overall impact is a decrease in gross salary increase rates. Assumed rates of retirement were changed as recommended in the July 14, 2020 experience study. The changes result in slightly more unreduced retirements and fewer assumed early retirements. Assumed rates of withdrawal were changed from select and ultimate rates to service-based rates. The changes result in more assumed terminations. Assumed rates of disability were increased for ages 25-44 and decreased for ages over 49. Overall, proposed rates result in more projected disabilities. Assumed percent married for active female members was changed from 60 percent to 70 percent. Minor changes to form of payment assumptions were applied.

2020 - The mortality projection scale was changed from MP-2018 to MP-2019.

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2016 to MP-2017. As set by statute, the assumed post-retirement benefit increase was changed from 1.0 percent per year through 2064 and 2.5 percent per year, thereafter, to 1.0 percent for all years, with no trigger.

2017 - Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates. Assumed rates of retirement were changed, resulting in fewer retirements. The Combined Service Annuity (CSA) load was 30 percent for vested and non-vested deferred members. The CSA has been changed to 33 percent for vested members and 2 percent for non-vested members. The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees. Assumed termination rates were decreased to 3.0 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall. Assumed percentage of married female members was decreased from 65 percent to 60 percent. Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females. The assumed percentage of female members electing joint and survivor annuities was increased. The assumed post-retirement benefit increase rate was changed from 1.00 percent for all years to 1.00 percent per year through 2064 and 2.50 percent thereafter. The single discount rate was changed from 5.6 percent to 7.5 percent.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2037 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 5.6 percent. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

2015 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2030 and 2.5 percent per year thereafter to 1.0 percent per year through 2037 and 2.5 percent per year thereafter.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - Police and Fire Fund (Continued)

Changes in Plan Provisions

2022 - There were no changes in plan provisions since the previous valuation.

2021 - There were no changes in plan provisions since the previous valuation.

2020 - There were no changes in plan provisions since the previous valuation.

2019 - There were no changes in plan provisions since the previous valuation.

2018 - As set by statute, the assumed post-retirement benefit increase was changed from 1.0 percent per year through 2064 and 2.5 percent per year, thereafter, to 1.0 percent for all years, with no trigger. An end date of July 1, 2048 was added to the existing \$9.0 million state contribution. New annual state aid will equal \$4.5 million in fiscal years 2019 and 2020, and \$9.0 million thereafter until the plan reaches 100 percent funding, or July 1, 2048, if earlier. Member contributions were changed from 10.80 percent to 11.30 percent of pay, effective January 1, 2019 and 11.80 percent of pay, effective January 1, 2020. Employer contributions were changed from 16.20 percent to 16.95 percent of pay, effective January 1, 2019 and 17.70 percent of pay, effective January 1, 2020. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 - Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates. Assumed rates of retirement were changed, resulting in fewer retirements. The combined service annuity (CSA) load was 30.00 percent for vested and non-vested, deferred members. The CSA has been changed to 33.00 percent for vested members and 2.00 percent for non-vested members. The base mortality table for healthy annuitants was changed from the RP-2000 fully generational table to the RP-2014 fully generational table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 disabled mortality table to the mortality tables assumed for healthy retirees. Assumed termination rates were decreased to 3.00 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall. Assumed percentage of married female members was decreased from 65.00 percent to 60.00 percent. Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females. The assumed percentage of female members electing joint and survivor annuities was increased. The assumed postretirement benefit increase rate was changed from 1.00 percent for all years to 1.00 percent per year through 2064 and 2.50 percent thereafter. The single discount rate was changed from 5.60 percent per annum to 7.50 percent per annum.

2016 - There were no changes in plan provisions since the previous valuation.

2015 - The post-retirement benefit increase to be paid after attainment of the 90 percent funding threshold was changed, from inflation up to 2.5 percent, to a fixed rate of 2.5 percent.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Schedule of Changes in the Fire Relief Association's Net Pension Liability (Asset) and Related Ratios

	2022 (Fire Relief Report Date 2021)	2021 (Fire Relief Report Date 2020)	2020 (Fire Relief Report Date 2019)	2019 (Fire Relief Report Date 2018)	2018 (Fire Relief Report Date 2017)	2017 (Fire Relief Report Date 2016)	2016 (Fire Relief Report Date 2015)	2015 (Fire Relief Report Date 2014)
Total Pension Liability								
Service cost	\$ 136,517	\$ 173,888	\$ 171,379	\$ 197,738	\$ 192,915	\$ 147,752	\$ 152,797	\$ 149,070
Interest on pension liability (asset)	165,036	194,716	205,260	232,865	224,791	173,689	151,603	149,666
Changes of assumptions	-	(75,515)	-	32,691	-	33,665	-	-
Plan changes	222,566	209,402	225,435	81,241	-	879,054	-	-
Loss	-	(393,205)	-	(290,848)	-	(105,129)	-	-
Benefit payments	(475,846)	(747,268)	(845,318)	(245,000)	(319,214)	-	(168,074)	(55,673)
Net Change in Total Pension Liability	48,273	(637,982)	(243,244)	8,687	98,492	1,129,031	136,326	243,063
Total Pension Liability - January 1	3,102,056	3,740,038	3,983,282	3,974,595	3,876,103	2,747,072	2,610,746	2,367,683
Total Pension Liability - December 31 (a)	\$ 3,150,329	\$ 3,102,056	\$ 3,740,038	\$ 3,983,282	\$ 3,974,595	\$ 3,876,103	\$ 2,747,072	\$ 2,610,746
Plan Fiduciary Net Position								
Employer contributions	\$ 87,475	\$ 85,075	\$ 82,775	\$ 80,475	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Nonemployer contributions	239,102	226,652	213,866	205,308	198,234	195,016	192,612	180,645
Projected investment return	303,616	300,347	281,966	330,578	286,264	271,808	277,385	221,943
Gain (loss)	237,525	65,735	554,080	(690,670)	520,427	122,761	(497,477)	-
Benefit payments	(475,846)	(747,268)	(845,318)	(245,000)	(319,214)	-	(168,074)	(55,673)
Administrative expenses	(17,967)	(10,525)	(8,950)	(8,008)	(8,822)	(7,600)	(7,700)	(6,752)
Net Change in Plan Fiduciary Net Position	373,905	(79,984)	278,419	(327,317)	701,889	606,985	(178,254)	365,163
Plan Fiduciary Net Position - January 1	5,603,910	5,683,894	5,405,475	5,732,792	5,030,903	4,423,918	4,602,172	4,237,009
Plan Fiduciary Net Position - December 31 (b)	\$ 5,977,815	\$ 5,603,910	\$ 5,683,894	\$ 5,405,475	\$ 5,732,792	\$ 5,030,903	\$ 4,423,918	\$ 4,602,172
Fire Relief's Net Pension Liability (Asset) - December 31 (a-b)	\$ (2,827,486)	\$ (2,501,854)	\$ (1,943,856)	\$ (1,422,193)	\$ (1,758,197)	\$ (1,154,800)	\$ (1,676,846)	\$ (1,991,426)
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability (B/A)	189.75%	180.65%	151.97%	135.70%	144.24%	129.79%	161.04%	176.28%
Covered Payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fire Relief's Net Pension Liability (Asset) as a Percentage of Covered Payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

Notes to the Required Supplementary Information - Fire Relief Association

Changes in Actuarial Assumptions

2022 - The vesting schedule was changed to 7 year partial vesting and 15 year full vesting.

2021 - A termination scale was added to reflect members resigning prior to retirement age.

2020 - There were no changes since the previous valuation.

2019- There were no changes since the previous valuation.

2018 - The discount rate changed from 5.75% to 5.00%.

2017- There were no changes since the previous valuation.

2016 - The discount rate changed from 6.00% to 5.75%.

2015 - The benefit terms were modified to base public safety employee pensions on a final three-year average salary instead of a final five-year average salary.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Notes to the Required Supplementary Information - Fire Relief Association (Continued)

Changes in Plan Provisions

2022 - There were no changes since the previous valuation.

2021 - The benefit level changed from \$8,600 to \$10,000

2020 - There were no changes since the previous valuation.

2019 - A benefit level increase from \$8,100 to \$8,600 was reflected in the active liability

2018 - The benefit level changed from \$7,900 to \$8,100.

2017 - There were no changes since the previous valuation.

2016 - The benefit level changed from \$5,900 to \$7,900.

2015 - There were no changes since the previous valuation.

Schedule of Employer's Fire Relief Association Contributions

Year Ending	Actuarial Determined Contribution (a)	Actual Contributions Paid (b)	Contribution Deficiency (Excess) (a-b)
12/31/22	\$ 251,695	\$ 251,695	\$ -
12/31/21	235,102	235,102	-
12/31/20	222,652	222,652	-
12/31/19	209,866	209,866	-
12/31/18	203,308	283,783	(80,475)
12/31/17	195,234	220,234	(25,000)
12/31/16	195,016	220,016	(25,000)
12/31/15	190,612	215,612	(25,000)
12/31/14	205,645	205,645	-

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

City of Inver Grove Heights, Minnesota
Required Supplementary Information (Continued)
For the Year Ended December 31, 2022

Schedule of Changes in the City's Total OPEB Liability and Related Ratios

	2022	2021	2020	2019
Total OPEB Liability				
Service cost	\$ 60,250	\$ 64,137	\$ 53,871	\$ 36,389
Interest	16,502	22,584	26,207	22,943
Differences between expected and actual experience	24,350	39,540	39,601	-
Changes in assumptions	4,578	-	23,458	(20,393)
Benefit payments	(92,091)	(59,890)	(68,517)	(55,701)
Net Change in Total OPEB Liability	13,589	66,371	74,620	(16,762)
Total OPEB Liability - Beginning January 1,	810,707	744,336	669,716	686,478
Total OPEB Liability - Ending December 31,	<u>\$ 824,296</u>	<u>\$ 810,707</u>	<u>\$ 744,336</u>	<u>\$ 669,716</u>
Covered-Employee Payroll	\$ 14,804,333	\$ 13,228,917	\$ 12,812,510	\$ 10,686,455
City's total OPEB liability as a percentage of covered-employee payroll	5.57 %	6.13 %	5.81 %	6.27 %

Changes in Assumptions:

For the fiscal year ending December 31, 2022

The health care trend rates, mortality tables, salary increase rates, retirement rates, and withdrawal rates were updated

The inflation rate was changed from 2.50% to 2.00%

In 2021, the following assumptions changes:

The discount rate was changed from 2.90% to 2.00%

In 2020, the following assumptions changes:

The health care trend rates, mortality tables, and salary increase rates were updated.

The discount rate was changed from 3.80% to 2.90%

In 2019, the following assumptions changes:

The discount rate was changed from 3.30% to 3.80%

In 2018, the following assumptions changes:

The mortality tables were updated from the RP-2014 White Collar Mortality Tables with MP-2014 Generational Improvement Scale (Blue Collar Tables for Police and Fire Personnel) to the RP-2014 White Collar Mortality Tables (de-trended to 2006) and then projected beyond the valuation date using scale MP-2017 (Blue Collar Tables for Police and Fire Personnel).

The subsidized benefits for the officers injured in the line of duty are assumed to end after five years for the two individuals under age 40 as of the valuation date and at age 65 for the one individual over age 55 as of the valuation date.

The withdrawal and retirement tables for all employees were updated.

Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.

Note: There are no assets accumulated in a trust to pay related benefits for the above OPEB plan.

COMBINING AND INDIVIDUAL FUND
FINANCIAL STATEMENTS AND SCHEDULES

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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NONMAJOR GOVERNMENTAL FUNDS

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City of Inver Grove Heights, Minnesota
Nonmajor Governmental Funds
Combining Balance Sheet
December 31, 2022

	Special Revenue	Capital Projects	Total Nonmajor Governmental Funds
Assets			
Cash and temporary investments	\$ 478,985	\$ 12,985,762	\$ 13,464,747
Receivables			
Accrued interest	1,485	50,808	52,293
Taxes	5,982	-	5,982
Special assessments	-	8,000	8,000
Due from other governments	10,000	-	10,000
Prepaid items	640	-	640
Land held for resale	1,138,500	-	1,138,500
Total Assets	<u><u>\$ 1,635,592</u></u>	<u><u>\$ 13,044,570</u></u>	<u><u>\$ 14,680,162</u></u>
Liabilities			
Accounts and contracts payable	\$ 23,531	\$ 33,248	\$ 56,779
Accrued salaries payable	344	-	344
Due to other governments	-	-	-
Advances from other funds	1,000,000	-	1,000,000
Unearned revenue	10,000	-	10,000
Total Liabilities	<u><u>1,033,875</u></u>	<u><u>33,248</u></u>	<u><u>1,067,123</u></u>
Deferred Inflows of Resources			
Unavailable revenues - special assessments	-	8,000	8,000
Fund Balances			
Nonspendable	640	-	640
Restricted	95,240	8,022,097	8,117,337
Committed	505,837	-	505,837
Assigned	-	4,981,225	4,981,225
Total Fund Balances	<u><u>601,717</u></u>	<u><u>13,003,322</u></u>	<u><u>13,605,039</u></u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u><u>\$ 1,635,592</u></u>	<u><u>\$ 13,044,570</u></u>	<u><u>\$ 14,680,162</u></u>

City of Inver Grove Heights, Minnesota
Nonmajor Governmental Funds
Combining Statement of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 2022

	Special Revenue	Capital Projects	Total Nonmajor Governmental Funds
Revenues			
Taxes	\$ 128,548	\$ 2,567	\$ 131,115
Intergovernmental	11,000	415,625	426,625
Charges for services	90	1,001,890	1,001,980
Interest (loss) on investments	(4,358)	(292,565)	(296,923)
Miscellaneous	95,240	45,132	140,372
Total Revenues	<u>230,520</u>	<u>1,172,649</u>	<u>1,403,169</u>
Expenditures			
Current			
Public works	-	50,105	50,105
Culture and recreation	146,128	-	146,128
Community development	39,069	2,104	41,173
Capital outlay			
Public works	-	27,552	27,552
Culture and recreation	-	417,076	417,076
Total Expenditures	<u>185,197</u>	<u>496,837</u>	<u>682,034</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>45,323</u>	<u>675,812</u>	<u>721,135</u>
Other Financing Sources (Uses)			
Transfers in	90,800	953,385	1,044,185
Transfers out	(447,121)	(229,090)	(676,211)
Total Other Financing Sources (Uses)	<u>(356,321)</u>	<u>724,295</u>	<u>367,974</u>
Net Change in Fund Balances	(310,998)	1,400,107	1,089,109
Fund Balances, January 1	<u>912,715</u>	<u>11,603,215</u>	<u>12,515,930</u>
Fund Balances, December 31	<u>\$ 601,717</u>	<u>\$ 13,003,322</u>	<u>\$ 13,605,039</u>

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NONMAJOR SPECIAL REVENUE FUNDS

Special Revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

Convention and Visitors Bureau was created by a resolution of the City Council to account for the local lodging tax revenues collected per Ordinance No. 1015, which was adopted by the City Council on October 8, 2001, under the authority of Minnesota statutes, section 469.190.

Recreation accounts for recreation activities of the City. The fund was closed in 2022.

Economic Development Authority accounts for the activities of the Economic Development Authority.

Opioid Settlement accounts for the opioid related settlement and uses of the funds as stipulated in the settlement agreement.

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City of Inver Grove Heights, Minnesota
Nonmajor Special Revenue Funds
Subcombining Balance Sheet
December 31, 2022

	Convention and Visitors Bureau	Recreation	Economic Development Authority	Opioid Settlement	Total
Assets					
Cash and temporary investments	\$ 97,646	\$ -	\$ 286,099	\$ 95,240	\$ 478,985
Receivables					
Accrued interest	344	-	1,141	-	1,485
Taxes	5,982	-	-	-	5,982
Due from other governments	10,000	-	-	-	10,000
Prepaid items	-	-	640	-	640
Land held for resale	-	-	1,138,500	-	1,138,500
	<u>-</u>	<u>-</u>	<u>1,138,500</u>	<u>-</u>	<u>1,138,500</u>
Total Assets	<u>\$ 113,972</u>	<u>\$ -</u>	<u>\$ 1,426,380</u>	<u>\$ 95,240</u>	<u>\$ 1,635,592</u>
Liabilities					
Accounts and contracts payable	\$ 18,829	\$ -	\$ 4,702	\$ -	\$ 23,531
Accrued salaries payable	-	-	344	-	344
Advances from other funds	-	-	1,000,000	-	1,000,000
Unearned revenue	10,000	-	-	-	10,000
Total Liabilities	<u>28,829</u>	<u>-</u>	<u>1,005,046</u>	<u>-</u>	<u>1,033,875</u>
Fund Balances					
Nonspendable	-	-	640	-	640
Restricted	-	-	-	95,240	95,240
Committed	85,143	-	420,694	-	505,837
Total Fund Balances	<u>85,143</u>	<u>-</u>	<u>421,334</u>	<u>95,240</u>	<u>601,717</u>
Total Liabilities and Fund Balances	<u>\$ 113,972</u>	<u>\$ -</u>	<u>\$ 1,426,380</u>	<u>\$ 95,240</u>	<u>\$ 1,635,592</u>

City of Inver Grove Heights, Minnesota
Nonmajor Special Revenue Funds
Subcombining Statement of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 2022

	Convention and Visitors Bureau	Recreation	Economic Development Authority	Opioid Settlement	Total
Revenues					
Taxes					
Lodging	\$ 128,548	\$ -	\$ -	\$ -	\$ 128,548
Intergovernmental	11,000	-	-	-	11,000
Charges for services	-	90	-	-	90
Interest (loss) on investments	(1,930)	4,065	(6,493)	-	(4,358)
Miscellaneous	-	-	-	95,240	95,240
Total Revenues	<u>137,618</u>	<u>4,155</u>	<u>(6,493)</u>	<u>95,240</u>	<u>230,520</u>
Expenditures					
Current					
Culture and recreation	146,128	-	-	-	146,128
Community development	-	-	39,069	-	39,069
Total Expenditures	<u>146,128</u>	<u>-</u>	<u>39,069</u>	<u>-</u>	<u>185,197</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(8,510)</u>	<u>4,155</u>	<u>(45,562)</u>	<u>95,240</u>	<u>45,323</u>
Other Financing Sources (Uses)					
Transfers in	-	-	90,800	-	90,800
Transfers out	(6,427)	(440,694)	-	-	(447,121)
Total Other Financing Sources (Uses)	<u>(6,427)</u>	<u>(440,694)</u>	<u>90,800</u>	<u>-</u>	<u>(356,321)</u>
Net Change in Fund Balances	(14,937)	(436,539)	45,238	95,240	(310,998)
Fund Balances, January 1	100,080	436,539	376,096	-	912,715
Fund Balances, December 31	<u>\$ 85,143</u>	<u>\$ -</u>	<u>\$ 421,334</u>	<u>\$ 95,240</u>	<u>\$ 601,717</u>

City of Inver Grove Heights, Minnesota
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual
Convention and Visitors Bureau Special Revenue Fund
For the Year Ended December 31, 2022

	<u>Budget Amounts</u> <u>Original and Final</u>	<u>Actual</u> <u>Amounts</u>	<u>Variance with</u> <u>Final Budget</u>
Revenues			
Lodging taxes	\$ 125,000	\$ 128,548	\$ 3,548
Intergovernmental	13,900	11,000	(2,900)
Interest (loss) on investments	-	(1,930)	(1,930)
Total Revenues	<u>138,900</u>	<u>137,618</u>	<u>(1,282)</u>
Expenditures			
Current			
Culture and recreation	<u>132,650</u>	<u>146,128</u>	<u>(13,478)</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	6,250	(8,510)	(14,760)
Other Financing Uses			
Transfers out	<u>(6,250)</u>	<u>(6,427)</u>	<u>(177)</u>
Net Change in Fund Balances	-	(14,937)	(14,937)
Fund Balances, January 1	<u>100,080</u>	<u>100,080</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 100,080</u>	<u>\$ 85,143</u>	<u>\$ (14,937)</u>

City of Inver Grove Heights, Minnesota
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual
Recreation Special Revenue Fund
For the Year Ended December 31, 2022

	Budget Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
Revenues				
Charges for services	\$ 207,900	\$ -	\$ 90	\$ 90
Interest (loss) on investments	2,500	-	4,065	4,065
Miscellaneous	17,400	-	-	-
Total Revenues	<u>227,800</u>	<u>-</u>	<u>4,155</u>	<u>4,155</u>
Expenditures				
Current				
Culture and recreation	<u>552,800</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(325,000)</u>	<u>-</u>	<u>4,155</u>	<u>4,155</u>
Other Financing Sources				
Transfers in	299,300	-	-	-
Transfers out	-	-	(440,694)	(440,694)
Total other financing sources (uses)	<u>299,300</u>	<u>-</u>	<u>(440,694)</u>	<u>(440,694)</u>
Net Change in Fund Balances	(25,700)	-	(436,539)	(436,539)
Fund Balances, January 1	<u>436,539</u>	<u>436,539</u>	<u>436,539</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 410,839</u>	<u>\$ 436,539</u>	<u>\$ -</u>	<u>\$ (436,539)</u>

City of Inver Grove Heights, Minnesota
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual
Economic Development Authority Special Revenue Fund
For the Year Ended December 31, 2022

	<u>Budget Amounts</u> <u>Original and Final</u>	<u>Actual</u> <u>Amounts</u>	<u>Variance with</u> <u>Final Budget</u>
Revenues			
Interest (loss) on investments	<u>\$ -</u>	<u>\$ (6,493)</u>	<u>\$ (6,493)</u>
Expenditures			
Current			
Community development	<u>87,200</u>	<u>39,069</u>	<u>48,131</u>
Deficiency of Revenues			
Under Expenditures	<u>(87,200)</u>	<u>(45,562)</u>	<u>41,638</u>
Other Financing Sources			
Transfers in	<u>65,800</u>	<u>90,800</u>	<u>25,000</u>
Net Change in Fund Balances	<u>(21,400)</u>	<u>45,238</u>	<u>66,638</u>
Fund Balances, January 1	<u>376,096</u>	<u>376,096</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 354,696</u>	<u>\$ 421,334</u>	<u>\$ 66,638</u>

NONMAJOR CAPITAL PROJECTS FUNDS

Capital Project funds account for financial resources to be used for acquisition or construction of major capital facilities (other than those financed by Proprietary funds).

Parks Acquisition and Development accounts for park dedication fees, related revenues and park and/or trail improvements.

State Aid Construction accounts for the use of municipal state aid allotments to finance projects not assessed such as street lights, sidewalks, and streets.

Capital Improvement Revolving closed to Storm Water Operating Fund in 2022.

City Properties accounts for financial resources assigned for future city property purchases and sales.

Tree Preservation accounts for financial resources assigned for tree preservation.

Parks Capital Replacement accounts for financial resources assigned for maintenance and replacement of parks facilities.

Americans with Disabilities Act closed to City Facilities in 2022.

Emerald Ash Borer accounts for financial resources assigned for future emerald ash borer projects.

Permanent Improvement Revolving closed to Storm Water Operating Fund in 2022.

Tax Increment Financing accounts for the use of tax increment in the City's tax increment districts.

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City of Inver Grove Heights, Minnesota
Nonmajor Capital Projects Funds
Subcombining Balance Sheet
December 31, 2022

	Parks Acquisition and Development	State Aid Construction	Capital Improvement Revolving	City Properties	Tree Preservation
Assets					
Cash and temporary investments	\$ 5,228,206	\$ 453,637	\$ -	\$ 373,776	\$ 826,827
Receivables					
Accrued interest	20,963	1,933	-	151	2,401
Special assessments	-	-	-	8,000	-
Total Assets	\$ 5,249,169	\$ 455,570	\$ -	\$ 381,927	\$ 829,228
Liabilities					
Accounts and contracts payable	\$ 31,397	\$ -	\$ -	\$ -	\$ -
Deferred Inflows of Resources					
Unavailable revenues - special assessments	-	-	-	8,000	-
Fund Balances					
Restricted	3,247,405	-	-	-	829,228
Assigned	1,970,367	455,570	-	373,927	-
Total Fund Balances	5,217,772	455,570	-	373,927	829,228
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 5,249,169	\$ 455,570	\$ -	\$ 381,927	\$ 829,228

Parks Capital Replacement	Americans with Disabilities Act	Emerald Ash Borer	Permanent Improvement Revolving	Tax Increment Financing	Total
\$ 2,116,153	\$ -	\$ 58,442	\$ -	\$ 3,928,721	\$ 12,985,762
8,166	-	451	-	16,743	50,808
-	-	-	-	-	8,000
<u>\$ 2,124,319</u>	<u>\$ -</u>	<u>\$ 58,893</u>	<u>\$ -</u>	<u>\$ 3,945,464</u>	<u>\$ 13,044,570</u>
 \$ 1,851	 \$ -	 \$ -	 \$ -	 \$ -	 \$ 33,248
 -	 -	 -	 -	 -	 8,000
 -	 -	 -	 -	3,945,464	8,022,097
2,122,468	-	58,893	-	-	4,981,225
<u>2,122,468</u>	<u>-</u>	<u>58,893</u>	<u>-</u>	<u>3,945,464</u>	<u>13,003,322</u>
 <u>\$ 2,124,319</u>	 <u>\$ -</u>	 <u>\$ 58,893</u>	 <u>\$ -</u>	 <u>\$ 3,945,464</u>	 <u>\$ 13,044,570</u>

City of Inver Grove Heights, Minnesota
Nonmajor Capital Projects Funds
Subcombining Statement of Revenues, Expenditures
and Changes in Fund Balances
For the Year Ended December 31, 2022

	Parks Acquisition and Development	State Aid Construction	Capital Improvement Revolving	City Properties	Tree Preservation
Revenues					
Tax increments	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	415,625	-	-	-	-
Charges for services	465,090	-	-	-	536,800
Interest (loss) on investments	(121,865)	(10,805)	(1,667)	(2,053)	(14,157)
Miscellaneous	4,750	-	-	-	-
Total Revenues	<u>763,600</u>	<u>(10,805)</u>	<u>(1,667)</u>	<u>(2,053)</u>	<u>522,643</u>
Expenditures					
Current					
Public works	-	-	-	-	-
Community development	-	-	-	-	-
Capital outlay					
Public works	-	-	-	-	-
Culture and recreation	315,445	-	-	-	-
Total Expenditures	<u>315,445</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>448,155</u>	<u>(10,805)</u>	<u>(1,667)</u>	<u>(2,053)</u>	<u>522,643</u>
Other Financing Sources (Uses)					
Transfers in	-	-	-	269,418	-
Transfers out	-	-	(895)	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>(895)</u>	<u>269,418</u>	<u>-</u>
Net Change in Fund Balances	<u>448,155</u>	<u>(10,805)</u>	<u>(2,562)</u>	<u>267,365</u>	<u>522,643</u>
Fund Balances, January 1	<u>4,769,617</u>	<u>466,375</u>	<u>2,562</u>	<u>106,562</u>	<u>306,585</u>
Fund Balances, December 31	<u>\$ 5,217,772</u>	<u>\$ 455,570</u>	<u>\$ -</u>	<u>\$ 373,927</u>	<u>\$ 829,228</u>

Parks Capital Replacement	Americans with Disabilities Act	Emerald Ash Borer	Permanent Improvement Revolving	Tax Increment Financing	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,567	\$ 2,567
-	-	-	-	-	415,625
-	-	-	-	-	1,001,890
(46,824)	847	(2,438)	1	(93,604)	(292,565)
40,382	-	-	-	-	45,132
(6,442)	847	(2,438)	1	(91,037)	1,172,649
-	-	50,105	-	-	50,105
-	-	-	-	2,104	2,104
-	27,552	-	-	-	27,552
101,631	-	-	-	-	417,076
101,631	27,552	50,105	-	2,104	496,837
(108,073)	(26,705)	(52,543)	1	(93,141)	675,812
683,967	-	-	-	-	953,385
-	(226,029)	-	(2,166)	-	(229,090)
683,967	(226,029)	-	(2,166)	-	724,295
575,894	(252,734)	(52,543)	(2,165)	(93,141)	1,400,107
1,546,574	252,734	111,436	2,165	4,038,605	11,603,215
\$ 2,122,468	\$ -	\$ 58,893	\$ -	\$ 3,945,464	\$ 13,003,322

City of Inver Grove Heights, Minnesota
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual (Continued on the Following Pages)
For the Year Ended December 31, 2022
(With Comparative Actual Amounts for the Year Ended December 31, 2021)

	2022				2021
	Budget Amounts		Actual	Variance with	Actual
	Original	Final	Amounts	Final Budget	Amounts
Revenues					
Taxes					
Property taxes	\$ 22,993,570	\$ 22,993,570	\$ 22,981,792	\$ (11,778)	\$ 21,080,275
Cable franchise fees	105,000	105,000	111,131	6,131	103,759
Total taxes	23,098,570	23,098,570	23,092,923	(5,647)	21,184,034
Licenses and permits					
Business	1,655,340	1,655,340	1,791,487	136,147	1,915,575
Nonbusiness	22,100	22,100	28,705	6,605	23,558
Total licenses and permits	1,677,440	1,677,440	1,820,192	142,752	1,939,133
Intergovernmental					
Federal					
Other	1,204,590	1,214,969	940,197	(274,772)	152,671
State					
Police and fire aid	689,500	689,500	712,264	22,764	713,894
Other	-	-	57,187	57,187	16,000
County	15,000	15,000	15,315	315	16,075
Local	102,000	102,000	108,285	6,285	79,579
Total intergovernmental	2,011,090	2,021,469	1,833,248	(188,221)	978,219
Charges for services					
General government	4,500	4,500	7,118	2,618	7,530
Public safety	33,500	33,500	46,867	13,367	54,312
Parks and Recreation	-	207,900	251,210	43,310	-
Public works	385,700	385,700	265,633	(120,067)	250,460
Rentals	235,000	235,000	250,661	15,661	250,915
Community development	32,000	32,000	21,388	(10,612)	85,592
Total charges for services	690,700	898,600	842,877	(55,723)	648,809
Fines and forfeitures	180,000	180,000	193,985	13,985	166,286
Special assessments	1,500	1,500	33,212	31,712	3,873
Interest (loss) on investments	145,000	147,500	(189,568)	(337,068)	(78,171)
Miscellaneous					
Donations	-	14,400	16,580	2,180	6,170
Other	25,200	28,200	140,162	111,962	188,997
Total miscellaneous	25,200	42,600	156,742	114,142	195,167
Total Revenues	27,829,500	28,067,679	27,783,611	(284,068)	25,037,350

City of Inver Grove Heights, Minnesota
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual (Continued)
For the Year Ended December 31, 2022
(With Comparative Actual Amounts for the Year Ended December 31, 2021)

	2022				2021
	Budget Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Expenditures					
Current					
General government					
Mayor and City Council					
Personnel services	\$ 48,400	\$ 48,400	\$ 48,350	\$ 50	\$ 48,422
Supplies	800	800	1,017	(217)	1,323
Other services and charges	128,600	128,600	183,427	(54,827)	249,369
Total Mayor and City Council	177,800	177,800	232,794	(54,994)	299,114
City administration					
Personnel services	1,756,900	1,756,900	1,755,188	1,712	1,668,083
Supplies	25,000	25,000	25,037	(37)	25,337
Other services and charges	772,600	772,600	753,506	19,094	818,375
Total city administration	2,554,500	2,554,500	2,533,731	20,769	2,511,795
Elections					
Personnel services	121,000	121,000	100,899	20,101	13,000
Supplies	14,679	14,679	15,906	(1,227)	400
Other services and charges	(10,569)	24,431	20,744	3,687	3,347
Total elections	125,110	160,110	137,549	22,561	16,747
Financial administration					
Personnel services	1,018,700	1,018,700	902,011	116,689	890,551
Supplies	44,300	44,300	41,303	2,997	41,325
Other services and charges	122,600	138,600	151,595	(12,995)	135,787
Total financial administration	1,185,600	1,201,600	1,094,909	106,691	1,067,663
Total general government	4,043,010	4,094,010	3,998,983	95,027	3,895,319
Public safety					
Police					
Personnel services	7,464,700	7,464,700	7,389,948	74,752	6,668,500
Supplies	181,260	202,139	197,530	4,609	140,683
Other services and charges	2,258,625	2,258,625	2,058,775	199,850	2,247,187
Total police	9,904,585	9,925,464	9,646,253	279,211	9,056,370
Fire					
Personnel services	3,417,100	3,417,100	3,141,638	275,462	2,279,188
Supplies	170,700	278,713	229,052	49,661	116,818
Other services and charges	1,315,700	1,465,700	1,287,527	178,173	1,100,539
Total fire	4,903,500	5,161,513	4,658,217	503,296	3,496,545
Total public safety	14,808,085	15,086,977	14,304,470	782,507	12,552,915

City of Inver Grove Heights, Minnesota
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual (Continued)
For the Year Ended December 31, 2022
(With Comparative Actual Amounts for the Year Ended December 31, 2021)

	2022				2021
	Budget Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Expenditures (Continued)					
Current (continued)					
Public works					
Streets and highways					
Personnel services	\$ 228,300	\$ 228,300	\$ 203,785	\$ 24,515	\$ 64,422
Supplies	5,400	5,400	5,243	157	6,258
Other services and charges	39,600	39,600	29,878	9,722	116,732
Total streets and highways	273,300	273,300	238,906	34,394	187,412
Engineering					
Personnel services	1,008,700	1,008,700	906,549	102,151	961,045
Supplies	30,695	30,695	20,374	10,321	28,288
Other services and charges	139,060	139,060	133,496	5,564	86,722
Total engineering	1,178,455	1,178,455	1,060,419	118,036	1,076,055
Street maintenance					
Personnel services	1,071,500	1,071,500	1,123,236	(51,736)	1,082,918
Supplies	412,900	412,900	323,807	89,093	377,485
Other services and charges	1,563,400	1,563,400	1,604,003	(40,603)	1,375,204
Total street maintenance	3,047,800	3,047,800	3,051,046	(3,246)	2,835,607
Street lighting					
Other services and charges	183,000	183,000	160,088	22,912	167,001
Total public works	4,682,555	4,682,555	4,510,459	172,096	4,266,075
Culture and recreation					
Parks					
Personnel services	1,192,000	1,192,000	1,242,214	(50,214)	1,210,538
Supplies	197,800	197,800	194,736	3,064	174,156
Other services and charges	771,900	824,900	811,299	13,601	778,089
Total Parks	2,161,700	2,214,700	2,248,249	(33,549)	2,162,783
Recreation					
Personnel services	-	377,400	344,084	33,316	-
Supplies	-	35,020	32,913	2,107	-
Other services and charges	-	140,380	157,615	(17,235)	-
Total Recreation	-	552,800	534,612	18,188	-
Total culture and recreation	2,161,700	2,767,500	2,782,861	(15,361)	2,162,783
Community development					
Community development					
Personnel services	420,200	420,200	422,652	(2,452)	420,542
Supplies	4,800	4,800	5,579	(779)	4,316
Other services and charges	29,350	29,350	39,613	(10,263)	74,976
Total community development	454,350	454,350	467,844	(13,494)	499,834

City of Inver Grove Heights, Minnesota
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances -
Budget and Actual (Continued)
For the Year Ended December 31, 2022
(With Comparative Actual Amounts for the Year Ended December 31, 2021)

	2022				2021
	Budget Amounts		Actual Amounts	Variance with Final Budget	Actual Amounts
	Original	Final			
Expenditures (Continued)					
Current (continued)					
Community development (continued)					
Planning					
Personnel services	\$ 291,100	\$ 291,100	\$ 277,046	\$ 14,054	\$ 300,284
Supplies	7,400	7,400	7,125	275	6,863
Other services and charges	244,500	94,500	71,273	23,227	106,069
Total planning	543,000	393,000	355,444	37,556	413,216
Inspections					
Personnel services	956,400	956,400	974,729	(18,329)	826,937
Supplies	13,900	13,900	14,894	(994)	12,466
Other services and charges	94,520	99,520	94,582	4,938	91,682
Total inspections	1,064,820	1,069,820	1,084,205	(14,385)	931,085
Total community development	2,062,170	1,917,170	1,907,493	9,677	1,844,135
Total current	27,757,520	28,548,212	27,504,266	1,043,946	24,721,227
Debt service					
Principal	-	-	149,308	(149,308)	-
Interest and other	-	-	11,721	(11,721)	-
Total debt service	-	-	161,029	(161,029)	-
Capital outlay					
Public safety	87,780	159,780	92,435	67,345	394,842
Total Expenditures	27,845,300	28,707,992	27,757,730	950,262	25,116,069
Excess (Deficiency) of Revenues Over (Under) Expenditures	(15,800)	(640,313)	25,881	666,194	(78,719)
Other Financing Sources (Uses)					
Transfers in	671,200	671,200	872,198	200,998	1,027,299
Lease issued	-	-	58,318	58,318	-
Transfers out	(655,400)	(374,100)	(400,991)	(26,891)	(654,837)
Total Other Financing Sources (Uses)	15,800	297,100	529,525	232,425	372,462
Net Change in Fund Balances	-	(343,213)	555,406	898,619	293,743
Fund Balances, January 1	13,208,391	13,208,391	13,208,391	-	12,914,648
Fund Balances, December 31	\$ 13,208,391	\$ 12,865,178	\$ 13,763,797	\$ 898,619	\$ 13,208,391

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INTERNAL SERVICE FUNDS

Internal Service funds are used to account for the financing of goods or services provided by one department to other departments of the City, on a cost reimbursement basis. Revenues are recognized in the accounting period in which they are earned and become objectively measurable; expenses are recognized in the period incurred, if objectively measurable.

Compensated Absences was established to account for payment of unused vacation, sick, personal leave, severance and also the allocation of such costs to respective departments.

Risk Management was established to account for all City insurance programs related to the ongoing operations with the exception of employee benefit coverage.

Central Equipment was established to account for the cost of operating a maintenance facility and providing vehicles and equipment used by City departments and funds. The exception is the Golf Course fund which maintains its own equipment and vehicles.

Central Stores closed out to City Facilities in 2022.

City Facilities was established to account for the cost of maintaining City Hall. User departments are charged a rental fee based upon square footage.

Technology was established to account for the maintenance of all computer systems of the City.

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City of Inver Grove Heights, Minnesota

Internal Service Funds

Combining Statement of Net Position

December 31, 2022

	Compensated Absences	Risk Management	Central Equipment	Central Stores
Assets				
Current Assets				
Cash and temporary investments	\$ 2,600,128	\$ 1,156,416	\$ 11,973,760	\$ -
Receivables				
Accrued interest	10,594	4,764	48,320	-
Due from other funds	-	-	243,606	-
Inventories	-	-	108,488	-
Prepaid items	-	195,982	24	-
Total Current Assets	2,610,722	1,357,162	12,374,198	-
Noncurrent Assets				
Advance to other funds	-	-	3,253,683	-
Capital assets				
Land	-	-	209,122	-
Buildings and systems	-	-	1,708,857	-
Improvements other than buildings	-	-	240,717	-
Machinery and equipment	-	-	14,395,405	-
Less accumulated depreciation/amortization	-	-	(11,324,557)	-
Total Capital Assets (Net of Accumulated Depreciation)	-	-	5,229,544	-
Total Long-term Assets	-	-	8,483,227	-
Total Assets	2,610,722	1,357,162	20,857,425	-
Deferred Outflows of Resources				
Deferred pension resources	-	5,164	121,301	-
Liabilities				
Current Liabilities				
Accounts and contracts payable	-	6,847	72,138	-
Accrued salaries payable	-	405	17,846	-
Due to other governments	-	-	25	-
Compensated absences payable - current	1,149,046	1,076	53,772	-
Total Current Liabilities	1,149,046	8,328	143,781	-
Noncurrent Liabilities				
Compensated absences payable	1,488,309	2,177	50,611	-
Net pension liability	-	16,788	392,397	-
Total Noncurrent Liabilities	1,488,309	18,965	443,008	-
Total Liabilities	2,637,355	27,293	586,789	-
Deferred Inflows of Resources				
Deferred pension resources	-	226	5,313	-
Net Position				
Net investment in capital assets	-	-	5,229,544	-
Unrestricted	(26,633)	1,334,807	15,157,080	-
Total Net Position	\$ (26,633)	\$ 1,334,807	\$ 20,386,624	\$ -

City Facilities	Technology	Total
\$ 1,710,225	\$ 930,427	\$ 18,370,956
6,124	4,172	73,974
-	-	243,606
-	-	108,488
4,046	-	200,052
<u>1,720,395</u>	<u>934,599</u>	<u>18,997,076</u>
-	-	<u>3,253,683</u>
-	-	209,122
15,700,645	-	17,409,502
-	-	240,717
138,334	1,211,593	15,745,332
<u>(4,439,622)</u>	<u>(977,993)</u>	<u>(16,742,172)</u>
<u>11,399,357</u>	<u>233,600</u>	<u>16,862,501</u>
<u>11,399,357</u>	<u>233,600</u>	<u>20,116,184</u>
<u>13,119,752</u>	<u>1,168,199</u>	<u>39,113,260</u>
<u>64,505</u>	<u>-</u>	<u>190,970</u>
84,155	23,559	186,699
5,017	-	23,268
-	-	25
17,256	-	1,221,150
<u>106,428</u>	<u>23,559</u>	<u>1,431,142</u>
20,772	-	1,561,869
207,277	-	616,462
<u>228,049</u>	<u>-</u>	<u>2,178,331</u>
<u>334,477</u>	<u>23,559</u>	<u>3,609,473</u>
<u>2,825</u>	<u>-</u>	<u>8,364</u>
<u>11,399,357</u>	<u>233,600</u>	<u>16,862,501</u>
<u>1,447,598</u>	<u>911,040</u>	<u>18,823,892</u>
<u>\$ 12,846,955</u>	<u>\$ 1,144,640</u>	<u>\$ 35,686,393</u>

City of Inver Grove Heights, Minnesota
Internal Service Funds
Combining Statement of Revenues, Expenses and Changes in Net Position
For the Year Ended December 31, 2022

	Compensated Absences	Risk Management	Central Equipment	Central Stores
Operating Revenues				
Charges for services	\$ 179,491	\$ 1,161,900	\$ 3,169,200	\$ 129,400
Operating Expenses				
Personnel services	254,741	22,938	600,136	-
Other current expenses	-	1,079,971	942,591	70,172
Depreciation and amortization	-	-	975,085	-
Total Operating Expenses	254,741	1,102,909	2,517,812	70,172
Operating Income (Loss)	(75,250)	58,991	651,388	59,228
Nonoperating Revenues				
Interest (loss) on investments	47,236	(26,927)	(271,817)	11,320
Miscellaneous revenues	-	102,683	5,895	1,029
Gain on sale of capital assets	-	-	245,535	-
Total Nonoperating Revenues	47,236	75,756	(20,387)	12,349
Income (Loss) Before Transfers and Contributions	(28,014)	134,747	631,001	71,577
Transfers In	-	-	2,000	-
Transfers Out	-	-	(72,000)	(652,300)
Change in Net Position	(28,014)	134,747	561,001	(580,723)
Net Position, January 1	1,381	1,200,060	19,825,623	580,723
Net Position, December 31	\$ (26,633)	\$ 1,334,807	\$ 20,386,624	\$ -

City Facilities	Technology	Total
<u>\$ 752,804</u>	<u>\$ 65,100</u>	<u>\$ 5,457,895</u>
342,601	-	1,220,416
964,086	67,448	3,124,268
640,629	32,773	1,648,487
<u>1,947,316</u>	<u>100,221</u>	<u>5,993,171</u>
<u>(1,194,512)</u>	<u>(35,121)</u>	<u>(535,276)</u>
(55,641)	(23,506)	(319,335)
361,012	-	470,619
-	-	245,535
<u>305,371</u>	<u>(23,506)</u>	<u>396,819</u>
(889,141)	(58,627)	(138,457)
882,518	18,000	902,518
<u>(20,633)</u>	<u>(75,000)</u>	<u>(819,933)</u>
(27,256)	(115,627)	(55,872)
<u>12,874,211</u>	<u>1,260,267</u>	<u>35,742,265</u>
<u>\$ 12,846,955</u>	<u>\$ 1,144,640</u>	<u>\$ 35,686,393</u>

City of Inver Grove Heights, Minnesota
Internal Service Funds
Combining Statement of Cash Flows
For the Year Ended December 31, 2022

	Compensated Absences	Risk Management	Central Equipment	Central Stores
Cash Flows from Operating Activities				
Receipts from customers and users	\$ 179,491	\$ 1,161,900	\$ 3,169,200	\$ 129,400
Other operating receipts	-	102,612	4,238	1,029
Payments to suppliers	-	(1,112,845)	(996,596)	(71,001)
Payments to employees	(177,307)	(22,582)	(516,641)	-
Net Cash Provided (Used) by Operating Activities	2,184	129,085	1,660,201	59,428
Cash Flows from Noncapital Financing Activities				
Payments on interfund balances	-	-	267,097	-
Transfers from other funds	-	-	2,000	-
Transfers to other funds	-	-	(72,000)	(652,300)
Net Cash Provided (Used) by Noncapital Financing Activities	-	-	197,097	(652,300)
Cash Flows from Capital and Related Financing Activities				
Acquisition of capital assets	-	-	(996,338)	-
Cash Flows from Investing Activities				
Investment receipts	46,019	(27,684)	(277,677)	13,616
Net Increase (Decrease) in Cash and Cash Equivalents	48,203	101,401	583,283	(579,256)
Cash and Cash Equivalents, January 1	2,551,925	1,055,015	11,390,477	579,256
Cash and Cash Equivalents, December 31	\$ 2,600,128	\$ 1,156,416	\$ 11,973,760	\$ -

City Facilities	Technology	Total
\$ 752,804	\$ 65,100	\$ 5,457,895
360,131	-	468,010
(974,421)	(43,889)	(3,198,752)
<u>(277,970)</u>	<u>-</u>	<u>(994,500)</u>
 (139,456)	 21,211	 1,732,653
 -	 -	 267,097
882,518	18,000	902,518
<u>(20,633)</u>	<u>(75,000)</u>	<u>(819,933)</u>
 861,885	 (57,000)	 349,682
 -	 -	 (996,338)
 (59,418)	 (24,063)	 (329,207)
 663,011	 (59,852)	 756,790
<u>1,047,214</u>	<u>990,279</u>	<u>17,614,166</u>
<u>\$ 1,710,225</u>	<u>\$ 930,427</u>	<u>\$ 18,370,956</u>

City of Inver Grove Heights, Minnesota
Internal Service Funds
Statements of Cash Flows (Continued)
For the Year Ended December 31, 2022

	Compensated Absences	Risk Management	Central Equipment	Central Stores
Reconciliation of Operating Income (Loss)				
to Net Cash Provided (Used) by Operating Activities				
Operating income (loss)	\$ (75,250)	\$ 58,991	\$ 651,388	\$ 59,228
Adjustments to reconcile operating income (loss)				
to net cash provided (used) by operating activities				
Depreciation	-	-	975,085	-
Other income related to operations	-	102,683	5,895	1,029
(Increase) decrease in assets/deferred outflows of resources				
Accounts receivable	-	-	-	-
Due from other governments	-	-	-	-
Inventories	-	-	(44,623)	-
Prepaid items	-	(38,873)	(24)	-
Deferred pension resources	-	1,059	3,782	-
Increase (decrease) in liabilities/deferred inflows of resources				
Accounts and contracts payable	-	5,999	(8,399)	(829)
Accrued salaries payable	-	66	9,138	-
Due to other governments	-	-	(959)	-
Compensated absences payable	77,434	(1,171)	6,767	-
Net pension liability	-	7,814	211,725	-
Deferred pension resources	-	(7,483)	(149,574)	-
Net Cash Provided (Used) by Operating Activities	\$ 2,184	\$ 129,085	\$ 1,660,201	\$ 59,428
Schedule of Noncash Capital and Related Financing Activities				
Capital assets acquired through capital lease	\$ -	\$ -	\$ -	\$ -
Capital assets contributed from governmental activities	\$ -	\$ -	\$ -	\$ -
Book value of assets disposed	\$ -	\$ -	\$ (97,158)	\$ -

City Facilities	Technology	Totals
\$ (1,194,512)	\$ (35,121)	\$ (535,276)
640,629	32,773	1,648,487
361,012	-	470,619
-	-	-
-	-	-
-	-	(44,623)
(4,046)	-	(42,943)
(9,485)	-	(4,644)
(5,969)	23,559	14,361
2,014	-	11,218
(320)	-	(1,279)
8,360	-	91,390
128,239	-	347,778
(65,378)	-	(222,435)

<u>\$ (139,456)</u>	<u>\$ 21,211</u>	<u>\$ 1,732,653</u>
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\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ (97,158)

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PROPRIETARY FUNDS

The Water fund, Sewer fund, and Storm Water Management fund account for activities related to the operation of a water distribution system, sanitary sewer collection system and storm water system, respectively, and rely to a significant extent on fees and charges for support.

Water consists of the Water Operating, Water Capital, and Water Capital NWA funds.

Sewer consists of the Sewer Operating, Sewer Capital, and Sewer Capital NWA funds.

Storm Water consists of the Storm Water Operating and Storm Water Capital NWA funds.

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City of Inver Grove Heights, Minnesota

Enterprise Funds

Water Fund

Combining Schedule Net Position

December 31, 2022

	510	511	513	
	<u>Water</u>	<u>Water</u>	<u>Water</u>	
	<u>Operating</u>	<u>Capital</u>	<u>Capital NWA</u>	<u>Total</u>
Assets				
Current Assets				
Cash and temporary investments	\$ 7,183,904	\$ 1,582,497	\$ 4,129,221	\$ 12,895,622
Receivables				
Accrued interest	27,594	5,848	17,993	51,435
Accounts	876,906	-	-	876,906
Special assessments	3,061	12,222	-	15,283
Total Current Assets	<u>8,091,465</u>	<u>1,600,567</u>	<u>4,147,214</u>	<u>13,839,246</u>
Long-term Assets				
Capital assets				
Land	583,598	-	-	583,598
Construction in progress	-	-	44,585	44,585
Buildings and systems	52,467,887	-	87,650	52,555,537
Improvements other than buildings	98,108	-	-	98,108
Machinery and equipment	391,572	-	-	391,572
Total Capital Assets	53,541,165	-	132,235	53,673,400
Less accumulated depreciation	<u>(23,726,194)</u>	<u>-</u>	<u>-</u>	<u>(23,726,194)</u>
Total Long-term Assets	<u>29,814,971</u>	<u>-</u>	<u>132,235</u>	<u>29,947,206</u>
Total Assets	<u>37,906,436</u>	<u>1,600,567</u>	<u>4,279,449</u>	<u>43,786,452</u>
Deferred Outflows of Resources				
Deferred other postemployment benefits resources	6,457	-	-	6,457
Deferred pension resources	156,857	-	-	156,857
Total Deferred Outflows of Resources	<u>163,314</u>	<u>-</u>	<u>-</u>	<u>163,314</u>

City of Inver Grove Heights, Minnesota
Enterprise Funds
Water Fund
Combining Schedule Net Position (Continued)
December 31, 2022

	<u>510</u>	<u>511</u>	<u>513</u>	
	Water Operating	Water Capital	Water Capital NWA	Total
Liabilities				
Current Liabilities				
Accounts and contracts payable	\$ 23,300	\$ 9,678	\$ -	\$ 32,978
Accrued salaries payable	15,957	-	-	15,957
Due to other governments	205,053	76,828	-	281,881
Unearned revenue	-	-	152,430	152,430
Compensated absences payable - current portion	42,262	-	-	42,262
Total Current Liabilities	<u>286,572</u>	<u>86,506</u>	<u>152,430</u>	<u>525,508</u>
Long-term Liabilities				
Compensated absences payable	52,734	-	-	52,734
Net pension liability	511,867	-	-	511,867
Other postemployment benefits payable	31,471	-	-	31,471
Total Long-term Liabilities	<u>596,072</u>	<u>-</u>	<u>-</u>	<u>596,072</u>
Total Liabilities	<u>882,644</u>	<u>86,506</u>	<u>152,430</u>	<u>1,121,580</u>
Deferred Inflows of Resources				
Deferred pension resources	6,870	-	-	6,870
Deferred other postemployment benefit resources	431	-	-	431
Total Deferred Inflows of Resources	<u>7,301</u>	<u>-</u>	<u>-</u>	<u>7,301</u>
Net Position				
Net investment in capital assets	29,814,971	-	132,235	29,947,206
Unrestricted	<u>7,364,834</u>	<u>1,514,061</u>	<u>3,994,784</u>	<u>12,873,679</u>
Total Net Position	<u>\$ 37,179,805</u>	<u>\$ 1,514,061</u>	<u>\$ 4,127,019</u>	<u>\$ 42,820,885</u>

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City of Inver Grove Heights, Minnesota
Enterprise Funds
Water Fund
Combining Schedule of Revenues, Expenses and Changes in Net Position
For the Year Ended December 31, 2022

	<u>510</u>	<u>511</u>	<u>513</u>	
	Water	Water	Water	
	Operating	Capital	Capital NWA	Total
Operating Revenues				
Charges for services				
Water sales	\$ 3,505,058	\$ -	\$ -	\$ 3,505,058
Late fees	52,241	-	-	52,241
Water meter sales	49,253	-	-	49,253
Total Operating Revenues	<u>3,606,552</u>	<u>-</u>	<u>-</u>	<u>3,606,552</u>
Operating Expenses				
Personnel services	687,971	-	-	687,971
Other current expenses	2,106,956	9,678	55,074	2,171,708
Depreciation	998,866	-	-	998,866
Total Operating Expenses	<u>3,793,793</u>	<u>9,678</u>	<u>55,074</u>	<u>3,858,545</u>
Operating Income (Loss)	<u>(187,241)</u>	<u>(9,678)</u>	<u>(55,074)</u>	<u>(251,993)</u>
Nonoperating Revenues (Expenses)				
Interest (loss) on investments	(155,477)	(34,205)	(102,104)	(291,786)
Miscellaneous revenues	5,107	-	15,000	20,107
Interest and amortization expense	(846)	-	-	(846)
Total Nonoperating Revenues (Expenses)	<u>(151,216)</u>	<u>(34,205)</u>	<u>(87,104)</u>	<u>(272,525)</u>
Income (Loss) Before Contributions and Transfers	(338,457)	(43,883)	(142,178)	(524,518)
Capital Contributions	495,318	690,820	732,399	1,918,537
Capital Contributions from other funds	691,004	-	-	691,004
Capital Contributions to other funds	-	-	(485,399)	(485,399)
Transfers In	875,702	-	3,783	879,485
Transfers Out	<u>(1,000,874)</u>	<u>(202,150)</u>	<u>(329,323)</u>	<u>(1,532,347)</u>
Change in Net Position	722,693	444,787	(220,718)	946,762
Net Position - January 1	<u>36,457,112</u>	<u>1,069,274</u>	<u>4,347,737</u>	<u>41,874,123</u>
Net Position, December 31	<u>\$ 37,179,805</u>	<u>\$ 1,514,061</u>	<u>\$ 4,127,019</u>	<u>\$ 42,820,885</u>

City of Inver Grove Heights, Minnesota

Enterprise Funds

Sewer Fund

Combining Schedule Net Position

December 31, 2022

	520	521	523	
	Sewer	Sewer	Sewer	
	Operating	Capital	Capital NWA	Total
Assets				
Current Assets				
Cash and temporary investments	\$ 6,168,038	\$ 1,825,787	\$ (1,661,180)	\$ 6,332,645
Receivables				
Accrued interest	24,836	7,575	-	32,411
Accounts	783,829	-	-	783,829
Special assessments	-	138,151	-	138,151
Total Current Assets	<u>6,976,703</u>	<u>1,971,513</u>	<u>(1,661,180)</u>	<u>7,287,036</u>
Long-term Assets				
Capital assets				
Land	768,102	-	-	768,102
Construction in progress	-	-	1,443,396	1,443,396
Buildings and systems	43,511,979	-	229,207	43,741,186
Improvements other than buildings	39,924	-	-	39,924
Machinery and equipment	9,585	-	-	9,585
Total Capital Assets	44,329,590	-	1,672,603	46,002,193
Less accumulated depreciation	<u>(16,023,137)</u>	<u>-</u>	<u>-</u>	<u>(16,023,137)</u>
Total Long-term Assets	<u>28,306,453</u>	<u>-</u>	<u>1,672,603</u>	<u>29,979,056</u>
Total Assets	<u>35,283,156</u>	<u>1,971,513</u>	<u>11,423</u>	<u>37,266,092</u>
Deferred Outflows of Resources				
Deferred charge on refunding	-	116,662	-	116,662
Deferred other postemployment benefits resources	4,009	-	-	4,009
Deferred pension resources	256,603	-	-	256,603
Total Deferred Outflows of Resources	<u>260,612</u>	<u>116,662</u>	<u>-</u>	<u>377,274</u>

City of Inver Grove Heights, Minnesota
Enterprise Funds
Sewer Fund
Combining Schedule Net Position (Continued)
December 31, 2022

	<u>520</u>	<u>521</u>	<u>523</u>	
	Sewer Operating	Sewer Capital	Sewer Capital - NWA	Total
Liabilities				
Current Liabilities				
Accounts and contracts payable	10,367	-	-	10,367
Accrued salaries payable	7,802	-	-	7,802
Due to other governments	99,192	25,829	-	125,021
Accrued interest payable	-	125,365	-	125,365
Unearned revenue	-	136,518	240,840	377,358
Compensated absences payable - current portion	25,010	-	-	25,010
Bonds payable - current portion	-	798,467	-	798,467
Total Current Liabilities	<u>142,371</u>	<u>1,086,179</u>	<u>240,840</u>	<u>1,469,390</u>
Long-term Liabilities				
Compensated absences payable	22,800	-	-	22,800
Bonds payable	-	10,109,126	-	10,109,126
Net pension liability	559,947	-	-	559,947
Other postemployment benefits payable	19,540	-	-	19,540
Total Long-term Liabilities	<u>602,287</u>	<u>10,109,126</u>	<u>-</u>	<u>10,711,413</u>
Total Liabilities	<u>744,658</u>	<u>11,195,305</u>	<u>240,840</u>	<u>12,180,803</u>
Deferred Inflows of Resources				
Deferred pension resources	11,239	-	-	11,239
Deferred other postemployment benefit resources	269	-	-	269
Total Deferred Inflows of Resources	<u>11,508</u>	<u>-</u>	<u>-</u>	<u>11,508</u>
Net Position				
Net investment in capital assets	28,306,453	(10,790,931)	1,672,603	19,188,125
Unrestricted	6,481,149	1,683,801	(1,902,020)	6,262,930
Total Net Position	<u>\$ 34,787,602</u>	<u>\$ (9,107,130)</u>	<u>\$ (229,417)</u>	<u>\$ 25,451,055</u>

City of Inver Grove Heights, Minnesota
Enterprise Funds
Sewer Fund
Combining Schedule of Revenues, Expenses and Changes in Net Position
For the Year Ended December 31, 2022

	<u>520</u>	<u>521</u>	<u>523</u>	
	Sewer Operating	Sewer Capital	Sewer Capital - NWA	Total
Operating Revenues				
Charges for services				
Sewer charges	\$ 4,159,937	\$ -	\$ 60,904	\$ 4,220,841
Operating Expenses				
Personnel services	552,753	-	-	552,753
Other current expenses	2,644,782	-	129,530	2,774,312
Depreciation	787,496	-	-	787,496
Total Operating Expenses	<u>3,985,031</u>	<u>-</u>	<u>129,530</u>	<u>4,114,561</u>
Operating Income (Loss)	<u>174,906</u>	<u>-</u>	<u>(68,626)</u>	<u>106,280</u>
Nonoperating Revenues (Expenses)				
Interest (loss) on investments	(140,882)	(43,123)	-	(184,005)
Miscellaneous revenues	3,506	-	-	3,506
Interest and amortization expense	<u>(303,837)</u>	<u>17,787</u>	<u>-</u>	<u>(286,050)</u>
Total Nonoperating Revenues (Expenses)	<u>(441,213)</u>	<u>(25,336)</u>	<u>-</u>	<u>(466,549)</u>
Income (Loss) Before Contributions and Transfers	(266,307)	(25,336)	(68,626)	(360,269)
Capital Contributions	(99,244)	179,248	1,693,570	1,773,574
Transfers In	1,141,489	56,640	105,981	1,304,110
Transfers Out	<u>(696,325)</u>	<u>600,760</u>	<u>(1,246,748)</u>	<u>(1,342,313)</u>
Change in Net Position	79,613	811,312	484,177	1,375,102
Net Position - January 1	<u>34,707,989</u>	<u>(9,918,442)</u>	<u>(713,594)</u>	<u>24,075,953</u>
Net Position, December 31	<u>\$ 34,787,602</u>	<u>\$ (9,107,130)</u>	<u>\$ (229,417)</u>	<u>\$ 25,451,055</u>

City of Inver Grove Heights, Minnesota
Enterprise Funds
Storm Water Management Fund
Combining Schedule Net Position
December 31, 2022

	530	533	
	Storm Water Operating	Storm Water Capital NWA	Total
Assets			
Current Assets			
Cash and temporary investments	\$ 173,735	\$ 2,106,326	\$ 2,280,061
Receivables			
Accrued interest	1,243	7,920	9,163
Accounts	247,796	-	247,796
Special assessments	-	162,821	162,821
Total Current Assets	<u>422,774</u>	<u>2,277,067</u>	<u>2,699,841</u>
Long-term Assets			
Capital assets			
Land	1,175,104	-	1,175,104
Construction in progress	951,184	-	951,184
Buildings and systems	<u>23,461,984</u>	<u>-</u>	<u>23,461,984</u>
Total Capital Assets	25,588,272	-	25,588,272
Less accumulated depreciation	<u>(16,704,000)</u>	<u>-</u>	<u>(16,704,000)</u>
Net Capital Assets	<u>8,884,272</u>	<u>-</u>	<u>8,884,272</u>
Total Assets	<u>9,307,046</u>	<u>2,277,067</u>	<u>11,584,113</u>
Deferred Outflows of Resources			
Deferred pension resources	<u>58,432</u>	<u>-</u>	<u>58,432</u>
Liabilities			
Current Liabilities			
Accounts and contracts payable	4,060	327,298	331,358
Accrued salaries payable	1,697	-	1,697
Due to other governments	12,189	-	12,189
Unearned revenue	-	162,821	162,821
Compensated absences payable - current portion	6,998	-	6,998
Total Current Liabilities	<u>24,944</u>	<u>490,119</u>	<u>515,063</u>
Long-term Liabilities			
Net pension liability	<u>182,131</u>	<u>-</u>	<u>182,131</u>
Total Liabilities	<u>207,075</u>	<u>490,119</u>	<u>697,194</u>
Deferred Inflows of Resources			
Deferred pension resources	<u>2,559</u>	<u>-</u>	<u>2,559</u>
Net Position			
Net investment in capital assets	8,884,272	-	8,884,272
Unrestricted	<u>271,572</u>	<u>1,786,948</u>	<u>2,058,520</u>
Total Net Position	<u>\$ 9,155,844</u>	<u>\$ 1,786,948</u>	<u>\$ 10,942,792</u>

City of Inver Grove Heights, Minnesota
Enterprise Funds
Storm Water Management Fund
Combining Schedule of Revenues, Expenses and Changes in Net Position
For the Year Ended December 31, 2022

	<u>530</u>	<u>533</u>	
	Storm Water Operating	Storm Water Capital NWA	Total
Operating Revenues			
Charges for services			
Storm Water charges	\$ 677,140	\$ -	\$ 677,140
Operating Expenses			
Personnel services	280,914	-	280,914
Other current expenses	143,788	26,901	170,689
Depreciation	235,374	-	235,374
Total Operating Expenses	<u>660,076</u>	<u>26,901</u>	<u>686,977</u>
Operating Income (Loss)	<u>17,064</u>	<u>(26,901)</u>	<u>(9,837)</u>
Nonoperating Revenues (Expenses)			
Interest (loss) on investments	(6,381)	(43,822)	(50,203)
Miscellaneous revenues	<u>798</u>	<u>-</u>	<u>798</u>
Total Nonoperating Revenues (Expenses)	<u>(5,583)</u>	<u>(43,822)</u>	<u>(49,405)</u>
Income (Loss) Before Contributions and Transfers	11,481	(70,723)	(59,242)
Capital Contributions	-	824,766	824,766
Capital Contributions from other funds	954,473	-	954,473
Capital Contributions to other funds	-	(621,324)	(621,324)
Transfers In	45,733	72,656	118,389
Transfers Out	<u>(164,568)</u>	<u>-</u>	<u>(164,568)</u>
Change in Net Position	847,119	205,375	1,052,494
Net Position - January 1	<u>8,308,725</u>	<u>1,581,573</u>	<u>9,890,298</u>
Net Position, December 31	<u><u>\$ 9,155,844</u></u>	<u><u>\$ 1,786,948</u></u>	<u><u>\$ 10,942,792</u></u>

STATISTICAL SECTION (UNAUDITED)

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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STATISTICAL SECTION (UNAUDITED)

This part of the City's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Contents	<u>Pages</u>
Financial Trends	163 - 172
These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	
Revenue Capacity	175 - 181
These schedules contain information to help the reader assess the City's most significant local revenue source, property taxes.	
Debt Capacity	182 - 188
These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	
Demographic and Economic Information	189 - 191
These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.	
Operating Information	192 - 196
These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.	

Sources: Unless otherwise noted, the information in these schedules is derived from the annual financial reports for the relevant year.

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City of Inver Grove Heights, Minnesota
Summary Financial Report
Governmental Funds
Revenues and Expenditures For General Operations
For the Years Ended December 31, 2022 and 2021

	Total	
	2022	2021
Revenues		
Taxes	\$ 29,491,935	\$ 27,569,539
Licenses and permits	1,820,192	1,939,133
Intergovernmental	3,281,568	3,111,726
Charges for services	7,825,923	9,510,155
Fines and forfeits	193,985	166,286
Special assessments	1,843,776	1,079,854
Investment earnings (loss)	(747,272)	(298,830)
Miscellaneous	1,172,444	1,201,916
Total Revenues	<u>\$ 44,882,551</u>	<u>\$ 44,279,779</u>
Per Capita	<u>\$ 1,256</u>	<u>\$ 1,237</u>
Expenditures		
Current		
General government	\$ 3,998,983	\$ 3,900,394
Public safety	14,336,568	12,590,662
Public works	5,675,556	5,614,601
Culture and recreation	6,688,174	6,022,413
Community development	1,973,428	2,060,832
Capital outlay		
General government	57,964	-
Public safety	98,901	457,901
Public works	6,308,219	5,144,102
Culture and recreation	1,570,776	1,229,492
Community development	-	41,252
Debt service		
Principal	2,164,308	1,560,000
Interest and other charges	886,738	941,357
Total Expenditures	<u>\$ 43,759,615</u>	<u>\$ 39,563,006</u>
Per Capita	<u>\$ 1,224</u>	<u>\$ 1,105</u>
Total Long-term Indebtedness	\$ 28,201,027	\$ 30,202,267
Per Capita	789	844
General Fund Balance - December 31	\$ 13,763,797	\$ 13,208,391
Per Capita	385	369

The purpose of this report is to provide a summary of financial information concerning the City of Inver Grove Heights to interested citizens. The complete financial statements may be examined at City Hall, 8150 Barbara Avenue, Inver Grove Heights, MN 55077-3412. Questions about this report should be directed to the Finance Department at (651) 450-2500.

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Net Position by Component
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	Fiscal Year			
	2013	2014	2015	2016
Governmental Activities				
Net investment in capital assets	\$ 85,313,175	\$ 88,745,756	\$ 92,587,696	\$ 96,443,126
Restricted	5,419,184	6,560,238	7,697,092	8,666,803
Unrestricted	33,615,784	37,024,099	32,064,187	30,600,727
Total Governmental Activities Net Position	\$ 124,348,143	\$ 132,330,093	\$ 132,348,975	\$ 135,710,656
Business-type Activities				
Net investment in capital assets	\$ 38,002,856	\$ 38,248,637	\$ 40,500,700	\$ 48,192,046
Restricted	-	-	-	-
Unrestricted	21,168,180	20,875,925	18,559,610	13,397,258
Total Business-type Activities Net Position	\$ 59,171,036	\$ 59,124,562	\$ 59,060,310	\$ 61,589,304
Total Primary Government				
Net investment in capital assets	\$ 123,316,031	\$ 126,994,393	\$ 133,088,396	\$ 144,635,172
Restricted	5,419,184	6,560,238	7,697,092	8,666,803
Unrestricted	54,783,964	57,900,024	50,623,797	43,997,985
Total Primary Government Net Position	\$ 183,519,179	\$ 191,454,655	\$ 191,409,285	\$ 197,299,960

Note: The City implemented GASB Statement No. 68 and GASB Statement No. 67 in fiscal 2015. Years prior to 2015 have not been restated. The City implemented GASB Statement No. 75 in fiscal 2018. Years prior to 2018 have not been restated. In 2021, the activities of the Storm Water Management fund were transferred to a newly created enterprise fund. Years prior to 2021 have not been restated.

Fiscal Year					
2017	2018	2019	2020	2021	2022
\$ 93,604,421	\$ 101,204,542	\$ 108,559,698	\$ 113,246,973	\$ 108,803,798	\$ 112,929,545
10,112,971	9,651,283	9,707,215	9,080,704	10,885,593	14,527,169
31,939,890	39,293,328	42,628,763	51,420,595	56,448,808	54,778,199
<u>\$ 135,657,282</u>	<u>\$ 150,149,153</u>	<u>\$ 160,895,676</u>	<u>\$ 173,748,272</u>	<u>\$ 176,138,199</u>	<u>\$ 182,234,913</u>
\$ 49,136,855	\$ 51,148,138	\$ 51,455,529	\$ 51,251,800	\$ 59,652,599	\$ 60,441,697
-	-	-	-	2,900,000	-
10,707,274	9,464,848	11,295,098	11,972,101	14,646,049	20,327,495
<u>\$ 59,844,129</u>	<u>\$ 60,612,986</u>	<u>\$ 62,750,627</u>	<u>\$ 63,223,901</u>	<u>\$ 77,198,648</u>	<u>\$ 80,769,192</u>
\$ 142,741,276	\$ 152,352,680	\$ 160,015,227	\$ 164,498,773	\$ 168,456,397	\$ 173,371,242
10,112,971	9,651,283	9,707,215	9,080,704	13,785,593	14,527,169
42,647,164	48,758,176	53,923,861	63,392,696	71,094,857	75,105,694
<u>\$ 195,501,411</u>	<u>\$ 210,762,139</u>	<u>\$ 223,646,303</u>	<u>\$ 236,972,173</u>	<u>\$ 253,336,847</u>	<u>\$ 263,004,105</u>

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Changes in Net Position (Continued on the Following Pages)
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	Fiscal Year			
	2013	2014	2015	2016
Expenses				
Governmental activities				
General government	\$ 1,789,711	\$ 1,764,065	\$ 1,655,475	\$ 2,996,056
Public safety	7,806,417	8,069,896	8,109,514	10,727,458
Public works	6,225,122	7,284,147	6,816,075	8,887,750
Culture and recreation	6,417,200	6,382,850	6,576,337	6,768,580
Community development	1,784,117	-	1,792,921	1,599,270
Interest on long-term debt	1,026,367	873,009	771,350	926,142
Total Governmental Activities Expenses	<u>25,048,934</u>	<u>24,373,967</u>	<u>25,721,672</u>	<u>31,905,256</u>
Business-type activities				
Water	2,550,172	2,722,584	2,381,673	2,562,739
Sewer	3,342,170	3,422,724	3,628,484	3,571,160
Storm Water Management	-	-	-	-
Golf course	1,653,246	1,537,243	1,581,313	1,486,481
Total Business-type Activities Expenses	<u>7,545,588</u>	<u>7,682,551</u>	<u>7,591,470</u>	<u>7,620,380</u>
Total Primary Government Expenses	<u>\$ 32,594,522</u>	<u>\$ 32,056,518</u>	<u>\$ 33,313,142</u>	<u>\$ 39,525,636</u>
Program Revenues				
Governmental activities				
Charges for services				
General government	\$ 13,492	\$ 13,086	\$ 11,190	\$ 19,706
Public safety	612,664	625,566	629,828	628,342
Public works	3,159,957	3,257,758	3,552,354	3,346,781
Culture and recreation	2,683,173	2,966,749	3,184,781	3,570,598
Community development	1,082,712	1,144,089	702,948	1,019,012
Operating grants and contributions	952,499	1,170,083	1,012,882	986,082
Capital grants and contributions	2,971,574	6,587,288	3,860,088	5,079,885
Total Governmental Activities Program Revenues	<u>11,476,071</u>	<u>15,764,619</u>	<u>12,954,071</u>	<u>14,650,406</u>
Business-type activities				
Charges for services				
Water	3,054,386	2,818,851	2,899,782	2,878,095
Sewer	3,016,134	3,052,651	3,088,659	3,281,356
Storm Water Management	-	-	-	-
Golf course	1,402,594	1,414,141	1,634,226	1,306,162
Operating grants and contributions	1,961	1,418	12,587	12,345
Capital grants and contributions	1,188,808	1,177,104	1,463,961	2,175,951
Total Business-type Activities Program Revenues	<u>8,663,883</u>	<u>8,464,165</u>	<u>9,099,215</u>	<u>9,653,909</u>
Total Primary Government Program Revenues	<u>\$ 20,139,954</u>	<u>\$ 24,228,784</u>	<u>\$ 22,053,286</u>	<u>\$ 24,304,315</u>

Fiscal Year

2017	2018	2019	2020	2021	2022
\$ 2,481,001	\$ 2,395,582	\$ 3,017,849	\$ 2,969,823	\$ 4,209,265	\$ 4,992,374
12,087,235	10,236,391	11,486,291	12,994,292	12,388,559	16,083,846
7,690,391	7,056,944	8,989,180	8,983,184	7,307,967	8,911,207
7,919,434	7,139,360	7,497,438	6,135,155	6,803,476	7,612,774
2,540,933	2,124,968	2,322,377	3,693,217	2,119,884	2,062,697
1,007,774	1,091,471	1,452,062	1,003,536	861,888	798,645
<u>33,726,768</u>	<u>30,044,716</u>	<u>34,765,197</u>	<u>35,779,207</u>	<u>33,691,039</u>	<u>40,461,543</u>
2,705,498	3,003,465	2,779,567	2,887,882	3,021,693	3,859,391
4,265,285	4,123,098	3,959,592	4,148,917	3,944,724	4,400,611
-	-	-	-	743,576	686,977
3,901,573	1,932,241	1,796,957	2,127,755	1,966,693	2,159,004
<u>10,872,356</u>	<u>9,058,804</u>	<u>8,536,116</u>	<u>9,164,554</u>	<u>9,676,686</u>	<u>11,105,983</u>
<u>\$ 44,599,124</u>	<u>\$ 39,103,520</u>	<u>\$ 43,301,313</u>	<u>\$ 44,943,761</u>	<u>\$ 43,367,725</u>	<u>\$ 51,567,526</u>
\$ 21,386	\$ 12,049	\$ 49,005	\$ 83,437	\$ 18,375	\$ 22,797
689,060	635,233	769,972	605,334	671,520	719,421
3,038,693	3,469,315	3,971,781	5,152,781	5,053,204	4,022,301
2,922,124	3,210,032	3,314,495	1,861,459	4,468,966	3,371,762
1,202,410	1,401,683	1,754,000	1,142,921	1,877,571	1,698,414
1,219,181	2,567,895	3,254,500	5,486,950	2,153,837	4,062,148
2,125,371	7,803,984	4,182,202	4,864,126	2,679,057	3,104,575
<u>11,218,225</u>	<u>19,100,191</u>	<u>17,295,955</u>	<u>19,197,008</u>	<u>16,922,530</u>	<u>17,001,418</u>
3,051,811	3,132,068	3,031,231	3,212,973	3,706,014	3,606,552
3,460,592	3,693,679	3,753,168	3,847,337	4,094,880	4,220,841
-	-	-	-	1,109,046	677,140
1,467,194	1,879,599	1,755,886	2,145,792	2,419,528	2,394,251
8,283	10,087	6,667	5,223	10,232	25,808
1,392,096	1,717,863	2,106,572	1,365,247	3,957,841	4,516,877
<u>9,379,976</u>	<u>10,433,296</u>	<u>10,653,524</u>	<u>10,576,572</u>	<u>15,297,541</u>	<u>15,441,469</u>
<u>\$ 20,598,201</u>	<u>\$ 29,533,487</u>	<u>\$ 27,949,479</u>	<u>\$ 29,773,580</u>	<u>\$ 32,220,071</u>	<u>\$ 32,442,887</u>

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Changes in Net Position (Continued)
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	Fiscal Year			
	2013	2014	2015	2016
Net Revenues (Expenses)				
Governmental activities	\$ (13,572,863)	\$ (8,609,348)	\$ (12,767,601)	\$ (17,254,850)
Business-type activities	1,118,295	781,614	1,507,745	2,033,529
Total Primary Government Net Revenues (Expenses)	<u>\$ (12,454,568)</u>	<u>\$ (7,827,734)</u>	<u>\$ (11,259,856)</u>	<u>\$ (15,221,321)</u>
General Revenues and Other Changes in Net Position				
Governmental activities				
Taxes				
Property taxes	\$ 14,607,605	\$ 15,070,818	\$ 16,657,367	\$ 18,068,901
Tax increments	1,861,618	1,931,061	2,020,664	1,959,743
Lodging taxes	88,151	105,877	106,361	128,367
Franchise taxes	90,442	90,442	98,221	103,406
Grants and contributions not restricted to specific programs	162,694	95,004	144,337	280,346
Unrestricted investment earnings	(210,750)	575,796	435,751	345,223
Gain on sale of capital assets	17,780	12,855	11,070	78,545
Transfers	(4,263,985)	1,112,503	841,284	(348,000)
Total Governmental Activities	<u>12,353,555</u>	<u>18,994,356</u>	<u>20,315,055</u>	<u>20,616,531</u>
Business-type activities				
Unrestricted investment earnings	44,938	284,415	232,427	147,465
Gain on sale of capital assets	-	-	-	-
Transfers	4,263,985	(1,112,503)	(841,284)	348,000
Total Business-type Activities	<u>4,308,923</u>	<u>(828,088)</u>	<u>(608,857)</u>	<u>495,465</u>
Total Primary Government	<u>\$ 16,662,478</u>	<u>\$ 18,166,268</u>	<u>\$ 19,706,198</u>	<u>\$ 21,111,996</u>
Change in Net Position				
Governmental activities	\$ (1,219,308)	\$ 10,385,008	\$ 7,547,454	\$ 3,361,681
Business-type activities	5,427,218	(46,474)	898,888	2,528,994
Total Primary Government	<u>\$ 4,207,910</u>	<u>\$ 10,338,534</u>	<u>\$ 8,446,342</u>	<u>\$ 5,890,675</u>

Note 1: The City implemented GASB Statement No. 68 and GASB Statement No. 67 in fiscal 2015. Years prior to 2015 have not been restated. The City implemented GASB Statement No. 75 in fiscal 2018. Years prior to 2018 have not been restated.

Note 2: The City created a new Storm Water Management fund in 2021. As part of creating the fund, all balances of the Storm Water Management capital projects fund were transferred to this fund. Years prior to 2021 have not been restated.

Fiscal Year

2017	2018	2019	2020	2021	2022
\$ (22,508,543)	\$ (10,944,525)	\$ (17,469,242)	\$ (16,582,199)	\$ (16,768,509)	\$ (23,460,125)
(1,492,380)	1,374,492	2,117,408	1,412,018	5,620,855	4,335,486
<u>\$ (24,000,923)</u>	<u>\$ (9,570,033)</u>	<u>\$ (15,351,834)</u>	<u>\$ (15,170,181)</u>	<u>\$ (11,147,654)</u>	<u>\$ (19,124,639)</u>
\$ 19,395,888	\$ 21,043,742	\$ 23,348,621	\$ 24,825,120	\$ 26,282,771	\$ 28,220,220
1,578,646	1,655,941	1,738,995	-	-	2,567
133,979	133,872	133,808	77,357	120,618	128,548
107,441	1,135,415	1,171,449	1,177,600	1,183,827	1,206,886
146,791	161,095	75,893	112,520	322,839	621,200
545,279	761,542	1,592,145	1,807,149	(386,473)	(1,066,607)
89,116	21,486	-	10,860	109,509	245,535
458,029	939,547	321,140	1,424,189	(8,474,655)	198,490
<u>22,455,169</u>	<u>25,852,640</u>	<u>28,382,051</u>	<u>29,434,795</u>	<u>19,158,436</u>	<u>29,556,839</u>
205,234	354,181	341,373	485,445	(120,763)	(574,952)
-	-	-	-	-	8,500
(458,029)	(939,547)	(321,140)	(1,424,189)	8,474,655	(198,490)
<u>(252,795)</u>	<u>(585,366)</u>	<u>20,233</u>	<u>(938,744)</u>	<u>8,353,892</u>	<u>(764,942)</u>
<u>\$ 22,202,374</u>	<u>\$ 25,267,274</u>	<u>\$ 28,402,284</u>	<u>\$ 28,496,051</u>	<u>\$ 27,512,328</u>	<u>\$ 28,791,897</u>
\$ (53,374)	\$ 14,908,115	\$ 10,912,809	\$ 12,852,596	\$ 2,389,927	\$ 6,096,714
(1,745,175)	789,126	2,137,641	473,274	13,974,747	3,570,544
<u>\$ (1,798,549)</u>	<u>\$ 15,697,241</u>	<u>\$ 13,050,450</u>	<u>\$ 13,325,870</u>	<u>\$ 16,364,674</u>	<u>\$ 9,667,258</u>

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Fund Balances of Governmental Funds
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting)

	Fiscal Year			
	Restated 2013	2014	2015	2016
General Fund				
Nonspendable	\$ 4,399	\$ 57,292	\$ 3,667	\$ 15,799
Restricted	76,800	22,000	-	-
Committed	-	-	-	-
Unassigned	8,029,014	9,111,824	9,922,952	9,600,129
Total General Fund	<u>\$ 8,110,213</u>	<u>\$ 9,191,116</u>	<u>\$ 9,926,619</u>	<u>\$ 9,615,928</u>
All Other Governmental Funds				
Nonspendable	\$ 19,644	\$ 21,450	\$ 7,203	\$ 2,887
Restricted	3,088,157	4,137,256	10,128,899	18,332,804
Committed	1,038,100	1,023,281	955,348	720,397
Assigned	13,113,187	13,249,048	14,066,297	13,408,861
Unassigned	(3,246,835)	(2,727,214)	(1,949,474)	(1,847,409)
Total All Other Governmental Funds	<u>\$ 14,012,253</u>	<u>\$ 15,703,821</u>	<u>\$ 23,208,273</u>	<u>\$ 30,617,540</u>

Fiscal Year

2017	2018	2019	2020	2021	2022
\$ 141,195	\$ 12,679	\$ 177,753	\$ 28,365	\$ 17,785	\$ 71,772
-	-	-	16,118	19,061	26,073
-	-	-	-	75,587	278,240
10,038,550	10,520,461	11,313,120	12,870,165	13,095,958	13,387,712
<u>\$ 10,179,745</u>	<u>\$ 10,533,140</u>	<u>\$ 11,490,873</u>	<u>\$ 12,914,648</u>	<u>\$ 13,208,391</u>	<u>\$ 13,763,797</u>
\$ 17,761	\$ 105,287	\$ 15,236	\$ 1,485	\$ 4,611	\$ 9,100
20,275,918	16,286,001	10,642,272	8,785,571	10,754,837	12,192,882
738,817	1,790,562	2,836,946	4,078,939	910,881	505,837
17,069,166	22,069,612	21,371,523	24,710,670	28,781,879	28,971,387
(3,741,559)	(6,573,705)	(4,101,728)	(1,749,993)	(1,736,987)	(1,683,478)
<u>\$ 34,360,103</u>	<u>\$ 33,677,757</u>	<u>\$ 30,764,249</u>	<u>\$ 35,826,672</u>	<u>\$ 38,715,221</u>	<u>\$ 39,995,728</u>

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting)

	Fiscal Year			
	2013	2014	2015	2016
Revenues				
Taxes	\$ 16,627,528	\$ 17,190,552	\$ 18,951,875	\$ 20,287,670
Licenses and permits	951,948	1,241,654	844,006	1,133,121
Intergovernmental	2,143,879	4,124,588	1,111,405	2,686,298
Charges for services	6,241,363	6,389,688	6,857,352	7,073,953
Fines and forfeitures	148,113	135,382	120,029	119,855
Special assessments	1,500,383	2,295,620	1,759,195	1,536,041
Donations	-	-	-	-
Interest (loss) on investments	(183,005)	359,937	257,824	231,466
Miscellaneous	261,540	234,831	455,909	771,714
Total Revenues	<u>27,691,749</u>	<u>31,972,252</u>	<u>30,357,595</u>	<u>33,840,118</u>
Expenditures				
Current				
General government	1,623,512	1,641,093	1,667,440	1,868,611
Public safety	7,750,149	7,959,499	8,342,569	9,332,846
Public works	4,168,764	4,466,294	4,580,122	4,504,655
Culture and recreation	4,926,142	5,174,615	5,284,502	5,268,205
Community development	1,612,680	1,499,946	1,612,736	1,696,528
Capital outlay	3,440,919	5,497,746	4,939,260	8,747,031
Debt service				
Principal	4,632,042	6,249,919	3,688,280	2,851,870
Interest and other charges	1,112,013	888,890	675,558	787,537
Bond issuance costs	-	83,755	131,221	140,713
Total Expenditures	<u>29,266,221</u>	<u>33,461,757</u>	<u>30,921,688</u>	<u>35,197,996</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(1,574,472)</u>	<u>(1,489,505)</u>	<u>(564,093)</u>	<u>(1,357,878)</u>
Other Financing Sources (Uses)				
Transfers in	9,003,530	7,171,496	5,633,063	7,596,433
Transfers out	(10,907,954)	(5,917,699)	(4,762,561)	(7,928,133)
Bond proceeds	-	-	7,745,000	-
Lease issued	-	-	-	-
Premium on bonds issued	-	118,912	188,546	273,154
Refunding bonds issued	-	4,650,000	-	8,515,000
Payment to refunded bond escrow agent	-	(1,761,033)	-	-
Principal paid on refunded bonds	(400,000)	-	-	-
Insurance recovery	15,676	300	-	-
Sale of capital assets	-	-	-	-
Total Other Financing Sources (Uses)	<u>(2,288,748)</u>	<u>4,261,976</u>	<u>8,804,048</u>	<u>8,456,454</u>
Net Change in Fund Balances	<u>\$ (3,863,220)</u>	<u>\$ 2,772,471</u>	<u>\$ 8,239,955</u>	<u>\$ 7,098,576</u>
Debt Service as a Percentage of Noncapital Expenditures	<u>21.65%</u>	<u>24.25%</u>	<u>16.36%</u>	<u>12.30%</u>

Note: In 2018, current refunding bonds were issued to refund a significant portion of outstanding debt.

Fiscal Year					
2017	2018	2019	2020	2021	2022
\$ 21,228,180	\$ 24,029,756	\$ 26,375,433	\$ 26,106,752	\$ 27,569,539	\$ 29,491,935
1,355,686	1,515,601	1,884,737	1,232,336	1,939,133	1,820,192
1,828,149	8,443,585	4,964,285	6,584,684	3,111,726	3,281,568
6,044,318	6,635,041	7,310,715	6,988,370	9,510,155	7,825,923
173,365	185,181	187,738	145,283	166,286	193,985
1,649,876	1,235,379	1,354,147	1,424,389	1,079,854	1,843,776
-	88,317	-	-	-	-
391,228	565,567	1,306,923	1,393,306	(298,830)	(747,272)
1,050,756	776,392	1,072,834	1,159,838	1,201,916	1,172,444
33,721,558	43,474,819	44,456,812	45,034,958	44,279,779	44,882,551
1,870,026	2,147,041	2,147,501	2,569,221	3,900,394	3,998,983
9,837,271	10,753,947	11,897,247	12,571,164	12,589,736	14,336,568
4,848,977	4,668,439	5,501,354	5,388,120	5,614,601	5,675,556
5,696,321	6,058,369	6,006,067	5,123,142	6,022,413	6,688,174
2,008,043	1,915,702	1,657,141	3,644,949	2,060,832	1,973,428
6,000,301	18,103,407	18,382,651	7,622,854	6,873,673	8,035,860
2,575,000	11,015,000	2,385,000	2,135,000	1,560,000	2,164,308
882,784	1,134,477	1,234,714	1,069,906	941,357	886,738
85,505	124,608	110,529	47,548	-	-
33,804,228	55,920,990	49,322,204	40,171,904	39,563,006	43,759,615
(82,670)	(12,446,171)	(4,865,392)	4,863,054	4,716,773	1,122,936
5,668,147	9,224,763	9,746,464	9,313,089	11,824,493	7,620,711
(4,960,644)	(7,300,022)	(9,225,805)	(7,709,382)	(13,448,974)	(6,966,052)
3,505,000	9,785,000	2,500,000	-	-	-
-	-	-	-	-	58,318
128,904	407,479	55,244	19,437	-	-
-	-	-	1,640,000	-	-
-	-	-	-	-	-
-	-	-	(1,640,000)	-	-
-	-	-	-	-	-
47,643	-	-	-	90,000	-
4,389,050	12,117,220	3,075,903	1,623,144	(1,534,481)	712,977
\$ 4,306,380	\$ (328,951)	\$ (1,789,489)	\$ 6,486,198	\$ 3,182,292	\$ 1,835,913
10.98%	31.32%	10.86%	9.28%	7.58%	8.25%

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
General Governmental Tax Revenues by Source
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting)

<u>Fiscal Year</u>	<u>Property Tax</u>	<u>Tax Increments</u>	<u>Lodging Tax</u>	<u>Franchise Tax</u>	<u>Total</u>
2013	\$ 14,587,317	\$ 1,861,618	\$ 85,530	\$ 93,063	\$ 16,627,528
2014	15,063,172	1,931,061	98,691	97,628	17,190,552
2015	16,726,629	2,020,664	106,361	98,221	18,951,875
2016	18,096,154	1,959,743	128,367	103,406	20,287,670
2017	19,408,114	1,578,646	133,979	107,441	21,228,180
2018	21,104,528	1,655,941	133,872	1,135,415 (1)	24,029,756
2019	23,331,181	1,738,995	133,808	1,171,449	26,375,433
2020	24,851,795	- (2)	77,357	1,177,600	26,106,752
2021	26,265,094	-	120,618	1,183,827	27,569,539
2022	28,153,934	2,567	128,548	1,206,886	29,491,935

(1) The City began the collection of gas and electric utility franchise fees in 2018.

(2) In 2020, the City transferred authority over their existing Tax Increment Financing Districts to another entity.

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years

Fiscal Year Ended December 31, (1)	Tax Capacity				
	Real Property		Personal Property	Less Tax Exempt Real Property	Total Taxable Assessed Value
	Residential Property	Commercial Property			
2013	\$ 22,793,327	\$ 9,065,568	\$ 706,136	\$ 3,788,856	\$ 28,776,175
2014	23,532,484	9,252,706	711,742	3,824,454	29,672,478
2015	25,635,739	9,263,633	726,252	3,914,916	31,710,708
2016	27,361,534	9,779,662	753,881	4,071,056	33,824,021
2017	28,111,605	9,722,415	787,939	4,126,152	34,495,807
2018	31,103,141	9,930,791	823,979	4,623,984	37,233,927
2019	33,620,344	10,011,283	802,338	4,660,532	39,773,433
2020	35,972,794	10,284,333	818,480	4,796,534	42,279,073
2021	38,317,299	11,095,364	885,375	5,034,580	45,263,458
2022	40,830,541	11,380,555	521,898	5,378,618	47,354,376

Source: Dakota County Assessor.

<https://www.co.dakota.mn.us/HomeProperty/Assessing/MarketValues/Documents>

(1) Represents the year the taxes are payable, not the year the taxes are levied.

Total Direct Tax Rate	Estimated Actual Value	Assessed Value as a Percentage of Actual Value
46.312	\$ 2,720,514,055	1.20 %
46.128	2,798,175,018	1.20
48.131	3,005,516,326	1.19
49.266	3,198,957,044	1.18
51.644	3,270,107,980	1.18
51.112	3,560,206,357	1.18
53.537	3,805,930,599	1.17
51.037	4,049,704,082	1.16
50.590	4,314,509,327	1.17
51.925	4,548,648,085	1.16

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Property Tax Rates - Direct and Overlapping Governments
Last Ten Fiscal Years

Fiscal Year	City of Inver Grove Heights		
	Operating Millage	Debt Service Millage	Total Direct Rate
2013	42.116 %	4.196 %	46.312 %
2014	41.849	4.279	46.128
2015	43.984	4.147	48.131
2016	43.621	5.645	49.266
2017	45.717	5.927	51.644
2018	46.379	4.733	51.112
2019	47.674	5.863	53.537
2020	45.151	5.886	51.037
2021	45.038	5.552	50.590
2022	47.251	4.674	51.925

Source: Dakota County Treasurer - Auditor.

(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Inver Grove Heights. Not all overlapping rates apply to all City of Inver Grove Heights property owners (i.e. the rates for School District #199 apply only to the proportion of the government's property owners whose property is located within the geographic boundaries of the school district.)

(2) Special districts include: Metropolitan Council, Mosquito Control, and Metropolitan Transit.

Overlapping Rates (1)					Total Direct & Overlapping Rates
Dakota County	School District No. 199	School District No. 196	School District No. 197	Special Districts (2)	
33.421 %	27.556 %	27.956 %	24.429 %	5.341 %	165.015 %
31.827	33.418	27.606	23.863	4.993	167.835
29.633	34.864	23.271	24.063	4.567	164.529
28.570	30.272	24.317	22.170	4.614	159.209
28.004	28.572	23.336	22.295	4.458	158.309
26.580	26.680	21.352	21.224	3.878	150.826
25.386	26.537	20.613	24.246	3.824	154.143
24.133	22.896	19.860	22.125	3.631	143.682
22.716	23.368	20.046	21.900	3.432	142.052
21.630	22.296	19.971	20.391	3.381	139.594

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Principal Property Taxpayers
Current and Nine Years Ago

Taxpayer	2022			2013		
	Net Tax Capacity	Rank	Percent of Total Net Tax Capacity	Net Tax Capacity	Rank	Percent of Total Net Tax Capacity
Xcel Energy (Northern States Power)	\$ 2,754,041	1	5.22 %	\$ 1,809,866	1	5.56 %
Flint Hills	1,407,266	2	2.67	-	-	-
Southview Gables	1,072,206	3	2.03	-	-	-
Chicago & NW Trans Co.	616,416	4	1.17	-	-	-
Lake Cove Village Partnership	608,360	5	1.15	335,105	4	1.03
Salem Green Ltd. Partnership	543,392	6	1.03	252,178	6	0.77
PHM Inver Grove Inc	514,912	7	0.98	337,874	3	1.04
CH Inver Grove Heights MN Landlord LLC	484,892	8	0.92	-	-	-
Pearlwood Estates LP	431,174	9	0.82	284,646	5	0.87
Brentwood Hills Ltd. Partnership	430,622	10	0.82	229,321	8	0.70
ML Casa IV LP (I & G Southview LLC)	-	-	-	457,731	2	1.41
Vansouth Ltd. Partnership	-	-	-	284,646	5	0.87
Farmers Union Central Exchange (Cenex)	-	-	-	248,314	7	0.76
Total	<u>\$ 8,863,281</u>		<u>16.81 %</u>	<u>\$ 4,239,681</u>		<u>13.01 %</u>

Source: Dakota County Treasurer - Auditor.

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Property Tax Levies and Collections
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Total Tax Levy for Fiscal Year</u>	<u>Collection of Current Year's Levy</u>	<u>Percentage of Levy Collected</u>	<u>Collection of Prior Years' Levy</u>	<u>Total Collections</u>	<u>Percentage of Total Collections to Levy</u>
2013	\$ 14,551,809	\$ 14,486,760	99.55 %	\$ 141,552	\$ 14,551,809	100 %
2014	15,056,760	14,906,474	99.00	209,651	15,056,760	100
2015	16,468,844	16,369,815	99.40	119,121	16,468,844	100
2016	18,022,195	17,928,458	99.48	121,505	18,022,195	100
2017	19,197,825	19,056,388	99.26	141,437	19,197,825	100
2018	21,041,791	20,921,998	99.43	138,037	21,041,791	100
2019	23,310,688	23,282,030	99.88	81,723	23,310,688	100
2020	24,810,277	24,673,232	99.45	120,512	24,793,744	100
2021	26,202,752	26,071,741	99.50	158,544	26,202,752	100
2022	28,064,780	27,912,552	99.46	-	27,912,552	99

Source: Dakota County Treasurer - Auditor.

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City of Inver Grove Heights, Minnesota

Statistical Section (Unaudited)

Ratios of Outstanding Debt by Type

Last Ten Fiscal Years

Fiscal Year	Governmental Activities				Business-type Activities		Total Primary Government	Percentage of Personal Income		Per Capita
	General Obligation (G.O.) Bonds (1)	G.O. Tax Increment Bonds	G.O. Special Assessments Bonds	Leases Payable	G.O. Revenue Bonds (1)	Capital Leases				
2013	\$ 10,171,859	\$ 6,105,000	\$ 10,456,544	\$ -	\$ 21,040,004	\$ 83,245	\$ 47,856,652	4.02	%	\$ 1,400
2014	9,790,308	3,982,550	9,796,053	-	17,282,225	56,823	40,907,959	3.79		1,187
2015	17,363,296	2,836,275	7,567,731	-	20,408,629	29,120	48,205,051	3.94		1,389
2016	25,734,951	1,681,275	6,242,731	-	19,018,096	-	52,677,053	4.27		1,502
2017	25,073,158	1,131,275	8,452,731	-	23,197,427	-	57,854,591	4.45		1,642
2018	25,943,500	560,000	7,269,990	-	21,511,921	-	55,285,411	3.88		1,563
2019	27,673,288	-	6,190,866	-	14,786,830	-	48,650,984	3.27		1,371
2020	26,671,000	-	5,007,560	-	13,511,374	-	45,189,934	2.15		1,281
2021	25,303,163	-	4,750,727	148,377	15,172,519	-	45,374,786	2.90		1,267
2022	23,882,175	-	4,093,894	224,958	10,907,593	-	39,108,620	2.27		1,094

Details regarding the City's outstanding debt can be found in the notes to the financial statements.

See the Schedule of Demographic and Economic Statistics for personal income and population data.

(1) The G.O. revenue bonds were reclassified from governmental activities to business-type activities in 2013.

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>General Obligation Bonds</u>	<u>Less Amounts Restricted for Debt Service</u>	<u>Net Bonded Debt</u>	<u>Percentage of Estimated Market Value of Taxable Property (1)</u>	<u>Per Capita (2)</u>
2013	\$ 47,773,407	\$ 5,055,559	\$ 42,717,848	1.57 %	\$ 1,249
2014	40,851,136	4,662,906	36,188,230	1.29	1,050
2015	48,175,931	6,000,117	42,175,814	1.40	1,218
2016	52,677,053	5,119,578	47,557,475	1.49	1,350
2017	57,854,591	4,657,944	53,196,647	1.63	1,510
2018	55,285,411	5,129,747	50,155,664	1.41	1,418
2019	48,650,984	4,201,334	44,449,650	1.17	1,253
2020	45,189,934	4,304,080	40,885,854	1.01	1,158
2021	45,226,409	4,190,980	41,035,429	0.95	1,146
2022	38,883,662	4,074,672	34,808,990	0.77	974

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Assessed Value and Estimated Actual Value of Taxable Property for property value data.

(2) Population data can be found in the Schedule of Demographic and Economic Statistics.

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Computation of Direct and Overlapping Governmental Activities Debt
December 31, 2022

Governmental Unit	Debt Outstanding (1)	Estimated Percentage Applicable	Estimated Share of Overlapping Debt
Debt Repaid with Property Taxes			
School District # 199	\$ 110,985,000	94 %	\$ 104,134,895
School District # 196	117,865,000	5	6,408,674
School District # 197 (3)	51,251,000	1	355,579
Metropolitan Council (2)	218,520,000	1	2,307,790
Total Overlapping Debt	498,621,000		113,206,938
City of Inver Grove Heights Direct Debt	28,201,027	100.00	28,201,027
Total Direct and Overlapping Debt	\$ 526,822,027		\$ 141,407,965

Source: Dakota County Treasurer/Auditor, Official Statement obtained on EMMA and Municipal Advisor's records

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Inver Grove Heights, Minnesota. This process recognizes that, when considering the government's ability of issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt of each overlapping government.

(1) Amounts do not include non-general obligation debt, self-supporting general obligation revenue debt, short-term general obligation debt, or general obligation tax/aid anticipation certificates of indebtedness.

(2) Debt includes all outstanding general obligation debt supported by taxes of the Metropolitan Council. The Council also has general obligation sewer revenue, wastewater revenue, and radio revenue bonds and lease obligations outstanding all of which are supported entirely by revenues and have not been included in the Overlapping Debt.

(3) Based upon the long term facilities maintenance revenue formula and current statistics, the District anticipates a portion of this debt will be paid by the State of Minnesota.

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Legal Debt Margin Information
Last Ten Fiscal Years

	Fiscal Year			
	2013	2014	2015	2016
Debt Limit	\$ 81,615,422	\$ 83,945,251	\$ 90,165,490	\$ 95,968,711
Total Net Debt Applicable to Limit	<u>7,685,804</u>	<u>6,181,018</u>	<u>14,077,236</u>	<u>13,229,040</u>
Legal Debt Margin	<u>\$ 73,929,618</u>	<u>\$ 77,764,233</u>	<u>\$ 76,088,254</u>	<u>\$ 82,739,671</u>
Total Net Debt Applicable to the Limit as a Percent of Debt Limit	9.42%	7.36%	15.61%	13.78%

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Fiscal Year					
2017	2018	2019	2020	2021	2022
\$ 98,103,239	\$ 106,806,191	\$ 114,177,918	\$ 121,295,097	\$ 129,435,280	\$ 136,459,443
14,530,123	23,056,521	24,751,521	23,883,401	21,776,263	20,406,263
<u>\$ 83,573,116</u>	<u>\$ 83,749,670</u>	<u>\$ 89,426,397</u>	<u>\$ 97,411,696</u>	<u>\$ 107,659,017</u>	<u>\$ 116,053,180</u>
14.81%	21.59%	21.68%	19.69%	16.82%	14.95%

Legal Debt Margin Calculation for Fiscal Year 2022

Taxable Market Value	<u>\$ 4,548,648,085</u>
Debt Limit (3 Percent of Market Value)	<u>\$ 136,459,443</u>
Debt Applicable to Limit	
General obligation bonds	23,235,000
Less: amount available in debt service funds	<u>(2,828,737)</u>
Total Net Debt Applicable to Limit	<u>20,406,263</u>
Legal Debt Margin	<u>\$ 116,053,180</u>

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Pledged Revenue Coverage
Last Ten Fiscal Years

Water G.O. Revenue Bonds

Fiscal Year	Water Charges and other	Less Operating Expense (1)	Net Available Revenue	Debt Service			Coverage
				Principal (3)	Interest	Total	
2013	\$ 3,054,386	\$ 1,461,176	\$ 1,593,210	\$ 685,000	\$ 331,270	\$ 1,016,270	156.77 %
2014	2,818,851	1,771,162	1,047,689	745,000	169,423	914,423	114.57
2015	2,899,782	1,449,803	1,449,979	805,000	91,050	896,050	161.82
2016	2,878,095	1,572,283	1,305,812	825,000	74,039	899,039	145.25
2017	3,051,811	1,702,566	1,349,245	845,000	57,324	902,324	149.53
2018	3,132,068	2,005,111	1,126,957	850,000	40,426	890,426	126.56
2019	3,031,231	1,807,741	1,223,490	369,999	27,701	397,700	307.64
2020	3,212,973	1,894,709	1,318,264	379,999	20,676	400,675	329.01
2021	3,602,230	2,036,110	1,566,120	390,000	12,975	402,975	388.64
2022	3,606,552	2,859,679	746,873	409,088	6,800	415,888	179.59

Sewer G.O. Revenue Bonds

Fiscal Year	Sewer Charges and other	Less Operating Expense (1)	Net Available Revenue	Debt Service			Coverage
				Principal (4)	Interest	Total	
2013	\$ 3,016,134	\$ 2,287,807	\$ 728,327	\$ 235,000	\$ 445,141	\$ 680,141	107.08 %
2014	3,052,651	2,299,419	753,232	465,000	434,060	899,060	83.78
2015	3,088,659	2,653,539	435,120	475,000	301,760	776,760	56.02
2016	3,281,356	2,455,570	825,786	525,000	472,244	997,244	82.81
2017	3,460,592	2,938,354	522,238	715,000	559,112	1,274,112	40.99
2018	3,693,679	2,779,890	913,789	790,000	609,351	1,399,351	65.30
2019	3,738,809	2,893,402	845,407	815,001	493,866	1,308,867	64.59
2020	3,847,337	3,003,492	843,845	850,001	372,449	1,222,450	69.03
2021	3,929,095	2,755,555	1,173,540	880,000	344,088	1,224,088	95.87
2022	4,220,841	3,327,065	893,776	895,912	336,568	1,232,480	72.52

Golf Course G.O. Revenue Bonds

Fiscal Year	Golf Course Charges and Others (2)	Less Operating Expense (1)	Net Available Revenue	Debt Service			Coverage
				Principal	Interest	Total	
2013	\$ 1,560,687	\$ 1,566,754	\$ (6,067)	\$ 1,235,000	\$ 57,053	\$ 1,292,053	(0.47) %

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) Excludes depreciation expense.

(2) There are no golf course debt service requirements after 2013.

(3) Excludes refunded principal paid through cash held with fiscal agent (\$2,380,000 in 2013, \$2,885,000 in 2014).

(4) Excludes refunded principal paid through escrow agent (\$4,780,000 in 2014).

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Demographic and Economic Statistics
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Population</u>	<u>Personal Income</u>	<u>Per Capita Personal Income (1)</u>	<u>Unemployment Rate</u>
2013	34,189	\$ 1,162,562,756	\$ 34,004	4.7 %
2014	34,458	1,213,335,096	35,212	3.9
2015	34,627	1,219,285,924	35,212	3.5
2016	35,234	1,234,916,466	35,049	3.3
2017	35,236	1,300,419,816	36,906	3.3
2018	35,372	1,425,526,972	40,301	2.6
2019	35,481	1,488,569,874	41,954	3.0
2020	35,321	2,108,063,243	59,683	7.9
2021	35,801	1,564,897,511	43,711	3.4
2022	35,743	1,719,235,622	48,022	2.0

Data Sources

Metropolitan Council (www.metrocouncil.org)

Minnesota Dept of Employment and Economic Development (www.deed.state.mn.us)

U.S. Census Bureau (www.factfinder2.census.gov)

(1) Per Capita Personal Income is for the State of Minnesota, not solely the City of Inver Grove Heights and uses the latest published numbers.

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Principal Employers
Prior Year and Eleven Years Ago

	2021 (2)			2012 (2)		
	Employees	Rank	Percent of City Employment (1)	Employees	Rank	Percent of City Employment (1)
Cenex / CHS Cooperatives	1,600	1	8.15	800	2	3.89
Independent School District 199	668	2	3.40	535	4	2.60
Gertens	435	3	2.22	475	7	2.31
City of Inver Grove Heights	421	4	2.14	600	3	2.92
Travel Tags	350	5	1.78	350	8	1.70
Inver Hills Community College	337	6	1.72	484	6	2.35
Total Construction	250	7	1.27	250	9	1.22
Wal-Mart	210	8	1.07	220	10	1.07
Woodlyn Heights Senior Living	200	9	1.02	-	-	-
Cub Foods	160	10	0.82	-	-	-
Koch Refinery (Flint Hills)	-	-	-	1,200	1	5.84
Evergreen Industries	-	-	-	500	5	2.43
Total	<u>4,631</u>		<u>23.59 %</u>	<u>5,414</u>		<u>26.33 %</u>

Source: MN Department of Economic Employment and Development

(1) Represents total employment, not just within the City

(2) Information for current year was not available.

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Full-time Equivalent Employees by Function
Last Ten Fiscal Years

Function	2013	2014	2015	2016
General Government	29	29	28	34
Public Safety				
Police				
Officers	32	32	35	36
Civilians	5	5	6	6
Fire				
Firefighters and officers	2	2	3	3
Civilians	2	2	2	2
Public Works				
Engineering	6	6	6	6
Maintenance	15	15	15	16
Culture and Recreation	22	22	25	24
Water and Sewer	7	7	7	9
	<u>120</u>	<u>120</u>	<u>127</u>	<u>136</u>
Total				

Source: City budgets and personnel records.

<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
30	32	38	39	43	42
39	39	40	41	45	46
5	7	5	6	5	6
4	4	7	7	7	16
1	1	1	1	1	1
6	7	8	8	8	7
16	13	12	12	13	13
28	27	30	32	33	35
8	9	10	11	10	10
<u>137</u>	<u>139</u>	<u>151</u>	<u>157</u>	<u>165</u>	<u>176</u>

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City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Operating Indicators by Function
Last Ten Fiscal Years

Function	2013	2014	2015	2016
Police				
Physical arrests ⁽¹⁾	346	353	418	377
Traffic violations	2,244	1,653	1,285	1,154
Fire				
Calls answered	1,159	1,249	1,193	1,324
Public Works				
Resurfacing (miles)	0.83	1.75	1.25	0.70
Culture and Recreation				
Athletic field permits issued ⁽³⁾	2,794	2,849	2,877	2,823
Community center admissions	231,137	230,717	227,791	225,696
Rink hours used	4,272	4,155	4,045	5,467
Rounds of golf purchased	47,027	50,667	52,997	42,913
Driving range buckets	17,608	17,167	19,901	10,647
Water				
New connections	105	50	37	427
Water main breaks	6	10	3	4
Average daily consumption (millions of gallons)	2.79	2.65	2.75	2.65

Sources: City department records.

(1) Only Felony arrests were tracked between 2013 and 2016

(2) Driving Range buckets can be purchased in 3 sizes ranging from 20 to 75 balls per bucket.

(3) In 2022, the City implemented new software. Athletic permits are now tracked by hours versus number of permits issued.

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2017	2018	2019	2020	2021	2022
520	542	544	686	719	600
2,086	2,542	1,909	1,622	1,827	1,585
1,602	1,577	1,816	2,217	2,787	3,014
0.68	1.81	0.4	2.2	2.93	8.08
2,907	2,856	2,842	2,660	5,101	7,123
227,323	228,911	219,918	85,669	119,176	163,615
5,822	4,493	5,449	3,230	5,300	5,079
44,067	59,738	57,644	71,288	82,439	72,683
13,457	13,921	14,281	18,282	20,958	19,954
78	198	72	45	81	222
5	9	1	2	2	7
2.80	2.70	2.68	2.96	3.14	2.99

City of Inver Grove Heights, Minnesota
Statistical Section (Unaudited)
Capital Asset Statistics by Function
Last Ten Fiscal Years

Function	2013	2014	2015	2016
Public Safety				
Police				
Stations	1	1	1	1
Patrol units	21	21	21	21
Fire stations				
Stations	2	2	2	2
Fire trucks	10	10	10	10
Other vehicles	4	4	4	4
Public Works				
Highways and streets				
Streets (miles)	135	140	141	144
Street lights (1)	33	33	33	33
Traffic signals (2)	2	2	2	2
Culture and Recreation				
Parks acreage	844	844	844	844
Parks	28	28	28	28
Swimming pools	4	4	4	4
Ice rinks	10	10	10	10
Athletic fields	24	24	24	24
Tennis courts	11	11	11	11
Community centers	1	1	1	1
Golf courses	1	1	1	1
Utilities				
Water				
Miles of water main	152	158	156	161
Wells	7	7	7	7
Fire hydrants	1,554	1,683	1,711	1,647
Maximum daily capacity (millions of gallons)	13	13	13	13
Sewer				
Miles of sanitary sewer	125	125	132	129
Miles of storm sewers	98	99	102	102

Source: City department records.

(1) The majority of street lights in the City are owned by the utility companies.

(2) The majority of traffic lights in the City are owned by Dakota County and/or the State of Minnesota.

2017	2018	2019	2020	2021	2022
1	1	1	1	1	1
20	19	20	23	26	29
2	2	3	3	3	3
11	11	11	11	11	11
4	4	4	6	5	5
149	152	141	141	144	144
33	33	48	48	30	30
2	2	2	2	2	2
844	911	916	1,054	1,062	1,062
28	28	28	29	30	30
4	4	4	4	4	4
10	10	10	11	11	12
24	24	24	26	26	26
11	11	14	12	12	12
1	1	1	1	1	1
1	1	1	1	1	1
158	152	154	161	166	169
7	7	7	7	7	7
1,673	1,762	1,802	1,831	1,923	1,948
13	13	13	13	13	13
129	130	131	131	135	134
104	101	108	111	113	115

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OTHER REPORTS

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

Honorable Mayor and City Council
City of Inver Grove Heights, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Inver Grove Heights, Minnesota (the City), as of and for the year ended December 31, 2022, and the related notes to the financial statements which collectively comprise the City's basic financial statements,, and have issued our report thereon dated NEED DATE.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use of those charged with governance and management of the City and the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.

Abdo
Minneapolis, Minnesota
NEED DATE

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and City Council
City of Inver Grove Heights, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Inver Grove Heights, Minnesota (the City), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated NEED DATE

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Abdo

Minneapolis, Minnesota

NEED DATE

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FEDERAL FINANCIAL AWARD PROGRAMS

CITY OF INVER GROVE HEIGHTS
INVER GROVE HEIGHTS, MINNESOTA

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FOR THE YEAR ENDED
DECEMBER 31, 2022

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Honorable Mayor and City Council
City of Inver Grove Heights, Minnesota

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Inver Grove Heights, Minnesota (the City) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2022. The City's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings, Responses and Questioned Costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2022-001 and 2022-002. Our opinion on each major federal program is not modified with respect to these matters.

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the noncompliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The City's responses were not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2022-003 to be a material weakness.

A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.



The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Abdo
Minneapolis, Minnesota
NEED DATE

DRAFT



City of Inver Grove Heights, Minnesota
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2022

<u>Funding Source</u>	<u>Administering Department</u>	<u>Federal Domestic Assistance Number</u>	<u>Program Name/Number</u>	<u>Federal Program Clusters</u>	<u>Federal Expenditures</u>
U.S. Department of Transportation	City of Rosemount	20.600 ⁽¹⁾	State and Community Highway Safety	\$ 3,768	
U.S. Department of Transportation	Minnesota Department of Revenue	20.616 ⁽¹⁾	National Priority Safety Programs	34,554	
U.S. Department of Transportation	City of Rosemount	20.616 ⁽¹⁾	National Priority Safety Programs	3,914	
U.S. Department of Transportation	City of South St. Paul	20.616 ⁽¹⁾	National Priority Safety Programs	694	
Total National Priority Safety Programs				39,162	
Total Highway Safety Cluster					42,930
U.S. Department of Transportation	Minnesota Department of Revenue	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated		57,443
U.S. Department of Transportation	City of Rosemount	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated		2,080
U.S. Department of Transportation	City of South St. Paul	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated		1,700
Total Minimum Penalties for Repeat Offenders for Driving While Intoxicated					61,223
U.S. Department of Treasury	Minnesota Department of Revenue	21.027	Coronavirus State and Local Fiscal Recovery Funds		122,430
U.S. Department of Homeland Security	Direct	97.083	Staffing for Adequate Fire and Emergency Response		896,122
Total					<u>\$ 1,122,705</u>

(1) Denotes Highway Safety Cluster

City of Inver Grove Heights, Minnesota
Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2022

Note 1: Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the City of Inver Grove Heights, Minnesota (the City) for the year ended December 31, 2022. The City's reporting entity is defined in Note 1A to the City's financial statements. The information in this schedule is presented in accordance with the requirement of the Uniform Guidance, Audits of States, Local Governments, and Non-Profit Organizations. All Federal awards received directly from Federal agencies as well as Federal awards passed through other government agencies are included on the schedule.

Note 2: Summary of Significant Accounting Policies for Expenditures

Expenditures reported on this schedule are reported on the modified accrual basis of accounting.

Note 3: Pass-through Entity Identifying Numbers

Pass-through entity identifying numbers, if any, are presented where available.

Note 4: Subrecipients

No federal expenditures presented in this schedule were provided to subrecipients.

Note 5: Indirect Cost Rate

During the year ended December 31, 2022, the City did not elect to use the 10% de minimis indirect cost rate.

City of Inver Grove Heights, Minnesota
Schedule of Findings, Responses and Questioned Costs
For the Year Ended December 31, 2022

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued	Unmodified
Internal control over financial reporting	
Material weaknesses identified?	No
Significant deficiencies identified not considered to be material weaknesses?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs	
Material weaknesses identified?	Yes
Significant deficiencies identified not considered to be material weaknesses?	None reported
Type of auditor's report issued on compliance for major programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2CFR section 200.516(a)?	No

Identification of Major Programs/Projects

	<u>CFDA No.</u>
Staffing for Adequate Fire and Emergency Response	97.083
Dollar threshold used to distinguish between Type A and Type B Programs	\$ 750,000
Auditee qualified as low-risk auditee?	No

Section II - Financial Statement Findings

None

Section III - Major Federal Award Findings and Questioned Costs

There are material weaknesses and instances of noncompliance that are required to be reported in accordance with the Uniform Guidance.

Section IV - Schedule of Prior Year Audit Findings

None

Other Issues

A Corrective Action Plan is required because there are findings required to be reported under the Federal Single Audit Act.

City of Inver Grove Heights, Minnesota
Schedule of Findings, Responses and Questioned Costs (Continued)
For the Year Ended December 31, 2022

<u>Finding</u>	<u>Description</u>
2022-001	U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response Activities Allowed or Unallowed and Allowable Costs <i>Criteria:</i> The Staffing for Adequate Fire and Emergency Response grant requires grantees to request reimbursement for payroll costs incurred during the applicable grant period. <i>Condition:</i> During the course of our engagement, we noted the City requested grant reimbursement for a greater amount of payroll costs than what was actually incurred during applicable grant periods. <i>Cause:</i> Staff requesting reimbursement of the grant used estimated payroll costs for reimbursement requests, instead of the actual payroll costs. <i>Effect:</i> The City is out of compliance with the grant program and received a greater amount of funds than what was allowable. <i>Recommendation:</i> We recommend City staff review the grant requirements and determine a process for properly requesting reimbursement. <i>Management Response:</i> Management is working on establishing a process for submitting reimbursement requests.
2022-002	U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response Reporting <i>Criteria:</i> The Staffing for Adequate Fire and Emergency Response grant requires grantees to submit several reports, including but not limited to semi-annual financial reports. <i>Condition:</i> During the course of our engagement, we noted the City received a late notice for the filing the semi-annual financial report late. Also, the City did not file the required semi-annual financial performance reports. <i>Cause:</i> Staff was aware of the due date for the semi-annual financial report, however the timing of submission was delayed for unknown causes. Staff was not aware the semi-annual performance reports were available to be submitted. <i>Effect:</i> The City is out of compliance with the grant program. <i>Recommendation:</i> We recommend City staff review the grant requirements and determine a process for filing the required reporting forms. <i>Management Response:</i> Management is working on a process for submitting the required reports.

City of Inver Grove Heights, Minnesota
Schedule of Findings, Responses and Questioned Costs (Continued)
For the Year Ended December 31, 2022

<u>Finding</u>	<u>Description</u>
2022-003	U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response Activities Allowed or Unallowed and Allowable Costs Reporting Deficiency in Internal Control over Compliance
<i>Criteria:</i>	Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requires internal control procedures to be performed over expenditures.
<i>Condition:</i>	During the course of our engagement, we noted reimbursement requests and required reports were not reviewed prior to submission and the City did not have sufficient internal controls over the reporting process.
<i>Cause:</i>	The City did not have adequate internal controls to ensure control procedures over expenditures.
<i>Effect:</i>	Internal controls procedures were not properly performed over expenditures.
<i>Recommendation:</i>	We recommend the City develops internal controls specifically addressing reimbursement request approval and reporting requirements.
<i>Management Response:</i>	Management is working on a process for approving and submitting reimbursement requests and required reports.



2022-001

**U.S. Department of Homeland Security
Staffing for Adequate Fire and Emergency Response**

Activities Allowed or Unallowed and Allowable Costs

The Staffing for Adequate Fire and Emergency Response grant requires grantees to request reimbursement for payroll costs incurred during the applicable grant period. During the course of our engagement, we noted the City requested grant reimbursement for a greater amount of payroll costs than what was actually incurred during applicable grant periods.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Finding:

There is no disagreement with the audit finding.

Action Planned in Response to Finding:

Management is aware of the compliance issue and will implement the suggested procedures.

Official Responsible for Ensuring CAP:

Amy Hove, Finance Director, would be responsible for procedures.

Planned Completion Date for CAP:

Procedures will be implemented in the current fiscal year.

Plan to Monitor Completion of CAP:

The finance department will review reimbursement requests and ensure compliance.

Sincerely,

Amy Hove
Finance Director



2022-002

**U.S. Department of Homeland Security
Staffing for Adequate Fire and Emergency Response**

Reporting

The Staffing for Adequate Fire and Emergency Response grant requires grantees to submit several reports, including but not limited to semi-annual financial reports. During the course of our engagement, we noted the City received a late notice for the filing the semi-annual financial report late. Also, the City did not file the required semi-annual financial performance reports.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Finding:

There is no disagreement with the audit finding.

Action Planned in Response to Finding:

Management is aware of the compliance issue and will implement the suggested procedures.

Official Responsible for Ensuring CAP:

Amy Hove, Finance Director, would be responsible for procedures.

Planned Completion Date for CAP:

Procedures will be implemented in the current fiscal year.

Plan to Monitor Completion of CAP:

The finance department will review reporting requirements and ensure compliance.

Sincerely,

Amy Hove
Finance Director



2022-003

**U.S. Department of Homeland Security
Staffing for Adequate Fire and Emergency Response**

**Activities Allowed or Unallowed and Allowable Costs
Reporting
Deficiency in Internal Control over Compliance**

Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requires internal control procedures to be performed over expenditures. During the course of our engagement, we noted reimbursement requests and required reports were not reviewed prior to submission and the City did not have sufficient internal controls over the reporting process.

CORRECTIVE ACTION PLAN (CAP):

Explanation of Disagreement with Audit Finding:

There is no disagreement with the audit finding.

Action Planned in Response to Finding:

Management is aware of the compliance issue and will implement the suggested procedures.

Official Responsible for Ensuring CAP:

Amy Hove, Finance Director, would be responsible for procedures.

Planned Completion Date for CAP:

Procedures will be implemented in the current fiscal year.

Plan to Monitor Completion of CAP:

The finance department will review internal control procedures.

Sincerely,

Amy Hove
Finance Director



Request for Council Action

SUBJECT: Rental Housing Licenses**MEETING DATE:** June 12, 2023**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:

RENTAL ADDRESS	PROPERTY OWNER	PROPERTY MANAGER
8825 Branson	Laura Devney, Inver Grove Heights, MN	Jacob Devney Inver Grove Heights, MN
5821 Babcock	Liborio Ramirez Inver Grove Heights, MN	Liborio Ramirez Inver Grove Heights, MN
4728 Blaylock	Christopher Tomasson Centennial, CO	Tyler Brietzke Maple Grove, MN
8857 Brunell Way	Estate Properties LLC Inver Grove Heights, MN	Benjamin Kieffer Inver Grove Heights, MN
7943 Charles Way	IH2 Property Illinois LP Dallas, TX	Invitation Homes Mendota Heights, MN
8861 Brunswick Path	Crystal Ann King Roseville, MN	Crystal Ann King Roseville, MN
7335 Bond Way	Amy Jo Sik Hastings, MN	Branden James Nation Eden Prairie, MN

7281 Bond Way	Smeeta Antony Living Tr Inver Grove Heights, MN	Branden James Nation Eden Prairie, MN
4761 Blaine Ave	Andrew Allen Direman Rockford, MI	Branden James Nation Eden Prairie, MN
4708 Blaine Ave	Andrew Wayne Swanson Rosemount, MN	Branden James Nation Eden Prairie, MN

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: **Request for Variance from Setbacks and Accessory Structure Size Limitations, 10471 Barnes Avenue**

MEETING DATE: June 12, 2023

ITEM TYPE: Regular Business

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to consider a Variance to allow a 4,000 square foot accessory building, whereas 2,400 square feet is the maximum size allowed, and to allow a 38 foot setback, whereas 50 feet is required, for the property located at 10471 Barnes Ave (Motilall - Case No. 23-19V).

-Requires a 3/5th's vote

-60-day deadline: June 23, 2023

BACKGROUND

The applicant's property at 10471 Barnes Ave is 5 acres in size. The lot contains a single-family home with an attached garage and a 3,200 square foot structure that had the roof collapse this past winter due to snow load. The original structure, which was located 58 feet from the northern property line, was built as an agricultural building, which at the time did not require a building permit and was exempt from the zoning size requirements.

The applicant is requesting a Variance to construct a replacement, detached accessory building 4,000 square feet in size (40' x 100'), whereas 2,400 gross square feet is the maximum size allowed. The new structure is proposed to be located 20 feet further north, about 38 feet from the property line, whereas 50 feet is the required setback,

The applicant has stated that the proposed structure is needed to store his own personal items. The accessory building would be in compliance with other zoning code requirements such as exterior building materials and impervious surface standards.

Regulations on gross square footage and the number of accessory structures were created to regulate the massing of structures on larger lots. Additionally, there is room on the property to build the structure in a location that would comply with setback requirements. Staff believes the proposed location and request for additional square footage to be a convenience to the applicant and not the result of a practical difficulty with the lot.

The original 3,200 square foot accessory structure was deemed unsafe by the building official and is in the process of being removed. City Code allows the owners to rebuild a structure the same size as the previous building, complying with setback requirements.

FISCAL IMPACT

Not applicable.

RECOMMENDATION

Planning staff: Staff recommends denial of the Variance request. Approval could set a precedent for other requests to encroach within the setbacks when there is room to comply and to exceed the maximum size of an accessory building allowed on rural residential property. Staff believes the facts presented do not satisfy the criteria needed to show a practical difficulty on the lot to support granting a Variance.

Planning Commission: At the May 16, 2023, public hearing, the Planning Commission recommended denial of the requests based on the lack of practical difficulty on the lot to support granting a Variance (7-0).

ATTACHMENTS

1. Resolution of Denial
2. Resolution of Approval
3. Planning Commission Recommendation
4. Planning Report

Denial variance

CITY OF INVER GROVE HEIGHTS DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION DENYING A VARIANCE TO EXCEED THE 2,400 GROSS SQUARE FEET MAXIMUM ALLOWED FOR ACCESSORY STRUCTURES ON LOTS FIVE ACRES OR GREATER AND TO ALLOW A SETBACK OF 38 FEET WHEREAS 50 FEET IS REQUIRED

CASE NO. 23-19V
Molitall

Property located at 10471 Barnes Avenue and legally described as follows:

LOT 4, BLOCK 3, BLAIR ESTATES, DAKOTA COUNTY, MN

WHEREAS, the applicant is requesting a variance to construct an accessory building 4,000 square feet in size whereas 2,400 is the maximum size allowed;

WHEREAS, the applicant is requesting the structure to be located 38 feet from the north property line, whereas 50 feet is required;

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 May 16, 2023 in accordance with City Code Section City Code 10-3-3:C;

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

1. Denying the variance request does not preclude the applicant from reasonable use of the property. The size and topography of the property allows the structure to be moved to the south to comply with setback requirements.
2. Approval of the variance could set a precedent for other setback encroachments and accessory building size variances on large lot residential property.
3. The facts presented do not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance. The lot is 5 acres in size, there is an attached garage, and a structure of 3,200 gross square feet is allowed on the property due to a previous structure on the lot that was destroyed by an act of nature.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variances to allow a 4,000 square foot detached accessory structure, 38 feet from the property line, is hereby denied.

Adopted by the City Council of Inver Grove Heights this 12th day of June, 2023.

Brenda Dietrich, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

Approval variance

CITY OF INVER GROVE HEIGHTS DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING A VARIANCE TO EXCEED THE 2,400 GROSS SQUARE FEET
MAXIMUM ALLOWED FOR ACCESSORY STRUCTURES ON LOTS FIVE ACRES OR
GREATER AND TO ALLOW A SETBACK OF 38 FEET WHEREAS 50 FEET IS REQUIRED**

**CASE NO. 23-19V
Molital**

Property located at 10471 Barnes Avenue and legally described as follows:

LOT 4, BLOCK 3, BLAIR ESTATES, DAKOTA COUNTY, MN

WHEREAS, the applicant is requesting a variance to construct a 4,000 square foot accessory building whereas 2,400 gross square feet is the maximum size allowed;

WHEREAS, the structure would be located 38 feet from the north property line whereas 50 feet is required;

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 May 16, 2023 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:

a.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a 4,000 square foot detached accessory structure, 38 feet from the property line is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
2. The accessory structure shall not be used for commercial uses, storage related to a commercial use, or home occupations.
3. A grading/erosion control plan shall be required at the time of the building permit application.
4. The variance shall become void two years after it was granted unless made use of within two years. This is described in Chapter 10-3-4.F of the City Code.

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

Adopted by the City Council of Inver Grove Heights this 12th day of June, 2023.

Brenda Dietrich, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: May 16, 2023

SUBJECT: Consider a Request by Phoolcummarie Motilall, 10471 Barnes Ave, for a Variance from the Rear Setback and to Exceed the Maximum Size of an Accessory Building. (Case No. 23- 19V)

Reading of Public Notice

Commissioner Weber read the Public Hearing Notice to consider the request for Motilall - Case No. 23-19V, for property located at 10471 Barnes Avenue. The request consists of a Variance to allow an accessory building 4,000 feet in size when 2,400 square feet is the maximum size allowed. Notices were mailed to 7 property owners on April 26, 2023.

Presentation of Request

Associate Planner Heather Botten discussed the request for property located along Barnes Avenue and 105th Street. The property is currently zoned Agricultural. The lot size is about 5 acres and consists of a single-family home with a 3-car garage. There is an existing 3,200 square foot structure located about 58 feet from the northern property line. This past January the roof of the structure collapsed due to the heavy snow load. The applicant is requesting a Variance to build a structure 4,000 square feet in size, located 38 feet from the northern property line. Rural residential properties that are greater than 5 acres are allowed to have up to 2 detached structures with a gross square footage of 2,400 square feet. Any structures over 1,000 square feet in size are required to have a 50-foot setback from all property lines. The applicant states the structure is for their own personal items. The accessory building would comply with all other zoning requirements such as exterior building materials and impervious surface on the lot. She stated that the city has recently modified the zoning code increasing the size of accessory structures on 3.4 to 5 acre lots. At this time, they have not gone above that. The maximum is still 2,400 square feet.

With this request, the location of the proposed structure is in the same general location. The additional size (20 feet) has moved into the northern part, encroaching into the northern setback. With this property, staff believes there is room to the south to add the additional square footage, or push the whole structure further south to comply with setback requirements. The property would be allowed to replace the existing structure up to the same square footage of 3,200 square feet. Staff believes the request for the additional square footage and the encroachment into the setback to be a convenience to the applicant and not a practical difficulty. Most of the lots in the general area are about 5 acres. With the vegetation, the structure already there, and other structures in the area, adding the additional square footage may not have an impact or alter the character of the neighborhood.

With regards to the variance criteria, the request is unique in economic considerations as they appear to be a part of the basis for the request. The applicants were not aware the rules had changed since first building the structure over 20 years ago and had already ordered the new 4,000 square foot structure. Due to it being a special order, they are unable to return it. Economic considerations cannot be the sole basis for approving a variance request. Staff recommends denial of the request as they do not believe there is sufficient rationale to support the location and size of the accessory building.

She mentioned that an email was received from one resident who noticed the public hearing on the city website and thought this would be an additional structure. They were against the applicant having an additional 4,000 square foot structure but never followed up.

Planning Commission Discussion

Commissioner Clancy stated that there had been discussion about trying to work with square footage for accessory structures in agricultural zoned districts with previous applicants. He asked if there were special permissions allowed for accessory structures housing livestock.

Ms. Botten replied that if the sole use of the structure would be agricultural use it would be exempt from City Code requirements. In this case it is not a farming/agricultural use and would be for his own personal items.

Commissioner Heidenreich questioned what the original structure use was for.

Ms. Botten replied that 23 years ago the original structure was built for agricultural purposes. A building permit was not required at that time. Since then, building requirements have changed and a building permit is now required even if it is being used for agricultural use.

Commissioner Heidenreich questioned if the structure was ever used for agricultural use or if that was how they got around needing a building permit.

Ms. Botten replied that she was unsure.

Commissioner Heidenreich stated that he drives by there all the time and is concerned that the applicant has about 40-50 intermediate bulk containers all over his yard.

Ms. Botten replied that staff had asked the applicant about the containers in the yard and the applicant stated that they would be removed by the end of the summer.

Commissioner Robertson stated that the request was like one that the Commission dealt with two weeks ago. At that time, it was discussed that the City Council had not yet allowed any type of ratio, the standards are still the same. She said the difference with this request is that the applicant already ordered a shed based on an assumption that was not confirmed. Ms. Robertson stated that she knows someone who did the exact same thing in Rosemount, and it was not allowed to be returned, the Rosemount Planning Commission denied the resident's request. Her biggest concern was if changing the strategy, if someone would go ahead and buy it first. She questioned if that sets a precedent and if someone really wanted one, they may try to buy it first and then go to the Planning Commission. If being consistent, she suggests they be held to the same set of standards they held two weeks ago with the similar request.

Chair Niemioja stated that the applicant was not in attendance and that there was nobody in attendance in the audience.

Commissioner Weber stated that if switching to the rationale that was put in place for smaller acreages, this would still be 2,400. It would not matter if there was an updated code for 5+ acres, this would still be 2,400.

Chair Niemioja stated that staff is allowing the applicant to go beyond by grandfathering them in on the size Variance. They are getting additional square footage they would not normally be

getting. It is a very narrow exception to be grandfathered in like this. She stated that there isn't a way for the Planning Commission to change the City Code to allow for a bigger structure or to go against the setback without a great practical difficulty. She does not see a practical difficulty.

Commissioner Weber stated that he was fine with the square footage due to the location of the property. He lives in the same area and understands that people have larger lots and want to keep things indoors. He referenced the home they had discussed on Rich Valley Boulevard that went over and above the allowed square footage. It was due to items the applicant wanted to store. He said driving by this property, it would probably be nice to see the things stored outside, be stored inside a building. This home is on the way to and from one of the most gorgeous and busy parks people go to on the weekends. He said he would support 4,000 square feet, but cannot support the 38-foot setback because the building could be moved forward.

Chair Niemioja questioned what Commissioner Weber's rationale would be with supporting 4,000 square feet.

Commissioner Weber replied it would be for the primary reason of taking what is outside and putting it inside. He mentioned that some type of verbiage was used for Rich Valley in the past.

Commissioner Challeen said this seemed 100% consistent with what was discussed two weeks ago; that resulted in a denial.

Commissioner Robertson stated that would set a precedent. She doesn't want to allow someone to order a bigger building first and then see if it would be allowed. She does not want to get into the habit of saying there is a bunch of junk or an excess of materials in their yard and that maybe it would be approved so they could get their items out of the yard. That could be considered not valid rationales for exceeding building size or setback.

Chair Niemioja stated that there have been multiple instances where someone has come for a Variance after the fact. After the fact isn't always the best time to bring a request.

Commissioner Weber asked if the building materials were metal and post like the current one is.

Ms. Botten replied in the affirmative.

Commissioner Weber stated if the Commission does not approve the additional 800 feet, the applicant would just have excess material. The economic distress wasn't that much because the applicant can just build it shorter.

Opening of the Public Hearing

There were no attendees for the Public Hearing.

Planning Commission Recommendation

Motion by Commissioner Wippermann, Second by Commissioner Robertson, to Deny both Variance requests for Phoolcummarie Motilall, 10471 Barnes Ave, (Case No. 23- 19V) with the Reasons Stipulated in the Staff Report.

Motion carried (7/0). This item goes before the City Council on June 12, 2023.



Planning Commission Report

MEETING DATE:	May 16, 2023
CASE NO:	23-19V
APPLICANT:	Phoolcummarie Motilal
PROPERTY OWNER:	Same as Applicant
REQUEST:	Variance from the Rear Setback and a Variance to Exceed the Maximum Size of an Accessory Building.
LOCATION:	10471 Barnes Ave
COMPREHENSIVE PLAN:	RDR, Rural Density Residential
ZONING:	A, Agricultural
STAFF CONTACT:	Heather Botten, 651.450.2569

ACTION REQUESTED

The applicant is requesting the following:

- A **Variance** from City Code Sections 10-7-2.B and 10-15-18 to allow an accessory structure of 4,000 square feet in size, whereas 2,400 square feet in size is the maximum allowed.
- A **Variance** from City Code Sections 10-7-2.B and 10-15-18 to allow an accessory structure 38 feet from the rear property line, whereas 50 feet is the required setback for structures larger than 1,000 gross square feet.

BACKGROUND

The applicant's property is 5.00 acres in size. The lot consists of a single-family home with an attached three-car garage. There was a 3,200 square foot accessory building that had its roof collapse this past January due to heavy snow load. This structure was located about 58 feet from the northern property line and built over 20 years ago.

The applicant is requesting a Variance to construct a detached accessory structure 4,000 square feet in size (40' x 100'), and 38 feet from the rear property line. Rural residential property, greater than five acres in size, are allowed a 2,400 gross square foot building. Structures over 1,000 square feet shall be at least 50 feet from property lines. In this case, the original 3,200 square foot accessory structure was deemed unsafe by the Building Official and will be removed. The applicant would be able to rebuild a structure the same size as the previous building.

The applicant has stated that the proposed structure is needed to store his own personal items. The accessory building would be in compliance with other zoning code requirements such as exterior building materials and impervious surface standards.

EVALUATION OF REQUEST

The following Land Uses, Zoning Districts, and Comprehensive Plan Designations surround the property:

North and East: Single-Family; Zoned A, Agricultural; Guided RDR
South: Vacant; Zoned A, Agricultural; Guided RDR, Rural Density Residential
West: Substation; Zoned A, Agricultural; Guided RDR, Rural Density Residential

Engineering. Engineering has reviewed the request and takes no exception to the Variances. Engineering has made some recommendations on conditions that should be added to the approval. These conditions are included in the list of conditions at the end of the staff report.

VARIANCE REVIEW

City Code Title 10, Chapter 3. Variances, states that the City Council may grant Variances when they are in harmony with the general purposes and intent of the Zoning Ordinance and consistent with the Comprehensive Plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested Variance, 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 City recognizes that within the large lot rural residential portions of the City, larger accessory structures can be appropriate. The regulations on gross square footage and total number of accessory buildings were designed to limit the massing of structures in the rural areas of the City. The City Council has reviewed and modified the allowed size and number of accessory structures over the years, most recently increasing the size allowance on lots 3.4 acres – 5 acres in size, with the maximum size of 2,400 gross square feet.

One of the functions of setback requirements is to maintain consistency of structure placement and aesthetic qualities from street and neighboring views. The proposed location of the structure is generally in the same place as the previous structure with the additional square footage added to the northern part of the building, encroaching into the required setback. The additional square footage could be added to the south side of the building that would comply with setback requirements.

Staff does not believe the Variance's to allow a reduced setback and additional square footage to be consistent with, or in harmony with the Zoning Ordinance.

2. The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance.

Staff believe that the proposed size and location of the accessory structure to be contrary to the intent of the Zoning Ordinance and may set a precedent for other large accessory buildings that encroach on setbacks.

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

landowner.

The property had an accessory building 3,200 square feet in size, that complied with setback requirements and was damaged by an act of nature. The property is allowed to replace the non-conforming structure up to the same size. The request for additional square footage may be considered a convenience to the applicant, not a practical difficulty. The additional square footage is proposed on the north side of the existing location, encroaching on the 50-foot required setback. There is room on the south side of the proposed building to increase the square footage that would comply with setback requirements.

4. The Variance will not alter the essential character of the locality.

The residential properties surrounding the applicants are generally five acres in size. Due to the size of the lots, existing vegetation, location and size of neighboring structures, and the location and size of the previous structure, the proposed structure does not necessarily appear to alter the character of the neighborhood.

5. Economic considerations alone do not constitute an undue hardship.

Economic considerations do appear to be a basis for the request. The applicant has special ordered the 4,000 square foot building not knowing the City Code requirements had changed since the original structure was built.

ALTERNATIVES

A. Approval: If the Planning Commission finds the requests to be acceptable, the Commission should recommend Approval of the request(s) with at least the following conditions:

- Approval of a **Variance** to allow a rear setback of 38 feet whereas 50 feet is required and an accessory structure 4,000 square feet in size, whereas 2,400 gross square feet is the maximum size allowed on the property subject to the following conditions:
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
 2. The accessory structure shall not be used for commercial uses, storage related to commercial use, or home occupations.
 3. A Grading/Erosion Control Plan shall be required at the time of the building permit application.

Practical difficulty: To be stated

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

1. Denying the Variance request does not preclude the applicant from reasonable use of the property. The size and topography of the property allows the structure to be moved to the south to comply with setback requirements.
2. Approval of the Variance could set a precedent for other setback encroachments and accessory building size Variances on large lot residential property.

3. The facts presented do not satisfy the criteria needed to show a practical difficulty on the lot to support granting a Variance. The lot is 5 acres in size, there is an attached garage, and a structure of 3,200 gross square feet is allowed on the property due to a previous structure on the lot that was destroyed by an act of nature.

RECOMMENDATION

Based on the information in the preceding report and the reasons listed in Alternative B, staff does not believe there is sufficient rationale to support the Variance criteria and therefore recommends Denial of the Variance requests as proposed.

ATTACHMENTS

1. Zoning and Location Map
2. Narrative
3. Site Plan
4. Aerial Photo



10471 Barnes Avenue Case No. 23-19V



Exhibit A

Zoning and Location Map

Map not to scale

4.21.23

To: Whom it may concern.

City of Inver Grove Heights. MN.

From: Phoolcummarie Motilall

Home Owner @ 10471 Barnes Ave IGH. MN.

Re: Variance application for building pole barn on my property.

Sir / Madam,

Since mid to late 1990's we had a 40 ft X 80 ft. steel shed on our property. At the time of building that shed, the city of IGH did not require a building permit for building such a structure. That structure collapsed due to the heavy wet snow in January of 2023.

It is our intent to demolish the old, collapsed building and replace it with another steel building that is 40 ft X 100 ft. We did not know that the City's ordinances have changed and building now requires a permit and that there are size restrictions. By the time that we were informed that a permit is required, we had already purchased the materials for the new building. This purchase is non-refundable and the materials will be delivered to our property next Friday, 4.28.23.

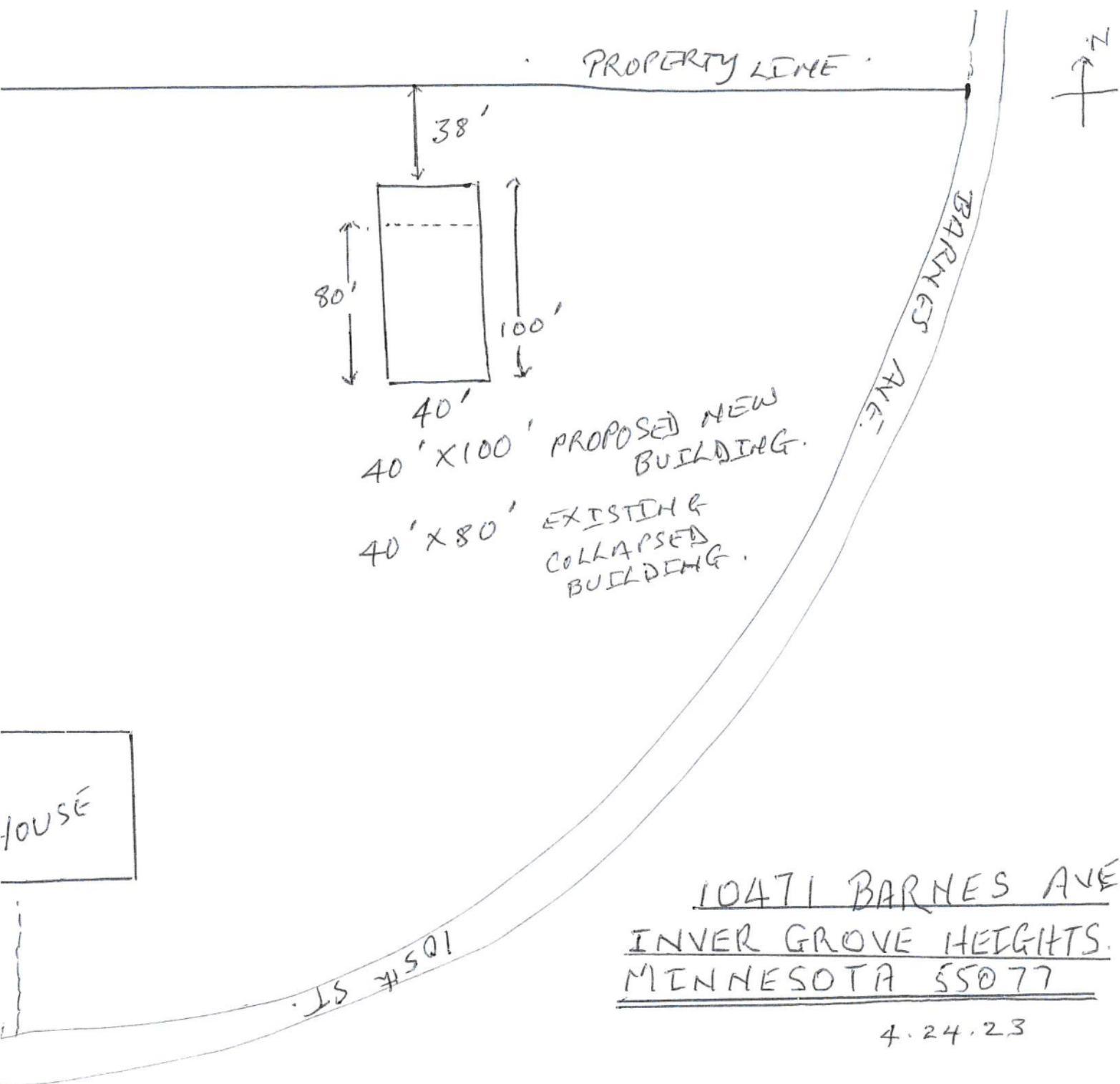
Once we applied for the building permit, we were informed that we can have a building not exceeding 2400 sq. ft.

Besides the fact that we already purchased the larger building, we do have a need for the larger building to hold materials that were always stored in that structure: Farm Tractors, farm implements, Tools, Antique automobiles, Lawn maintenance equipment and several other personal items.

We are hereby applying for a variance permit to erect the building that we already own and to be built on the same location as the original building.

Thank you for your expeditious consideration and approval.


Phoolcummarie Motilall



Dakota County, MN



NOTICE: Dakota County Geographic Information System (GIS) Data are made available pursuant to the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) THE GIS DATA ARE PROVIDED AS IS. If you transmit or provide the GIS Data (or any



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 300 feet
4/24/2023



Request for Council Action

SUBJECT: **First Reading of an Ordinance Establishing a City Licensing Requirement for Tobacco Sales and Call for a Public Hearing**

MEETING DATE: June 12, 2023

ITEM TYPE: Regular Business

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to approve the first reading of the attached Ordinance, which establishes a City licensing process for the sale of tobacco products and calling for a public hearing.

BACKGROUND

Most Dakota County cities license tobacco at the local level. Inver Grove Heights did not enact a tobacco licensing program, and Dakota County took over the responsibility of licensing and enforcement of tobacco products. The Inver Grove Heights City Code does address the cigar shops that are located in our jurisdiction, but did not implement a tobacco licensing program in 2015.

Dakota County staff reached out to the City Clerk's Office in 2022 requesting that the City take over the licensing and enforcement of tobacco sales, starting with the renewal process in 2023 for licensure in 2024. There are currently 32 tobacco businesses located in the city.

Staff from the City Clerk's office and the Police Department have discussed what this would entail and believe this is the opportune time for the City to assume responsibility for this licensure program.

In Dakota County's licensing program, the license is for a 2-year period; while the attached ordinance includes a 1-year license (January 1 to December 31) to be more consistent with other neighboring jurisdictions and with the other business licenses the City currently administers, such as liquor licenses.

With respect to violations of the tobacco licensing ordinance, staff is proposing to keep the fines and penalties consistent and comparable to what other jurisdictions have enacted.

FISCAL IMPACT

License fee revenue would be a modest revenue increase for the City, while at the same time there would be some added administrative and enforcement costs.

RECOMMENDATION

Staff recommends approval of the first reading of the attached Ordinance and calling for a public hearing to be held on July 24, 2023 at 6:00 p.m. in the Council Chambers.

ATTACHMENTS

1. Ordinance 1457 - Tobacco Licensing & Enforcement
2. License Violation Penalties and Fees 2023

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

ORDINANCE NO. 1457

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE
TITLE 4, CHAPTER 12, RELATED TO THE SALE OF TOBACCO AND NICOTINE
PRODUCTS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Title 4, Chapter 12 of the Inver Grove Heights City Code is hereby repealed and replaced in its entirety as follows:

4-12-1 PURPOSE AND INTENT.

The City Council recognizes that many persons under the age of 21 years purchase or otherwise obtain, possess, and use tobacco, tobacco products and tobacco related devices, as well as electronic delivery devices and nicotine or lobelia delivery products, and such sales, possession, and use are violations of state and/or federal laws. The City intends to regulate the sale of tobacco, tobacco products, and tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products for the purpose of enforcing and furthering existing law, to prevent and protect underaged individuals against the health harms from the use of tobacco, tobacco products, and tobacco related devices, electronic delivery devices, and nicotine or lobelia delivery products and to further the policy of the State of Minnesota, as state in Minnesota Statutes, section 144.391, with respect to preventing underage individuals from starting to smoke.

4-12-2 DEFINITIONS.

For the purpose of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CHILD RESISTANT PACKAGING. Packaging that meets the definition set forth in Code of Federal Regulations, title 16, section 1700.15(b), as in effect on January 1, 2015, and was tested in accordance with the method described in Code of Federal Regulations, title 16, section 1700.20, as in effect on January 1, 2015.

COMPLIANCE CHECKS. The system the city uses to investigate and ensure that those authorized to sell licensed products are following and complying with the

requirements of this chapter. Compliance Checks may involve the use of persons under 21 years of age as authorized by this chapter. Compliance Checks may also be conducted by other units of government for the purpose of enforcing appropriate federal, state, or local laws and regulations related to licensed products.

ELECTRONIC DELIVERY DEVICE. Any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption through inhalation of aerosol or vapor from the product. Electronic delivery device includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

INDIVIDUALLY PACKAGED. The practice of selling any tobacco or tobacco product wrapped individually for sale. Individually wrapped tobacco and tobacco products shall include, but not be limited to, single cigarette packs, single bags or cans of loose tobacco in any form and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing five (5) or more single packs or other containers as described in this chapter shall not be considered individually packaged.

INDOOR AREA. All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50% of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes a retractable divider, garage door, or other physical barrier, whether temporary or permanent.

LICENSE. A license issued under this chapter for the sale of licensed products.

LICENSED PRODUCTS. Any tobacco, nicotine, tobacco-related device, electronic delivery device, or nicotine or lobelia delivery device.

LOOSIES. The common terms used to refer to a single or individually packaged cigarette or any other licensed product that has been removed from its intended retail packaging and offered for sale. The term "loosies" does not include individual cigars with a retail price, before any sales tax, of more than \$2.00 per cigar.

MOVEABLE PLACE OF BUSINESS. Any form of business operated out of a truck, van, automobile or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

NICOTINE. Any product containing nicotine. Nicotine does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence treatment product, or for other medical purposes, and is marketed and sold for such an approved purpose.

NICOTINE OR LOBELIA DELIVERY DEVICE. Any product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco as defined in this section. Nicotine or lobelia delivery device does not include any product that has been approved or otherwise certified for legal sale by the United States Food and Drug Administration for sale as a tobacco cessation product or for other medical purposes and is being marketed and sold solely for that approved purpose.

PREMIUM CIGAR. Any cigar that is hand-constructed, has a wrapper that is made entirely from whole tobacco leaf, has a filler and binder that is made entirely of tobacco, except for adhesives or other materials used to maintain size, texture, or flavor, and has a wholesale price of no less than two dollars (\$2.00).

RETAIL ESTABLISHMENT. Any place of business where licensed products are available for sale to the general public. **RETAIL ESTABLISHMENTS** shall include, but not be limited to, grocery stores, convenience stores, drug stores, restaurants, tobacco products shops and bars.

SALE. Any transfer of goods for money, trade, barter or other consideration.

SELF-SERVICE MERCHANDISING. Open displays of licensed products in any manner where any person shall have access to the licensed products, without the assistance or intervention of the licensee or the licensee's agents or employee.

SAMPLING. The lighting of tobacco, tobacco products, or tobacco-related devices in a retail establishment by a customer or potential customer for the purpose of sampling the product or device before purchase, or the activation of an inhaling of vapor from electronic cigarettes in a retail establishment by a customer for the purpose of trying the product or device.

TOBACCO or TOBACCO PRODUCTS. Cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product including but not limited to cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes

any drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

TOBACCO PRODUCTS SHOP: A retail establishment that has an entrance door opening directly to the outside and that derives more than 90 percent of its gross revenue from the sale of licensed products and in which the sale of other products is merely incidental. "Tobacco products shop" does not include a tobacco department or section of any individual business establishment with any type of liquor, food, or restaurant license.

TOBACCO RELATED DEVICES. Cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of aerosol or vapor of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.

VENDING MACHINE. Any mechanical, electric or electronic or other type of device which dispenses tobacco, tobacco products or tobacco related devices upon the insertion of money, tokens or other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco product or tobacco related device.

4-12-3: LICENSE.

No person shall sell or offer to sell any licensed products at a retail establishment without first having obtained a license to do so from the city

(A) Applications.

(1.) An application for a license to sell licensed products shall be made on a form provided by the city. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the names of the business for which the license is sought, the specific location of the retail establishment, and any additional information the city deems necessary. No license shall be granted to an applicant under twenty-one years of age. Incomplete applications shall be returned to the applicant with notice of the information required to complete the application. Applicants shall include with their application a copy of the educational materials the applicant will provide to employees who sell licensed products to educate employees about laws regarding licensed products.

(2.) Upon receipt of a completed application for a new license, the City Clerk shall forward the application to the Police Department for a background investigation and recommendation. If the Clerk shall determine that an application is incomplete, application shall be returned to the applicant with notice of the information necessary

to make the application complete.

(B) Action. Upon receipt of a completed application together with the applicable license fee and a completed background investigation, the City Clerk shall forward the application to the City Council for action at a regularly scheduled Council meeting. The Council may either approve or deny the license, or it may delay action for such reasonable period of time as is necessary to complete any investigation of the application or the applicant it deems necessary. If the Council approves the license, the Clerk shall issue the license to the applicant. If the Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the Council's decision.

(C) License fee. The applicant shall submit the fees required by the City's fee schedule at time of submission of application. No license shall be issued or renewed unless the appropriate fees are paid in full.

(D) Investigations.

(1.) For all new applicants, a background investigation will be conducted on the applicant listed on the application. If more than one background investigation is required, the applicant shall pay a background investigation fee for each background investigation conducted. For applicants who have an existing license who want to add an additional location at any time other than annual renewal, a background investigation will be required.

(2.) For applicants who are applying for a license for more than one (1) location, only one background investigation and background investigation fee shall be required.

(E) Term. All licenses shall expire on December 31st of each year.

(F) Revocation or Suspension. Any license issued under this section may be revoked or suspended as provided in Section 3-2-10.

(G) Moveable Place of Business. No license shall be issued to a movable place of business. Only fixed location businesses shall be eligible to be licensed under this section.

(H) Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premises.

(I) Renewals. At least sixty (60) days before a license expires, an application for renewal shall be filed with the City Clerk. No licensee has a right to have a license renewed.

(J) Changes in Ownership. A license is non-transferable. If there is a change in the ownership of the retail establishment, a new license is required and the applicant shall be required to submit to a background investigation as a new applicant.

(K) License Valid for Only One Location. A license shall only be valid for the premises for which it is issued, and any change in location of the premises shall require reapplication by the applicant for a license for the new premises.

4-12-04: LICENSE REQUIREMENTS.

All licenses shall be issued subject to the following requirements:

(A) No license shall be issued to any applicant for the sale of licensed products at any place other than the applicant's established place of business.

(B) No license shall be issued for the sale of licensed products at a moveable place of business.

(C) No license shall be issued for the sale of licensed products at more than one place of business.

(D) No person shall sell or dispense any licensed products through the use of a vending machine.

(E) No licensed products shall be offered for sale by means of self-service merchandising.

(F) No person under the age of twenty-one shall sell or offer for sale any licensed products in a tobacco products shop.

(G) All licensed premises shall post in a prominent place the legal sales age and age verification requirements.

(H) Every licensee shall be responsible for the conduct of its employees while on the licensed premises and any sale or other disposition of licensed products by an employee or other individual to a person under 21 years of age shall be considered an act of the licensee for purposes of imposing an administrative fine, license suspension or revocation.

(I) No new license shall be issued to a tobacco products shop located within five-hundred (500) feet of a school, as measured from the nearest property line of the property on which the school is located to the building where the tobacco products shop is located.

(J) Licensees shall comply with all applicable regulations of the State of Minnesota relating to the sale or dispensing of licensed products. If there is a conflict between the regulations of the State and the regulations of the City, the more restrictive regulations shall control.

(K) Any employee of a licensed retail establishment or other person who sells licensed products at the licensed establishment shall complete an educational or training program regarding the sale of licensed products to underage purchasers before they may be allowed to sell licensed products at the licensed establishment. The educational or training program must include information regarding the following:

(1.) Information regarding the laws pertaining to the sale of licensed products.

(2.) The rules for identification checks.

(3.) Responsibilities of establishments selling licensed products.

(4.) Verification of age, forms of identification, and forms of false or misleading age identification.

Licensees shall keep on file proof that all persons selling licensed products at the retail establishment have completed the educational or training program required by this section. Such proof shall be kept for at least three (3) years. Proof of a person's completion of the required educational or training program shall be presented to a police officer upon request no later than three (3) days after the request, excluding holidays and weekends. License holders shall submit all information required by the City regarding the completion of this education or training requirement along with the applicant's initial or renewal license application.

4-12-05: BASIS FOR DENIAL, SUSPENSION, OR REVOCATION OF LICENSE.

(A) The following shall be grounds for denying the issuance or renewal of a license or suspending or revoking any license issued under this chapter:

(1.) The proposed use does not comply with the zoning ordinance.

(2.) The proposed use does not comply with a health, building, maintenance, or other provision of the city code or state law.

(3.) The applicant has failed to pay all of the appropriate fees related to the

(4.) The applicant has failed to provide all information required on the application or requested by City or has made fraudulent statements, misrepresentations, or false statements in the application or investigation for or in the

course of the applicant's business.

(5.) The applicant has been convicted of a crime or offense in the previous 5 years involving or related to the business that is licensed or the type of licensed activity and failed to show competent evidence of sufficient rehabilitation and present fitness to perform the duties of the business.

(6.) The licensed activity is conducted in such a manner as to constitute a breach of the peace, a menace to the health, safety, and welfare of the public, or a disturbance of the peace or comfort to the residents of the city, upon recommendation of the Police Chief or appropriate city official.

(7.) Expiration or cancellation of any required insurance or failure to notify the city within a reasonable time of changes in terms of the insurance or the carriers.

(8.) The licensee has acted in an unauthorized manner or beyond the scope of the license granted.

(9.) The applicant has had a license to sell licensed products issued by the city, state, or another government unit revoked, denied, or suspended within the preceding twelve (12) months of the date of application.

(10.) Failure to allow inspections of the licensed premises, for the purpose of ensuring compliance with the law, at any time it is occupied or open for business.

(11.) Failure to continuously comply with all conditions required as precedent to the approval of the license, all requirements of this Chapter, and all state or federal regulations related to the sales of licensed products.

(12.) Real estate taxes, personal property taxes, or special assessments on the business premises or the real property where the business is located have become delinquent or are unpaid and the property owner and the applicant are the same person or entity, or have any common ownership between the property owner and the applicant where they are a different person or entity.

(13.) Violation of any regulation or provision of the city code or zoning ordinance applicable to the activity for which the license has been granted, or any regulation or state law that may be applicable.

(14.) The applicant or licensee has been found guilty of professional misconduct, either criminally or civilly.

(15.) Based on the findings of a background investigation, granting a license would be a menace to the safety, health, morals and welfare of the public.

(16.) The applicant or licensee is not of good moral character.

(17.) The activity has been conducted without a license.

(18.) The applicant is under 21 years of age.

(19.) Any of the grounds found in section 3-2-10.

(20.) Other good cause shown.

(B) Except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the city must deny the license. If a license is mistakenly issued or renewed it shall be revoked upon the discovery that the person was ineligible for the license under this chapter.

4-12-06: PROHIBITED SALES.

It shall be unlawful for any person licensed under this chapter to sell, offer for sale, give away, furnish, or otherwise deliver licensed products as follows:

(A) To Any Person Under 21 Years of Age. Licensees must verify by means of government-issued photographic identification that the purchaser is at least 21 years of age. It shall be an affirmative defense to the violation of this section for a person to have relied in good faith on proof of age by verification of age as described in Minn. Stat. Sec. 340A.506, subd. 6.

(B) By means of any type of vending machine, except as may otherwise be provided in this chapter.

(C) By means of self-service merchandising, as defined in § 118.02, whereby the customer is not required to make a verbal or written request to an employee of the licensed premises in order to receive the licensed product and whereby there is not a physical exchange of the licensed product between the licensee, or the licensee's employee, and the customer.

(D) By means of loosies, as defined in § 4-12-02.

(E) Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other type of deleterious, hallucinogenic, or toxic or controlled substance except nicotine and not naturally found in tobacco or tobacco products.

(F) From a moveable place of business, such as but not limited to, any motorized vehicle, a kiosk, a trailer, a transportable shelter, or table, or any other movable structure.

(G) No person shall sell or offer for sale any liquid, whether or not such liquid contains nicotine, which is intended for human consumption and use in an electronic

delivery device, in packaging that is not child resistant. Upon request, a licensee must provide a copy of the certificate of compliance or full laboratory testing report for the packaging used.

(H) No person shall sell or offer to sell licensed products by means of a vending machine unless the vending machine was used and in operation at a retail establishment licensed prior to January 1, 1997.

(I) By any other means, or to any other person prohibited by federal, state or other local law, ordinance, provision or other regulation.

4-12-07: DISPLAY, STORAGE, AND SAMPLING.

(A) All licensed products shall be stored behind a counter or other area not freely accessible to customers or in a case or other storage unit not left open and accessible to the general public. It shall be unlawful for a licensee to allow the sale of licensed products by any means whereby the customer may have access to those items without having to request the item from the licensee or the licensee's employee and whereby it is not a physical exchange of the licensed product between the licensee or their employee and the customer. Any retail establishment selling licensed products at the time this section is adopted shall comply with this section within 90 days following the effective date of this section.

(B) The owner or operator of a retail establishment shall not allow the sampling of tobacco, tobacco related devices or electronic delivery devices within the indoor area of a retail establishment except for the sampling of premium cigars and pipe tobacco and electronic delivery devices only as permitted herein. The sampling of tobacco, tobacco related devices or electronic delivery devices is prohibited within the indoor area of a retail establishment except for the sampling of premium cigars and pipe tobacco and electronic delivery devices only as permitted in this subdivision.

Sampling of premium cigars and pipe tobacco may occur in a tobacco products shop subject to the following conditions:

(1.) The tobacco products shop must sell premium cigars.

(2.) In addition to premium cigars, the tobacco products shop may sell cigar accessories, pipe tobacco, or pipe tobacco accessories, but may not sell any other tobacco-related accessories.

(3.) The tobacco products shop may not sell cigarettes or any other form of tobacco or tobacco products other than premium cigars and pipe tobacco.

(4.) The tobacco products shop may not allow the sampling of cigarettes or any other tobacco or tobacco products other than premium cigars and pipe tobacco.

(5.) The tobacco products shop may not sell premium cigars or pipe tobacco to individuals under twenty-one (21) years of age.

(6.) The tobacco products shop may not allow the sampling of premium cigars or pipe tobacco by individuals under twenty-one (21) years of age.

(7.) No alcoholic beverages may be sold or served on the premises of the tobacco products shop. No person shall consume alcoholic beverages on the premises of the tobacco products shop.

(8.) Only premium cigars and pipe tobacco purchased at the tobacco products shop may be sampled on site and sampling must occur contemporaneously with the purchase for sampling of the premium cigar or pipe tobacco.

Retail establishments located within the city which permit the sampling of electronic delivery devices as of the date of adoption of this chapter may continue to allow the sampling of electronic delivery devices. The following retail establishments located within the city permit sampling as of the date of adoption of this chapter:

Vappour Shoppe, 5854 Blaine Avenue;
Inver Grove Tobacco, 6570 Cahill Avenue; and
Cahill Tobacco, 7806 Cahill Avenue;

If a retail establishment listed above moves locations within the city, the retail establishment may continue to allow the sampling of electronic delivery devices at its new location; the retail establishment may not add another location in the city where sampling of electronic delivery devices is permitted.

Provided, however, if any of the above identified retail establishments sell or transfer ownership thereof or have a change in ownership where a majority of the stock membership units or interests in the entity are different than exist as of the date of adoption of this chapter, then the right to permit sampling of electronic delivery devices shall cease with respect to that retail establishment.

4-12-08: RESPONSIBILITY.

All licensees under this chapter shall be responsible for the actions of their employees and others in regard to the sale of licensed products on the licensed premises and the sale of such an item by an employee or other person on the licensed premises shall be considered a sale by the license holder. Nothing in this chapter shall be construed as prohibiting the city from also subjecting the employee to whatever penalties are appropriate under this chapter, state law or other applicable law or regulation for

employees failing to comply with the provisions of this chapter or state statute.

4-12-09: COMPLIANCE CHECKS AND INSPECTIONS.

All retail establishments shall be open to inspection by the Police Department or other delegated law enforcement officers or agencies during regular business hours. From time to time, but at least once per year, a law enforcement officer shall conduct compliance checks to ensure compliance with the provisions of this chapter. Compliance checks shall utilize, with the written consent of their parents or guardians, persons over the age of 17 years, as well as other individuals under 21 years of age to enter the retail establishments to attempt to purchase licensed products. Persons under 18 years of age shall be utilized only with the written consent of their parents or guardians. Persons used for the purpose of compliance checks shall be supervised by designated law enforcement officers. Persons used for compliance checks shall not be guilty of the unlawful purchase or attempted purchase, or the unlawful possession of licensed products when such items are obtained as part of a compliance check. No person used in compliance checks shall attempt to use a false identification misrepresenting the person's age, and all persons lawfully engaged in a compliance check shall truthfully answer all questions about the person's age asked by the licensee or employee thereof and shall produce any identification, if any exists, for which he or she is asked. Nothing in this chapter shall prohibit other compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular state or federal law.

4-12-10: ADMINISTRATIVE PENALTIES FOR VIOLATIONS.

(A) License Violations. Any violation of the terms of a license or the provisions of this chapter shall be cause for an administrative financial penalty and/or suspension or revocation of the license. The following minimum penalties are deemed appropriate for a licensee's failure to comply with an applicable statute, rule, ordinance, or term of the license. However, the level and order of the penalties shall be at the sole discretion of the City Council, based on the nature of the infraction and the City Council may suspend or revoke a license for any violation of this chapter or any applicable law. When appropriate, the City Council may impose penalties exceeding those stated below or impose other conditions deemed appropriate. The following minimum penalties are established for violations of the terms of a license or the provisions of this chapter:

(1.) The first violation shall result in an administrative penalty of \$300 to the license holder payable to the city. Failure to pay the administrative penalty within 30 days from the date of the invoice shall result in the licensee's license being suspended until payment is received.

(2.) A second violation within thirty-six (36) months of a previous violation shall result in a minimum administrative penalty of \$600 to the license holder payable to the city and a license suspension of at least one (1) day. Failure to pay the administrative penalty within 30 days from the date of the invoice shall result in the licensee's license being suspended until payment is received.

(3.) A third violation within thirty-six (36) months of a previous violation or for sales during a license suspension, shall result in a minimum administrative penalty of \$1,000 to the license holder payable to the City and a license suspension of at least seven (7) days.

(B) Notice Required. No suspension, revocation, or other penalty may take effect until the licensee has received notice, served personally or by mail, of the alleged violation and an opportunity for a hearing before a person authorized by the licensing authority to conduct the hearing. A decision that a violation has occurred must be in writing.

(C) License Revocation and License Ineligibility. Licensees whose licenses have been revoked shall not be eligible for another license for one (1) year from the date of revocation. The City Council may attach reasonable conditions to the reinstatement of a suspended or revoked license.

(D) Noncriminal Penalties for Sales to Persons Under 21 Years of Age. An individual who sells, gives, or otherwise furnishes licensed products to a person under the age of 21 years may be charged an administrative penalty of \$50. No penalty may be imposed until the individual has received notice, served personally or by mail, of the alleged violation and an opportunity for a hearing before a person authorized by the licensing authority to conduct the hearing. A decision that a violation has occurred must be in writing

4-12-11: HEARINGS.

(A) Revocation, suspension, or denial of a license shall be preceded by a hearing before the City Council. Notice of the hearing shall be provided to the license holder via certified mail or personal service at least 10 days prior to the hearing. The notice shall include the time and place of the hearing and shall state the nature of the charge against the licensee. A hearing for consideration of the issuance, suspension, or revocation of a license will be conducted before the City Council. At the hearing, the applicant or licensee has the right to be represented by counsel, the right to respond to the charges or information provided to the Council, and the right to present evidence through witnesses under oath. It is not necessary that criminal charges be brought in order to support a determination of a license violation, nor does the dismissal or acquittal of such a criminal charge operate as a bar to adverse license actions under this section.

(B) Following the hearing, the Council may deny, revoke, suspend, or not renew the license for the retail establishment or may grant or continue the license upon such terms and conditions as it deems reasonable and necessary to accomplish the purposes of this chapter. The decision by the City Council following a hearing is final.

(C) Enforcement actions provided in this section are not exclusive and the Council may take any action with respect to a license, employee, or retail establishment as is authorized by city code, state, or federal law.

4-12-12: EXCEPTIONS.

The exceptions found in Minn. Stat. Sec. 609.685, subd. 5 shall apply to any sales or provision of licensed products in violation of this Chapter.

Section Two. Effective Date. This Ordinance shall be in full force and effect as of _____, 2023.

Passed in regular session of the City Council on the _____ day of _____, 2023.

CITY OF INVER GROVE HEIGHTS

By: _____
Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS
LICENSE VIOLATION PENALTIES AND FEES (EFFECTIVE JANUARY 1, 2023)

	1 st Violation within 5 years	2 nd Violation within 3 years	2 nd Violation within 5 years	3 rd Violation within 3 years	3 rd Violation within 5 years	4 th Violation within 5 years
Liquor License	\$750.00 civil penalty		• \$1,000.00 civil penalty • One (1) day license suspension Police Chief will recommend three (3) potential calendar dates for suspension to the council who will select the suspension date.	•	• \$2,000.00 civil penalty • Three (3) day license suspension and/or license revocation Police Chief will recommend five (5) potential calendar dates for suspension to the council who will select three (3) days for the suspension.	• \$2,000.00 civil penalty • Suspension of more than three (3) days and/or license revocation If it is determined that the license will be suspended and not revoked, the Police Chief or his/her designee will recommend calendar dates for the suspension to the council to select the specific dates for the suspension.
Tobacco License	• \$300 fine to the license holder payable to the city **Failure to pay fine within 30 days from date of invoice shall result in the licensee's license being <i>suspended</i> until payment is received.	• Minimum \$600 fine payable to the city • Minimum one (1) day license suspension **Failure to pay fine within 30 days from date of invoice shall result in the licensee's license being <i>suspended</i> until payment is received.		• Minimum \$1,000 fine payable to the city • Minimum seven (7) days suspension		

**SUBJECT: Second Reading of Ordinance Amending City Code
Related to Alcoholic Beverages in City Parks**

MEETING DATE: June 12, 2023
ITEM TYPE: Regular Business
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

The Council is asked to consider a second reading of the attached ordinance, amending the City Code related to alcoholic beverages in city parks.

BACKGROUND

The City Code generally prohibits the consumption of alcoholic beverages in city parks, with the exception of 3.2 percent malt liquor, which may be consumed in Rich Valley Park (Rich Valley Athletic Complex) and within 150 feet of the group picnic shelter at South Valley Park, in connection with an event held in the park shelter.

The City has been approached by several permit applicants to host small and large events/gatherings at South Valley Park Shelter, Rock Island Swing Bridge Park Shelter, and Rich Valley Athletic Complex, who would like their participants and spectators to be able to consume alcoholic beverages containing more than 3.2 percent alcohol during events or tournaments. City staff have met and reviewed the existing City Code language and prepared an ordinance that would amend the Code to allow single-serving alcoholic beverages containing less than 16% alcohol by volume (ABV) at the following parks:

- South Valley Park and Swing Bridge Park, but only by attendees at a permitted event and only within the group picnic shelter area.
- Rich Valley Athletic Complex, but only by attendees of a permitted event.

Sales of alcoholic beverages would also be allowed at Rich Valley Athletic Complex, but only with a temporary liquor license. Sales and consumption of alcoholic beverages at Rich Valley Athletic Complex would not be allowed at youth-focused events and tournaments.

Alcohol would only be allowed at these three locations through permits. All other parks throughout the city would remain alcohol free per current ordinance.

The City's Parks and Recreation Advisory Commission reviewed the proposed ordinance at its May 10 meeting, and unanimously voted to recommend approval of the ordinance to the Council.

The attached ordinance has been revised since the first reading to change the percentage of alcohol by volume (ABV) for permitted alcoholic beverages from 10% to 16%. This change reflects the fact

that some canned cocktails and wines contain ABV in excess of 10%, and the increased ABV percentage will ensure that most, if not, all of the generally available single-serve alcoholic beverages such as hard seltzers, craft beers, wine spritzers, and canned cocktails, will fall within the category of permitted beverages.

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends approval of the second reading of the attached ordinance.

ATTACHMENTS

1. Ordinance Amending City Code Related to Alcoholic Beverages in City Parks

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 4,
CHAPTER 1, SECTION 16(B) RELATED TO THE POSSESSION AND
CONSUMPTION OF ALCOHOLIC BEVERAGES IN CITY PARKS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

Section One. Amendment. Section 4-1-16(B) 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:

4-1-16: RESTRICTIONS ON SALES, PURCHASES AND CONSUMPTION:

4. Persons of lawful age may possess and consume ~~3.2 percent malt liquor~~ alcoholic beverages containing not more than sixteen percent (16%) alcohol by volume (ABV) in original, single-serve, non-glass containers of no more than 16 ounces in size in South Valley Park and Rock Island Swing Bridge Park but only in or within one hundred fifty feet (150') of the group picnic shelter at the park located in the park, and only in conjunction with an event for which the sponsor has obtained a permit from the city to use the group picnic shelter, and only if the person possessing or consuming the 3.2 percent malt liquor alcoholic beverage is an invited guest of the event sponsor. Event sponsors will be required to verify the age of guests eligible to consume alcoholic beverages.

5. Persons of lawful age may possess and consume alcoholic beverages containing not more than sixteen percent (16%) alcohol by volume (ABV) in original, single-serve, non-glass containers of no more than 16 ounces in size 3.2 percent malt liquor in the Rich Valley Park Athletic Complex, but only in conjunction with an event for which the sponsor has obtained a permit from the City to use the athletic complex for a permitted event, and only if the person possessing or consuming the alcoholic beverage is an invitee of the event sponsor. Sponsors will be required to verify the age of guests eligible to consume alcoholic beverages. subject to such rules and regulations as the city council, by resolution, may from time to time impose. Alcoholic beverages shall not be allowed at any youth-focused events or tournaments.

6. Alcoholic beverages may be sold and consumed at the Rich Valley Athletic Complex pursuant to a temporary on-sale intoxicating liquor license, temporary on-sale 3.2 percent malt liquor license, or one-day consumption and display permit issued under this Chapter. Alcoholic beverages sold pursuant to a temporary license or one-day consumption and display permit may be sold in non-glass containers or plastic or other non-glass cups, and are not required to be sold in original containers. Alcoholic beverages may not be sold at any youth-focused events or tournaments

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 _____, 2023.

CITY OF INVER GROVE HEIGHTS

By: _____

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Resolution Approving Contract For NWA 65th Street Small Area Plan Land Use and Engineering Planning Services**

MEETING DATE: June 12, 2023

ITEM TYPE: Regular Business

CONTACT: Heather Rand, Community Development Director, 651.450.2546

ACTION REQUESTED

The Council is asked to consider awarding a contract and authorizing the appropriate officials to enter into a professional services agreement for the NWA 65th Street Small Area Plan.

BACKGROUND

As development pressure continues to grow in the city's northwest area (NWA), the need to determine collector streets that will best meet short and long term city development needs and align with Dakota County highway plans is critical. While the City's comprehensive land use plans for the last 30 years and a more recent NWA collector street study call for extension of 65th Street from trunk highway 3 (S. Robert Trl) to Blaine Avenue, some have suggested the City continue to explore alternative street patterns.

A comprehensive method for studying alternatives is to conduct a study and develop a small area plan (SAP) that focuses on land use and engineering planning, while also re-engaging the general public including property owners in the area and partners such as the Dakota County Transportation Department. The purpose of the SAP is to gain insight as to the ramifications of collector street alternatives including impacts on real estate development patterns, transportation system effectiveness, tax base growth, and gaining a better understanding of the funding of public infrastructure that will be needed to best accommodate the future growth of the city.

In April, the Council directed staff to issue a request for proposals (RFP) for professional land use and engineering planning services to assist the city in developing a NWA 65th Street SAP. In May, staff developed and issued the RFP directly to four design and planning consulting firms with high quality credentials. By the June 5 submittal deadline, two of the four consulting firms responded with professional service proposals to consider.

The two proposals received are attached. Staff recommends accepting the proposal from TKDA, who outlines a very comprehensive examination of the issues and alternatives and who would bring a fresh look to the subject, as they have not previously been retained by the City for any planning or engineering work in the area of 65th St.

FISCAL IMPACT

The cost of the study would be \$49,400. As this study was not anticipated at the time the City's 2023 operating budget was adopted, there is no specific funding allocated for this work. While staff is working to reduce the unplanned use of funds from the Host Community Fund, this appears to be a situation where no other logical source of funding is available.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, accepting the proposal from TKDA and awarding a contract at a cost not to exceed \$49,400, to be paid for from the Host Community Fund.

ATTACHMENTS

1. Resolution Awarding Contract to TKDA
2. TKDA Proposal - 65th Street SAP (June 2023)
3. WSP Proposal - 65th Street SAP (June 2023)
4. RFP for 65th Street Area SAP (May 2023)

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY MINNESOTA
RESOLUTION NO. _____**

**RESOLUTION APPROVING CONTRACT WITH TKDA TO PROVIDE
PROFESSIONAL PLANNING SERVICES TO THE CITY TO COMPLETE
A SMALL AREA PLAN FOR 65th STREET AREA**

WHEREAS, the City has need of performing a Small Area Plan for the 65th Street Area;
and;

WHEREAS, the City solicited professional service proposals from qualified firms via a
request for proposal process; and

WHEREAS, the City has reviewed the professional service proposals received,
evaluated them based on the request for proposal selection criteria including a reference check
and recommend the City enter into a professional service contract with TKDA per the terms
outlined in the June 2, 2023 TKDA professional services proposal.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Inver Grove
Heights that:

1. The June 2, 2023 TKDA professional services proposal for planning services to assist
with the development of the Small Area Plan for the 65th Street Area at the rates and in
the manner proved in the attached professional services agreement is hereby accepted,
at a total fee not to exceed \$49,400 for the project; and
2. The appropriate City officials are hereby authorized to execute the attached professional
services agreement with TKDA so that work may commence.

Adopted by the City Council of the City of Inver Grove Heights on June 12, 2023.

Ayes:

Nays:

CITY OF INVER GROVE HEIGHTS

By: _____
Mayor Brenda Dietrich

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk



Proposal to Provide
Professional Land Use and Engineering Planning Services to

DEVELOP A SMALL AREA PLAN FOR NWA - PROPOSED 65TH STREET CITY OF INVER GROVE HEIGHTS

Samantha McKinney, PLA, AICP
Project Manager
samantha.mckinney@tkda.com
651.292.4576



June 2, 2023

Ms. Heather Rand
Community Development Director
8150 Barbara, MN 55077
hrand@ighmn.gov

Re: Request for Proposals to Provide Professional Land Use and Engineering Planning Services to
Develop a Small Area Plan for NWA - Proposed 65th Street

Dear Ms. Rand and Members of the Selection Committee:

TKDA, in collaboration with Michael Lamb Consulting, is pleased to submit this proposal to provide professional land use and engineering planning services to develop a Small Area Plan for NWA - Proposed 65th Street for the City of Inver Grove Heights.

It is easy to understand why the study area is so beloved by the community. The rolling terrain, water and wetlands, and densely treed environment creates a beautiful backdrop for the surrounding neighbors. The site blends into Harmon Park Reserve and Salem Hills Park, making the area feel like one, large park. This setting has influenced a 'sparse' development pattern of dead-end streets that exhibits a very low development yield. West of S. Robert Trail and east of Babcock Trail are examples of more typical suburban development, but the terrain and watershed features of the project have resisted this pattern and strongly suggests that conventional development arrangements (streets, lots, and drives) may not work as well here. A new subdivision (Canvas at Inver Grove Heights) at the NW corner of S. Robert Trail and 70th St SE demonstrates the large amount of grading necessary for some developers and may not be the best option for the overall site going forward.

The natural features of the project area pose complicated design problems. Low points in the topography contain sensitive wetlands. As established in previous studies, constructing a straight thoroughfare would cause wide disruption to the drainage ways, tree cover, and existing habitats; and result in an overly expensive roadway. We believe there may be more than one alternative that could allow more sensitive development and rational street connections while maintaining the 'park-like' setting of the area. This highlights one aspect of our approach, which will analyze the developable sites of the area and then determine where the best street connections and access alignments would be to support these sites.

Our team has experience working with complicated sites and is excited to explore ways to creatively address balancing development and connections in this study area.

We are excited to work with the City of Inver Grove Heights on the development of this project. If you have any questions, please contact Samantha at 651.292.4576 or email her at samantha.mckinney@tkda.com.

Sincerely,



Samantha McKinney, PLA, AICP
Project Manager



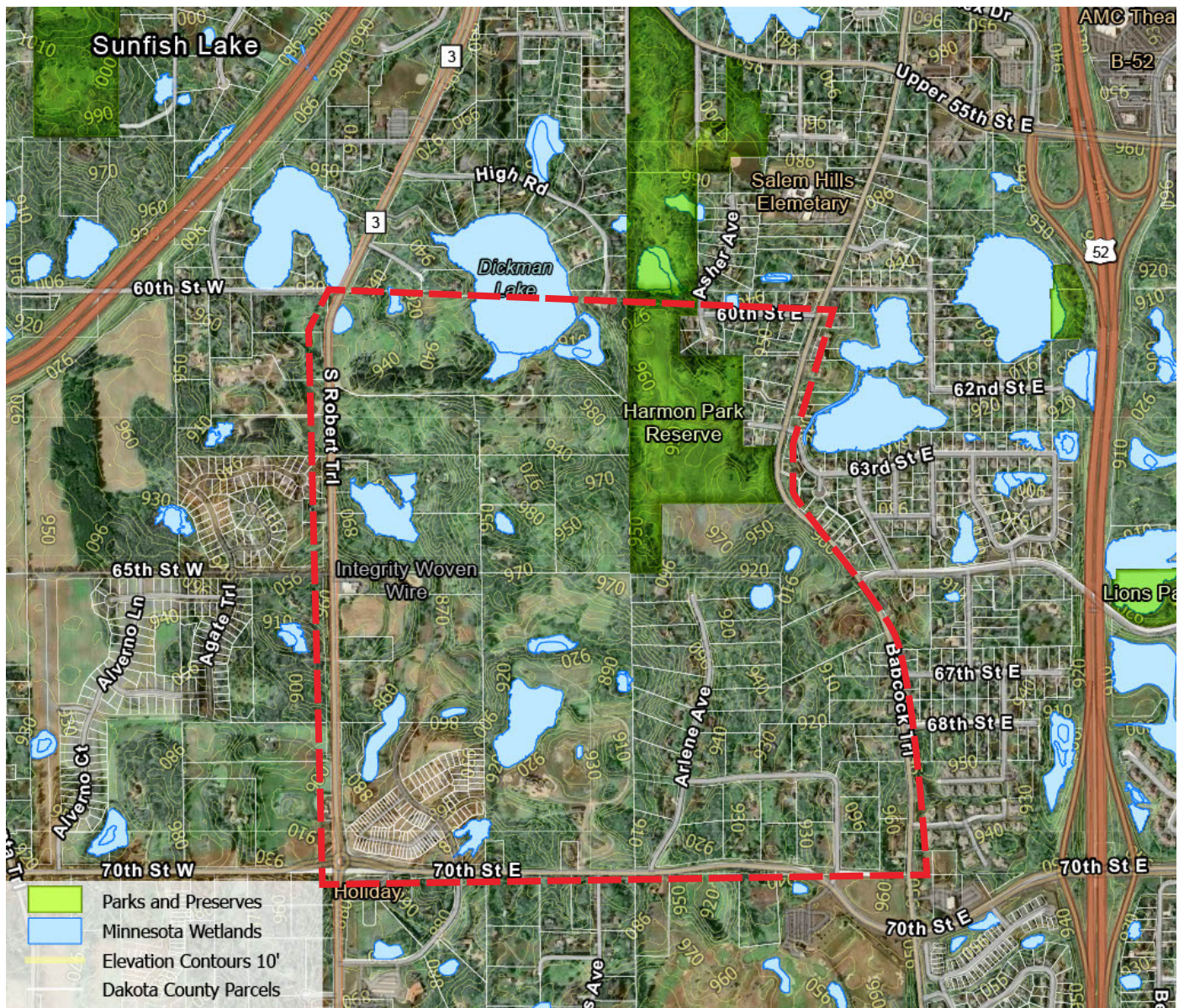
Matthew J. Christensen, PE, SE
Vice President, Surface Transportation

PROJECT APPROACH

Our approach to developing this Small Area Plan is to build on the work already completed, and provide the City a neutral and objective resource to evaluate the tradeoffs to development in this area. Our scope of services is organized into five tasks to be delivered over five months; highlighted by an early-in-the-schedule 'listening session' and a day-long design workshop that provides staff and the consultant team an interactive way to discuss and decide on best solutions in a time and cost-effective manner. We have integrated multiple touch points with the community; in our experience, collaboration with stakeholders throughout a planning process yields more opportunity for positive community change. Participation with the community also provides opportunity to strengthen relationships and understanding.

Our team will prepare a series of alternative scenarios for the location of development and potential transportation connections within the project area. Ultimately, these alternatives will come with tradeoffs. We will develop a tool for the City to be able to weigh these pros and cons to assist in making a more comprehensive and informed decision. We think a number of alternatives may be explored including:

- Orthogonal alignment (current alternative)
- Bifurcated connection (possibly two small ROW's)
- Indirect alignment (possibly connected and not connected)
- Partial alignments/East and West (no thru connections)
- No build alternative



Task 1: Project Management

Samantha McKinney will lead the team and be the primary contact and project manager. As both a Professional Landscape Architect, and an AICP Certified Planner, Sam has the experience necessary to facilitate a successful project. She will do so with the following tools and methods.

- Project kick-off meeting to confirm scope, schedule, roles, and communication protocols
- Project schedule management
- Project management and stakeholder meetings, agendas, facilitation, and summaries
- Monthly project status meetings with the City of Inver Grove Heights
- Action item spreadsheet logging issues and resolutions
- Internal project team coordination meetings
- Monthly invoices and progress reports

Having navigated similar projects with diverse stakeholder groups, Sam is the ideal leader for this project. She will conduct monthly project status meetings with the City to discuss work completed, deliverables status, and address any project concerns.

Additionally, she will facilitate a kick-off meeting between the City and our team to set the framework for roles, responsibilities, and schedule of deliverables.

DELIVERABLES:

- Coordinate and produce meetings, agendas, presentations, and meeting minutes
- Facilitate kick-off meeting with project team
- Monthly project status meetings

Task 2: Public Engagement

This Small Area Plan provides an opportunity to develop a greater understanding of the needs of stakeholders in this project area. It also provides the City an opportunity to affirm its relationship with the community and adjacent property owners. With over 11 years of experience coordinating and developing engagement processes, Sam will lead these efforts. Michael Lamb and Danny Ogranovich will assist in the engagement activities.

2.1 PUBLIC ENGAGEMENT PLAN

At the onset of the project, our team will work with the City to develop a Public Engagement Plan that will outline who we will engage, the questions we will ask, and how we will connect with those with whom we wish to engage. We will also collaborate with City staff to ensure consistent messaging and branding is maintained when communicating with the public.

2.2 PUBLIC OUTREACH

We have identified two touchpoints with the public during this project: one at the beginning of the project to provide transparency and develop a greater understanding of the site issues, and the second to review the preliminary findings. We anticipate that these meetings will be hybrid, including an in-person event, as well as an online platform for people to use.

If desired, our team can also support an interactive project website to be utilized during the engagement process. Click the links below to view how this platform can provide a unique yet intuitive experience for the public and stakeholders.

CLOQUET AREA TRANSPORTATION PLAN

EASTBOUND KELLOGG RIVERCENTRE BRIDGE

HOUSTON COUNTY COMPREHENSIVE PLAN UPDATE



2.3 ENGAGE PLANNING COMMISSION AND CITY COUNCIL

Sam and Michael will assist the City in presenting the alternative scenarios to the Planning Commission (PC) and City Council (CC) prior to presenting them to the community. We will adjust the plans based on any feedback received.

2.4 PUBLIC ENGAGEMENT MEMORANDUM

Our team will incorporate all comments received during the engagement process and develop a draft and final Public Engagement Memorandum to be included in the final Small Area Plan Report document. We have included time in the project schedule for City review and to incorporate comments received.

DELIVERABLES:

- Public Engagement Plan
- Coordinate and facilitate two hybrid public engagement events
- Coordinate and facilitate one virtual Developer Workshop
- Public Engagement Memorandum
- Assist the City in presenting to the PC and CC



Task 3: Background and Analysis

There is a lot of history within this project area to understand. Prior to developing alternatives, our team will review the existing conditions and work with City staff to better understand the context of this Small Area Plan.

3.1 SITE TOUR

Following the kick off meeting, our team will conduct a site tour of the project area with City staff. We will also collect drone photography of the area to develop a better understanding of the environment. In our experience, these images are also very helpful during the community engagement tasks.

3.2 DATA COLLECTION & BACKGROUND REVIEW

Our team will perform a thorough review of the existing, relevant plans. Our goal is to leverage the existing planning efforts and identify the key elements to build upon. Danny will assist in organizing all data available on the built environment and will organize it into a comprehensive base map to be used during the planning process. Michael and Evan Monson will review all plans, policies and development codes that apply to this area so that we do not duplicate efforts. Our review will focus on the following framework:

LAND USE AND DEVELOPMENT REVIEW

Michael will provide a comprehensive review of the existing land use development regulations in place, as well as a thorough review of the City's Comprehensive Plan. Understanding the market context will be critical for developing realistic scenarios. Our team will also provide a desktop review of surrounding development patterns to provide the basis for understanding the opportunities and limitations in this project area.

TRANSPORTATION & MULTI-MODAL CONTEXT

Understanding the tradeoffs to the 65th Street development requires a good understanding of the existing and projected traffic conditions in and around the project area. Caitlin Johnson will provide a review of the existing traffic-related studies and will assist Danny in the development of the base map.

Additionally, Sam will review the broader multi-modal context in the project area, including existing and planned transit, bicycle and pedestrian connections, and general traffic movements around the project area.

STORMWATER AND INFRASTRUCTURE

Our team provides a high level review of the current and planned infrastructure in the project area including utilities, typography, geology, wetlands and stormwater features that have influence on the project area. Ron Quanbeck will review the existing utilities in place as well. These features all have a direct impact on the cost and feasibility of a roadway as well as limit the potential development in the area. Graphic diagrams will be created to communicate the findings.

At the completion of our review, our team will meet with City staff to discuss the findings and confirm the framework for recommendations for development.

3.3 DATA REVIEW AND ANALYSIS MEMORANDUM

Following the preliminary public and stakeholder engagement and data collection tasks, our team will provide a detailed analysis of the project area. We will prepare a memorandum outlining the background conditions of the study area, which will be included in the final report.

DELIVERABLES:

- Drone photography of the project area
- Graphic diagrams
- Comprehensive base map of existing conditions
- Analysis Memorandum composed of diagrams summarizing findings regarding the site conditions

Task 4: Alternative Scenarios

4.1 DEVELOPER WORKSHOP & DESIGN CHARRETTE

Partnership and collaboration are key factors in the successful development of this plan. In order to achieve this, our team will facilitate a day-long workshop with City staff. The goal of this meeting is to develop a series of high-level concepts with a multidisciplinary group of experts.

Our team will invite a small group of local developers during the first part of the workshop to participate in a listening session with the design team and City staff. While we will provide a general framework for discussion, we will facilitate an open dialog to develop a deeper understanding of their needs and ideas for this project area.

During the afternoon, our team will invite City staff to participate in a design charrette where we will develop several concepts for the study area. We will utilize the following framework to identify elements to be included in the plan:

- Land Use and Development
- Transportation Alternatives
- Stormwater and Infrastructure

4.2 DEVELOP THE ALTERNATIVES

Danny and Cassie will work together to develop concept graphics and precedent imagery necessary to communicate design intent. At a minimum this will include:

- Diagrams highlighting proposed improvements, density of development, and general character of the area
- Utility and infrastructure connects including municipal water and sewer service and capacity needed to support the development
- Anticipated impact to the natural resources

Cassie will also develop high-level cost estimates for each of the alternatives.

4.3 ALTERNATIVES MATRIX

Our team will develop a matrix that will outline the tradeoffs of each alternative, incorporating the elements from the framework developed during the design charrette. Additionally, if desired, our team can incorporate principles from the SITES scorecard, which outlines recommendations for sustainable land design and development.

We will meet with City staff to review the alternatives, review the framework of the matrix and make updates as necessary.

DELIVERABLES:

- Up to five alternative scenarios with graphics, precedent imagery and high-level cost estimates
- Matrix of alternatives

Project Name: _____

SITES v2 Scorecard Summary

YES	?	NO		Possible Points:	
0	0	0	1: SITE CONTEXT	13	
Y			CONTEXT P1.1 Limit development on farmland		
Y			CONTEXT P1.2 Protect floodplain functions		
Y			CONTEXT P1.3 Conserve aquatic ecosystems		
Y			CONTEXT P1.4 Conserve habitats for threatened and endangered species		
			CONTEXT C1.5 Redevelop degraded sites	3 to 6	
			CONTEXT C1.6 Locate projects within existing developed areas	4	
			CONTEXT C1.7 Connect to multi-modal transit networks	2 to 3	
0	0	0	2: PRE-DESIGN ASSESSMENT + PLANNING	3	
Y			PRE-DESIGN P2.1 Use an integrative design process		
Y			PRE-DESIGN P2.2 Conduct a pre-design site assessment		
Y			PRE-DESIGN P2.3 Designate and communicate VSPZs		
			PRE-DESIGN C2.4 Engage users and stakeholders	3	
0	0	0	3: SITE DESIGN - WATER	23	
Y			WATER P3.1 Manage precipitation on site		
Y			WATER P3.2 Reduce water use for landscape irrigation		
			WATER C3.3 Manage precipitation beyond baseline	4 to 6	
			WATER C3.4 Reduce outdoor water use	4 to 6	
			WATER C3.5 Design functional stormwater features as amenities	4 to 5	
			WATER C3.6 Restore aquatic ecosystems	4 to 6	
0	0	0	4: SITE DESIGN - SOIL + VEGETATION	40	
Y			SOIL+VEG P4.1 Create and communicate a soil management plan		
Y			SOIL+VEG P4.2 Control and manage invasive plants		
Y			SOIL+VEG P4.3 Use appropriate plants		
			SOIL+VEG C4.4 Conserve healthy soils and appropriate vegetation	4 to 6	
			SOIL+VEG C4.5 Conserve special status vegetation	4	
			SOIL+VEG C4.6 Conserve and use native plants	3 to 6	
			SOIL+VEG C4.7 Conserve and restore native plant communities	4 to 6	
			SOIL+VEG C4.8 Optimize biomass	1 to 6	
			SOIL+VEG C4.9 Reduce urban heat island effects	4	
			SOIL+VEG C4.10 Use vegetation to minimize building energy use	1 to 4	
			SOIL+VEG C4.11 Reduce the risk of catastrophic wildfire	4	

Sample SITES AP Scorecard

Task 5: Final Report

The final report brings the public and stakeholder engagement process, data collection, analysis, and alternatives development into a comprehensive understanding of the pros and cons of 65th Street alternatives. Key plan elements include:

Process: Describing the data-driven methodology used to develop alternatives.

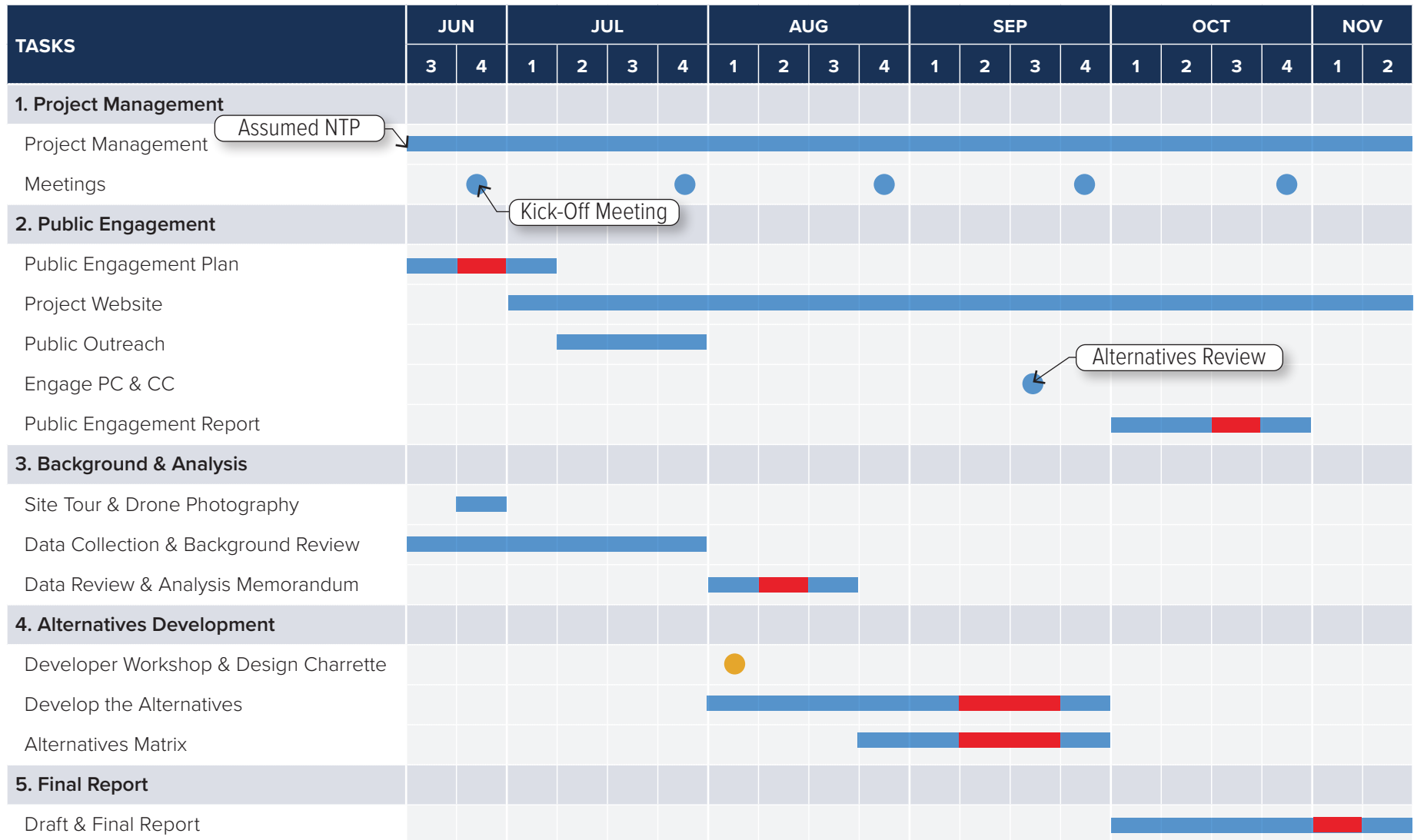
Data: Present the findings from the data collection process to include the major themes heard.

Alternatives Evaluation: A clear and objective evaluation of the alternatives developed to assist in weighing the pros and cons of recommendations.

DELIVERABLES:

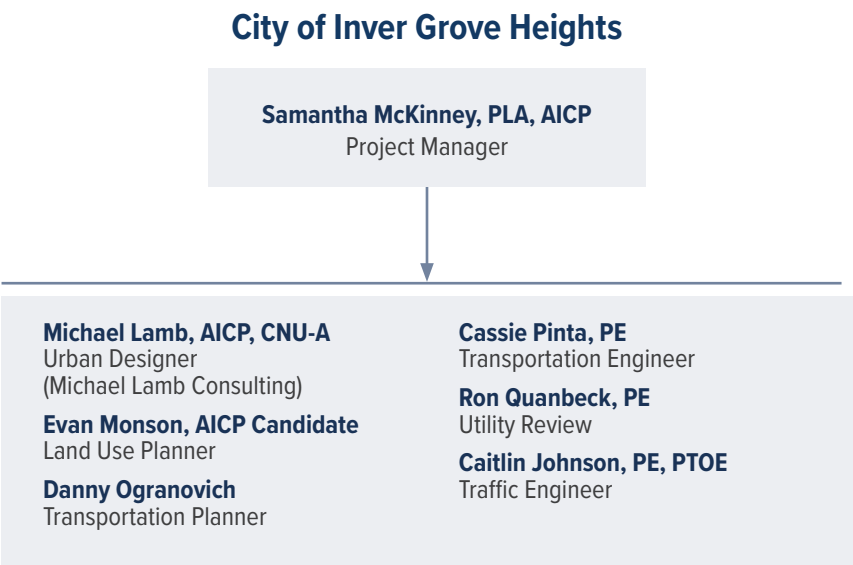
- Draft and final report of findings including the Public Engagement Approach and Analysis Memorandum as appendixes

SCHEDULE



■ TKDA Team Activities

■ City Review Time



Samantha will serve as the primary point-of-contact and will oversee the delivery of the project. Sam will also lead the public and stakeholder engagement tasks.

SAMANTHA MCKINNEY, PLA (#573447), AICP (#395289)
Project Manager

Samantha is a senior transportation planner and licensed landscape architect. She uses a people-first focus when approaching her work. Samantha is passionate about community engagement and project communication and believes it is at the core of all great plans. She has over 11 years of experience working on various planning projects, including transportation and small area studies, Comprehensive Plans, master plans, and reports. With Samantha’s background in landscape architecture, she brings a unique graphic eye to any project and is well-versed in creating graphics and visualizations. As a Certified Planner with the American Institute of Certified Planners, Samantha is someone in the planning profession recognized for empowering communities to build consensus and create innovative, data-driven solutions. Samantha’s approach integrates analysis, engagement, planning, ongoing communications, and analytics.

SELECT PROJECT EXPERIENCE:

Project Manager & Transportation Planner - Cloquet Area Transportation Plan, Arrowhead Regional Development District, Cloquet, MN

Project Manager & Public Engagement Lead - Comprehensive Land Use Plan Update, Houston County MN

Project Manager & Public Engagement Lead - Fergus Falls Vicinity Rest Area Site Selection Planning Study, MnDOT, Fergus Falls, MN

Urban Designer - SE Waterfront Small Area Plan, Rochester, MN*

Transportation Planner - 5th Avenue Bridge Planning Study, MnDOT, Duluth, MN

Transportation Planner & Public Engagement - Jackson Street Reconstruction, Ramsey County, St. Paul MN

Stakeholder Engagement - Spirit Mountain Chalet Predesign, Duluth, MN

Urban Designer - Journey to 2040 (Downtown Master Plan, Comprehensive Plan Updates, Parks, Trails, and Open Space Plan, Faribault, MN

**Work performed at previous position*



Michael will serve as the lead urban designer and guide the development scenarios.

MICHAEL LAMB, AICP (#078598), CNU-A

Michael Lamb Consulting

Urban Designer

Michael Lamb, AICP, CNU-A, leads his consulting practice that is focused on the design and planning of cities, corridors, districts and neighborhoods. His practice is grounded in a community-based and multi-disciplinary approach that has fundamentally addressed issues of change and redevelopment resulting in dozens of adopted plans, policies and zoning codes. His work has addressed urban/infill redevelopment, transit-oriented development, zoning code updates, affordable housing, the greater public realm and community reinvestment for over 30 years. He has operated as Michael Lamb Consulting at various times during his career.

Michael has led major redevelopment, transit corridor, comprehensive plans and code updates including the City of Madison Zoning Code Rewrite. He has completed Small Area Plans and Development Master Plans for a variety of clients, many which has included design standards, guidelines and implementation strategies.

SELECT PROJECT EXPERIENCE:

Urban Designer - SE Waterfront Small Area Plan, Rochester, MN

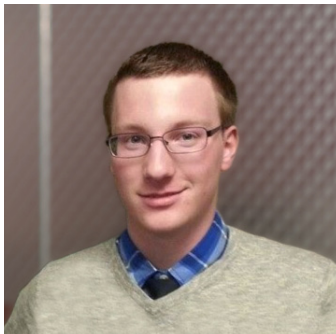
Urban Designer - Grandview District Redevelopment Framework, Edina, MN

Urban Designer - NE Riverfront/Grain Belt Redevelopment Master Plan, Minneapolis, MN

Urban Designer - TCAAP/Rice Creek Commons, Ramsey County & Arden Hills, Arden Hills, MN

Urban Designer - Red Rock BRT Corridor Implementation & Small Area Plans, Washington County, St. Paul & Minneapolis, MN

Urban Designer - Town Center Master Plan, Blaine, MN



Evan will assist Michael and review the regulatory requirements in and around the project area.

EVAN MONSON, AICP CANDIDATE

Land Use Planner

Evan Monson has worked with a wide variety of clients and settings, ranging from rural townships to urban and suburban cities. As a planner, Evan helps clients integrate their project into an existing environment while considering the long-term future of the site and the community. His expertise is in site plan review, comprehensive planning, interpreting and administering land use regulations, policy review, mapping and analyzing data, economic development, and urban design. In addition, Evan has experience with public meetings and engagement, and is able to present complex planning issues to the public as well as to clients, boards and commissions, and elected and appointed officials.

SELECT PROJECT EXPERIENCE:

Planner - Comprehensive Land Use Plan Update, Houston County MN

Planner - Fergus Falls Vicinity Rest Area Site Selection Planning Study, MnDOT, Fergus Falls, MN

Lead Planner - On-Call Planning Services, Stillwater Township, MN

Lead Planner - On-Call Planning Services, Baytown Township, MN

Lead Planner - On-Call Planning Services, White Bear Township, MN

Lead Planner - On-Call Planning Services, Gem Lake, MN



DANNY OGRANOVICH

Transportation Planner

Danny is a planner and designer with expertise in urban design, architecture, and urban geography. He combines experience in urbanism research with a graphics, drawing, and data analysis skillset. Danny strives to make a meaningful impact on communities, particularly in the urban realm.

SELECT PROJECT EXPERIENCE:

Transportation Planner - Cloquet Area Transportation Plan, Arrowhead Regional Development District, Cloquet, MN

Transportation Planner & Community Engagement - Comprehensive Land Use Plan Update, Houston County MN

Transportation Planner & Community Engagement - Fergus Falls Vicinity Rest Area Site Selection Planning Study, MnDOT, Fergus Falls, MN

Transportation Planner & Public Engagement - Jackson Street Reconstruction, Ramsey County, St. Paul MN

Danny will assist in the public engagement tasks and assist the team in the development of the alternative scenarios and final plan production.



CASSIE PINTA, PE (MN #60447)

Transportation Engineer

Cassandra Pinta brings 14 years of experience in the transportation industry. Her past duties included project management, interchange, intersection, roadway, highway, and roundabout designs. She has worked on conceptual designs, engineering design reports, access justification reports, public meetings, coordination with landowners, tribal easements, and school districts. She has worked on cost estimates and coordination with construction contractors. Also she has worked on signing and striping design, signal and lighting design, quality control, and ADA surveys. She is proficient in AutoCAD Civil3D, MicroStation, Inroads V8i, Microsoft Office, TORUS, VISSIM, HCS7, Synchro, IHSDM, HY-8, Hydraulic Toolbox, and ProjectWise.

SELECT PROJECT EXPERIENCE:

Project Engineer - Jackson Street Reconstruction, Ramsey County, St. Paul MN

Project Engineer - Mountain View Corridor, UDOT, Salt Lake County, UT*

Project Engineer - SR-132 Traffic & Safety Study; I-15 to Holliday Oaks Road, UDOT, Juab County, UT

Project Engineer - Covell Road & MacArthur Boulevard, Oklahoma County, OK

Cassie will assist in the development of the roadway concepts.

**Work performed at previous position*



Ron will review the required utility extensions for the alternative scenarios.

RON QUANBECK, PE (MN #19396)

Utility Review

Ron Quanbeck is a Civil Engineer who serves as a city engineer, project manager, and project engineer on street, water resources, sanitary sewer, and watermain projects with 40 years of experience. He provides municipal planning, infrastructure design including pipe evaluation and rehabilitation, and construction management. Ron also oversees utility coordination on numerous trunk highway projects. He communicates effectively with residents and stakeholders through both individual meetings and public hearings on project issues.

SELECT PROJECT EXPERIENCE:

Project Manager - North Interceptor Sanitary Sewer Project, River Falls, WI

Project Manager - I-94 - 30th Street Infrastructure, Lake Elmo, MN

Project Manager - Heritage Farms Street & Utility Improvements, Lake Elmo, MN

Project Manager - North Interceptor Sanitary Sewer Project, River Falls, WI

Project Engineer - CHAH 46 Corridor Study, Dakota County

Project Engineer - TH 52/CSAH 86 Interchange, Dakota County, Cannon Falls

Project Engineer - Intercity Regional Trail Development, Three Rivers Park District, Bloomington, Richfield, and Minneapolis, MN



Caitlin will evaluate the impacts to traffic for each alternative.

CAITLIN JOHNSON, PE (MN #58936), PTOE (#5454)

Traffic Engineer

Registered Engineer Caitlin Johnson has seven years of experience designing signing, pavement marking, staging, and traffic control plans, as well as creating Transportation Management Plans and writing special provisions. Caitlin develops and oversees traffic studies, including Intersection Control Evaluations, Traffic Impact Studies, access management reviews, crash analyses, and other safety and operations analyses. Previously a traffic engineer for MnDOT, Caitlin has extensive coordination and design experience and brings a public-oriented perspective to her work. She is proficient with Synchro/SimTraffic, Highway Capacity Software, StreetLight Insight, MnCMAT2, and Microstation.

SELECT PROJECT EXPERIENCE:

Traffic Engineer - CHAH 46 Corridor Study, Dakota County

Traffic Engineer - CR 44 Reconstruction, Sherburne County, Elk River, MN

Traffic Engineer - TH 610 and East River Road interchange, Coon Rapids, MN

Traffic Engineer - Vernon Avenue Bridge, Hennepin County, Edina, MN

TKDA Project Experience

FERGUS FALLS VICINITY REST AREA SITE SELECTION PLANNING STUDY

TKDA is currently working with MnDOT on a study to identify a new location for a rest area in the Fergus Falls area. Areas of the planning study include an in-depth analysis of the site conditions at key areas along the corridor and a review of land use and traffic impacts. A robust public and stakeholder engagement process is being utilized.

CLOQUET TRANSPORTATION PLAN

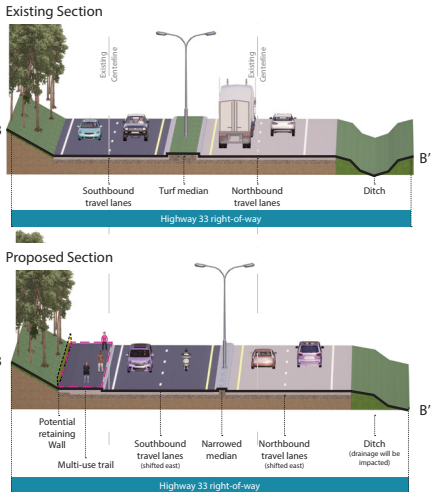
TKDA worked with the Arrowhead Regional Development Commission (ARDC) and MnDOT to develop a long-range transportation plan and vision for improvements throughout Cloquet, MN with a focus on improvements to Highway 33. Improvements include pedestrian, bicycle, and aesthetic enhancements. Community and stakeholder engagement was a key factor in the development and success of this plan. Our team prepared pop-up events in the community, coordinated with a cultural liaison and facilitated an interactive online website for the community to engage with.

HOUSTON COUNTY COMPREHENSIVE PLAN UPDATE

TKDA is working on an update to Houston County’s Comprehensive Land Use Plan. First developed in 1998 and reapproved in 2008, the County has authorized the creation of a new Plan which sets forth the County’s vision regarding land use, parks and open space, and protection of natural resources. Because of the large land area under consideration, TKDA is utilizing a hybrid public engagement approach to public engagement, including both virtual and in-person events. A key component to the development of the plan is thoughtful examination of development within the County while preserving its agricultural and natural beauty. The plan is currently under development.

5TH AVENUE BRIDGE PLANNING STUDY

5th Avenue West is a key connection between Duluth’s downtown district and the Bayfront/Canal Park areas with many vested stakeholders in the future of this connection. The 5th Avenue bridge is currently scheduled for improvements in 2031, with the potential to advance this work sooner or earlier if budget allows. TKDA assisted MnDOT with a planning study to provide recommendations that will help focus and frame the future project scope and priorities. The plan focuses around engagement with the public and key stakeholders, changes to access and ramp configurations, bicycle and pedestrian movements, and improvements to broader connections.



Land Use Goals & Policies

Unincorporated Community:

Unincorporated communities in Houston County are unique in their development by having both residential and commercial areas. However, these areas do not have identifiable boundaries and are governed by the County. Because of their unique situation, a series of policies for land use within these areas are needed and the zoning of each of the major land use categories must fall under specific districts. The following goal shall serve as guidance for development in unincorporated communities:

Goal

Goal 2.22: Cooperatively plan the orderly development and redevelopment of unincorporated communities (Friesland, Morley Creek, Reno, Riceford, Sheldon) to minimize pollution and conflicts with agricultural uses.

Policies

Policy 1. Recognize unincorporated communities as urban type densities and apply appropriate land use controls.

Policy 2. Require new development in unincorporated communities to install septic systems that meet the requirements of the Minnesota Pollution Control Agency and Houston County.

Policy 3. Require all new development to conform to the land use classifications permitted in each zoning district, as established by the County.

Policy 4. Permit existing lots of land that are not meeting minimum lot standards or density requirements to be developed, provided they can meet minimum standards for disposal of onsite sewage.

Urban Expansion Areas:

Areas adjacent to incorporated communities are most susceptible to urban growth pressures; therefore, distinct policies should be adopted to ensure orderly and timely growth, and to retain the land for agriculture purposes until such time as conversion to another use is appropriate.

Policies

Policy 1. Carefully regulate urban expansion in the areas around incorporated cities to minimize scattered development from occurring.

Policy 2. Develop a review procedure between the City and the County for all development proposed in this area.

Policy 3. Allow urban development in an area only if the area is included in the City's Capital Improvements Program, or identified in their Comprehensive Plan, as areas to provide public services such as sanitary sewers and highways.

Policy 4. Plan future urban expansion areas around the cities on projected land use needs as determined by proper planning.

Houston County Comprehensive Land Use Plan Update | Chapter 2



Michael Lamb Consulting Experience

SE WATERFRONT SMALL AREA PLAN, CITY OF ROCHESTER

Michael Lamb worked with the Perkins+Will team to prepare the City's first small area plan for a 60 acre site located on the Zumbro River. The redevelopment plan includes the former AMPI milk processing plant, a closed Kmart building and an off-site parking lot for the Mayo Clinic. The team conducted a full virtual public engagement process beginning in the summer of 2020 and facilitated a 'project committee' meeting of land owners, stakeholders and city staff each month. The plan is organized around a prominent public realm focused on riverfront improvements, conversion of a current railroad corridor into a public promenade and reuse of a historic brick milk plant building, and the planned BRT rapid transit system. The Planning Commission and City Council adopted the Small Area Plan after gaining endorsement from the Destination Medical Center Board of Directors.

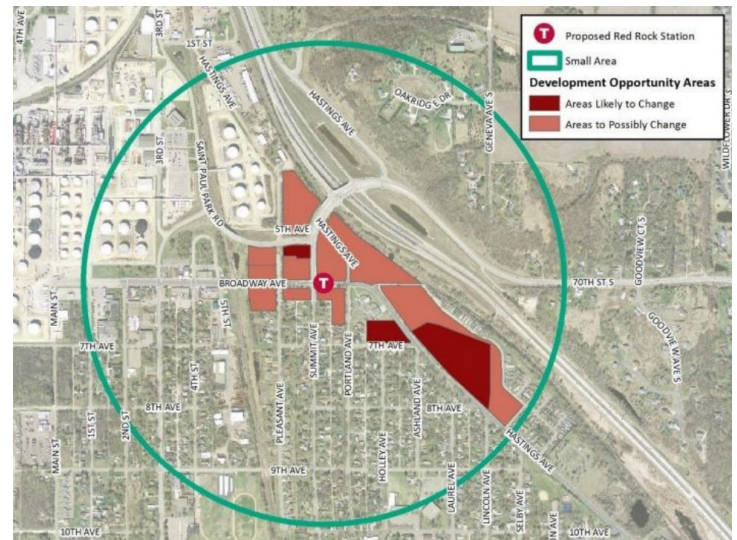


Graphic credits: Perkins+Will and Michael Lamb Co

RED ROCK BRT CORRIDOR IMPLEMENTATION & SMALL AREA PLANS

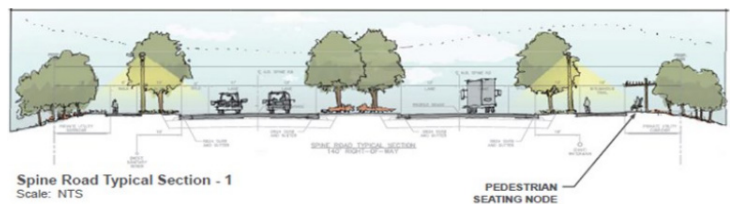
The Red Rock Corridor is a proposed 20-mile transitway, connecting the Twin Cities' southeastern suburbs to Saint Paul and Minneapolis. The transitway will originate in Hastings with stops in Cottage Grove, St. Paul Park, Newport, and Saint Paul's Battle Creek neighborhood before terminating at Union Depot in downtown Saint Paul. Riders will be able to connect to other regional transit service at Union Depot including express bus and light rail service to downtown Minneapolis.

Following the near term recommendations from the Implementation Plan, a small area planning process was kicked off in April 2017. The cities of Cottage Grove and St. Paul Park worked with Washington County to develop small areas plans for the proposed station areas in each city. The small area plans look at land use, economic development, and redevelopment opportunities in the station areas to make them more transit friendly. The goal of this project is to create a plan with strategies to support improved transit service and capitalize on investments.



TCAAP/RICE CREEK COMMONS

Working with a multi-disciplinary team, Michael led the preparation of Design Guidelines for the implementation of the Twin Cities Army Ammunition Plant (TCAAP) Spine Road and urban redevelopment. The guidelines addressed major thoroughfares, building placement, frontages, signage and overall landscape character. He was also instrumental in calibrating the form-based Development Code & Regulations for the City of Arden Hills.



CONSULTANT TEAM CAPACITY

STAFF COMMITMENT/AVAILABILITY FOR THIS PLAN	
STAFF NAME	PERCENT ENGAGEMENT
Samantha McKinney	40%
Michael Lamb	30%
Evan Monson	40%
Danny Ogranovich	60%
Cassie Pinta	60%
Ron Quanbeck	15%
Caitlin Johnson	40%

Our team has capacity and availability to complete the Small Area Plan for NWA and the Proposed 65th Street on time and within budget. We have experience working together, are confident we can provide a collaborative, and complete Plan.

STAFF BY DISCIPLINE:

Architecture: 15	Electrical: 11	Rail: 20
Civil (Site): 5	Municipal: 18	Designers and Technicians: 158
Structural: 15	Surface Transportation: 30	Administrative: 56
Mechanical: 12	Aviation: 16	

Total Staff: 356
MN Employees: 312

REFERENCES

Houston County
Martin (Marty) Herrick
Environmental Services Director
Martin.Herrick@co.houston.mn.us
507.725.5803

City of Rochester
Ryan Yetzer
Community Development Director
RYetzer@rochester.gov
507.328.2954

MnDOT
Doug Kerfeld
Project Manager
Douglas.Kerfeld@state.mn.us
218.725.2746

Washington County
Emily Jorgensen
Planning Manager
Emily.Jorgensen@co.washington.mn.us
651.430.6011

IDENTIFICATION OF POTENTIAL CONFLICTS OF INTEREST

TKDA and Michael Lamb Consulting, LLC do not have any potential conflicts of interest from the last 5 years for the work to be completed.

If selected, TKDA looks forward to negotiating and executing the City’s Professional Services Agreement.

COSTS



Project Fee Estimate

Client:		City of Inver Grove Heights, MN							Date:		6/2/2023
Project:		Small Area Plan							Prepared By:		S. McKinney
Task	Task Description	Estimated Person Hours Required								Total Hours	Total Dollars
		PM	Planner	Comm. Eng.	Traffic Eng.	Sr. Reg Eng.	Reg. Eng.	Urb	Admin		
1	Project Management										
	Project Management	16								16	\$ 2,112
	Meetings	10							3	13	\$ 1,568
2	Public Engagement										
	Public Engagement Plan	2		6				2	1	11	\$ 1,077
	Project Website	2		8						10	\$ 904
	Public Outreach (2 total)	16		20				16	2		
	Engage PC & CC	8		8				8			
	Public Engagement Report	1		8					2	11	\$ 938
3	Background and Analysis										
	Site Tour & Drone Photography	4		8				4		16	\$ 1,668
	Data Collection and Background Review		8	16				16		40	\$ 4,064
	Data Review and Analysis Memorandum		16	8					2	26	\$ 2,374
4	Alternatives Development										
	Developer Workshop & Design Charrette	8		16	8	8	8	8			
	Develop the Alternatives	8		32	8	4	20	20		92	\$ 10,792
	Alternatives Matrix	2		4				2	1		
5	Final Report										
	Draft Report	8	8	20				8	2	46	\$ 4,606
	Final Report		4	8				8	2	22	\$ 2,198
Total Person Hours		85	36	162	16	12	28	92	15	446	
Billing Rate/Hr x Multiplier		\$ 132	\$ 98	\$ 80	\$ 122	\$ 210	\$ 143	\$ 125	\$ 83		
Total Billable for Charged Time		\$ 11,220	\$ 3,528	\$ 12,960	\$ 1,952	\$ 2,520	\$ 4,004	\$ 11,500	\$ 1,245		\$ 48,929
Expenses:											
Travel & Subsistence (TS)											\$ 500.00
Total Project Fees											\$ 49,429
Total Not to Exceed											\$ 49,400



**TKDA looks forward to collaborating with the City of Inver Grove Heights
and the Community on this Important Project!**





A PROPOSAL FOR

Professional Land Use and Engineering Planning Services

to Develop a Small Area Plan for NWA - 65th Street

FOR THE CITY OF INVER GROVE HEIGHTS

June 5, 2023

Heather Rand, Community Development Director
City of Inver Grove Heights
8150 Barbara, MN 55077



Re: Proposal for Professional Land Use and Engineering Planning
Services to Develop a Small Area Plan for NWA-65th Street

Dear Heather,

On behalf of WSB, thank you for the opportunity to submit our qualifications for the Northwest Area 65th Street Small Area Plan. WSB is excited to again partner with Inver Grove Heights to define a strategy for road and utility extension within the community to support future growth. Our Team will provide differing alternatives so that the decision makers, residents and staff have a deeper understanding about the ramifications of final decisions.

Project Team's Expertise with Small Area Plans | The WSB team assembled for the project has on average over 10 years of experience in their individual fields of expertise. This will allow WSB to creatively arrive at differing solutions for access, utilities and development that will provide reasonable, relatable options for the City to explore. Through our experience, the Team will identify the positive and negative attributes of each development scenario, placing all information into a matrix for easy review and decision-making.

Extensive Understanding of the City of Inver Grove Heights | Many on the WSB team have experience within Inver Grove Heights and Dakota County and understand community goals and Council priorities. The City is interested in providing development opportunities that are supported by the residents and provide an economically enhanced tax base without negatively impacting community transportation circulation and utility rates. WSB will assist in this analysis.

A Comprehensive Look at Inver Grove Heights Future | The process and outcome of this Study are important to the City as they move forward with additional development in the future. This small area plan requires a variety of disciplines that are all housed within WSB. There are numerous resources within our organization, many reflected in the team assembled, but our bench is deep and various skill sets are available should issue arise outside of the primary work tasks identified in the proposal.

Again, thank you for the opportunity to propose on this important project. If after reviewing the proposal you have questions or wish additional information, feel free to contact me at 612.679.2790 or at klindquist@wsbeng.com.

Sincerely, WSB

A handwritten signature in black ink, appearing to read "Kim Lindquist", is written over a light blue horizontal line.

Kim Lindquist, AICP
Project Manager



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Firm Overview



Forge ahead.

WSB is a design and consulting firm specializing in engineering, community planning, environmental, and construction services. Together, our staff improves the way people engage with communities, transportation, infrastructure, energy and our environment. We offer services that seamlessly integrate planning, design and implementation.

We share a vision to connect your dreams for tomorrow to the needs of today—the future is ours for the making.

650+
STAFF

30+
SERVICE AREAS

16
OFFICES

5
STATES

Alternative Project Delivery | Biogas | Bridges & Structures | City Engineering | Community Planning | Constructability Review | Construction Materials Testing & Special Inspection | Contractor Modeling | Drinking Water | Economic Development | Environmental Compliance | Geohazard Risk Management | Geospatial | Geotechnical Engineering | GIS Services | Grants & Funding | Health & Safety Compliance | Intelligent Transportation Systems | Investigation & Remediation | Land Development | Landscape Architecture | Managed Services | Natural Resources | Pavement Management | Pipeline | Project Management & Construction Administration | Public Engagement | Public Works Management | Right of Way | Roadway Design | Smart Cities | Solar | Survey | Sustainability | Technology Solutions | Traffic Engineering | Transit Planning | Transportation Planning | Urban Design | Vibration Monitoring | Visualizations | Water Resources | Water Reuse | Wind

Project Approach



The City of Inver Grove Heights has been planning for the long-term development of the Northwest Expansion Area (NWA) for many years. The 65th Street corridor between South Robert Trail and Babcock Trail is the focus of this small area plan within the Northwest Area (NWA). Proper planning from both a utility and transportation perspective is necessary to have an infrastructure system that will accommodate the planned development of the area. The impacts of differing transportation and utility solutions will also result in different development scenarios potentially impacting the number of new households, population growth and tax base.



ISSUES:



Alternative
access & utility
extensions



Development
densities



Access
management
constraints



Cost of
infrastructure



Impact on future
park & trail
connections



Land use
compatibility



In previous study efforts within the NWA, completed by WSB, it has been recognized that the future 65th Street corridor is an important transportation link between South Robert Trail (TH 3) and Babcock Trail. The current proposed 65th Street alignment is an east/west alignment mostly centered on a section line to service multiple large parcels immediately adjacent to the road corridor. Prior development and planning have resulted in placement of proposed intersections at either end of the 65th study corridor and utility extensions explored. Unfortunately, topography and the presence of significant natural features have led to concerns about the traditional 65th street alignment, prompting this study.

As part of this proposed small area plan, WSB will take a fresh look at this region and develop two additional alignment options, along with the comparison alignment-the collector road connection of 65th Street. WSB will determine appropriate locations for roadway corridors taking into consideration existing topography, maximizing development consistent with the comprehensive plan and alignment with the city's transportation goals. The Team will address the issues raised by the City in the RFP and provide an analysis of each issue. Based upon the information compiled, a decision matrix will be created. This point-based system will help evaluate each option studied, including the current 65th Street collector street alignment. Weighting of individual criteria within the matrix will be determined by city staff. Criteria for the decision matrix will include at a minimum the following:

- What level of development / residential density can be supported
- The ability to extend municipal water and sewer service.
- Impacts of the varying levels of development density on the community.
- The estimated public costs of an alternative street and utility system.
- Impacts on the location and development of public green space and trail connections
- Financial impacts on tax base and local utility connection fees.

Throughout the study timeframe, WSB staff will provide material for the City of Inver Grove Heights to post on the City’s website. Assistance with the creation of the plans and written information so it is easily read and understood will be provided by the WSB Team.

WSB proposes a total of three engagement meetings. There will be a small group meeting with all property owners within the study area to introduce the project and provide a high-level overview of the three development scenarios with road alignments. After initial feedback the scenarios will be fine-tuned in preparation for open house where property owners, local stakeholders and interested residents will be invited to review the three development scenarios.

The meeting will also provide an overview of the potential impacts of each designs. Street layouts and generalized grading work will be available so the public can understand what will occur on the ground under each scenario. After receipt of public comment, and refinement of the final two scenarios, another meeting will be held to present final conclusions and “test” the findings in a public setting. One of the first three scenarios will be dropped after the first public meeting based upon feedback from the public outreach meeting and city staff direction.

Project Deliverables

The deliverable for this small area plan will be a study that documents the investigation of three differing roadway scenarios (one being the 65th Street extension) to provide future access into an undeveloped area of the Northwest Area. The plan will provide illustrative concepts of the potential development for each roadway scenario and provide more detailed horizontal and road alignment information for the two final options. Write ups about the various impacts of each roadway alignment scenario will be provided and a decision matrix created using the specific plan information.

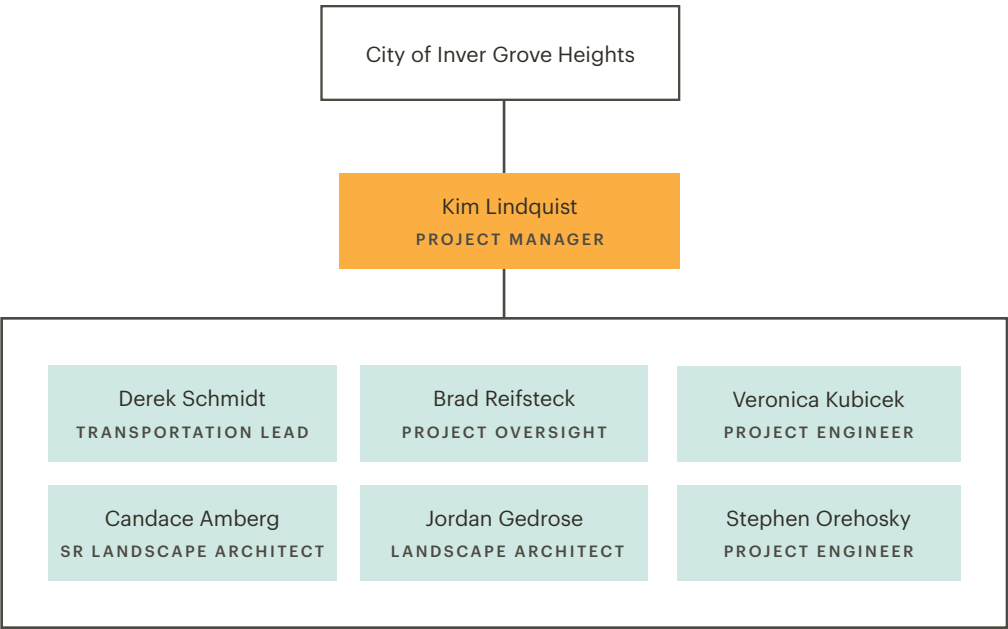
PLAN DELIVERABLE:

- Three roadway alignment concepts including generalized grading impacts; including description and background on each alignment
- Three concept development scenarios illustrating land uses consistent with the adopted comprehensive plan
- Financial analysis of the potential tax base implications, based upon each concept development scenario
- Financial projections of infrastructure costs and the impact on utility connection fees and local infrastructure debt for each concept development scenario
- Review of potential impacts of each scenario on future access to parks, open space and trail connections within the study area and to other amenities outside of the study area
- Household and populations projections for each concept development scenario and research on potential school enrollment
- Two final road alignments including horizontal and vertical cross sections and more detailed grading information
- Decision Matrix

Project Consultant Team



The team below was chosen for their specific experience with the scope items listed in Inver Grove Heights RFP. Each member has experience in specific project areas that will contribute to a comprehensive, community-centered, and holistic approach to the each project component. The depth of services at WSB is what makes the team unique and well-suited for this project. The project team and staff bios listed on the following pages tell you about the team.



CAPACITY

Our WSB Team is excited about this opportunity to serve the community of Inver Grove Heights. As our Project Manager, Kim Lindquist will be responsible for making sure our project staff is both available and equipped with the necessary resources to perform quality work for the City of Inver Grove Heights. Kim will also be able to utilize a pool of over 600 additional service area experts as issues arise on this project, if needed.

CONFLICT OF INTEREST

Our team has identified that there are no potential conflicts of interest when performing this contract.



Kim Lindquist, AICP

PROJECT MANAGER



Kim is a planning professional with over 30 years of experience overseeing a variety of complex planning projects that are similar to project in many local communities. Kim worked in high growth communities working with developers and the public on entitlements for residential development and business attraction to the city. She was project manager for Rosemount Downtown redevelopment projects which were public/private partnerships that resulted in construction of over 250 new multi-family units and creation of 16,000 square feet of new commercial space. She was responsible for the writing and compilation of the Rosemount 2040 Comprehensive Plan, including the economic competitiveness and new sustainability sections. Kim is excited to work with new clients to help them achieve their economic development goals.

SERVICE GROUP:

Community Planning & Economic Development

EDUCATION:

Master of Science, Urban and Regional Planning, University of Wisconsin-Madison, 1986

Bachelor of Arts, Political Science, University of Wisconsin-Madison, 1984

CERTIFICATIONS:

Planning AICP Certification

NDC Economic Development Finance Professional Certification

MEMBERSHIPS & RECOGNITIONS:

Economic Development Association

American Planning Association

Waconia Small Area Plan | Waconia, MN

CLIENT: CITY OF WACONIA

PROJECT DURATION: MAY 2022 - CURRENT

Kim is the project manager for an 80-acre small area plan. The project involves assessing appropriate land uses for the properties based upon a market analysis, compatibility to existing adjoining land uses, and community goals. Based upon the review, two development scenarios were drafted. The analysis of the scenarios includes potential utility and traffic impacts along with the future location of all public infrastructure, including new roadways. Public engagement activities include an in-person neighborhood meeting and joint meeting with the elected and appointed officials.

Model Mining Ordinance | Dakota County SWCD

CLIENT: DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT (SWCD)

Kim is the project manager for creation of a mining model ordinance for Dakota County. The project will provide recommendations for Cities and Townships to address specific aspects of mining activity in their community with emphasis on environmental, operational and performance standards. Public engagement activities included meetings to review the draft document with appropriate governmental agencies and cities and townships within Dakota County.

Zoning Ordinance Updates and Rewrites | Various Locations

CLIENT: INVER GROVE HEIGHT, RED WING, BURNSVILLE, DOUGLAS TOWNSHIP

Kim is currently working with four communities to update and modernize sections of their ordinances. Most are changing their ordinances in response to specific community issues such as short-term rentals, or changes to comprehensive plan implementation. Kim works with each community to understand their regulatory goals. After an analysis of potential changes, various alternative language options are provided, allowing each community to choose which is appropriate. Care is taken to ensure changes do not adversely impact other sections in the ordinance. Kim provides redlines and background information to each client so the decision makers can follow along with the proposed changes. Research into new techniques and strategies are proposed to address community concerns. Drafting of the ordinances and presentation at the Planning Commission and City Council is conducted to achieve final adoption.



Brad Reifsteck, PE



PROJECT OVERSIGHT

Brad has broad municipal project experience ranging from small local communities to highly urbanized environments. He has over 30 years of experience supervising design and construction teams as well as collaborating with stakeholders to deliver a variety of successful municipal projects on schedule and within budget. Brad's breadth of experience gave him the tools to thrive in his role as city engineer for smaller local communities. Brad has experience completing similar projects and will serve as the QC manager to ensure the project achieves the watershed goals.

SERVICE GROUP:

Municipal

REGISTRATION:

Professional Engineer
MN #47930

EDUCATION:

Bachelor of Civil
Engineering, University
of Minnesota, 2005

Bachelor of Arts, University
of Northern Iowa, 1988

City Engineer | Grant, MN

CLIENT: CITY OF GRANT

PROJECT DURATION: SEP 2015 - CURRENT

Grant Minnesota is a small unique rural community in the core of a large urban area. The city does not have the same infrastructure needs as its larger urban neighbors, but offers similar challenges such as development reviews, utility permitting, MS4 compliance, and roadway maintenance and repair. Brad's guidance and leadership has procured funding for approximately 1.5 million dollars of street improvements over the last few years, the same dollar amount as the city's annual budget.

City Engineer | Long Lake, MN

CLIENT: CITY OF LONG LAKE

PROJECT DURATION: OCT 2021 - CURRENT

Brad's role as city engineer includes new development infrastructure planning and design, capital improvements, construction, and administration. Brad's comprehensive understanding of how to maintain and design the city's public utility systems combined with his construction experience and knowledge of cutting edge trenchless rehabilitation methods is a valuable asset to the city's public works' staff and aging infrastructure.

2019 - 2021 Street Reconstruction Projects | Excelsior, MN

CLIENT: CITY OF EXCELSIOR

PROJECT DURATION: OCT 2020 - CURRENT

Brad served as project manager for the reconstruction of almost 7.5 miles of local street, water main, and stormwater facilities. He led and facilitated the design process for the client and other stakeholders through public involvement meetings, preliminary design, bid document preparation, cost estimating, bidding assistance, awarding and construction administration. The total project cost of improvements was approximately \$11.0 million.

Water Street Overlay Improvements | Excelsior, MN

CLIENT: CITY OF EXCELSIOR

PROJECT DURATION: JUN 2021 - JUN 2022

The project included evaluation of the existing 30-inch clay storm sewer pipe on Water Street in downtown Excelsior. The storm sewer improvements were completed with the overall street rehabilitation project on Water Street between Oak Street and Lake Street in downtown Excelsior. Televising video and reports were reviewed for 900 feet of trunk storm sewer as part of this effort. Improvement options were developed, recommendations were provided and design and construction observation was completed for the project including the CIPP storm sewer lining. Regular coordination with business owners, residents, city staff and other stakeholders was key to the success of the project. Brad served as project manager and coordinate communications throughout the project's duration.



Candace Amberg, PLA, ASLA

SR. LANDSCAPE ARCHITECT



Candace has been instrumental in the development of comprehensive plans throughout the Minneapolis metro area that relate to the specific nuances of each community. She utilizes a strong set of planning tools to determine actual needs, service areas, demographics and current trends to ensure equitable planning solutions. Her experience of final construction document development, construction management and estimation have proven invaluable to her clients and planning documents have aided in successful grant applications for funding the improvements. Candace has shared her expertise through various professional organizations such as the MRPA and APA-MN.

SERVICE GROUP:

Landscape Architecture

REGISTRATION:

Landscape Architect
Minnesota #40646

North Dakota #76

EDUCATION:

Bachelor of Landscape
Architecture, North Dakota
State University, 1995

Bachelor of Science in
Environmental Design,
North Dakota State
University, 1995

MEMBERSHIPS +

RECOGNITIONS:

Minnesota Recreation and
Park Association

North Dakota Recreation
and Park Association

APA-MN 2016 Equity
Planning Award (MLK Park)

ACEC-MN 2019 Honor
Award (Hwy 22 Victory
Memorial Drive) & 2018
Excellence Award (Afton
Revitalization Project)

Heritage Village Park | Inver Grove Heights, MN

CLIENT: CITY OF INVER GROVE HEIGHTS

PROJECT DURATION: 2017 - CURRENT

Candace Amberg worked with the City of Inver Grove Heights and numerous stakeholders to develop the original master plan for Heritage Village Park in 2004 with several subsequent master plan updates between 2010 and 2012 that responded to changes in community priorities, perspectives, and ongoing land acquisitions, but kept the original design intent to honor the history of Inver Grove Heights. WSB is currently working with the city and stakeholders to plan for the next phase of development to include a playground themed around the history of the site and city.

Park & Trail System Plan | Prior Lake, MN

CLIENT: CITY OF PRIOR LAKE

PROJECT DURATION: 2018 - 2020

Candace was the project manager and primary planner for the development of an updated Park & Trail System Plan for the City of Prior Lake. Candace and the WSB design team undertook extensive public engagement to develop an updated system-wide park, trail and recreation plan that was aligned with local community values and the 2040 Comprehensive Plan. The plan focused on identifying strategic partnerships, opportunities and priorities to ensure the community vision was achievable. WSB is currently working with the city to submit for potential grant funding applications to implement some identified higher priority projects.

New Brighton Park & Trail System Plan | New Brighton, MN

CLIENT: CITY OF NEW BRIGHTON

PROJECT DURATION: 2018 - 2020

Candace was the project manager and primary planner for the development of an updated Park & Trail System Plan for the City of New Brighton. Candace and the WSB design team worked with the numerous stakeholders and city to develop a visionary plan for making strategic improvements to parks and trails that was focused on providing better connectivity between areas currently separated by a major highway, planning for a comprehensive civic center campus and providing more balanced recreation opportunities for a broader user base.



Derek Schmidt, PE, DBIA

TRANSPORTATION LEAD

Derek has more than 22 years of experience in preliminary and final design of over 20 high profile interstate, trunk highway and major county road projects. He has the practical knowledge to brainstorm and develop concepts for all types of roadway corridors. Derek works across disciplines to incorporate full corridor needs in the layout development and alternatives analysis. In addition, Derek also co-developed and teaches MnDOT's internal Geometric Layout/Preliminary Design class. Derek has also led over 10 design charrette sessions on projects to help brainstorm ideas for solving the issues and engaging the stakeholders. Derek has been the design lead on ten level 1 staff approved layouts and many additional level 2 layouts.



Veronica Kubicek, PE

PROJECT ENGINEER

Veronica is a Project Engineer and has been working in the engineering field for over nine years. She has experience with plan design, preparation, and review. On her municipal projects, she has been responsible for coordinating with residents and providing construction administration support. She has also provided staff augmentation for MnDOT Central Office ADA and the City of Farmington. Veronica's experience working with and for public agencies has prepared her to assist communities with delivering daily engineering services.



Stephen Orehosky

PROJECT ENGINEER

Stephen has been a Graduate Engineer in the Land Development Group for over 4 years. Stephen has experience working on commercial and residential land development projects. His experience includes planning, design, and construction management. He has completed work in transportation, water resources, and utility design. He has experience completing site development plans, construction documents, and drainage reports for projects along the Front Range.



Jordan Gedrose, PLA

LANDSCAPE ARCHITECT

Jordan is a landscape architect with a passion to harmoniously integrate design into the natural environment. Throughout his career Jordan has worked with many communities to deliver visionary and achievable park master plan projects. He brings his conceptual, graphical, and technical expertise to projects including streetscapes, park and trail planning, playground design, and athletic complexes. Jordan is committed to collaborating with the client and providing thoughtful design input to create unique outdoor spaces and experiences. He has worked closely with communities throughout the public engagement process to understand the public's desires and concerns through in person events and online forums. Jordan looks forward to continuing to develop transformational projects that generate social, environmental, health, and quality of life benefits for communities.

Relevant Experience and References

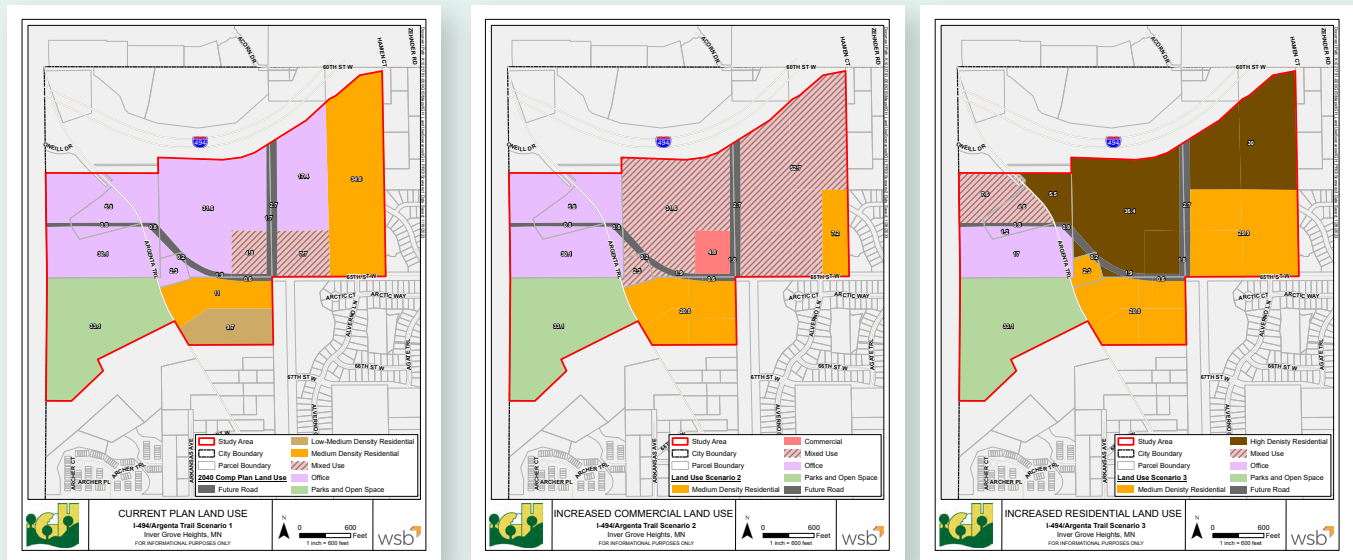


Argenta Trail/I-494 Interchange Process Evaluation

CLIENT: CITY OF INVER GROVE HEIGHTS

LOCATION: INVER GROVE HEIGHTS, MN

DURATION: NOV 2022 - FEB 2023



This project provided information to the Inver Grove Heights community about how they can successfully champion the installation of a freeway interchange by evaluating other communities' implementation strategies. WSB also provided information about the financial costs and benefits as well as the preservation of the right-of-way. The study evaluated potential partnerships with other agencies and presented differing land use development scenarios after the construction of the interchange construction. It also assessed the tax base impacts associated with each scenario.

KEY WSB STAFF: MONICA HEIL, KIM LINDQUIST, KLAY ECKLES

FEE: \$ 18,100

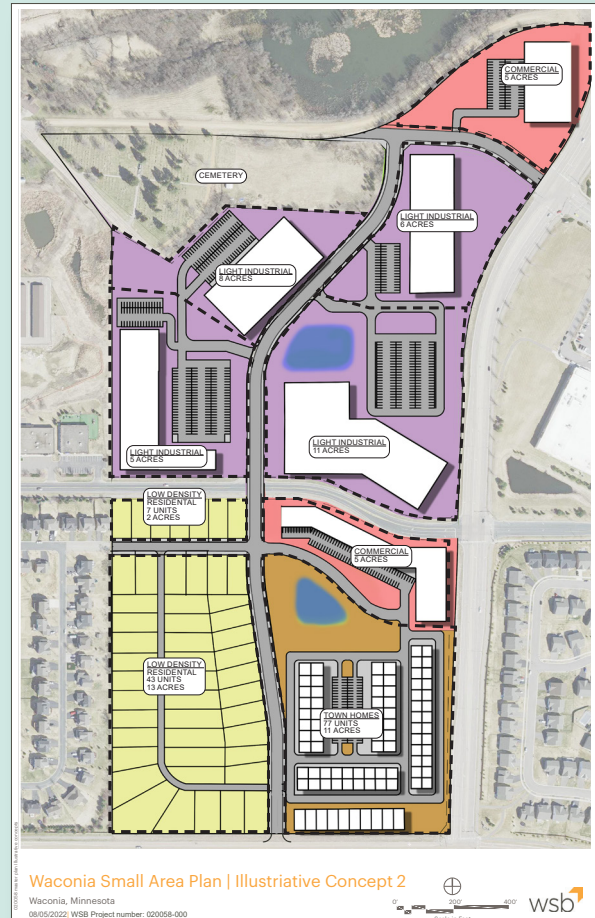
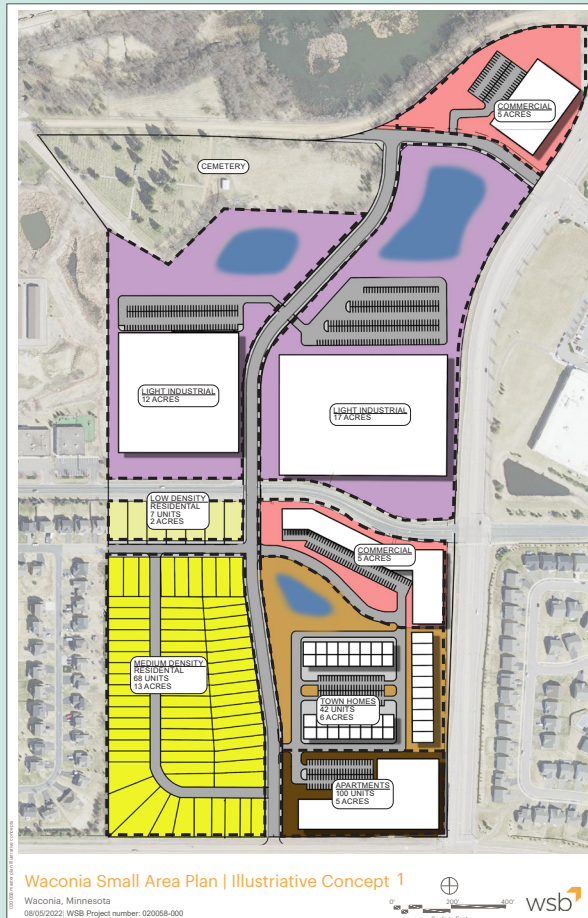
REFERENCE: HEATHER RAND | COMMUNITY DEVELOPMENT DIRECTOR | 8150 BARBARA AVENUE | INVER GROVE HEIGHTS, MN 55077 | 651.450.2546 | HRAND@IGHMN.GOV

Waconia Small Area Plan

CLIENT: CITY OF WACONIA

LOCATION: WACONIA, MN

DURATION: MAR 2022 - CURRENT



Creation of two different land use concept plans for an 80-acre property that will be annexed into the City of Waconia in the future. Land use recommendations were based upon the surrounding development pattern, community desires, and existing market conditions. Each land use plan was reviewed for impacts associated on the existing road network and utilities. New infrastructure, especially the internal road system, was also planned and analyzed. A neighborhood meeting was provided to gain community input on the two plans.

KEY WSB STAFF: KIM LINDQUIST, JIM GROMBERG, ERIK SEIBERLICH, JON CHRISTENSEN

COST: \$27,000

REFERENCE: SHANE FINERAN | CITY ADMINISTRATOR |
201 S. VINE STREET, WACONIA MN 55387 | 952.442.3100 |
SFINERAN@WACONIA.ORG

Trunk Highway 3 and 65th Street Intersection Improvements

CLIENT: CITY OF INVER GROVE HEIGHTS

LOCATION: INVER GROVE HEIGHTS, MN

DURATION: 2018 - 2019

The City of Inver Grove Heights had experienced significant development in recent years, especially in their Northwest Area. These developments have resulted in the need for a new east-west roadway that connected the developments. The main roadway that makes this connection is 65th Street. This is a new city street that will create a new intersection on Trunk Highway 3 between 70th Street and 60th Street.

WSB was retained by the City of Inver Grove Heights to complete the feasibility report and final design for the project. Following the completion and approval of the feasibility report WSB began final design of the 65th Street and TH 3 improvements. Nic Hentges was the project manager and lead designer for this project. As a part of the final design process Nic created a Level 2 layout for review and approval by the city and MnDOT. Nic and the WSB team coordinated closely with the MnDOT Layout Advisory Committee to create and refine the Level 2 layout and gain agency approval in a timely manner. In addition, Nic coordinated closely with utility companies on significant overhead relocation along TH 3. Nic and the WSB team worked with project stakeholders to address access concerns along TH 3 not only during construction, but also when construction was complete.

WSB also coordinated closely with MnDOT functional group staff of the full final design of the roadway, structural, and drainage items along the project. WSB also assisted the city in the acquisition of numerous easements throughout the project. WSB's Construction Materials Group performed all testing.

The final product involved the addition of left and right turn lanes on TH 3 to accommodate the new intersection with 65th Street. The project also included lowering the grade significantly on TH 3 to eliminate



vertical sight distance issues. The lowering of the grade on TH 4 resulted in the need for the design of significant retaining walls along both side of TH 3 and along the north side of 65th Street. The project also included constructing the new 65th Street to the east and west of TH 3 and accommodated a future multi-use trail along the east side of TH 3

WSB performed the construction staking, construction inspection, construction administration, and construction testing for this state aid project. Construction began on schedule and was completed ahead of schedule and under the low bid amount.

KEY WSB STAFF: NIC HENTGES, PETE HELDER, PAUL KYLE, EMILY DESCHEPPER, JOE CARLSON

COST: \$4M

REFERENCE: STEVE DODGE | ASSISTANT CITY ENGINEER
| INVER GROVE HEIGHTS | 651.450.2541 | SDODGE@
CI.INVER-GROVE-HEIGHTS.MN.US

Northwest Area Park System Planning

CLIENT: CITY OF INVER GROVE HEIGHTS

LOCATION: INVER GROVE HEIGHTS, MN

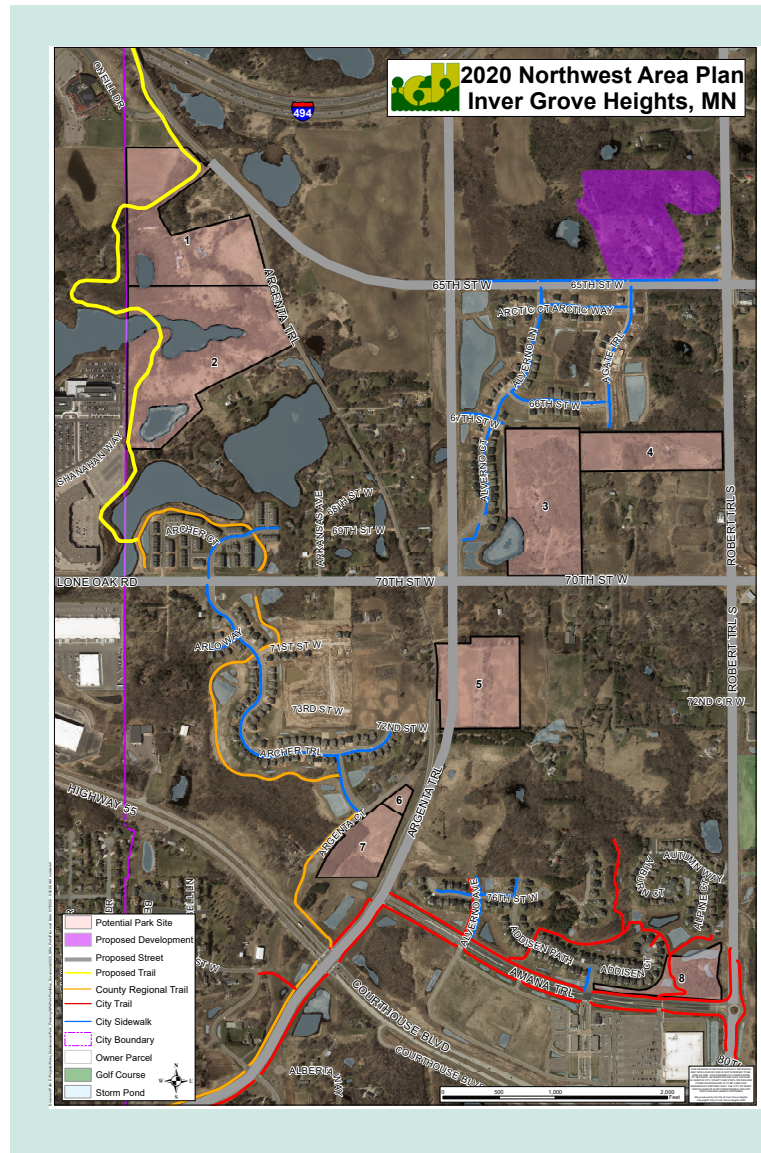
DURATION: JULY-SEPT 2020

Dating back to 2005, members of the Landscape Architecture group were involved with preliminary land use planning for the NW Area to identify potential future parks, trails and cultural landscapes. More recently, WSB developed preliminary study sketches for various parcels in the NW Area to aid the city in determining which parcels may be best suited for future park development.

KEY WSB STAFF: CANDACE AMBERG

COST: \$2,200

REFERENCE: ERIC CARLSON | PARK & RECREATION DIRECTOR | 8055 BARBARA AVENUE, INVER GROVE HEIGHTS, MN 55077 | 651.450.2587 | ECARLSON@INVERGROVEHEIGHTS.ORG



Proposed Schedule and Fee



Project Schedule

TASK NO. DESCRIPTION	2023					
	JUN	JUL	AUG	SEP	OCT	NOV
1 PROJECT SETUP	K					
2 ROADWAY ALIGNMENT SCENARIOS (3)						
3 PUBLIC ENGAGEMENT				O P	P	C C
4 IN DEPTH SCENARIO REVIEW (2 SCENARIOS)						
5 PARK AND TRAIL IMPACTS						
6 FINAL REPORT AND PLAN DOCUMENTS						F

KEY

 TASK DURATION

MEETINGS/OPEN HOUSES

- K** KICK OFF MEETING
- P** PUBLIC MEETING/OPEN HOUSE
- O** PROPERTY OWNER MEETING
- C** PC/CC MEETING

DELIVERABLE

F FINAL REPORT

Project Fee

TASKS	KIM LINDQUIST PROJECT MANGER	TARA KOHL, COMMUNITY PLANNER	DEREK SCHMIDT, SR PROJECT MGR	BRAD REIFSTECK, PROJECT OVERSIGHT	VERONICA KUBICEK, PROJECT ENGINEER	CANDACE AMBERG, SR LANDSCAPE ARCHITECT	ZACH HOUBORG, LANDSCAPE ARCHITECT	JORDAN GEDROSE, LANDSCAPE ARCHITECT	STEPHEN OREHOSKY, PROJECT ENGINEER	MIKE PHILLIPI, GIS SPECIALIST	YENG MOUA, GRAPHIC DESIGNER	TAYLOR REH, PMO ANALYST
TASK 1 PROJECT SET UP												
CONTRACT AND PROJECT SET UP	1.50											4.00
TOUR AND KICK-OFF MEETING WITH STAFF	5.00	5.00			5.00	5.00						
REVIEW ALL BACKGROUND INFORMATION	3.00	5.00		2.00	7.00	2.00						
TASK 2 ROADWAY ALIGNMENT SCENARIOS												
DESIGN 3 SCENARIOS (1 BEING 65TH STREET)			1.50	2.00	20.00				30.00			
REVIEW DEVELOPMENT/RESIDENTIAL DEVELOPMENT FOR EACH SCENARIO	7.00	5.00				6.00	22.00	10.00	17.00			
ASSESS UTILITY IMPACTS ON DEVELOPMENT SCENARIOS			2.00	2.00	10.00							
DEVELOPMENT PROJECTIONS FOR EACH SCENARIO		4.00										
COMMUNITY IMPACTS (POPULATION/HOUSEHOLD/ETC.	1.00	7.00										
TAX BASE ANALYSIS	4.00	5.00										
UTILITY CONNECTION FEES	1.00			2.00	3.00							
FISCAL ANALYSIS OF INFRASTRUCTURE DEBT			2.00	5.00								
TASK 3: PUBLIC ENGAGEMENT												
STUDY AREA/PROPERTY OWNER MTG	3.00	3.50			3.50							
PUBLIC OPEN HOUSE #1 3 DEVELOPMENT SCENARIOS	3.00	5.00			4.00							
PUBLIC OPEN HOUSE #2 2 SCENARIOS W/PRELIMINARY FINDINGS	3.00	5.00			4.00							
PLANNING COMMISSION PRESENTATION	4.00	2.00			4.00							
CITY COUNCIL PRESENTATION	4.00	2.00			4.00							
TASK 4: INDEPTH SCENARIO ANALYSIS (2 OPTIONS)												
ESTIMATED PUBLIC COSTS				2.00	5.00							
CONNECTOR QUALITY				2.00	5.00							
IMPACT ON FUTURE UTILITIY EXTENSION			1.00	2.00	5.00							
PROS AND CONS	3.00	4.00	1.00	2.00	2.00							
TASK 5: IMPACT ON PARKS AND TRAILS DEVELOPMENT												
ASSESS FUTURE PARK AND TRAIL CONNECTIONS	1.00					6.00						
TASK 6: FINAL REPORT AND PLAN DOCUMENTS												
FINAL ENGAGEMENT SUMMARY		7.00										
WRITTEN ANALYSIS	10.00	15.00			4.00	4.00						
FINAL PLAN DOCUMENTS	1.00		1.00	1.00	2.00							
FINALIZE PLAN	3.00	2.00								5.00	7.00	
TOTAL HOURS	56.50	73.00	8.50	22.00	84.00	23.00	22.00	10.00	47.00	5.00	7.00	4.00
HOURLY RATES	223	95	235	195	147	183	98	119	136	112.0	102	110
COST BY STAFF MEMBER	\$12,823	\$7,268	\$1,998	\$4,290	\$12,863	\$4,209	\$2,156	\$1,190	\$6,392	\$560	\$714	\$440
TOTAL PROJECT COST											\$54,901	

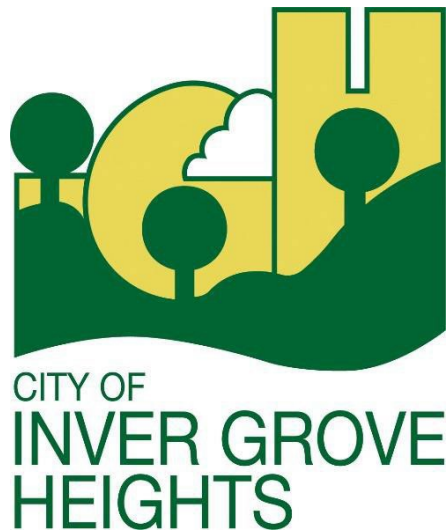
WSB appreciates the opportunity to provide Inver Grove Heights with this proposal.

As always, we are looking forward to working with you and your staff toward the completion of the project. Please feel free to contact us with any questions or comments that you have.

Forge ahead.



**REQUEST FOR PROPOSALS TO PROVIDE
PROFESSIONAL LAND USE AND
ENGINEERING PLANNING SERVICES TO
DEVELOP A SMALL AREA PLAN FOR NWA -
PROPOSED 65TH STREET.**



**CITY OF INVER GROVE HEIGHTS
MAY 2023**

INTRODUCTION

The City of Inver Grove Heights, MN, is soliciting professional service proposals for land use and engineering planning, including public process facilitation with stakeholders, for the purpose of developing a small area plan (SAP) to inform the future development of approximately 100 acres of privately owned land located within the city's Northwest Area (NWA).

The area to be studied has the following borders:

North - the city's 60th Street alignment, East - Babcock Trail, South - 70th Street, West - TH 3 (S. Robert Trail). A map of the shaded small area is attached to this RFP document as **Exhibit A-1**. A map of the small area with greater detail can be found in **Exhibit A-2**.

BACKGROUND

The long-planned extension of 65th Street east of Trunk Highway 3 as a collector street serving future development in the NWA of Inver Grove Heights has been the subject of much discussion and study in recent year in addition to being referenced in the city's comprehensive land use plans. The street is already in place to the west of TH 3 and to the east of Babcock Trail, but the connecting middle section remains unbuilt. Feasibility studies have estimated a high cost for this segment of the roadway, due to topographical challenges and a potential need for a bridge. Nearby residents have objected to the idea of connecting the roadway and expressed concerns regarding its impact on traffic and existing neighborhood feel. Concerns have also been raised regarding the environmental impacts of the roadway, most specifically as its development would require significant tree removal. At the same time, there continues to be development interest and inquiries regarding the surrounding land parcels owned by the private sector and this area is all located within the Metropolitan Urban Service Area (MUSA).

Key engineering and planning documents already created that the consulting team will need to review and become familiar with for this project are listed and hyperlinked in **Exhibit B**.

SCOPE OF WORK

In this SAP, the City seeks a detailed and quantifiable analysis of two development scenarios - one where 65th Street is extended as a collector street east of TH 3, and another where it is not. The SAP should delineate clear answers to the following questions:

1. What level of development / residential density can be supported if the proposed 65th Street extension is built as a collector street versus if an alternative street system is built to accommodate current and future needs for that area and the city? Both scenarios should reflect the fact that the study area falls within the MUSA boundary and must present reasonable concepts of development that flow with the surrounding development and the overall character of Inver Grove Heights.

2. How is the City's ability to extend municipal water and sewer service impacted by a decision to extend 65th Street versus a decision to develop this area with an alternative road network? How does already built and currently planned utility infrastructure and capacity inform and impact the potential of the two different development scenarios?
3. What are the likely impacts of the varying levels of development density on the community, including projected number of households, population growth, local school enrollments, property tax base, utility connection fees, and the impacts of such on city's already incurred utility infrastructure debt?
4. What would the estimated public costs of an alternative street and utility system be compared with cost estimates the City already has for build-out of 65th Street as a collector street? What street connections to existing local, County, and MnDOT roads would be necessary to facilitate access to parcels within the SAP boundaries? What limitations exist related to County and MnDOT access management policies? What impacts, if any, would not constructing 65th Street have on existing City comprehensive plans for sanitary sewer, watermain, and storm sewer utilities?
5. How do the two different scenarios impact the location and development of public green space in the area including future park and trail connections?

The selected consulting team will develop and implement a process to develop the small area plan including the review of pertinent data, plans, studies, necessary analysis, and conduct stakeholder engagement that will enable the creation of a plan that includes analysis and financial estimates for the two different development scenarios.

The selected consulting team will be expected to:

- Hold a kick-off meeting with City staff and participate in a site visit to the area with City staff.
- Hold at least one public outreach meeting with local stakeholders and small area plan property owners to discuss the proposed 65th Street preliminary design layout and potential costs, in addition to sharing other preliminary SAP findings, and then incorporate and/or note their feedback in the final SAP Report.
- Make separate presentations of the SAP Report to the City's Planning Commission and to the City Council.

PROPOSAL INSTRUCTIONS/SCHEDULE

Please direct all responses, questions, and correspondence to:

Heather Rand, Community Development Director
City of Inver Grove Heights
8150 Barbara, MN 55077 PH: 651.450.2546
hrand@ighmn.gov

It is anticipated that a consulting contract will be awarded by the City and executed for work to commence on or before June 15, 2023, with work to be completed on or before November 15, 2023. Please refer to Exhibit C for the IGH Professional Services Agreement contract format.

Written proposals should be submitted electronically to: Heather Rand, Community Development Director, City of Inver Grove Heights, at hrend@ighmn.gov on or before 5:00 pm on Monday, June 5, 2023, for consideration.

PROPOSAL OUTLINE

Written proposals should include the following:

- A. **Project Approach** – The proposal shall reflect the consultant’s understanding of the project and address how the scope of work will be accomplished including the process that will be deployed, the timeline for objectives within the process, and an explanation of the product deliverables such as progress reports to city/staff, public meetings, and the final small area plan report and presentation the consultant will make at a public meeting to the city's planning commission, and also to the city council. The approach should delineate expectations on the roles of the city, other stakeholders, and that of the consulting team, as they relate to the process and plan completion. Examples of the proposed timeline for data collection and analysis and the anticipated level of detail in the final report should be addressed in the proposal. It is very important that the consultant team utilize recent planning and engineering studies and other data that the City can make available, to ensure consistency with past studies and to provide efficiency.
- B. **Project Consultant Team** – The proposal shall contain the names of key consultant team members and a description of their roles and responsibilities for completing the scope of work. Please attach biographical resumes highlighting expert capacities, credentials, and relevant experience.
- C. **Relevant Experience** – The proposal shall contain information pertaining to the team’s relevant experience undertaking and successfully completing similar small area plans for municipalities located in Minnesota.
- D. **Consultant Team Capacity** – The proposal shall describe the consultant team’s resources including size of firm, current workload, ability, and willingness to commit the key personnel necessary to complete the small area plan before November 15, 2023.
- E. **References** – The proposal shall contain references and the dates of recently performed small area planning work within the state of Minnesota.

- F. **Identification of Potential Conflicts of Interest** – The proposal shall contain a statement that speaks to any potential clients from the last 5 years that may pose a conflict of interest for the small area planning work to be completed.
- G. **Costs** – The proposal shall include a “not to exceed” cost for the work to be performed over a 5-month period, and a schedule of the billing rates for the key consultant team members. Expected reimbursables to be made by the city should also clearly be outlined.

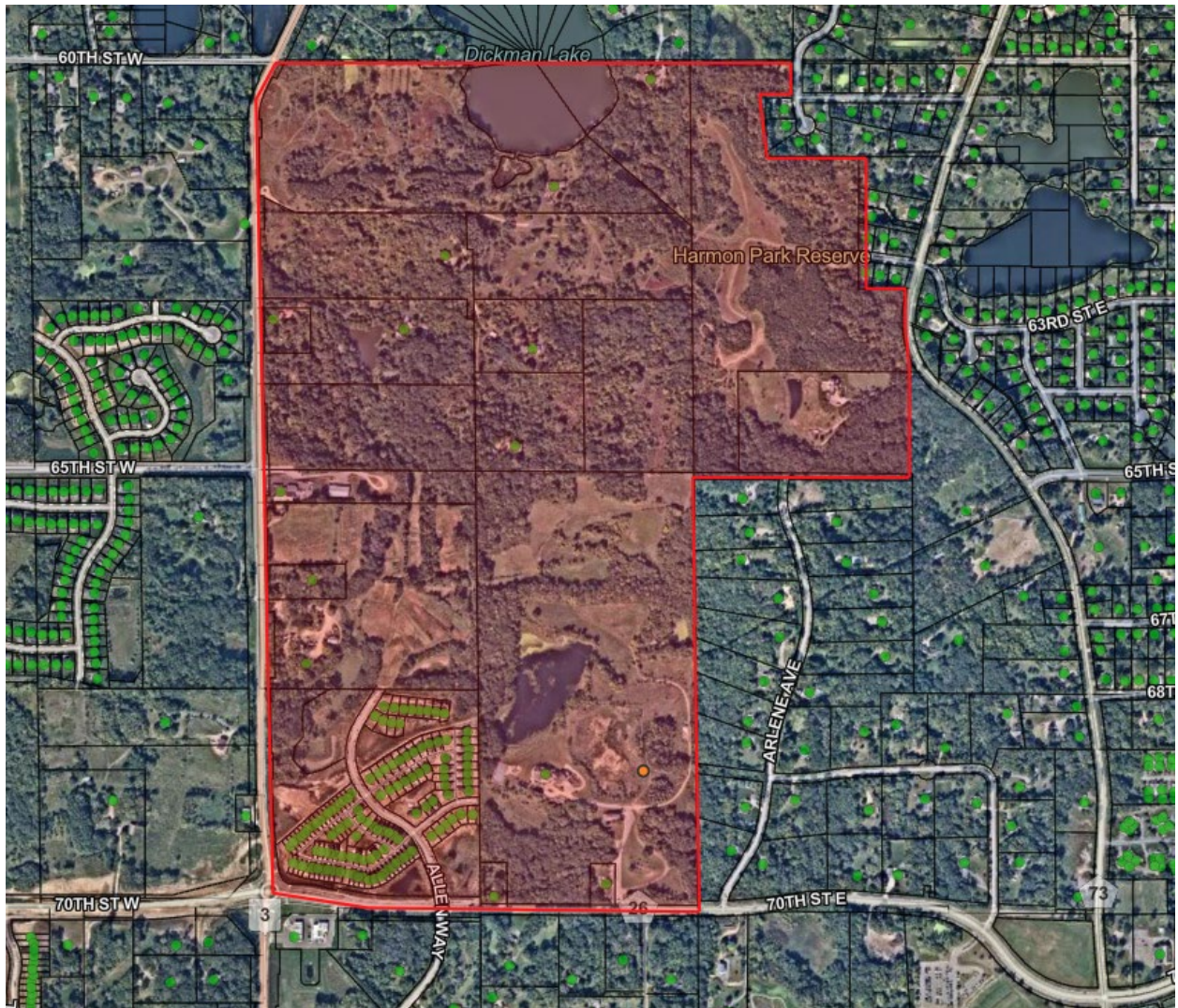
SELECTION OF CONSULTANTS

- A. **Process and Schedule** – City staff will review proposals and make a formal recommendation on consultant selection to the City Council for their consideration on or about June 12, 2023. A contract will be let shortly thereafter so that work may commence on or around June 15, 2023. The IGH Professional Services Agreement to be utilized as the contract format is attached in **Exhibit C**.
- B. **Evaluation Criteria** – Proposals will be evaluated by criteria including, but not necessarily limited to the following:
- Qualifications and expertise of consultant and other team members.
 - Experience of both the consultant firm, team, and project leadership, including examples of demonstrated ability to perform in a similar professional capacity successfully.
 - Relevance and suitability of the project approach to the city’s needs.
 - Familiarity with recent and relevant planning and engineering studies and best land use and transportation planning practices.
 - Cost of consulting services.
 - Conciseness, clarity, and organization of the proposal.
 - Lack of potential conflicts of interest.
 - Ability to lead and work positively with city staff, elected and appointed officials and members of the public to complete the scope of work effectively.

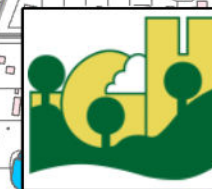
The City of Inver Grove Heights, Minnesota, reserves the right to reject all proposals received as a result of this RFP solicitation.

Exhibit A - 1

Please find the 65th Street Area Small Area Plan noted below as shaded in red area.

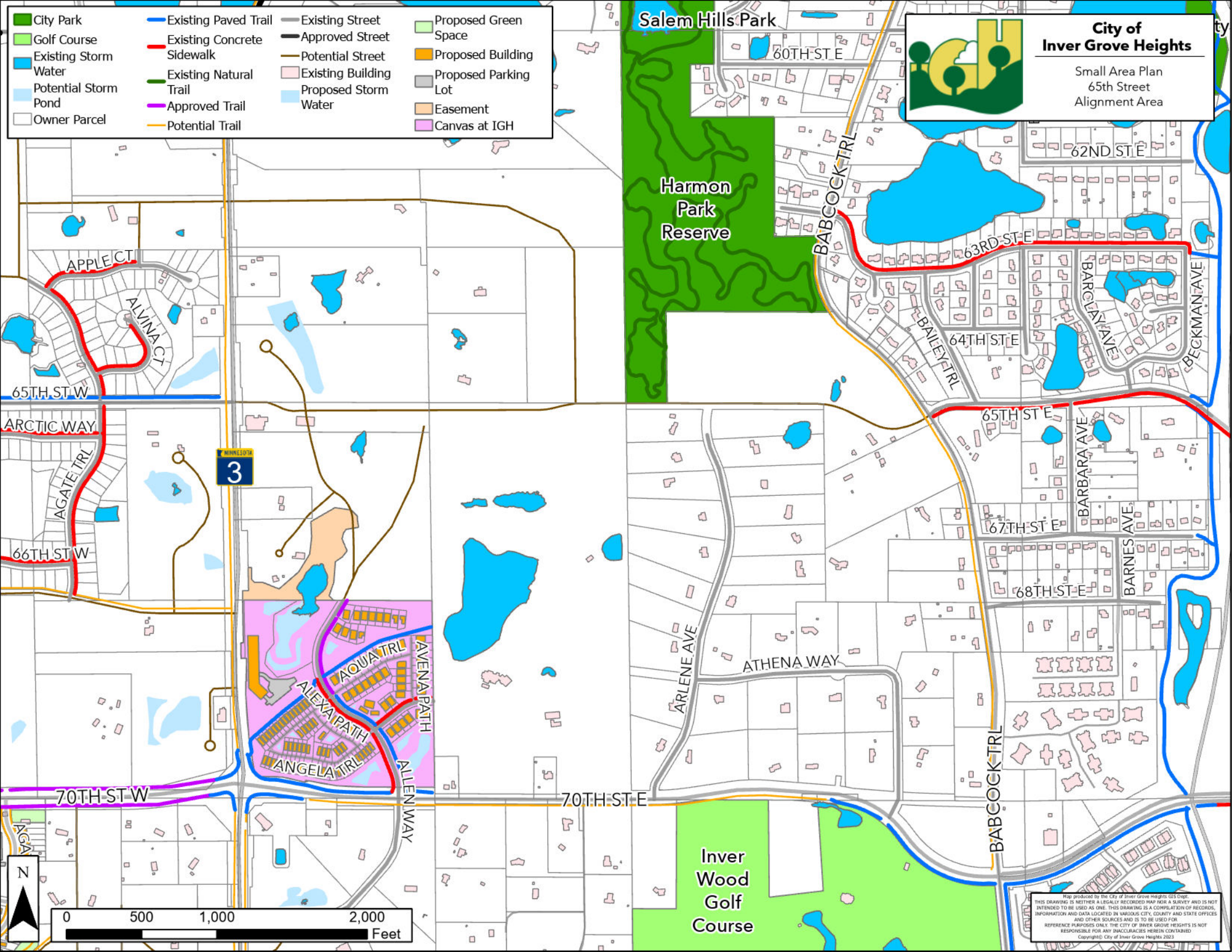


- | | | | |
|----------------------|----------------------------|----------------------|----------------------|
| City Park | Existing Paved Trail | Existing Street | Proposed Green Space |
| Golf Course | Existing Concrete Sidewalk | Approved Street | Proposed Building |
| Existing Storm Water | Existing Natural Trail | Potential Street | Proposed Parking Lot |
| Potential Storm Pond | Approved Trail | Existing Building | Easement |
| Owner Parcel | Potential Trail | Proposed Storm Water | Canvas at IGH |



**City of
Inver Grove Heights**

Small Area Plan
65th Street
Alignment Area



THIS DRAWING IS THE PROPERTY OF THE CITY OF INVER GROVE HEIGHTS. IT IS NOT TO BE USED FOR ANY PURPOSES OTHER THAN THE ONE FOR WHICH IT WAS PREPARED. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED. Copyright © City of Inver Grove Heights 2023

EXHIBIT B

Consultant Team will be required to review and familiarize themselves with the following City of Inver Grove Heights Planning and Engineering documents to guide the Small Area Plan:

- [Dakota County Regional Roadway System Visioning Study](#) (2010, Updated 2022)
- [Northwest Area Collector Street Plan](#) (2012)
- [65th Street Extension - Feasibility/Design Report](#) (2022)
- [NWA Trunk Utilities - North Robert District Sanitary Sewer Preliminary Engineering Report](#) (2017)
- [NWA Stormwater Management Manual](#) (2006)
- [NWA Water System Study](#) (2017)
- [Northwest Area Alternative Urban Areawide Review](#) (2020)
- [2040 Comprehensive Plan](#)

EXHIBIT C
CITY OF INVER GROVE HEIGHTS
PROFESSIONAL SERVICES AGREEMENT

PROJECT NAME & CITY PROJECT NO

This **PROFESSIONAL SERVICES AGREEMENT** (Agreement) is entered into this [redacted] day of [redacted], 20[redacted], by and between the City of Inver Grove Heights, a Minnesota municipal corporation, (City) and [redacted], a [redacted] (Consultant).

WHEREAS, the City has accepted the proposal of the Consultant for certain professional services as described in **Exhibit A**; and

WHEREAS, Consultant desires to perform the Services for the City under the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual consideration contained herein, it is hereby agreed by City and Consultant as follows:

1. **Term of Agreement**. This Agreement shall be in effect from the date of execution by all parties and shall continue until the time identified in **Exhibit A: Scope of Services**, **unless terminated earlier in accordance with the terms of this Agreement**. The Term of this Agreement may be extended upon the written mutual consent of the parties for such additional period as they deem appropriate upon the same terms and conditions as herein stated.

2. **Scope of Services**. City hereby agrees to engage Consultant as an Independent Contractor for the purposes of performing all of the services and supplying the goods (if any) set forth in the attached **Exhibit A: Scope of Services**.

3. **Time is of the Essence**. This Agreement is made in anticipation of conditions permitting continuous and orderly progress through completion of work as detailed in the Scope of Services and the Consultant's Proposal. Times for performance shall be extended as necessary for delays or suspensions due to circumstances outside the reasonable control of the Consultant. Notwithstanding any other provision of this Agreement, the Consultant shall not have liability for or be deemed in breach because of delays caused by any factor outside of its reasonable control, including but not limited to natural disasters, adverse weather, or acts of the City, third parties, or governmental agencies.

4. **Contract Documents**. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole, as the contract between the City and Consultant:

- A. This Professional Services Agreement.
- B. Request for Proposals, Dated [redacted]
- C. Consultant's Proposal dated [redacted] (Proposal)

In the event of a conflict among the provisions of the Contract Documents, the terms of this Professional Services Agreement shall control in resolving any such conflict within the Contract Documents.

5. **Compensation.** The City shall pay the Consultant and the Consultant shall accept as payment for performance of the Services described in the Scope of Services the fee(s) as described on **Exhibit B: Schedule of Payment and Fee Schedule**. The total contract amount listed on **Exhibit B: Schedule of Payment and Fee Schedule** is inclusive of reimbursables, taxes, and all other charges (the "Fee"). Unless the City has agreed to pay the Consultant on an hourly basis, this Fee shall not be adjusted if the estimated hours to perform a task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall submit itemized bills for the Services provided to the City on a monthly basis. Prior to payment, Consultant will submit evidence that all payrolls, materials bills, subcontractors, and other indebtedness connected with the Services have been paid as may be required by the City. Bills submitted to the City shall be paid in the same manner as other claims made to the City. The Fees for Professional Services shall be as specified in the attached **Exhibit B: Schedule of Payment and Fee Schedule**, or as specified in a supplemental agreement or work order approved in writing by the City. The Consultant may update its fee schedule annually by providing the City with its revised fee schedule.

6. **Change Orders.** Any changes to the Scope of Services shall require prior written approval by the authorized representative of the City or by the City Council. The City will not pay additional compensation for Services that do not have prior written authorization.

7. **Compliance with Laws and Regulations.** In providing Services hereunder, Consultant shall abide by all laws, regulations, statutes, ordinances, and rules pertaining to the provisions of the Services to be provided to the City.

8. **Standard of Care.** Consultant represents that it has the requisite training, skills, and experience necessary to provide the Services, and is appropriately licensed and has obtained all permits from all applicable agencies and governmental entities. Consultant shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a professional consultant under similar circumstances.

9. **Indemnification.** The Consultant agrees, to the fullest extent permitted by law, to defend, indemnify and hold the City harmless from any damage, liability, or cost (including reasonable attorney's fees and cost of defense) to the extent caused by the Consultant's negligent acts, errors, or omissions in the performance of the professional services under this Agreement and those of his or her subcontractors or anyone for whom the Consultant is liable. No supplemental agreement, work order, or Authorization to Proceed under this Agreement may reduce or limit this obligation.

10. **Insurance.** Unless more specific insurance provisions are listed in the Scope of Services, the following will apply. At all times during its performance under this Agreement, Consultant will obtain and keep in force the following types of insurance in the following amounts:

- i. Commercial General Liability. Consultant will obtain and keep Commercial General Liability insurance including coverage for bodily injury and property damage with limits not less than \$1,000,000 each occurrence and \$2,000,000 annual aggregate.
- ii. Automobile Liability. Consultant will obtain and keep Automobile Liability insurance with a minimum limit of not less than \$1,000,000 per occurrence, Combined Single Limit for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles, as applicable.
- iii. Professional Liability/Errors & Omissions. Consultant will obtain and keep Professional Liability/Errors & Omissions insurance with a limit of not less than \$1,000,000 per claim/occurrence and \$2,000,000 annual aggregate for damages caused by error, omission or negligent acts related to any professional services to be provided under this Agreement. If written on a claims-made basis, the professional liability insurance will be maintained for a period of not less than two (2) years following the expiration or termination of this Agreement.
- iv. Workers' Compensation/Employers Liability. Consultant will obtain and keep Workers' Compensation insurance as required by statute and Employers Liability insurance with limits not less than \$1,000,000 each accident, \$1,000,000 disease – each employee, \$1,000,000 disease – policy limit.

These insurance policies are to be issued by an insurance company authorized to do business in the State of Minnesota with an A.M. Best rating of A- or better. City shall be included as an additional insured for General Liability, Automobile Liability, and any Umbrella/Excess Liability policy. Limit requirements may be met through combination of Primary and Umbrella/Excess insurance. All such policies will provide for thirty (30) days' written notice to the City prior to cancellation or non-renewal or ten (10) days' written notice for non-payment of premium. Consultant's insurance must be primary and non-contributory with regard to any insurance or self-insurance maintained by the City. Consultant and its insurers waive all rights of subrogation against the City. A Certificate of Insurance evidencing the requirements contained in this clause must be provided prior to the commencement of the Services and annually thereafter as dictated by the terms of the Certificate of Insurance.

11. Independent Contractor. The City hereby retains Consultant as an Independent Contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work outlined in the Scope of Services. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, Workers' Compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

12. Subcontractors. Consultant shall not enter into any subcontracts for Services provided under this Agreement without the express written consent of the City. Consultant shall

comply with the provisions of Minnesota Statutes § 471.425. Consultant must pay subcontractor for all undisputed services provided by subcontractor within ten (10) days of Consultant's receipt of payment from the City. Consultant must pay interest of 1.5% (one and one-half percent) per month or any part of a month to subcontractor on any undisputed amount not paid on time to subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.

13. Minnesota Government Data Practices Act. Pursuant to Minnesota Statutes, § 13.05, subd. 11, all of the data created, collected, received, stored, used, maintained, or disseminated by Consultant in performing the functions of the City while performing the Services are subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and Consultant must comply with the Minnesota Government Data Practices Act as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data created, collected, received, stored, used, maintained, or disseminated by Consultant pursuant to this Agreement. Consultant is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes, Section 13.08, as if it were a government entity. In the event Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant's officers', agents', partners', employees', assignees', or subcontractors' unlawful disclosure and or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

14. Intellectual Property Rights.

A. Intellectual Property Rights of City. City owns all rights, title, and interest in all the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this Agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by the Consultant, its employees, agents and subcontractors, either individually or jointly with others in the performance of this Agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Consultant, its employees, agents, or subcontractors, in the performance of this Agreement. Documents will be the exclusive property of the City and the Consultant must immediately return all such Documents to the City upon completion or cancellation of this Agreement. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire". The Consultant assigns all right, title, and interest it may have in the Works and the Documents to the City. The

Consultant must, at the request of the City, execute all papers and perform all other acts necessary to transfer or record the City's ownership interest in the Works and Documents.

B. Intellectual Property Rights of Consultant. The Consultant retains title and interest in all its standard details, plans, specifications, and engineering computation documents ("Previously Created Works and Documents"), whether in written or electronic form, which have been incorporated into the Works and Documents, but which were developed by the Consultant independent of this Agreement. The Consultant issues to the City a royalty-free, nonexclusive, and irrevocable license to use the Previously Created Works and Documents.

C. Notification. Whenever the Consultant reasonably believes it, or its employees or subcontractors has made an invention, improvement, or discovery (whether or not patentable) in the performance of this Agreement, and has or actually or constructively reduced it to practice, the Consultant will immediately give the City's authorized representative written notice thereof and must promptly furnish the City's authorized representative with complete information and/or disclosure thereon.

D. Representation. The Consultant must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents created and paid for under this Agreement are the sole property of the City and that neither the Consultant nor its employees, agents or subcontractors retain any interest in and to the Works and Documents created and paid for under this Agreement, except that the Consultant need not obtain patents, copyrights or trademarks. The Consultant represents that the Works and Documents created and paid for under this Agreement do not and will not infringe upon any intellectual property rights of other persons or entities. The Consultant will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the City, at the Consultant's expense, from any action or claim brought against the City to the extent that it is based on a claim that all or part of the Works or Documents created and paid for under this Agreement infringe upon the intellectual property rights of others. The Consultant will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages including but not limited to reasonable attorney fees. If such a claim or action arises, or in the Consultant's or the City's opinion is likely to arise, the Consultant must, at the City's discretion, either procure for the City the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents created and paid for under this Agreement as necessary and appropriate to obviate the infringement claim. This remedy of the City will be in addition to and not exclusive of other remedies provided by law. This Article does not apply to Consultant's Previously Created Works and Documents as described in 14.B.

E. City's Reuse of Works and Documents. If the Works and Documents created and paid for under this Agreement are engineering plans, specifications or recommendations requiring the certification of a licensed professional engineer, the City acknowledges that such plans, specifications, and recommendations have been created solely for the specific

project covered by this Agreement and may not be suitable for reuse on other projects. There will be no restriction on reuse of the Works and Documents created and paid for under this Agreement but reuse without the written verification or adaptation by the Consultant will be done at City's sole risk and without liability to the Consultant.

15. Equal Opportunity and Non-Discrimination. Consultant agrees to comply with applicable provisions of all applicable federal, state, and city laws, regulations, statutes, and ordinances pertaining to the civil rights and non-discrimination in the application for and employment of applicants for employment, employees, subcontractors and suppliers of the Consultant.

16. Assignment. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

17. Waiver. Any waiver by either City or Consultant of any breach of this Agreement shall be in writing. No waiver by a party of any default or nonperformance will be deemed a waiver of any subsequent default or nonperformance.

18. Notices. Any notice required under this agreement shall be sent to the parties as follows:

City: City of Inver Grove Heights
Attention: Community Development Director
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Consultant:

19. Termination. This Agreement may be terminated by either party upon thirty (30) days written notice delivered to the other party at the address listed in Section 18 of this Agreement. Upon Termination, if there is no default by Consultant, Consultant shall be paid for Services rendered and reimbursable expenses until the effective date of Termination. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have fifteen (15) calendar days from the date of Termination notice to cure or to submit a plan for cure that is acceptable to the other part.

20. Controlling Law/Venue. The City and Consultant agree to negotiate all disputes related to this Agreement in good faith for a period of thirty (30) days from the date of the notice of dispute prior to proceeding to file a lawsuit regarding the dispute. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Dakota County.

21. Entire Agreement. The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

**[THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK
SIGNATURES TO FOLLOW]**

In witness whereof, Consultant and City and caused this Agreement to be executed on their behalf by the proper officers.

Date: _____, 20____

CITY OF INVER GROVE HEIGHTS

BY: _____

Brenda Dietrich, Mayor

ATTEST: _____

Rebecca Kiernan, City Clerk

CONSULTANT

Dated: _____, 20____

By: _____

Its: _____

EXHIBIT A
SCOPE OF SERVICES

SAMPLE

EXHIBIT B
SCHEDULE OF PAYMENT AND FEE SCHEDULE

SAMPLE