



**Inver Grove Heights City Council**  
**Monday, September 11, 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](mailto:rkiernan@ighmn.gov)). Comments received prior to 4:00 p.m. on Monday, September 11, 2023, will be provided to the Council at or before the September 11, 2023 meeting.

**1. Call to Order**

**2. Roll Call**

**3. Presentations**

- A. Proclamation Congratulating the River Heights Chamber of Commerce on their 120th Anniversary

**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 August 14, 2023 City Council Meeting
- B. Approval of Disbursements
- C. Personnel Actions
- D. Approval of New Massage Business and Therapist License
- E. Renewal of Rubbish Hauler License
- F. Resolution Accepting Work and Approving Final Contractor Payment for City Project No. 2023- 09A – Crack Seal
- G. Resolution Accepting Work and Approving Final Contractor Payment for City Project No. 2023- 09B – Seal Coat
- H. Resolution Accepting Work and Approving Final Contractor Payment for City Project No. 2020-12 - Argenta Trail Drainage
- I. Resolution Awarding Contract and Approving Budget for City Project No. 2023-18 - South Grove Ultra Thin Bonded Wear Course
- J. Resolution Approving Contract with AE2S, LLC for Citywide Lead Service Line Inventory (City Project No. 2023-17)
- K. Resolution Approving Submission of Public Comments on the Metropolitan Solid Waste Management Policy Plan 2022-2042
- L. Resolution Approving Natural Resource Management Plan for Seidls Lake Park



- M. Authorization to Submit CVB Grant Application for 2024 Recovery Grant From Explore MN
- N. Order Assessment Hearings, Declare Costs to be Assessed, and Order Preparation of Proposed Assessments for 2023 Pavement Management Projects 2022-09 I, J and L.
- O. Resolution Authorizing Release of Non-Public Appraisal Data

5. **Public Hearing**

6. **Regular Business**

- A. Adoption of Preliminary 2024 Budgets & Tax Levy for Taxes Payable 2024
- B. Second Reading of Ordinance Amending Snow Removal Provisions of the City Code
- C. Comprehensive Plan Amendment for Outlot D, Argenta Hills
- D. Third Reading of Interim Ordinance Temporarily Prohibiting the Establishment and Operation of Cannabis Businesses within the City
- E. Third Reading of Ordinance Prohibiting Cannabis and Tobacco Smoking and Vaping In Public Places
- F. Closed Session Pursuant to Minn. Stat. Sec. 13D.05, subd. (3)(c)(3)

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](mailto:rkiernan@ighmn.gov).



# ***PROCLAMATION***

## ***Congratulating the River Heights Chamber of Commerce on their 120<sup>th</sup> Anniversary***

WHEREAS, the River Heights Chamber of Commerce works with local businesses, merchants, and industry to advance the civic, economic, industrial, professional, and cultural life of the cities of Inver Grove Heights and South St. Paul; and

WHEREAS, 2023 marks the 120<sup>th</sup> Anniversary of the River Heights Chamber of Commerce, which shares a rich history with the communities it serves and which was founded back in the days of the old Rock Island Swing Bridge and the meatpacking plants along the Mississippi River; and

WHEREAS, the mission of the River Heights Chamber of Commerce is to foster and promote the interests of the local business community through advocacy, partnership, member services, networking events, and educational and workforce seminars and resources; and

WHEREAS, the River Heights Chamber of Commerce is supported by the financial and volunteer resources of businesses located and operating in the cities it serves;

**NOW, THEREFORE, BE IT PROCLAIMED** that the City Council of the City of Inver Grove Heights, Minnesota extends its sincere congratulations to the River Heights Chamber of Commerce on the remarkable accomplishment of its 120<sup>th</sup> Anniversary and thanks them for their valuable contributions to the business and civic life of our community.

**PROCLAIMED** this 11<sup>th</sup> day of September, 2023.

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Brenda Dietrich, Mayor

**INVER GROVE HEIGHTS CITY COUNCIL MEETING  
MONDAY, AUGUST 14, 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, August 14, 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, T’Kach, Scales; City Administrator Wilson, City Attorney McCauley Nason, City Clerk Kiernan, Public Works Director Connolly, Finance Director Hove, Assistant Finance Director Hosszu, Parks and Recreation Director Lares, City Engineer Merchlewicz, Communications Manager Looze, Recreation Superintendent Dorshak, Golf Course Club House Superintendent Moynihan, Utilities Superintendent Kramer, Street Maintenance Superintendent Underdahl  
Also Present: Ryan Capelle, Project Manager, Stantec, Brian Lintgen, Lead Process Engineer, Stantec

Mayor Dietrich noted that Agenda Item 6B. Grace Church Comprehensive Plan Amendment, has been postponed. Updates will be provided via the city website.

**3. PRESENTATIONS:**

**4. CONSENT AGENDA:**

- A.** Minutes of the July 10, 2023 City Council Meeting
- B.** Minutes of the July 17, 2023 City Council Work Session
- C.** Approval of Disbursements **Resolution 2023-170**
- D.** Personnel Actions
- E.** Ice Usage Agreement with Premier Skating Academy
- F.** Marketing Contract for Inver Wood Golf Course Anniversary Membership Campaign
- G. Resolution 2023-171** Accepting Work, Authorizing Final Payment, and Closing the Contract for City Project No. 2021-09D
- H.** Cost Participation Agreement with BFI Waste Systems for 117th Street Sanitary Sewer Design (City Project No. 2016-17)
- I. Resolution 2023-172** Electing to Confirm Statutory Tort Limits for Liability Insurance Purposes
- J. Resolution 2023-173** Accepting \$2,000 in Donations for Fire & Police Departments
- K. Resolution 2023-174** Amending 2023 Fee Schedule
- L.** Approval of Massage Business License and Two Therapist Licenses
- M.** Revised Temporary 4-Day On-Sale Liquor License for Twin Cities Goodtime Softball League

**Motion by Scales, second by T’Kach, to approve the Consent Agenda as presented.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**5. PUBLIC HEARING:**

**A. Temporary 1-Day On-Sale Liquor License for Inver Grove Brewing**

City Clerk Rebecca Kiernan presented a Temporary 1-Day On-Sale Liquor License for Inver Grove Brewing to be able to sell alcohol at the Rich Valley Athletic Complex as a part of the August 17<sup>th</sup> City Food Truck Event. Inver Grove Brewing has a full on-sale liquor license with the city. Staff has reviewed the application and find it to be complete and in compliance with all requirements. Staff recommends holding the public hearing and approving the application as presented.

**Motion by Gliva, second by T’Kach, to close the public hearing at 6:03PM**

**Ayes: 5**

**Nays: 0      Motion carried.**

**Motion by Murphy, second by Gliva, to approve a Temporary 1-Day On-Sale Liquor License for Inver Grove Brewing.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**B. Interim Ordinance Temporarily Prohibiting the Establishment and Operation of Cannabis Businesses within the City. Resolution 2023-175**

City Attorney Bridget McCauley Nason presented an Interim Ordinance prohibiting the establishment or operation of a cannabis business within the city until January 1, 2025, or until such earlier date as the Council may rescind this interim ordinance. Background:

- In 2022, the Legislature legalized the sale and consumption of hemp-derived cannabinoids
- This allowed edibles, beverages, and topical products containing limited amounts of THC
- No state licensing structure was established
- In 2023, the Legislature enacted Chapter 342, the Regulation of Adult Use Cannabis
- This creates uniformity across the state related to the use, sale, and licensing of adult cannabis products
- Legislation created the Office of Cannabis Management (OCM) which is tasked with developing, maintaining, and enforcing an organized system of regulation for the cannabis industry and the hemp consumer industry
- OCM is authorized to issue licenses for cultivators, manufacturers, distributors, and retailers from seed to sale
- Cities are prohibited from issuing licenses to cannabis businesses

This interim ordinance does not impact:

- Edible cannabinoid products (lower potency hemp edibles)
- These are products that may be seen at restaurants, convenience stores, smoke shops, breweries, or other places

What would be impacted by this interim ordinance:

- Anything that falls under the definition of a cannabis business
  - There are 14 different types of cannabis businesses defined within State Statute

The city role in regulation is limited by statute

- The city is authorized to issue registrations to cannabis businesses
- Conduct compliance checks
- Provide information to the OCM regarding zoning approval and feedback
- Collect a statutorily defined registration fee
- Receive some of the tax revenue generated from cannabis businesses

Legislative Details:

- Local control for cannabis businesses is limited
- City can adopt reasonable time, place, and manner restrictions on the operation of cannabis businesses
  - Includes prohibiting the operation of a cannabis business within 1,000 feet of a school, 500 feet of a daycare, residential treatment facility, or attraction in a park commonly used by minors
- Can limit the number of licensed cannabis retailers and other businesses with retail operations within the city based on population

The city has not taken action yet because this legislation is new, recently enacted. At this time, the city can consider an interim ordinance. A moratorium can be adopted for a longer time than is typically allowed per state statute.

Other cities:

- Are looking to adopt an interim ordinance
- Directing staff to complete a study regarding appropriate restrictions the Council may wish to consider imposing on these types of businesses
- This provides cities an opportunity to review model regulations from OCM, LMNC, and other cities
- Adoption of an interim ordinance/moratorium gives the city enough time to prepare and adopt their own regulations prior to issuance of licenses by the OCM
  - These licenses will not be issued until sometime in 2025

Council Options:

- Take No Action

- Means no licensed business would show up to the city because no business can get a license yet.
- The city's ability to regulate these types of businesses may be impacted depending on the timing of when the city might adopt regulations and when OCM might begin to issue licenses.
- Adopt Interim Ordinance
  - Directs staff to complete the study
  - Gives the city the opportunity to adopt local regulations prior to the time licenses would be issued by the OCM
- Continuation
  - If Council would like further information before taking action on the interim ordinance

Requested Council Action:

1. Hold a public hearing
2. Consider adoption of the interim ordinance
3. If the entire Council concurs, could consider a waiver of the three-reading requirement
4. If the ordinance is approved and adopted, Council would consider approval of a summary publication resolution

Councilmember Murphy referenced Section 6, Exceptions, and the summary publication, and asked if the state has a definition of the potency level and if not if that should be included.

City Attorney McCauley Nason replied a statute adopted last year defined edible cannabinoid products. There is a limit based on the THC concentration. That statute was amended by the legislation and is set to sunset. At the same time Chapter 342 will begin and includes definitions relating to edible cannabinoid products. There are licenses that will eventually be issued to retailers of low potency hemp edible products. Until that takes over, they are not considered a licensed cannabis business. There is a licensing piece but are not considered a cannabis business under the new statute.

Councilmember Murphy asked what the current potency is and what it is changing to.

City Attorney McCauley Nason replied for hemp edibles it was either .5 or 5%. It will not be changing. The difference would be if buying full potency products, those have a much higher concentration of THC.

Councilmember T'Kach referenced economic development in the city and asked if other cities do not adopt a moratorium, if they would have a competitive advantage to Inver Grove Heights if people want to get businesses started.

City Attorney McCauley Nason replied it was possible in theory. Knowing OCM is not going to be issuing licenses until 2025, there is time for regulation to occur. As draft regulations from OCM come up, most cities would be looking at them in a similar timeframe. It makes sense to see what state agencies see as reasonable time, place, and manner regulations. She mentioned that the city has the right to walk back the interim ordinance. If adopting, it is recommended adopting through its latest date of January 1, 2025. If the city adopts regulations in 2024, the Council can rescind this earlier.

Mayor Dietrich mentioned she spoke with public safety; this seems like a good idea. The city does not have all provisions in place for them to be successful in monitoring this.

**Motion by Scales, second by Gliva, to close the public hearing at 6:17PM.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**Motion by Murphy to approve summary publication of the ordinance.**

City Administrator Wilson clarified that the first motion would be to waive the three readings. It needs to be unanimous. If that passes, there would be a motion made to adopt the ordinance. If that passes, a motion would be made for summary publication.

**Motion by Murphy, second by Gliva, to waive the three readings.**

**Ayes: 4**

**Nays: 1 (T'Kach)      Motion failed.**

**Motion by T’Kach, second by Gliva, to approve the First Reading of an Interim Ordinance Temporarily Prohibiting the Establishment and Operation of Cannabis Businesses within the City. Resolution 2023-175**

**Ayes: 5**

**Nays: 0      Motion carried.**

The second reading will be scheduled for the next City Council meeting.

**6. REGULAR BUSINESS:**

**A. Rental Housing Licenses**

City Administrator Wilson presented applications for three (3) rental housing licenses. They have been reviewed by staff and the police department. Everything is found to be in order. Staff recommends approval of the following rental licenses in order of rental address, property owner, and property manager.

8866 Branson Dr.; Trachmar LLC. Inver Grove Heights, MN; Travis Anderson, Inver Grove Heights, MN

8829 Branson Dr.; Alisia Alee, Converse, TX; Chris Mauzy, Lakeville, MN

6964 Archer Pl.; Sowjanya Mattaparthi, Corcoran, MN; Chris Mauzy, Lakeville, MN

**Motion by Gliva, second by Scales, to approve the three rental licenses as presented.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**B. Comprehensive Plan Amendment for 7950 Blaine Avenue. Resolution 2023-176**

This item has been postponed.

**C. Preliminary Design Report and Final Design Recommendations for Water Treatment Plant Rehabilitation Improvements (City Project No. 2023-03). Resolution 2023-177**

Public Works Director Brian Connolly presented on the Water Treatment Plant Preliminary Design Report along with a request to advance this project to final design. He introduced Ryan Capelle and Brian Lintgen from Stantec, who would be speaking to some of the technical details.

Public Works Director Connolly provided a project overview:

- In January, elevated levels of radium were detected in IGH drinking water by the Department of Health
- Budgeted for in 2024, approximately \$4.7 million dollars for planned water treatment plant upgrades
- Awarded preliminary/final design contract to Stantec on April 24, 2023
- Completed pilot testing of two different filter media combinations
- Completed the Preliminary Design Report
  - Report focuses on recommended Phase 1 improvements:
    - Water treatment items such as filter, chemicals, and piping
  - Cost estimates
  - Future work recommendations

Current Schedule:

- August 14, 2023 (modified date). Bringing forward the Preliminary Design Report to Council
- Bidding & Contract Award (Phase 1) Spring 2024
- Construction (Phase 1) Late-Summer/Fall 2024

Items Impacting Schedule:

- Late start to pilot testing and pilot testing lab results
- Challenges getting material supplier responses with order lead times and costs
- Scope of rehabilitation has increased due to filter media and existing system
  - Dual versus single filter media
  - Replace backwash system versus retaining existing system
- Material lead time. Several components had 20+ week order lead times
- Construction needs to take place during “off peak” times such as September through May
- Drinking Water Revolving Fund (DWRF) Loan approval requirements
  - Pending city qualification, approximately October 2023
  - Iterative process: Involves a review, comment, and response period

Ryan Capelle, Project Manager, Stantec, shared that in his 27-year career in drinking water treatment, his first project in 1997 was as an Inspector for the city's water treatment plant. He shared the following information regarding the water treatment plant:

Filter Media, Wash Troughs, and Underdrain Nozzles are key elements to a gravity water treatment plant. These needed to be addressed to determine what to fix for radium treatment.

- The original plant was designed for the removal of iron and manganese, not radium.

Filter Media:

- Existing media. Original media with additional media put in as it was lost over time.
- Install new media that is better for radium treatment/removal.
- Single media would be replaced with dual media (does a better job with radium removal).

Wash Troughs:

- Media has been lost over the years. Will be able to put in troughs that can retain media.
- Replacing wash troughs has been found to be a potential improvement.

Underdrain Nozzles:

- Once the media is out of the filters, will replace the nozzles the water goes through.

Key Noted Deficiencies - Phase 1:

- Distribution Box. Replace with a stainless-steel box. (Would be custom fabricated and maneuvered into the plant).
- Existing Conditions: Filters 1-4 are the carbon steel distributor box.
  - This plant was expanded in 2006. Designed with stainless steel distributor box.
  - The project being done in 2023 would make all boxes the same
- Rehabilitation: No coating is needed on a stainless-steel box.
  - Will match Filters 5-8
- Replace Filter Valves and add Electric Actuators
  - Electric valves are more reliable (has backup standby power)
- Chemical Feed Systems
  - Replace feed systems for chemicals needed to remove radium
  - Replace with preformed hydrous manganese oxide (HMO)
  - Use TonkaZorb. Repurpose some of the chemical equipment to accommodate this new chemical which is more effective at removing radium (proven by the pilot study)
  - Replace the Fluoride feed system
  - Replace the Chlorine feed system

Mayor Dietrich asked if this would help remove manganese.

Mr. Capelle responded that it would continue to remove manganese.

Brian Lenten, Lead Process Engineer, Stantec, discussed Key Noted Deficiencies - Phase 1:

Flow Meters.

- Tells what is going in and out of the plant along with various operations in between
- There are 2-24" pipes that are on finished water
- There is a 30" pipe coming in that is the raw water
- Old style meter was a propeller meter. Technology has since advanced, magnetic, and ultrasonic meters are now used.
  - Older style meter proves unreliable. The city has already replaced one of them with an ultrasonic meter. Looking to upgrade the other two pipes for more accurate metering.
- Looking at replacing smaller meters with new magnetic meters.

This was not originally part of Phase 1 costs. Because it is related to other treatment aspects, it was decided to be an add-alternate. It can be accepted/not accepted and put forward for the future.

Cost Estimate - Phase 1 Improvement (Summary):

- Individual components of what to replace were looked at with Phase 1, from media to meters
- Item comparisons were done, specifically with media
  - The Pilot report showed good results from both different types of media compared
- Determined it does not change the design much to put a different type of media in
- If bidding both, may get better prices, encourages competition
- Original items needed to upgrade the plant: \$3.6 million dollars



- After looking at the plant, there were additional suggested improvements noted. Those came in at \$261,000
- Contingency: 35% = \$1,350,000. While this is at the higher end, it is still the early phases. The labor and contracting market, which can be difficult, have costs that keep going up.
- The only way to know is to bid a project
- Add Alternates: Flow meters

Councilmember T'Kach referenced 2002 and if there were new regulations that came in.

Mr. Capelle replied the regulation prior to 2002 allowed a certain percentage of radium to be in the water in order to be compliant. In 2002 that requirement was lowered. That was the change prompting things to be different at the water plant. The manganese sulfate chemical was added to attempt to react with radium; it worked for 20 years. Now there are better ways to correct it.

Mr. Capelle addressed the contingency stating after bidding a project in Cottage Grove, they found their estimates were 15% low. They are trying to prepare the city for that in the market.

Mr. Lintgen discussed the Design and Construction Schedule:

- August 2023: Approval of report
- Begin Phase 1 design: End of August/September 2023
- Funding approval: September/October 2023
- Phase 1 design complete: December 2023
- Bidding and awarding a contract: Spring 2024
- Contractor can procure materials: Summer 2024
- September 2024: Phase 1 construction begins
- April 2025: Phase 1 construction complete

Mr. Capelle discussed contaminants of emerging concern, PFAS. They noticed that PFAS was a part of the city's Request for Proposal.

- Looked at what was needed to treat the water for PFAS
- Current state of the art method is to use granular activated carbon contactors. Adding this to the current treatment process would be a very significant modification. It involves adding the contactors somewhere on a very tight site.
  - There is proposed legislation from the EPA in March, the USEPA proposed to set a limit for two key PFAS substances.
  - There is regulation yet to be finalized. Until it is finalized, it would be premature to make a significant adjustment to the water treatment facility.
  - Expect the proposed guidance to be finalized by the end of this year.

He mentioned that it was not within the scope of this study to design this aspect, but they know what would need to be done if going this route.

Councilmember Scales asked for an idea of what the scope of significant is.

Mr. Capelle replied that the project in Cottage Grove was a 5.75mgd treatment facility. It involved pretreatment prior to manganese and then treatment for PFAS. The bid price was \$39 million dollars. Comparing Cottage Grove's project to Inver Grove Heights, this city already removes manganese, that portion is already spoken for. An improvement to that process would be to add another component. As time goes on other technology is being developed; it may become more available/economical. Waiting may work in the city's favor. If the rules finalize and action needs to be taken, there are two processes available. He said this would be expensive.

Councilmember T'Kach asked if they currently test for PFAS.

Mr. Capelle replied they do. As it stands today, the city water is compliant. Testing has been done by the Minnesota Department of Health. City levels are above current standards. If those standards are reduced, the city would get closer to those standards.

Mr. Lintgen discussed Key Noted Deficiencies – Future Phases:

- Roof replacement

- Rooftop HVAC units
- Condition of paint: City staff has done a really good job of keeping up on painting. The plant is in really good shape.
  - There are a lot of nooks and crannies when working with water, humidity, and steel components. If not fully painted or the paint is not as good as it used to be, corrosion begins.
    - Need to stay on top of this. Recommend heavier painting in the plant.
- Install new variable frequency drives (VFD's) for all High Service Pumps
  - These are pumps taking water that has been treated and putting it out to the system
  - A VFD allows the ability to change the speed on the motor. Also allows slower starting of the motor making it easier on components
  - Three existing high service pumps already have VFD's, but they are getting to the end of their life. Looked at adding them to the remaining pumps.
  - Provides greater operational flexibility and less motor wear
- There is a centralized dehumidifier in the plant
  - As old as the plant. Staff has done a good job of maintaining it but running into difficulties obtaining parts. Repairs are becoming more expensive. Looking at replacing.
- LED Lights on the interior and exterior. Energy savings translates into cost savings.

Summary of Future Phase Improvements:

- \$933,000
- Additional suggested improvements \$105,000
- 35% Contingency = \$364,000
- Total: \$1,402,000
- Separate from the total is \$428,000 in future items already programmed (dehumidifier, updates to the fire alarm panel, and interior/exterior LED's).
- Timing of these improvements are based on staff needs and budget needs as they come up. They need to be done, need to be programmed. These are not an immediate need to take care of the radium issues.

Public Works Director Connolly discussed Drinking Water Revolving Fund (DWRF) Loan Considerations:

- Applied for a DWRF Loan in March 2023
  - Estimated \$4,900,000 in the application
- If qualified, the MDH/PFA provides the DWRF loan based on actual bidding cost. Would still be qualified to receive a loan for the entire amount.
- Will receive word on the loan between the end of September into October
- Will be working with Finance Director Hove on details of the loan amount, if there is any cash on hand to be used, and how to best fiscally address this.

Recommended Council Action - Staff recommends approval of the Resolution:

- Accepting the Preliminary Design Report
- Authorizing preparation of final plans and specifications for the Water Treatment Plant Rehabilitation Improvements

Councilmember T'Kach asked if approved tonight, if all the details were in another report.

Public Works Director Connolly replied an estimate of what needs to be replaced is in the Preliminary Design Report. Implementation would be at the recommendation of the design team in terms of efficiency and cost.

**Motion by Gliva, second by Scales, to accept the Preliminary Design Report and Final Design Recommendations for Water Treatment Plant Rehabilitation Improvements (City Project No. 2023-03). Resolution 2023-177**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

**D. Third Reading of Ordinance 1457 Establishing a City Licensing Requirement for Tobacco Sales and Resolution Approving Summary Publication. Resolution 2023-178**

City Clerk Kiernan presented the Third Reading of City-Issued Licensing of Tobacco Retailers. Background:

- Most Dakota County cities license tobacco retailers at the local level. Inver Grove Heights did not enact a licensing program in 2015. Dakota County kept the responsibility of licensing and enforcement of tobacco products.
- Chapter 12 of the Inver Grove Heights City Code addresses cigar/vape shops located in the jurisdiction but does not contain a licensing program.

Change from County to City:

- Dakota County staff requested the city shift responsibility for licensing and enforcement of tobacco products beginning with the renewal process in 2023, for licensure in 2024.
- There are currently 32 tobacco retailers in the city.
- Earlier in 2023, the Council discontinued the licensing of service stations and automobile dealerships, making staff time available for this licensure process.
- The licensing process can be accomplished with existing staff.

Proposed Ordinance Key Features:

- 1-year license period
  - Consistent with neighboring jurisdictions
  - Consistent with IGH liquor licensing
  - Different from Dakota County (currently 2 years)
- Background check and insurance are required
- Staff training and record keeping are required

Violations:

- \$300 fine, no suspension, for the first violation
- \$600 fine plus a 1-day suspension
- \$1,000 fine plus a 7-day suspension
  - Proposed penalties match what Dakota County and neighboring cities use

License Fees - Tobacco:

- Staff recommends a fee that is justifiable for time spent, \$300.00 annually

Direction from Council:

- Proceed with a 1-year license
- Proceed with a fee of \$300 per year
- Keep retailer history of violations from Dakota County

Changes made prior to the Third Reading:

- Section 4-12-3, persons possessing a current tobacco license issued by Dakota County, will not be required to obtain a license from the city until January 1, 2024.
- 4-12-3E Term: All licenses expire on December 31<sup>st</sup> of each year, with exception to licenses issued between September 1, 2023 and December 31, 2023; those expire December 31, 2024.
- 4-12-7B Existing City Code, adding the date of July 1, 2019 as the permit of sampling (original adoption of ordinance) to include the 3 licensed sampling retail establishments.
- Effective date will be September 1, 2023, for the transition from Dakota County to the city.

Final Step: Approval of the third reading and approval of a summary publication.

Councilmember T’Kach referenced Item J., if approving, the location of a tobacco sales place being 500 feet from a school was mentioned. The state requires 1,000 feet. She asked if this could be changed to 1,000.

City Attorney McCauley Nason replied the state allows for up to 1,000 feet for a school. It is at the Council’s discretion and could be changed. If there is an existing licensed business, that would be treated differently and need further discussion.

**Motion by Scales, second by Murphy, to approve the Third Reading of Ordinance 1457 Establishing a City Licensing Requirement for Tobacco Sales.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**Motion by Gliva, second by T’Kach, to approve Resolution 2023-178 approving the publication summary of Ordinance 1457.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**E. Second Reading of Ordinance Prohibiting Cannabis and Tobacco Smoking and Vaping In Public Places. Resolution 2023-179**

City Attorney Bridget McCauley Nason presented the Second Reading of an Ordinance Prohibiting the Use of Certain Cannabis Products in Public Places.

Background:

- MN legislature adopted comprehensive legislation regulating adult use cannabis
- Legislation does not specifically prohibit the use of cannabis products in public spaces
  - Legislation does prohibit the use of cannabis products such as smoking, around minors
- Cities have limited regulatory authority related to adult use cannabis and has authorization to prohibit the use of cannabis products in public places

What other cities are doing:

- Many are adopting some type of prohibition on adult use cannabis products
  - Some are adopting smoking and vaping only restrictions
  - Others are adopting more comprehensive restrictions prohibiting the use of edible cannabinoid products in public places
  - Some are copying their existing smoking restrictions/regulations

Ordinance background:

- The ordinance was presented for the first reading at the July 24<sup>th</sup> City Council Meeting
- Council directed revisions be made to the draft ordinance
- Approved the first reading

Council has a revised version of the ordinance that incorporates the direction provided by Council in preparation for the second reading.

Changes from the First Reading:

- Removal of prohibition of the use of edible cannabinoid products
- Revised definition of public place
  - Public place is not a defined term in State Statute. The definition is: "Property owned, leased, or controlled by a governmental unit, including the city. Public places include but are not limited to businesses/buildings and all the land thereon, parking lots, Inver Wood Golf Course, personal property..."
  - Language about what a public place does not include comes straight from State Statute
- Prohibition limited to smoking and vaping of tobacco products as well as certain adult use cannabis products

Revised prohibition focuses on smoking and vaping of adult use cannabis and tobacco products.

Council Options:

- Take no action. The Council does not have to adopt this ordinance. If the Council takes no action, there would be no enforceable prohibition on the use of certain adult-use cannabis products or tobacco products in public places within the city.
  - State Statute states a person cannot smoke or vape around minors
- Discuss potential ordinance prohibitions that limit or expand the scope of what types of public places to include or where to preclude the use of these products.

Requested Council Action:

Consider adoption of an ordinance prohibiting the use of adult use cannabis products in public places.

(Requires 4/5<sup>th</sup> Council vote)

- Council can waive the three-reading requirement and move forward with this tonight or move the second reading and have it brought back for consideration for a third reading at the August 28<sup>th</sup>, City Council Meeting.
- If the ordinance is approved and the three-reading requirement is waived, adoption is needed for the authorization of a summary publication.

Councilmember Scales asked if waiving the third reading if it would be after approving the second or first reading.

City Attorney McCauley Nason replied the Council would first move to suspend the rules to waive the three-reading requirement (requires a unanimous vote). If the motion fails, the Council would take

action by moving the second reading of the ordinance. This would set it up for consideration at the August 28<sup>th</sup>, City Council meeting.

Councilmember T’Kach referenced the public place definition stating she could not tell if it included streets; right of way is listed. For example, driving with someone in a car.

City Attorney McCauley Nason responded the right of way is adjacent, the area cars drive. It would prohibit the use of these types of products inside of a car. The use of cannabis products inside of a car is already illegal. The way it is drafted, if it were to include inside motor vehicles on a right of way, that means you cannot smoke a cigarette in a car. She said she did not believe that was anything anyone was intending.

Councilmember T’Kach said she would like to see that definition changed; it was fairly broad. She requested clarification on whether a person, driver or passenger, could smoke cannabis in a car.

City Attorney McCauley Nason replied her understanding was that neither could. She offered to check on this item to confirm.

Councilmember T’Kach said this also means a person cannot smoke a cigarette walking down a sidewalk or if living in a townhome association that did not allow smoking on their property. The sidewalk is public, they would expect smoking to be done there. She questioned if that was possible.

City Attorney McCauley Nason responded that was correct. From a policy standpoint, that is something some City Councils are looking at. If a private property prohibits the use of these products and cannot smoke anywhere on the building premises, where could smoking be done if the city prohibits it in public places.

Councilmember T’Kach mentioned she thought this was a solution looking for a problem. She was unsure if there were a lot of complaints and if the police department has been chasing these. What she has heard is that some people are ok with not having smoking in parks mainly to not have cigarette butts there. Anything broader than that people were concerned about, they thought it was a little too much government overreach.

City Attorney McCauley Nason replied that was exactly the legislative question before the Council. The Council has the option to limit prohibition to just within parks or just within parks and on city sidewalks and trails.

City Attorney McCauley Nason stated the first motion would be to suspend the rules and then authorize adoption of the ordinance with two readings instead of three. If that passes unanimously, the Council can adopt it tonight, if it does not pass the Council would make a motion to adopt the second reading of the ordinance with amendments.

Councilmember T’Kach asked if a fine stays on the persons record as a petty misdemeanor.

City Attorney McCauley Nason replied a petty misdemeanor is not a crime, it is like a speeding ticket.

### **Motion by Gliva, second by Murphy, to approve the Second Reading of an Ordinance Prohibiting Cannabis and Tobacco Smoking and Vaping In Public Places. Resolution 2023-179**

Councilmember T’Kach asked for a friendly amendment.

City Administrator Wilson suggested hearing what the friendly amendment is. The maker of the motion can either accept it as a friendly amendment or can decline the amendment as a friendly amendment.

Councilmember T’Kach suggested the amendment be to narrow the definition of a public place to city parks; not including right of way, streets, and trails.

Councilmember Gliva denied the friendly amendment.

**Ayes: 4**

**Nays: 1 (T’Kach) Motion carried.**

### **F. First Reading of Snow Removal Ordinance and Winter Maintenance Policy Update**

Public Works Director Brian Connolly discussed consideration of a draft update to the Winter Maintenance Policy and the First Reading of a Snow Removal Ordinance modification. Background:

- Winter Maintenance Policy was initially adopted in January 2011

- Goal of the policy was to address snow and ice removal objectives and to establish formal procedures to respond to winter weather events

Noted shortcomings:

- Current policy has not been updated in the last 12 years to reflect the changes in staffing levels, equipment used, and infrastructure expansion
- Policy lacks general procedures for staffing across divisions
  - Streets staff is not the only staff used to clear roads. Staff is drawn from central equipment, central maintenance, parks, and utilities.
- Lacks clarity regarding sidewalk and trail snow removal responsibility
  - The city does not clear snow unilaterally from all public sidewalks. For example, does not clear snow from residential sidewalks in the northwest area.
  - There are other residential areas in the city where snow has been cleared.
  - This has not been applied universally across the city.
    - Due to staff and equipment capabilities
    - There has been more growth in certain areas
    - Staff has been unable to keep up and/or talk through some of the challenges
- Current Sidewalk Ordinance (City Code 7-1-2) dates to 1974
- Goal of the Ordinance:
  - Identify what is considered a nuisance on public sidewalks
    - Defines nuisances as ice, dirt, rubbish. Snow is not listed.
  - Identifies triggers for abatement of the nuisances and subsequent tracking/payment of costs
- Noted Shortcomings:
  - Does not address "snow" removal specifically
  - The code was originally adopted in 1974, at a time the city had substantially less infrastructure and very few sidewalks along public streets

Importance of the Updates:

The Winter Maintenance Policy is an internal document that primarily impacts city maintenance processes and practices.

The Snow Removal Ordinance impacts private property owners, it details their responsibilities for maintenance of abutting sidewalks.

- This policy and ordinances are intertwined; changes in one impact the other.
- Clarity in both policy and ordinance affords code enforcement and public works staff to effectively address complaints and maintenance activities equitably across the community.

System Statistics:

- 150 miles of city streets to plow/maintain
  - 270 cul de sacs
  - 78 miles of sidewalks and trails
    - Clear snow regularly from approximately 50 miles of sidewalks and trails along public roadways
      - 27 miles along city roadways
      - 5 miles within city parks
      - 18 miles along County and MnDOT roadways
- To note, the city is responsible for winter maintenance along county roads; trails and sidewalks per a 1995 maintenance agreement. Each city has discretion as to what to plow/not to plow.
- Staff recommends continuing to maintain plowing routes on sidewalks and trails along county roads.

Proposed Winter Maintenance Policy Updates:

- Clarify winter maintenance staffing requirements. Utilize staff from streets, central equipment, utility, and park maintenance divisions.
- Remove clause regarding declaring a "Snow Emergency." The city no longer has snow emergencies, it is no longer noted in City Code.
- Clarify what is/isn't allowed in boulevards and what the city would repair/replace if damaged.
  - Policy currently indicates if hitting the following with a plow (not the snow coming off the plow):

- Mailboxes (stipend up to \$75), landscaping elements (grass, sod only), clearing snow around fire hydrants (there is not enough staff, city encourages people to adopt a hydrant/clear around hydrants).
- Clarifying what sidewalks and trails would be plowed by the city
  - Map will be updated annually
  - Focus would be on county road sidewalks/trails, collector streets (state aid routes), and walks near schools and bus routes
- Clarify snow and ice removal priorities:
  - Major streets (arterials such as Cahill, Blaine, Upper 55<sup>th</sup> Street) & Public Safety Facilities (3 fire stations and police parking lot)
  - Residential streets & City Hall/VMCC
  - Cul de sac & Parks
  - Alleys
  - City responsibility
  - Excess boulevard/intersection snow removal

Proposed Changes in Sidewalk Plowing:

- Remove 3.5 miles of sidewalk from current plowing routine
  - Mainly local roads (residential/townhome)
  - South Grove has 0.1 miles
  - Section of 63<sup>rd</sup> Street (East of Babcock Trail - 0.5 miles)
  - 55<sup>th</sup> Street (West of Babcock Trail - 500 feet)
  - Blaine Avenue (North of Seidls Park - 0.5 miles)
  - Arbor Pointe (2.4 miles)
- Add 4.25 miles of new County Trail
  - Argenta Trail/70<sup>th</sup> Street/65<sup>th</sup> Street

Councilmember T'Kach asked if any of things being taken off the list were around bus stops.

Public Works Director Connolly replied the only street would be 55<sup>th</sup> Street, west of Babcock. There are several street entrances to an adjacent apartment complex. This is the only public street entrance. There are several other private driveway entrances with connection to a bus stop. This is the one that could be borderline close to bus stops.

He said College Trail was questionable as there is a park at the end. It is unclear how many go to that park. If not plowing the trails in that park, is it expected to be used in the winter. He said staff expects there to be questions.

Councilmember Murphy referenced 78 miles of sidewalks and trails and asked how many the city would be doing.

Public Works Director Connolly replied they are currently clearing 50 miles. 27 miles is city sidewalks and trails along city roads, 5 miles are in city parks, 18 miles are along County and MnDOT roadways. Staff would be doing 51 miles if this is implemented.

Councilmember Murphy asked if there were roads left in residential areas.

Public Works Director Connolly replied the ones that are, are located around Hilltop Elementary, South Grove state aid roads. Those will be proposed to be cleared.

Public Works Director Connolly discussed City Code Modifications:

- Title 5, Chapter 9, Section 6(A) Public Nuisance Code:
  - Add definition regarding "Immediate Abatement"
    - Accommodates emergency situations where written notice is not always feasible
    - General clause, not just for snow/ice removal
- Title 7, Chapter 1, Section 2:
  - Proposing to add the term "snow" to the current list of "ice, dirt, and rubbish on sidewalks" clause
  - Adding abatement requirements and costs
    - Remove ambiguity and allow code enforcement staff to provide notice and coordinate corrective action, if necessary

Code Enforcement Modifications - Enforcement:

- Current Code requirement: Residents have 24 hours to remove ice, dirt, and rubbish
- Proposed Code clarifications: Add "snow" to the definition along with ice, dirt, and rubbish
  - Clarifies that after 24 hours, notice is provided of non-compliance
  - Owner would have up to 48 hours to address
  - If not addressed within 48 hours, the city can abate the issue and charge the property owner
- Staff recommends a Soft Enforcement in 2023/2024 if the ordinance is adopted
  - Focus on education of property owners regarding the code
  - Provide more leeway for compliance/correction
  - Only abate if considered an emergency or the property owner is non-responsive/uncooperative

**Next Steps - Proposed Outreach:**

- Send a mailing/notice to property owners who may be impacted by proposed changes in past sidewalk plowing procedures.
  - 260 properties in the northwest area
  - 90 outside of the northwest area
  - Provide staff contact for questions
  - Identify the next ordinance revision date discussion with the Council
- Coordinate a writeup in the fall edition of the Insights newsletter
- Proposed follow up date for further Council discussion regarding the snow removal ordinance:
  - September 11 or September 25<sup>th</sup> for a second reading
  - October 9 or October 23<sup>rd</sup> for a third reading

Input is welcome from Council and residents.

**Action Requested:**

- Council feedback and questions regarding the policy ordinance changes along with the proposed outreach efforts
- Council is asked to act on the First Reading of the proposed ordinance

No action is requested on the Winter Maintenance Policy unless Council wanted to make a motion to adopt outright. He recommends waiting until the map can be finalized.

Mayor Dietrich mentioned the need for consistency, especially with the northwest area. She thanked Streets Superintendent Underdahl and his team. They do a phenomenal job every year. She said she receives a lot of praise for their work and knows that they work long hours.

Street Maintenance Superintendent Barry Underdahl thanked the Council. He said they receive a lot of positive comments about snow removal.

Councilmember Scales mentioned it was straightforward. He has no issues with the wording.

Councilmember T'Kach asked about homeowner's associations that would be contacted, for example on Blaine Avenue. She asked if other homeowner associations would be contacted.

Public Works Director Connolly replied the outreach would reach specific areas that the city would no longer do. They would be contacting common interest parcels.

Councilmember Murphy liked the soft enforcement idea.

**Motion by Scales, second by Murphy, to approve the First Reading of Snow Removal Ordinance and Winter Maintenance Policy Update**

**Ayes: 5**

**Nays: 0      Motion carried.**

**7. PUBLIC COMMENT:**

There were no public comments.

**8. MAYOR AND COUNCIL COMMENTS:**

Mayor Dietrich shared that the Food Trucks will be out on Thursday night.

**G. Closed Session Pursuant to Minn. Stat. Sec. 13D.05, subd. (3)(c)(3)**

Mayor Dietrich stated this item is in order to consider offers or counter offers of the purchase of real property located at 6840 Dixie Avenue, 6863 Dickman Trail, 6871 Dickman Trail, and property located on Dickman Trail



legally described as Lots 14-17, O.M. Johnson Addition. A closed session will be held in the Mayor's Conference Room.

**Motion by Dietrich, second by Murphy, to adjourn into Closed Session Pursuant to Minn. Stat. Sec. 13D.05, subd. (3)(c)(3) at 8:02 p.m.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**Motion by Murphy, second by T'Kach to move out of Closed Session at 9:17 p.m.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**9. ADJOURN:**

**Motion by T'Kach, second by Scales, to adjourn the meeting at 9:18 p.m.**

**Unanimous Motion carried.**

Minutes prepared by Recording Secretary Sheri Yourczek



## Request for Council Action

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### **SUBJECT:      Approval of Disbursements**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Amy Hove, Finance Director, 651.450.2521

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### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, approving disbursements for the period of August 23 – September 5, 2023.

### **BACKGROUND**

The following chart represents a summary, by fund type, of the disbursements processed during the period of August 23 – September 5, 2023. Disbursement details are attached to this memo.

| <b>Fund Type</b>  | <b>Amount</b>  |
|-------------------|----------------|
| General Fund      | \$617,407.56   |
| Special Revenue   | 41,971.24      |
| Debt Service      | 3,100.00       |
| Capital Projects  | 190,815.58     |
| Enterprise        | 416,070.87     |
| Internal Service  | 176,335.31     |
| Escrows           | 29,884.80      |
| Total - All Funds | \$1,475,585.36 |

### **FISCAL IMPACT**

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

### **RECOMMENDATION**

Staff recommends approval of the disbursements as presented.

### **ATTACHMENTS**

1. Resolution
2. Disbursements listing (8.23.2023 - 9.5.2023)

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

**RESOLUTION NO. \_\_**

**RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF**

August 23, 2023 - September 5, 2023.

**WHEREAS** a detailed listing of disbursements for the period of August 23, 2023 - September 5, 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:

| <b>Fund Type</b>  | <b>Amount</b>  |
|-------------------|----------------|
| General Fund      | \$617,407.56   |
| Special Revenue   | 41,971.24      |
| Debt Service      | 3,100.00       |
| Capital Projects  | 190,815.58     |
| Enterprise        | 416,070.87     |
| Internal Service  | 176,335.31     |
| Escrows           | 29,884.80      |
| Total - All Funds | \$1,475,585.36 |

Adopted this 11<sup>th</sup> day of September 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 8/23/2023 - 9/5/2023

| Vendor Name                     | Payable Number  | Post Date  | Description (Item)                   | Account Number        | Amount    |
|---------------------------------|-----------------|------------|--------------------------------------|-----------------------|-----------|
| <b>Fund: 101 - GENERAL FUND</b> |                 |            |                                      |                       |           |
| WI SCTF (WI SUPPORT COLLEC...   | INV0170549      | 08/11/2023 | PARTICIPANT ID#0004986316            | 101.203.2032100       | 433.06    |
| IUOE                            | INV0170553      | 08/11/2023 | UNION DUES IUOE                      | 101.203.2031000       | 1,829.00  |
| LELS                            | INV0170555      | 08/11/2023 | UNION DUES (LELS LIEUTENA...         | 101.203.2031000       | 270.00    |
| LELS                            | INV0170565      | 08/11/2023 | UNION DUES (LELS SGT)                | 101.203.2031000       | 472.50    |
| HOISINGTON KOEGLER GROUP..      | 023-044-1       | 08/24/2023 | NWA Professional Services 7...       | 101.45.3000.419.30600 | 1,241.02  |
| OCCUPATIONAL HEALTH CEN...      | 103818890       | 08/24/2023 | Random drug screening                | 101.41.1120.413.30700 | 93.00     |
| MN FIRE SERVICE CERT BOARD      | 11703           | 08/24/2023 | Fire Fighter I retest fee - Enrico.. | 101.42.4200.423.50080 | 25.00     |
| UNIFIRST CORPORATION            | 1410004326      | 08/24/2023 | Streets Uniforms                     | 101.43.5200.443.60045 | 40.46     |
| UNIFIRST CORPORATION            | 1410004326      | 08/24/2023 | Parks Uniforms                       | 101.44.6000.451.60045 | 18.17     |
| UNIFIRST CORPORATION            | 1410005842      | 08/24/2023 | Street Uniforms                      | 101.43.5200.443.60045 | 40.46     |
| UNIFIRST CORPORATION            | 1410005842      | 08/24/2023 | Park Uniforms                        | 101.44.6000.451.60045 | 18.17     |
| CONSERVATION CORPS MINN...      | 14239           | 08/24/2023 | corps member hrs for nat. res...     | 101.44.6000.451.70501 | 9,686.00  |
| SKYHAWKS SPORTS ACADEMY,...     | 17523           | 08/24/2023 | services contract: Skyhawks s...     | 101.44.6100.454.30700 | 1,109.40  |
| TKDA                            | 2023004258      | 08/24/2023 | 65th Street Area Plan Services       | 101.45.3200.419.30700 | 9,897.72  |
| PINE BEND PAVING, INC.          | 23-2536         | 08/24/2023 | Asphalt                              | 101.43.5200.443.60016 | 67,784.41 |
| COLLINS ELECTRICAL CONST.       | 2331575.01      | 08/24/2023 | traffic light repair                 | 101.43.5200.443.40046 | 483.25    |
| TAHO SPORTSWEAR                 | 23TS3804        | 08/24/2023 | Flag football league players & ...   | 101.44.6100.454.60045 | 804.60    |
| TAHO SPORTSWEAR                 | 23TS3909        | 08/24/2023 | T-shirts for Adult Softball Leag...  | 101.44.6100.455.60009 | 129.75    |
| M & J SERVICES, LLC             | 2787            | 08/24/2023 | Curb repairs                         | 101.43.5200.443.40046 | 4,070.00  |
| L.T.G. POWER EQUIPMENT          | 279129          | 08/24/2023 | Spare Battery and charger.           | 101.43.5200.443.60040 | 479.98    |
| MAYER ARTS INC                  | 3492            | 08/24/2023 | Summer Camps: Musical Thea...        | 101.44.6100.452.30700 | 2,700.00  |
| REVOLUTIONARY SPORTS, LLC       | 458             | 08/24/2023 | Revsports Tball & Dance- Pres...     | 101.44.6100.454.30700 | 1,040.00  |
| REVOLUTIONARY SPORTS, LLC       | 458             | 08/24/2023 | Revsports Tball & Dance- Yout...     | 101.44.6100.454.30700 | 988.00    |
| AMAZING ATHLETES                | 473930          | 08/24/2023 | Amazing athletes classes 8.20...     | 101.44.6100.454.30700 | 770.00    |
| JOHNSON, STEVE                  | 7/28/2023       | 08/24/2023 | refund - class cancelled due to ..   | 101.44.6100.3470000   | 75.00     |
| LEVANDER, GILLEN & MILLER P..   | 7/31/2023 81.01 | 08/24/2023 | Council meeting's monthly leg...     | 101.41.1000.413.30401 | 1,190.00  |
| LEVANDER, GILLEN & MILLER P..   | 7/31/2023 81.01 | 08/24/2023 | Mayor/Council monthly legal ...      | 101.41.1000.413.30420 | 9,527.80  |
| LEVANDER, GILLEN & MILLER P..   | 7/31/2023 81.14 | 08/24/2023 | Hill Barn Addition Variance Le...    | 101.45.3200.419.30700 | 122.50    |
| SOUTH REGION STARTS SPECI...    | 8/11/2023       | 08/24/2023 | Refund - unable to use 2nd fie...    | 101.44.6100.3471000   | 416.00    |
| PEDERSEN, JORDAN                | 8/14/2023       | 08/24/2023 | Umpire no show compensatio...        | 101.44.6100.455.30700 | 102.00    |
| ENEBAK CONSTRUCTION CO...       | 8/22/2023       | 08/24/2023 | Refund surcharge                     | 101.207.2070100       | 1.00      |
| ENEBAK CONSTRUCTION CO...       | 8/22/2023       | 08/24/2023 | Refund for duplicate permit          | 101.45.3300.3222000   | 139.00    |
| SOUTH ST PAUL, CITY OF          | 8/8/2023        | 08/24/2023 | 2nd Qtr 2023 SSP Street Lights       | 101.207.2070900       | 55.68     |
| SOCCER SHOTS                    | 8/9/2023        | 08/24/2023 | Soccer Shots classes for Presc...    | 101.44.6100.454.30700 | 6,195.00  |
| RCM SPECIALTIES, INC.           | 9167            | 08/24/2023 | spray patching                       | 101.43.5200.443.40046 | 31,800.00 |
| RCM SPECIALTIES, INC.           | 9170            | 08/24/2023 | Spray patching                       | 101.43.5200.443.40046 | 872.48    |
| GRAINGER                        | 9806516093      | 08/24/2023 | traffic cones                        | 101.44.6000.451.60065 | 392.25    |
| ENVIROTECH SERVICES INC         | CD202315429     | 08/24/2023 | Calcium Chloride gravel road ...     | 101.43.5200.443.40046 | 5,115.00  |
| ENVIROTECH SERVICES INC         | CD202315430     | 08/24/2023 | Calcium Chloride gravel road ...     | 101.43.5200.443.40046 | 5,146.25  |
| ENVIROTECH SERVICES INC         | CD202315683     | 08/24/2023 | Calcium Chloride gravel road ...     | 101.43.5200.443.40046 | 2,395.00  |
| INNOVATIVE OFFICE SOLUTIO...    | IN4225487       | 08/24/2023 | Stamp, seal and voice messag...      | 101.41.1100.413.60010 | 21.64     |
| INNOVATIVE OFFICE SOLUTIO...    | IN4225833       | 08/24/2023 | Office supplies                      | 101.42.4200.423.60010 | 137.73    |
| INNOVATIVE OFFICE SOLUTIO...    | IN4228580       | 08/24/2023 | Preink stamp                         | 101.41.1100.413.60010 | 13.94     |
| MACQUEEN EMERGENCY GR...        | P18138          | 08/24/2023 | Self contained breathing appa...     | 101.42.4200.423.40042 | 1,325.60  |
| WSB & ASSOCIATES, INC.          | R-022068-000-6  | 08/24/2023 | Multi Family Ordinance Updat...      | 101.45.3200.419.30700 | 1,993.25  |
| PERA                            | CM0004701       | 08/25/2023 | PERA COORDINATED PLAN                | 101.203.2030600       | -25.88    |
| PERA                            | CM0004702       | 08/25/2023 | EMPLOYER SHARE (EXTRA PE...          | 101.203.2030600       | -1.99     |
| ICMA RETIREMENT TRUST - 4...    | INV0172351      | 08/25/2023 | 457 - ROTH AGE <50 %                 | 101.203.2031400       | 891.85    |
| ICMA RETIREMENT TRUST - 4...    | INV0172352      | 08/25/2023 | 457 - ROTH AGE <50                   | 101.203.2031400       | 505.00    |
| ICMA RETIREMENT TRUST - 4...    | INV0172353      | 08/25/2023 | 457 - ROTH AGE 50+                   | 101.203.2031400       | 245.00    |
| ICMA RETIREMENT TRUST - 4...    | INV0172354      | 08/25/2023 | 457 -AGE <49 %                       | 101.203.2031400       | 8,918.78  |
| ICMA RETIREMENT TRUST - 4...    | INV0172355      | 08/25/2023 | 457 -AGE 50+                         | 101.203.2031400       | 2,585.29  |
| ICMA RETIREMENT TRUST - 4...    | INV0172356      | 08/25/2023 | 457 -AGE <49                         | 101.203.2031400       | 7,023.38  |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                   | Payable Number | Post Date  | Description (Item)                 | Account Number        | Amount    |
|-------------------------------|----------------|------------|------------------------------------|-----------------------|-----------|
| ICMA RETIREMENT TRUST - 4...  | INV0172357     | 08/25/2023 | 457 PLAN -AGE 50+ %                | 101.203.2031400       | 1,015.87  |
| MN STATE RETIREMENT SYST...   | INV0172358     | 08/25/2023 | 457 ROTH IRA (AGE 49 & UND...      | 101.203.2031400       | 510.00    |
| AFSCME COUNCIL 5              | INV0172359     | 08/25/2023 | UNION DUES (AFSCME FULL S...       | 101.203.2031000       | 951.32    |
| AFSCME COUNCIL 5              | INV0172360     | 08/25/2023 | UNION DUES (AFSCME FULL S...       | 101.203.2031000       | 41.96     |
| MINNESOTA DEPARTMENT OF...    | INV0172361     | 08/25/2023 | CASE #001570640001                 | 101.203.2032100       | 151.36    |
| TEXAS STATE DISBURSEMENT...   | INV0172362     | 08/25/2023 | CASE #0012022247                   | 101.203.2032100       | 230.77    |
| MINNESOTA DEPARTMENT OF...    | INV0172363     | 08/25/2023 | CASE #001490481201                 | 101.203.2032100       | 357.72    |
| MINNESOTA DEPARTMENT OF...    | INV0172364     | 08/25/2023 | CASE #000115468905                 | 101.203.2032100       | 65.06     |
| MINNESOTA DEPARTMENT OF...    | INV0172365     | 08/25/2023 | CASE #001563363401                 | 101.203.2032100       | 426.85    |
| MINNESOTA DEPARTMENT OF...    | INV0172366     | 08/25/2023 | CASE #001567848502                 | 101.203.2032100       | 60.45     |
| MINNESOTA DEPARTMENT OF...    | INV0172367     | 08/25/2023 | CASE #001521862201                 | 101.203.2032100       | 200.73    |
| WI SCTF (WI SUPPORT COLLEC... | INV0172368     | 08/25/2023 | PARTICIPANT ID#0004986316          | 101.203.2032100       | 433.06    |
| IGH FIRE RELIEF ASSN          | INV0172369     | 08/25/2023 | MEMBERSHIP DUES - FIRE REL...      | 101.203.2031000       | 445.50    |
| IGH FIRE RELIEF ASSN          | INV0172370     | 08/25/2023 | MEMBERSHIP DUES - FIRE REL...      | 101.203.2031000       | 90.00     |
| MEDSURETY ACH ONLY            | INV0172371     | 08/25/2023 | HSA ELECTION-FAMILY                | 101.203.2032500       | 4,134.29  |
| MEDSURETY ACH ONLY            | INV0172372     | 08/25/2023 | HSA ELECTION-SINGLE                | 101.203.2032500       | 5,517.84  |
| IGH PROFESSIONAL FIREFIGHT... | INV0172373     | 08/25/2023 | UNION DUES (IAFF)                  | 101.203.2031000       | 504.01    |
| MN STATE RETIREMENT SYST...   | INV0172374     | 08/25/2023 | MINNESOTA DEFERRED COM...          | 101.203.2031400       | 835.00    |
| MN STATE RETIREMENT SYST...   | INV0172375     | 08/25/2023 | MINNESOTA DEFERRED COM...          | 101.203.2031400       | 792.10    |
| PERA                          | INV0172376     | 08/25/2023 | PERA COORDINATED PLAN              | 101.203.2030600       | 50,359.52 |
| PERA                          | INV0172377     | 08/25/2023 | EMPLOYER SHARE (EXTRA PE...        | 101.203.2030600       | 3,873.87  |
| PERA                          | INV0172378     | 08/25/2023 | PERA POLICE & FIRE PLAN            | 101.203.2030600       | 31,038.47 |
| PERA                          | INV0172379     | 08/25/2023 | EMPLOYER SHARE (POLICE & F...      | 101.203.2030600       | 46,557.72 |
| ICMA RETIREMENT TRUST - 4...  | INV0172380     | 08/25/2023 | ROTH IRA (AGE 49 & UNDER)          | 101.203.2032400       | 3,568.76  |
| ICMA RETIREMENT TRUST - 4...  | INV0172381     | 08/25/2023 | ROTH IRA (AGE 50 & OVER)           | 101.203.2032400       | 538.46    |
| ICMA RETIREMENT TRUST - 4...  | INV0172382     | 08/25/2023 | ROTH-AGE <49 %                     | 101.203.2032400       | 49.91     |
| EFTPS                         | INV0172383     | 08/25/2023 | FEDERAL WITHHOLDING                | 101.203.2030200       | 74,024.31 |
| MN DEPT OF REVENUE (PAYR...   | INV0172384     | 08/25/2023 | STATE WITHHOLDING                  | 101.203.2030300       | 31,895.55 |
| EFTPS                         | INV0172385     | 08/25/2023 | MEDICARE WITHHOLDING               | 101.203.2030500       | 21,831.20 |
| EFTPS                         | INV0172386     | 08/25/2023 | SOCIAL SECURITY WITHHOLDI...       | 101.203.2030400       | 60,355.62 |
| ING DIRECT                    | INV0172387     | 08/25/2023 | MSRS-HCSP                          | 101.203.2032200       | 7,009.96  |
| EFTPS                         | INV0172388     | 08/25/2023 | FEDERAL WITHHOLDING                | 101.203.2030200       | 3,237.33  |
| MN DEPT OF REVENUE (PAYR...   | INV0172389     | 08/25/2023 | STATE WITHHOLDING                  | 101.203.2030300       | 1,172.06  |
| EFTPS                         | INV0172390     | 08/25/2023 | MEDICARE WITHHOLDING               | 101.203.2030500       | 471.72    |
| EFTPS                         | INV0172391     | 08/25/2023 | SOCIAL SECURITY WITHHOLDI...       | 101.203.2030400       | 2,017.00  |
| HERITAGE LANDSCAPE SUPPLY...  | 0011805331-001 | 08/31/2023 | pesticides                         | 101.44.6000.451.60035 | 1,864.00  |
| OCCUPATIONAL HEALTH CEN...    | 103822108      | 08/31/2023 | Pre-employment physical and...     | 101.41.1120.413.30700 | 892.97    |
| OCCUPATIONAL HEALTH CEN...    | 103825578      | 08/31/2023 | Preemployment physical - Fire...   | 101.41.1120.413.30700 | 971.00    |
| LANGUAGE LINE SERVICES        | 11067028       | 08/31/2023 | Monthly interpretations 7.20...    | 101.42.4000.421.30700 | 579.20    |
| MINNESOTA SODDING COMP...     | 12015          | 08/31/2023 | fall field layouts                 | 101.44.6000.451.30700 | 2,841.80  |
| WEBBER RECREATIONAL DESI...   | 1322           | 08/31/2023 | hardware for playground parts      | 101.44.6000.451.60065 | 73.35     |
| UNIFIRST CORPORATION          | 1410007104     | 08/31/2023 | Streets Uniforms                   | 101.43.5200.443.60045 | 183.46    |
| UNIFIRST CORPORATION          | 1410007104     | 08/31/2023 | Parks Uniforms                     | 101.44.6000.451.60045 | 18.17     |
| CONSERVATION CORPS MINN...    | 14168          | 08/31/2023 | corps member hours for nat. r...   | 101.44.6000.451.70501 | 10,680.00 |
| MIDWEST FENCE & MFG CO        | 191907         | 08/31/2023 | fence part                         | 101.44.6000.451.60065 | 18.50     |
| PRECISE MRM                   | 200-1044250    | 08/31/2023 | Truck data                         | 101.43.5200.443.30700 | 110.00    |
| DAJ ENTERPRISES LLC (ECO W... | 2047           | 08/31/2023 | fertilizer/mulch                   | 101.44.6000.451.60030 | 6,215.00  |
| GERTENS                       | 208452/12      | 08/31/2023 | mound clay & sand                  | 101.44.6000.451.60065 | 1,167.50  |
| ALEX PRO FIREARMS, LLC.       | 22395          | 08/31/2023 | Firearms for training              | 101.42.4000.421.60018 | 1,200.00  |
| TAHO SPORTSWEAR               | 2354206        | 08/31/2023 | fall rec soccer shirts             | 101.44.6100.454.60045 | 715.20    |
| L.T.G. POWER EQUIPMENT        | 279640         | 08/31/2023 | parts for chainsaws                | 101.44.6000.451.60040 | 654.95    |
| MATHESON TRI-GAS, INC.        | 28302670       | 08/31/2023 | Medical oxygen                     | 101.42.4000.421.60065 | 321.49    |
| GOPHER LAWN AND SNOW S...     | 3094           | 08/31/2023 | LAWN CARE ABATEMENT CUT...         | 101.45.3000.419.30700 | 85.00     |
| GOPHER LAWN AND SNOW S...     | 3095           | 08/31/2023 | LAWN CARE ABATEMENT CUT...         | 101.45.3000.419.30700 | 85.00     |
| GOPHER LAWN AND SNOW S...     | 3128           | 08/31/2023 | cemetery mowing services           | 101.44.6000.451.30700 | 270.00    |
| GOPHER LAWN AND SNOW S...     | 3138           | 08/31/2023 | ditch mowing services              | 101.44.6000.451.30700 | 130.00    |
| ASPEN MILLS                   | 318029         | 08/31/2023 | Unifrom, patches and sewing ...    | 101.42.4000.421.60045 | 443.62    |
| ASPEN MILLS                   | 318340         | 08/31/2023 | Commander Haugland unifor...       | 101.42.4000.421.60045 | 264.90    |
| MN GLOVE & SAFETY, INC.       | 342714         | 08/31/2023 | safety gear                        | 101.44.6000.451.60045 | 411.30    |
| SHORT ELLIOTT HENDRICKSON..   | 449184         | 08/31/2023 | Setting traffic counters and su... | 101.43.5100.442.30700 | 8,323.88  |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                   | Payable Number | Post Date  | Description (Item)               | Account Number        | Amount   |
|-------------------------------|----------------|------------|----------------------------------|-----------------------|----------|
| CENTRAL TURF & IRRIGATION ... | 50259215-00    | 08/31/2023 | irrigation parts                 | 101.44.6000.451.40047 | 136.82   |
| LOCAL GOVERNMENT INFOR...     | 54126          | 08/31/2023 | Multiple FieldOps Subscriptio... | 101.42.4000.421.50072 | 480.00   |
| DAKOTA CTY FINANCIAL SVCS     | 5501098        | 08/31/2023 | MHZ subscriber fee 7.2023        | 101.42.4000.421.70501 | 1,866.40 |
| DAKOTA CTY FINANCIAL SVCS     | 5501098        | 08/31/2023 | MHZ subscriber fee 7.2023        | 101.42.4200.423.30700 | 1,726.42 |
| DAKOTA CTY FINANCIAL SVCS     | 5501098        | 08/31/2023 | MHZ subscriber fee 7.2023        | 101.43.5200.443.30700 | 46.66    |
| MN LIFE INSURANCE CO          | 67921941-00    | 08/31/2023 | 9.2023 Premium                   | 101.203.2030900       | 3,723.70 |
| MN LIFE INSURANCE CO          | 67921941-00    | 08/31/2023 | 9.2023 COBRA Premium             | 101.203.2030910       | 102.52   |
| MN LIFE INSURANCE CO          | 67921941-00CR  | 08/31/2023 | 5.2023-7.2023 Credits            | 101.203.2030900       | -173.14  |
| DAKOTA AGGREGATES, LLC.       | 7240109        | 08/31/2023 | sand                             | 101.43.5200.443.60016 | 687.82   |
| DAVID BESSASON                | 8/15/2023      | 08/31/2023 | Dave Bessason- K-9 multi-age...  | 101.42.4000.422.50080 | 9,360.00 |
| MN SUPERVISORS CONFEREN...    | 8/28/2023      | 08/31/2023 | Conference registration          | 101.45.3200.419.50080 | 100.00   |
| INVER GROVE HEIGHTS DAYS      | 8/29/2023      | 08/31/2023 | 2023 Fireworks contribution-...  | 101.41.1100.413.70600 | 2,500.00 |
| INVER GROVE HEIGHTS DAYS      | 8/29/2023      | 08/31/2023 | 2023 Fireworks contribution      | 101.44.6000.451.70600 | 5,000.00 |
| GERTENS                       | 802071/6       | 08/31/2023 | hydro seeder rental              | 101.44.6000.451.40050 | 114.00   |
| RCM SPECIALTIES, INC.         | 9043           | 08/31/2023 | Tack Oil                         | 101.43.5200.443.60016 | 1,148.00 |
| EHLERS AND ASSOCIATES, INC.   | 94932          | 08/31/2023 | FMP Updates 7.2023               | 101.41.2000.415.30700 | 2,186.25 |
| GRAINGER                      | 9776079080     | 08/31/2023 | barricade for RV park            | 101.44.6000.451.60065 | 413.80   |
| BLOOMINGTON SECURITY SO...    | C116942        | 08/31/2023 | building keys                    | 101.44.6000.451.40040 | 66.00    |
| 3RD LAIR SKATEPARK            | CR2833         | 08/31/2023 | 3rd Lair payment for Skateboa... | 101.44.6100.452.30700 | 720.00   |
| JASON THOMAS CARDINAL         | IGHPD23-1      | 08/31/2023 | Employment background chec...    | 101.42.4000.421.30701 | 1,620.00 |
| INNOVATIVE OFFICE SOLUTIO...  | IN4219083      | 08/31/2023 | office supplies                  | 101.44.6100.459.60010 | 4.75     |
| INNOVATIVE OFFICE SOLUTIO...  | IN4222811      | 08/31/2023 | Office supplies                  | 101.42.4000.421.60010 | 261.06   |
| INNOVATIVE OFFICE SOLUTIO...  | IN4225489      | 08/31/2023 | Batteries & Folders              | 101.41.2000.415.60010 | 61.74    |
| INNOVATIVE OFFICE SOLUTIO...  | IN4303530      | 08/31/2023 | Paper                            | 101.43.5100.442.60010 | 13.33    |
| INNOVATIVE OFFICE SOLUTIO...  | IN4304931      | 08/31/2023 | Office supplies                  | 101.45.3000.419.60010 | 54.29    |
| STORM TRAINING GROUP LLC      | OD2294DB-0001  | 08/31/2023 | RSO update 8/28/2023             | 101.42.4000.421.50080 | 299.00   |

Fund 101 - GENERAL FUND Total: 617,407.56

## Fund: 205 - COMMUNITY CENTER-OPERATING FUND

|                               |            |            |                                       |                       |          |
|-------------------------------|------------|------------|---------------------------------------|-----------------------|----------|
| APEC                          | 125165B    | 08/31/2023 | HVAC Filters                          | 205.44.6200.453.60016 | 203.69   |
| MEI TOTAL ELEVATOR SOLUTI...  | 1032944    | 08/24/2023 | repaired elevator                     | 205.44.6200.453.40040 | 523.50   |
| DANIEL BAUER                  | 1037       | 08/24/2023 | replaced AHU1 condenser fan           | 205.44.6200.453.40040 | 4,985.00 |
| DANIEL BAUER                  | 1053       | 08/24/2023 | recycled refrigerant                  | 205.44.6200.453.40025 | 240.00   |
| DANIEL BAUER                  | 1053       | 08/24/2023 | recycled refrigerant                  | 205.44.6200.453.40025 | 240.00   |
| HUEBSCH SERVICES              | 20249496   | 08/24/2023 | lobby mats                            | 205.44.6200.453.40065 | 80.61    |
| HUEBSCH SERVICES              | 20249496   | 08/24/2023 | lobby mats                            | 205.44.6200.453.40065 | 322.48   |
| PERFECTION PLUS, INC          | 314820     | 08/24/2023 | monthly cleaning svcs 8-2023          | 205.44.6200.453.40040 | 6,684.81 |
| AFFEKTIVE SOFTWARE LLC        | 3166       | 08/24/2023 | Software for the Aquatics Dept        | 205.44.6200.453.50072 | 324.54   |
| AFFEKTIVE SOFTWARE LLC        | 3166       | 08/24/2023 | Software for the Aquatics Dept        | 205.44.6200.453.50072 | 324.54   |
| TOTAL CONSTRUCTION & EQU...   | 37011      | 08/24/2023 | install 2 ceiling fans in fitness ... | 205.44.6200.453.40040 | 3,624.93 |
| TWIN SOURCE SUPPLY            | 506821     | 08/24/2023 | cleaning supplies                     | 205.44.6200.453.60011 | 733.98   |
| TWIN SOURCE SUPPLY            | 506821     | 08/24/2023 | cleaning supplies                     | 205.44.6200.453.60011 | 733.98   |
| SAFE-WAY BUS COMPANY          | 5811       | 08/24/2023 | Transportation for first two ki...    | 205.44.6200.453.70610 | 658.69   |
| B & B SHEETMETAL AND ROOF..   | 60834      | 08/24/2023 | repair roof leak in front office ...  | 205.44.6200.453.40040 | 791.25   |
| GRAINGER                      | 9796056639 | 08/24/2023 | mesh strainers                        | 205.44.6200.453.60016 | 128.72   |
| GRAINGER                      | 9798473030 | 08/24/2023 | v-belts                               | 205.44.6200.453.60016 | 83.75    |
| GRAINGER                      | 9798473030 | 08/24/2023 | v-belts                               | 205.44.6200.453.60016 | 83.75    |
| INNOVATIVE OFFICE SOLUTIO...  | IN4287298  | 08/24/2023 | office supplies                       | 205.44.6200.453.60010 | 23.69    |
| INNOVATIVE OFFICE SOLUTIO...  | IN4290077  | 08/24/2023 | office supplies                       | 205.44.6200.453.60010 | 19.70    |
| R & R SPECIALTIES OF WI, INC. | 0079599-IN | 08/31/2023 | Zam blade sharpening                  | 205.44.6200.453.40042 | 65.00    |
| DANIEL BAUER                  | 1055       | 08/31/2023 | condenser clean & repair              | 205.44.6200.453.40040 | 2,695.00 |
| APEC                          | 125297     | 08/31/2023 | HVAC filters                          | 205.44.6200.453.60016 | 404.08   |
| APEC                          | 125297     | 08/31/2023 | HVAC filters                          | 205.44.6200.453.60016 | 404.08   |
| AMERICAN RED CROSS            | 22607519   | 08/31/2023 | Lifeguard certification class         | 205.44.6200.453.60018 | 180.00   |
| PUSH PEDAL PULL               | 366328     | 08/31/2023 | Preventive mainenance                 | 205.44.6200.453.40042 | 1,049.00 |
| TOTAL CONSTRUCTION & EQU...   | 37157      | 08/31/2023 | power for new clocks in Fitnes...     | 205.44.6200.453.40040 | 2,293.78 |
| TWIN SOURCE SUPPLY            | 505704     | 08/31/2023 | cleaning supplies                     | 205.44.6200.453.60011 | 453.99   |
| TWIN SOURCE SUPPLY            | 505704     | 08/31/2023 | cleaning supplies                     | 205.44.6200.453.60011 | 453.99   |
| TWIN SOURCE SUPPLY            | 505707     | 08/31/2023 | trash can liners                      | 205.44.6200.453.60011 | 134.50   |
| TWIN SOURCE SUPPLY            | 505707     | 08/31/2023 | trash can liners                      | 205.44.6200.453.60011 | 134.51   |
| TWIN SOURCE SUPPLY            | 506822     | 08/31/2023 | hand soap                             | 205.44.6200.453.60011 | 26.96    |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                                                      | Payable Number  | Post Date  | Description (Item)                 | Account Number        | Amount            |
|------------------------------------------------------------------|-----------------|------------|------------------------------------|-----------------------|-------------------|
| TWIN SOURCE SUPPLY                                               | 506822          | 08/31/2023 | hand soap                          | 205.44.6200.453.60011 | 26.96             |
| SHERWIN-WILLIAMS CO.                                             | 6213-0          | 08/31/2023 | paint                              | 205.44.6200.453.60012 | 19.58             |
| HAWKINS, INC.                                                    | 6561376         | 08/31/2023 | pool chemicals                     | 205.44.6200.453.60024 | 5,843.94          |
| COMCAST                                                          | 8/12/2023       | 08/31/2023 | VMCC Cable TV                      | 205.44.6200.453.50070 | 328.10            |
| TABOR, DAVID                                                     | 8/28/2023       | 08/31/2023 | Sales tax refund for cancelled...  | 205.207.2070300       | 5.45              |
| TABOR, DAVID                                                     | 8/28/2023       | 08/31/2023 | Refund for cancelled member...     | 205.44.0000.3490100   | 76.55             |
| GRAINGER                                                         | 9812505957      | 08/31/2023 | door closer                        | 205.44.6200.453.40040 | 676.00            |
| GRAINGER                                                         | 9814343308      | 08/31/2023 | fans for fitness studio            | 205.44.6200.453.40040 | 394.70            |
| GRAINGER                                                         | 9816536610      | 08/31/2023 | toilet seats                       | 205.44.6200.453.60016 | 74.97             |
| <b>Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:</b>         |                 |            |                                    |                       | <b>36,552.75</b>  |
| <b>Fund: 206 - COMMUNITY CENTER-CAPITAL FUND</b>                 |                 |            |                                    |                       |                   |
| LVC COMPANIES, INC.                                              | 120266          | 08/31/2023 | balance on fire alarm door op...   | 206.44.6200.459.80200 | 4,805.49          |
| <b>Fund 206 - COMMUNITY CENTER-CAPITAL FUND Total:</b>           |                 |            |                                    |                       | <b>4,805.49</b>   |
| <b>Fund: 270 - HOST COMMUNITY FUND</b>                           |                 |            |                                    |                       |                   |
| BARR ENGINEERING COMPANY                                         | 23190218.00-320 | 08/31/2023 | Pine Bend Landfill Assistance      | 270.75.5900.751.30700 | 151.00            |
| <b>Fund 270 - HOST COMMUNITY FUND Total:</b>                     |                 |            |                                    |                       | <b>151.00</b>     |
| <b>Fund: 291 - EDA-ACQUISITIONS FUND</b>                         |                 |            |                                    |                       |                   |
| LEVANDER, GILLEN & MILLER P..                                    | 7/31/2023 81.01 | 08/24/2023 | McPhillips Acquisition legal ch... | 291.45.3000.419.30420 | 462.00            |
| <b>Fund 291 - EDA-ACQUISITIONS FUND Total:</b>                   |                 |            |                                    |                       | <b>462.00</b>     |
| <b>Fund: 365 - G.O. IMPR BONDS 2015A</b>                         |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94769           | 08/31/2023 | 2023 Continuing Disclosure Fe...   | 365.57.9000.570.30700 | 516.66            |
| <b>Fund 365 - G.O. IMPR BONDS 2015A Total:</b>                   |                 |            |                                    |                       | <b>516.66</b>     |
| <b>Fund: 367 - G.O. CAPITAL IMPR REF BONDS, 2016A</b>            |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94769           | 08/31/2023 | 2023 Continuing Disclosure Fe...   | 367.57.9000.570.30700 | 516.66            |
| <b>Fund 367 - G.O. CAPITAL IMPR REF BONDS, 2016A Total:</b>      |                 |            |                                    |                       | <b>516.66</b>     |
| <b>Fund: 369 - G.O. IMPR BONDS 2017B</b>                         |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94769           | 08/31/2023 | 2023 Continuing Disclosure Fe...   | 369.57.9000.570.30700 | 516.67            |
| <b>Fund 369 - G.O. IMPR BONDS 2017B Total:</b>                   |                 |            |                                    |                       | <b>516.67</b>     |
| <b>Fund: 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION</b>        |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94769           | 08/31/2023 | 2023 Continuing Disclosure Fe...   | 392.57.9000.570.30700 | 516.67            |
| <b>Fund 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION Total:</b>  |                 |            |                                    |                       | <b>516.67</b>     |
| <b>Fund: 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION</b>        |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94769           | 08/31/2023 | 2023 Continuing Disclosure Fe...   | 393.57.9000.570.30700 | 516.67            |
| <b>Fund 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION Total:</b>  |                 |            |                                    |                       | <b>516.67</b>     |
| <b>Fund: 394 - G.O. REFUND BONDS 2020A (10B)</b>                 |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94769           | 08/31/2023 | 2023 Continuing Disclosure Fe...   | 394.57.9000.570.30700 | 516.67            |
| <b>Fund 394 - G.O. REFUND BONDS 2020A (10B) Total:</b>           |                 |            |                                    |                       | <b>516.67</b>     |
| <b>Fund: 401 - PARK CAPITAL REPLACEMENT</b>                      |                 |            |                                    |                       |                   |
| MCK SERVICES, INC.                                               | 23238           | 08/31/2023 | fire pit insert                    | 401.44.5900.744.60065 | 3,000.00          |
| FLAGSHIP RECREATION LLC                                          | F21553          | 08/31/2023 | Park installation & hardware f...  | 401.44.5900.744.80800 | 50,988.16         |
| <b>Fund 401 - PARK CAPITAL REPLACEMENT Total:</b>                |                 |            |                                    |                       | <b>53,988.16</b>  |
| <b>Fund: 402 - PARK ACQUISITION &amp; DEVELOPMENT FUND</b>       |                 |            |                                    |                       |                   |
| MAX STEININGER, INC.                                             | 12/2/2022       | 08/24/2023 | Final Pay Voucher #5, Proj 20...   | 402.44.6000.451.80300 | 22,074.21         |
| MINNESOTA/WISCONSIN PLA...                                       | 2023331         | 08/24/2023 | Overlook Ridge playground eq...    | 402.44.6000.451.80300 | 108,081.46        |
| DAKOTA UNLIMITED INC                                             | 144076          | 08/31/2023 | temporary fence at Argenta Hi...   | 402.44.6000.451.80800 | 1,800.00          |
| M & J SERVICES, LLC                                              | 2792            | 08/31/2023 | footings for new Overlook Rid...   | 402.44.6000.451.80800 | 1,675.00          |
| M & J SERVICES, LLC                                              | 2793            | 08/31/2023 | footings for new Argenta Hills...  | 402.44.6000.451.80800 | 1,675.00          |
| <b>Fund 402 - PARK ACQUISITION &amp; DEVELOPMENT FUND Total:</b> |                 |            |                                    |                       | <b>135,305.67</b> |
| <b>Fund: 436 - 117TH STREET RECONSTRUCTION</b>                   |                 |            |                                    |                       |                   |
| LEVANDER, GILLEN & MILLER P..                                    | 7/31/2023 81.09 | 08/24/2023 | Landfill Agreements                | 436.73.5900.736.30420 | 130.50            |
| <b>Fund 436 - 117TH STREET RECONSTRUCTION Total:</b>             |                 |            |                                    |                       | <b>130.50</b>     |
| <b>Fund: 453 - SE QUADRANT TIF DIST 4-1</b>                      |                 |            |                                    |                       |                   |
| EHLERS AND ASSOCIATES, INC.                                      | 94844           | 08/31/2023 | 2022 TIF Reporting                 | 453.57.9000.570.30700 | 1,391.25          |
| <b>Fund 453 - SE QUADRANT TIF DIST 4-1 Total:</b>                |                 |            |                                    |                       | <b>1,391.25</b>   |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                                       | Payable Number | Post Date  | Description (Item)               | Account Number        | Amount            |
|---------------------------------------------------|----------------|------------|----------------------------------|-----------------------|-------------------|
| <b>Fund: 500 - NW AREA CAPITAL PROJECTS</b>       |                |            |                                  |                       |                   |
| KIMLEY-HORN & ASSOCIATES, ...                     | 25605897       | 08/31/2023 | CSAH 26/63 Construction Pha...   | 500.74.5900.746.30300 | 4,611.22          |
| <b>Fund 500 - NW AREA CAPITAL PROJECTS Total:</b> |                |            |                                  |                       | <b>4,611.22</b>   |
| <b>Fund: 510 - WATER-OPERATING FUND</b>           |                |            |                                  |                       |                   |
| AUTOMATIC SYSTEMS CO.                             | 40288          | 08/24/2023 | Treatment plant Filter upgrade   | 510.50.7100.512.40042 | 24,999.00         |
| AUTOMATIC SYSTEMS CO.                             | 40289          | 08/24/2023 | Booster station upgrade          | 510.50.7100.512.40042 | 24,999.00         |
| CINTAS CORPORATION                                | 4164046475     | 08/24/2023 | Rugs at water treatment plant    | 510.50.7100.512.40065 | 126.10            |
| JM HAULING LLC                                    | 8/16/2023      | 08/24/2023 | Refund hydrant permit #2313      | 510.227.2270100       | 1,500.00          |
| JM HAULING LLC                                    | 8/16/2023CR    | 08/24/2023 | Less: Sales tax permit #2313     | 510.207.2070300       | -5.34             |
| JM HAULING LLC                                    | 8/16/2023CR    | 08/24/2023 | Less: other water charges per... | 510.50.0000.3813000   | -75.00            |
| SOUTH ST PAUL, CITY OF                            | 8/8/2023       | 08/24/2023 | 2nd Qtr 2023 SSP Water           | 510.50.7100.512.40005 | 597.04            |
| T&T TOOLS, INC.                                   | SI-00151630    | 08/24/2023 | Smalls tools                     | 510.50.7100.512.60040 | 403.92            |
| CORE & MAIN LP                                    | T331242        | 08/24/2023 | Hydrant Parts                    | 510.50.7100.512.60016 | 3,277.52          |
| DALEY ELECTRIC, LLC                               | 230567         | 08/31/2023 | Well house maintenance           | 510.50.7100.512.40040 | 221.50            |
| THERMA-STOR LLC                                   | 3140355 RI     | 08/31/2023 | pump parts                       | 510.50.7100.512.40042 | 31.55             |
| CITY OF EAGAN                                     | 6/1/2023       | 08/31/2023 | 2nd Qtr 2023 Eagan Water         | 510.50.7100.512.40005 | 71,618.90         |
| MINNESOTA DEPARTMENT OF...                        | 8/17/2023      | 08/31/2023 | 3rd Qtr 2023 water test fee      | 510.207.2070100       | 19,578.00         |
| LONE OAK COMPANIES                                | 92975          | 08/31/2023 | Delinquent notice processing ... | 510.50.7100.512.30700 | 236.70            |
| INNOVATIVE OFFICE SOLUTIO...                      | IN4215343      | 08/31/2023 | Utility planner                  | 510.50.7100.512.60016 | 24.12             |
| USABUEBOOK                                        | INV00112099    | 08/31/2023 | Pump parts                       | 510.50.7100.512.40042 | 254.06            |
| CORE & MAIN LP                                    | T464200        | 08/31/2023 | Curb box parts                   | 510.50.7100.512.60016 | 1,405.10          |
| CORE & MAIN LP                                    | T473077        | 08/31/2023 | Irrig meter for new park         | 510.50.7100.512.75500 | 1,333.92          |
| <b>Fund 510 - WATER-OPERATING FUND Total:</b>     |                |            |                                  |                       | <b>150,526.09</b> |
| <b>Fund: 511 - WATER-CAPITAL FUND</b>             |                |            |                                  |                       |                   |
| UTILITY CONSULTANTS INC                           | 117132         | 08/24/2023 | Engineering pilot study for W... | 511.50.7100.512.30300 | 15,897.69         |
| STANTEC CONSULTING SERVI...                       | 2114663        | 08/24/2023 | Progress Payment #2 - WTP R...   | 511.50.7100.512.30300 | 16,337.54         |
| E.H. RENNER & SONS INC                            | 7859           | 08/24/2023 | High service pump repair         | 511.50.7100.512.40043 | 23,285.00         |
| <b>Fund 511 - WATER-CAPITAL FUND Total:</b>       |                |            |                                  |                       | <b>55,520.23</b>  |
| <b>Fund: 520 - SEWER-OPERATING FUND</b>           |                |            |                                  |                       |                   |
| NORTHSTAR MUDJACKING &...                         | 3577           | 08/24/2023 | sewer service maintenance        | 520.51.7200.514.40043 | 1,000.00          |
| AUTOMATIC SYSTEMS CO.                             | 40582          | 08/24/2023 | Lift station                     | 520.51.7200.514.40043 | 1,178.13          |
| SOUTH ST PAUL, CITY OF                            | 8/8/2023       | 08/24/2023 | 2nd Qtr 2023 SSP Sewer           | 520.51.7200.514.40016 | 861.72            |
| CITY OF EAGAN                                     | 6/1/2023       | 08/31/2023 | 2nd Qtr 2023 Eagan Sewer         | 520.51.7200.514.40016 | 80,549.64         |
| LONE OAK COMPANIES                                | 92975          | 08/31/2023 | Delinquent notice processing ... | 520.51.7200.514.30700 | 236.70            |
| <b>Fund 520 - SEWER-OPERATING FUND Total:</b>     |                |            |                                  |                       | <b>83,826.19</b>  |
| <b>Fund: 521 - SEWER-CAPITAL FUND</b>             |                |            |                                  |                       |                   |
| EHLERS AND ASSOCIATES, INC.                       | 94769          | 08/31/2023 | 2023 Continuing Disclosure Fe... | 521.57.9000.570.30700 | 516.66            |
| EHLERS AND ASSOCIATES, INC.                       | 94769          | 08/31/2023 | 2023 Continuing Disclosure Fe... | 521.57.9000.570.30700 | 516.67            |
| EHLERS AND ASSOCIATES, INC.                       | 94769          | 08/31/2023 | 2023 Continuing Disclosure Fe... | 521.57.9000.570.30700 | 516.67            |
| <b>Fund 521 - SEWER-CAPITAL FUND Total:</b>       |                |            |                                  |                       | <b>1,550.00</b>   |
| <b>Fund: 530 - STORM WATER-OPERATING</b>          |                |            |                                  |                       |                   |
| CONSERVATION CORPS MINN...                        | 14239          | 08/24/2023 | corps member hrs for nat. res... | 530.74.5900.741.40066 | 5,000.00          |
| M & J SERVICES, LLC                               | 2788           | 08/24/2023 | storm sewer maintenance          | 530.74.5900.741.40066 | 4,355.00          |
| M & J SERVICES, LLC                               | 2789           | 08/24/2023 | storm sewers                     | 530.74.5900.741.40066 | 2,275.00          |
| M & J SERVICES, LLC                               | 2794           | 08/24/2023 | storm sewer maintenance          | 530.74.5900.741.40066 | 4,680.00          |
| M & J SERVICES, LLC                               | 2795           | 08/24/2023 | storm sewer repair               | 530.74.5900.741.40066 | 4,030.00          |
| GLACIAL RIDGE GROWERS, INC.                       | 7853           | 08/24/2023 | Storm water                      | 530.74.5900.741.40066 | 326.50            |
| SOUTH ST PAUL, CITY OF                            | 8/8/2023       | 08/24/2023 | 2nd Qtr 2023 SSP Storm Water     | 530.74.5900.741.40030 | 98.04             |
| CONSERVATION CORPS MINN...                        | 14168          | 08/31/2023 | corps member hours for nat. r... | 530.74.5900.741.40066 | 5,000.00          |
| M & J SERVICES, LLC                               | 2797           | 08/31/2023 | storm sewer maintenance          | 530.74.5900.741.40066 | 4,875.00          |
| M & J SERVICES, LLC                               | 2798           | 08/31/2023 | storm sewer maintenance          | 530.74.5900.741.40066 | 4,030.00          |
| CITY OF EAGAN                                     | 6/1/2023       | 08/31/2023 | 2nd Qtr 2023 Eagan Storm Wa...   | 530.74.5900.741.40030 | 6,518.02          |
| <b>Fund 530 - STORM WATER-OPERATING Total:</b>    |                |            |                                  |                       | <b>41,187.56</b>  |
| <b>Fund: 550 - INVER WOOD GOLF COURSE</b>         |                |            |                                  |                       |                   |
| HERITAGE LANDSCAPE SUPPLY...                      | 0012177270-001 | 08/24/2023 | pesticide growth regulator       | 550.52.8600.527.60035 | 338.79            |
| BREAKTHRU BEVERAGE MINN...                        | 111613321      | 08/24/2023 | beer for resale                  | 550.52.8300.524.76150 | 96.00             |
| BREAKTHRU BEVERAGE MINN...                        | 111621158      | 08/24/2023 | beer for resale                  | 550.52.8300.524.76150 | 644.70            |
| BREAKTHRU BEVERAGE MINN...                        | 111689275      | 08/24/2023 | beer for resale                  | 550.52.8300.524.76150 | 146.00            |



## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                              | Payable Number   | Post Date  | Description (Item)                  | Account Number        | Amount    |
|------------------------------------------|------------------|------------|-------------------------------------|-----------------------|-----------|
| BREAKTHRU BEVERAGE MINN...               | 111694395        | 08/24/2023 | beer for resale                     | 550.52.8300.524.76150 | 250.40    |
| SITEONE LANDSCAPE SUPPLY, ...            | 133362811-001    | 08/24/2023 | misc golf supplies                  | 550.52.8600.527.60020 | 230.95    |
| MTI DISTRIBUTING CO                      | 1370575-00       | 08/24/2023 | new Toro 648s equipment             | 550.52.8600.527.80800 | 47,018.59 |
| MTI DISTRIBUTING CO                      | 1399860-00       | 08/24/2023 | equipment repair reels              | 550.52.8600.527.40042 | 2,224.86  |
| MTI DISTRIBUTING CO                      | 1400181-00       | 08/24/2023 | equipment repair                    | 550.52.8600.527.40042 | 252.06    |
| MTI DISTRIBUTING CO                      | 1400348-00       | 08/24/2023 | Axle cover                          | 550.52.8600.527.40042 | 112.58    |
| UNIFIRST CORPORATION                     | 1410004328       | 08/24/2023 | uniforms and towels                 | 550.52.8600.527.60045 | 152.06    |
| DENNY'S 5TH AVENUE BAKERY                | 15223            | 08/24/2023 | bread for food resale               | 550.52.8300.524.76050 | 127.09    |
| DENNY'S 5TH AVENUE BAKERY                | 15352            | 08/24/2023 | bread for food resale               | 550.52.8300.524.76050 | 127.09    |
| DENNY'S 5TH AVENUE BAKERY                | 15499            | 08/24/2023 | Buns, subs and rolls for golf c...  | 550.52.8300.524.76050 | 139.75    |
| DENNY'S 5TH AVENUE BAKERY                | 15585            | 08/24/2023 | Buns, subs and rolls for golf c...  | 550.52.8300.524.76050 | 127.09    |
| MANSFIELD OIL COMPANY                    | 24538490         | 08/24/2023 | golf cart fuel                      | 550.52.8400.525.60021 | 1,503.49  |
| MANSFIELD OIL COMPANY                    | 24565172         | 08/24/2023 | Fuels                               | 550.52.8600.527.60021 | 2,733.96  |
| MANSFIELD OIL COMPANY                    | 24565224         | 08/24/2023 | Fuels                               | 550.52.8600.527.60021 | 2,522.11  |
| MANSFIELD OIL COMPANY                    | 24565231         | 08/24/2023 | Cart fuel                           | 550.52.8600.527.60021 | 1,777.44  |
| SHAMROCK GROUP                           | 2927259          | 08/24/2023 | Ice for golf course                 | 550.52.8300.524.76100 | 189.75    |
| SHAMROCK GROUP                           | 2927769          | 08/24/2023 | Ice for golf course                 | 550.52.8300.524.76100 | 170.85    |
| ARTISAN BEER COMPANY                     | 3608904          | 08/24/2023 | beer for resale                     | 550.52.8300.524.76150 | 443.15    |
| ARTISAN BEER COMPANY                     | 3613995          | 08/24/2023 | beer for resale                     | 550.52.8300.524.76150 | 632.35    |
| ARTISAN BEER COMPANY                     | 3621787          | 08/24/2023 | beer for resale                     | 550.52.8300.524.76150 | 433.90    |
| ARTISAN BEER COMPANY                     | 3623259          | 08/24/2023 | Beer for resale at the golf cour... | 550.52.8300.524.76150 | 221.60    |
| M. AMUNDSON LLP                          | 362786           | 08/24/2023 | Food for resale at the golf cou...  | 550.52.8300.524.76050 | 367.30    |
| M. AMUNDSON LLP                          | 367511           | 08/24/2023 | Food for resale at the golf cou...  | 550.52.8300.524.76050 | 297.63    |
| COCA COLA BOTTLING COMP...               | 37120027012      | 08/24/2023 | pop & water for resale              | 550.52.8300.524.76100 | 1,199.76  |
| DENNY'S 5TH AVENUE BAKERY                | 56               | 08/24/2023 | credit for invoice paid that wa...  | 550.52.8300.524.76050 | -133.40   |
| PHILLIPS WINE & SPIRITS                  | 6613681          | 08/24/2023 | alcohol for resale                  | 550.52.8300.524.76150 | 127.00    |
| PHILLIPS WINE & SPIRITS                  | 6621115          | 08/24/2023 | beer & alcohol for resale           | 550.52.8300.524.76150 | 723.04    |
| PHILLIPS WINE & SPIRITS                  | 6624486          | 08/24/2023 | beer & alcohol for resale           | 550.52.8300.524.76150 | 813.54    |
| PERFORMANCE FOOD GROUP ...               | 69186049         | 08/24/2023 | supplies                            | 550.52.8300.524.60065 | 349.23    |
| PERFORMANCE FOOD GROUP ...               | 69186049         | 08/24/2023 | food & supplies for resale          | 550.52.8300.524.76050 | 282.83    |
| PERFORMANCE FOOD GROUP ...               | 69186049         | 08/24/2023 | beverages & supplies for resale     | 550.52.8300.524.76100 | 240.22    |
| PERFORMANCE FOOD GROUP ...               | 69230455         | 08/24/2023 | Chlorine chem test strip            | 550.52.8300.524.76050 | 8.68      |
| GERTENS                                  | 798162/6         | 08/24/2023 | rip rock 18 pond                    | 550.52.8600.527.60020 | 438.36    |
| COLLEGE CITY BEVERAGE                    | 939090           | 08/24/2023 | beer for resale                     | 550.52.8300.524.76150 | 686.45    |
| COLLEGE CITY BEVERAGE                    | 941314           | 08/24/2023 | Beer for resale at the golf cour... | 550.52.8300.524.76150 | 226.40    |
| HERITAGE LANDSCAPE SUPPLY...             | FC1023-000001894 | 08/24/2023 | finance charge pesticide            | 550.52.8600.527.60035 | 237.79    |
| HERITAGE LANDSCAPE SUPPLY...             | 0012385937-001   | 08/31/2023 | fertilizer tees                     | 550.52.8600.527.60030 | 31.07     |
| HERITAGE LANDSCAPE SUPPLY...             | 0012435524-001   | 08/31/2023 | fairway fertilizer                  | 550.52.8600.527.60030 | 1,937.11  |
| BREAKTHRU BEVERAGE MINN...               | 111807880        | 08/31/2023 | beer for resale                     | 550.52.8300.524.76150 | 505.15    |
| MTI DISTRIBUTING CO                      | 1400947-00       | 08/31/2023 | equipment repair                    | 550.52.8600.527.40042 | 1,000.50  |
| MTI DISTRIBUTING CO                      | 1401418-00       | 08/31/2023 | equipment repair                    | 550.52.8600.527.40042 | 733.60    |
| MTI DISTRIBUTING CO                      | 1401418-01       | 08/31/2023 | equipment repair                    | 550.52.8600.527.40042 | 12.27     |
| MTI DISTRIBUTING CO                      | 1401787-00       | 08/31/2023 | fairway equipment repair            | 550.52.8600.527.40042 | 716.48    |
| MTI DISTRIBUTING CO                      | 1401826-00       | 08/31/2023 | equipment repair                    | 550.52.8600.527.40042 | 41.46     |
| UNIFIRST CORPORATION                     | 1410005844       | 08/31/2023 | uniforms and towels                 | 550.52.8600.527.60045 | 154.09    |
| UNIFIRST CORPORATION                     | 1410007106       | 08/31/2023 | uniforms and towels                 | 550.52.8600.527.60045 | 154.13    |
| DENNY'S 5TH AVENUE BAKERY                | 15713            | 08/31/2023 | bread for food resale               | 550.52.8300.524.76050 | 127.09    |
| ARTISAN BEER COMPANY                     | 3624743          | 08/31/2023 | beer for resale                     | 550.52.8300.524.76150 | 493.90    |
| M. AMUNDSON LLP                          | 367955           | 08/31/2023 | snacks for resale                   | 550.52.8300.524.76050 | 242.81    |
| COCA COLA BOTTLING COMP...               | 37236544012      | 08/31/2023 | returned CO2 tanks                  | 550.52.8300.524.76100 | -75.00    |
| COCA COLA BOTTLING COMP...               | 37236544013      | 08/31/2023 | pop & water for resale              | 550.52.8300.524.76100 | 1,279.74  |
| SUPERIOR TURF SERVICES INC               | 4427             | 08/31/2023 | starter fertilizer                  | 550.52.8600.527.60030 | 206.06    |
| PHILLIPS WINE & SPIRITS                  | 6646983          | 08/31/2023 | alcohol for resale                  | 550.52.8300.524.76150 | 1,046.96  |
| PERFORMANCE FOOD GROUP ...               | 69262433         | 08/31/2023 | supplies                            | 550.52.8300.524.60065 | 193.69    |
| PERFORMANCE FOOD GROUP ...               | 69262433         | 08/31/2023 | food for resale                     | 550.52.8300.524.76050 | 595.91    |
| PERFORMANCE FOOD GROUP ...               | 69327962         | 08/31/2023 | supplies                            | 550.52.8300.524.60065 | 124.14    |
| PERFORMANCE FOOD GROUP ...               | 69327962         | 08/31/2023 | food & supplies for resale          | 550.52.8300.524.76050 | 813.68    |
| PERFORMANCE FOOD GROUP ...               | 69327962         | 08/31/2023 | bev items for resale                | 550.52.8300.524.76100 | 33.30     |
| Fund 550 - INVER WOOD GOLF COURSE Total: |                  |            |                                     |                       | 78,849.58 |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                              | Payable Number     | Post Date  | Description (Item)                  | Account Number        | Amount        |
|------------------------------------------|--------------------|------------|-------------------------------------|-----------------------|---------------|
| <b>Fund: 602 - RISK MANAGEMENT</b>       |                    |            |                                     |                       |               |
| LEVANDER, GILLEN & MILLER P...           | 7/31/2023 81.01    | 08/24/2023 | Blackwell personal injury laws...   | 602.00.2100.415.30420 | 28.00         |
| LEAGUE OF MN CITIES INS TR...            | 8356               | 08/24/2023 | Deductible: Claim 288688 Wi...      | 602.00.2100.415.70200 | 852.55        |
| BENNING, JEFF                            | 8/16/2023          | 08/31/2023 | Benning - ER Release/Settlem...     | 602.00.2100.415.70600 | 100.00        |
| <b>Fund 602 - RISK MANAGEMENT Total:</b> |                    |            |                                     |                       | <b>980.55</b> |
| <b>Fund: 603 - CENTRAL EQUIPMENT</b>     |                    |            |                                     |                       |               |
| MTI DISTRIBUTING CO                      | 1395633-00         | 08/24/2023 | Mower seal kit                      | 603.00.5300.444.40042 | 49.18         |
| UNIFIRST CORPORATION                     | 1410004326         | 08/24/2023 | Other Rentals                       | 603.00.5300.444.40065 | 163.39        |
| UNIFIRST CORPORATION                     | 1410004326         | 08/24/2023 | CE Uniforms                         | 603.00.5300.444.60045 | 35.21         |
| UNIFIRST CORPORATION                     | 1410005842         | 08/24/2023 | Other rentals                       | 603.00.5300.444.40065 | 137.87        |
| UNIFIRST CORPORATION                     | 1410005842         | 08/24/2023 | CE Uniforms                         | 603.00.5300.444.60045 | 35.21         |
| FACTORY MOTOR PARTS COM...               | 165-018342         | 08/24/2023 | Stock filters                       | 603.140.1450050       | 11.12         |
| BRIN GLASS SERVICE                       | 17527              | 08/24/2023 | Casement windows install            | 603.00.5300.444.40040 | 10,700.00     |
| FACTORY MOTOR PARTS COM...               | 1-8886041          | 08/24/2023 | Stock filters                       | 603.140.1450050       | 36.31         |
| L.T.G. POWER EQUIPMENT                   | 279257             | 08/24/2023 | Mower rubber discharge chute        | 603.00.5300.444.40042 | 294.82        |
| HANCO CORPORATION                        | 29701-00           | 08/24/2023 | Toro workman tires                  | 603.00.5300.444.60014 | 71.11         |
| HANCO CORPORATION                        | 30084-00           | 08/24/2023 | Mower tires                         | 603.00.5300.444.60014 | 550.80        |
| HANCO CORPORATION                        | 30227-00           | 08/24/2023 | Shop supplies                       | 603.00.5300.444.60012 | 10.89         |
| PERFECTION PLUS, INC                     | 314820             | 08/24/2023 | monthly cleaning svcs 8-2023        | 603.00.5300.444.40040 | 521.62        |
| WORLD FUEL SERVICES                      | 385956531084-41801 | 08/24/2023 | Oil for utilities generator (#45... | 603.00.5300.444.40042 | 502.39        |
| WORLD FUEL SERVICES                      | 385956531084-41801 | 08/24/2023 | Oil for utilities generator (#45... | 603.00.5300.444.40042 | 502.39        |
| PUMP AND METER SERVICE I...              | 4000501            | 08/24/2023 | New nozzle and breakaway for..      | 603.00.5300.444.40040 | 425.81        |
| CINTAS CORPORATION                       | 4164046492         | 08/24/2023 | PW rugs                             | 603.00.5300.444.40065 | 236.95        |
| CINTAS CORPORATION                       | 4165444596         | 08/24/2023 | PW rugs                             | 603.00.5300.444.40065 | 236.95        |
| INVER GROVE FORD                         | 5333051            | 08/24/2023 | Squad car brake parts               | 603.00.5300.444.40041 | 304.52        |
| INVER GROVE FORD                         | 5333052            | 08/24/2023 | Squad car odour filter              | 603.00.5300.444.40041 | 20.21         |
| INVER GROVE FORD                         | 5333099            | 08/24/2023 | Squad car brake parts               | 603.00.5300.444.40041 | 304.52        |
| INVER GROVE FORD                         | 5333157            | 08/24/2023 | Squad car parts                     | 603.00.5300.444.40041 | 529.10        |
| INVER GROVE FORD                         | 5333167            | 08/24/2023 | Squad car brake parts               | 603.00.5300.444.40041 | 268.08        |
| INVER GROVE FORD                         | 5333203            | 08/24/2023 | Boom truck NOx trap sensor          | 603.00.5300.444.40041 | 264.50        |
| INVER GROVE FORD                         | 5333204            | 08/24/2023 | Retainer clips for squad car        | 603.00.5300.444.40041 | 20.83         |
| INVER GROVE FORD                         | 5333219            | 08/24/2023 | Parts for squad car                 | 603.00.5300.444.40041 | 175.60        |
| INVER GROVE FORD                         | 5333240            | 08/24/2023 | credit                              | 603.00.5300.444.40041 | -30.00        |
| INVER GROVE FORD                         | 5333399            | 08/24/2023 | Boom Truck tube outlet              | 603.00.5300.444.40041 | 187.45        |
| INVER GROVE FORD                         | 5333408            | 08/24/2023 | Spark plugs, element assembl...     | 603.00.5300.444.40041 | 114.38        |
| INVER GROVE FORD                         | 5333413            | 08/24/2023 | Motor & pump assembly for s...      | 603.00.5300.444.40041 | 41.17         |
| INVER GROVE FORD                         | 5333523            | 08/24/2023 | Squad car brake parts               | 603.00.5300.444.40041 | 304.52        |
| INVER GROVE FORD                         | 6396099            | 08/24/2023 | Squad car gas engine repair         | 603.00.5300.444.40041 | 167.99        |
| INVER GROVE FORD                         | 6396457            | 08/24/2023 | Squad car electrical repair         | 603.00.5300.444.40041 | 149.00        |
| MANSFIELD OIL COMPANY                    | CM-232313          | 08/24/2023 | credit                              | 603.140.1450060       | -503.30       |
| CENTENNIAL GLASS                         | I00013121B         | 08/24/2023 | Windshield install for F150 (#...   | 603.00.5300.444.40041 | 215.00        |
| CENTENNIAL GLASS                         | I00013336          | 08/24/2023 | Unmarked squad car parts            | 603.00.5300.444.40041 | 700.00        |
| ZIEGLER INC                              | IN001103180        | 08/24/2023 | Utilities generator fuel element    | 603.00.5300.444.40042 | 42.42         |
| TRI-STATE BOBCAT INC.                    | P02495             | 08/24/2023 | Bobcat UTV pawl roller              | 603.00.5300.444.40042 | 31.99         |
| NUSS TRUCK AND EQUIPMENT                 | SWO007781-1        | 08/24/2023 | Dump truck maintenance labo...      | 603.00.5300.444.40041 | 354.71        |
| DIAMOND MOWERS INC                       | 0248286-IN         | 08/31/2023 | 538 Flail mower bearings            | 603.00.5300.444.40042 | 1,380.45      |
| KIMBALL MIDWEST                          | 101356761          | 08/31/2023 | Shop Supplies                       | 603.00.5300.444.60012 | 181.92        |
| FERRELLGAS                               | 1123999735         | 08/31/2023 | 5302 Forklift                       | 603.00.5300.444.40042 | 131.57        |
| MTI DISTRIBUTING CO                      | 1397814-00         | 08/31/2023 | Seal kit for mower                  | 603.00.5300.444.40042 | 47.15         |
| UNIFIRST CORPORATION                     | 1410007104         | 08/31/2023 | Other rentals                       | 603.00.5300.444.40065 | 137.87        |
| UNIFIRST CORPORATION                     | 1410007104         | 08/31/2023 | Ce Uniforms                         | 603.00.5300.444.60045 | 35.21         |
| FACTORY MOTOR PARTS COM...               | 159-091460         | 08/31/2023 | Stock Filters                       | 603.140.1450050       | 30.10         |
| FACTORY MOTOR PARTS COM...               | 1-8919606          | 08/31/2023 | Stock Filters                       | 603.140.1450050       | 73.74         |
| FACTORY MOTOR PARTS COM...               | 232-001303         | 08/31/2023 | Stock filters                       | 603.140.1450050       | 15.05         |
| MANSFIELD OIL COMPANY                    | 24558698           | 08/31/2023 | Fuel                                | 603.140.1450060       | 8,360.23      |
| L.T.G. POWER EQUIPMENT                   | 279400             | 08/31/2023 | Rubber discharge chute for M...     | 603.00.5300.444.40042 | 152.87        |
| L.T.G. POWER EQUIPMENT                   | 279596             | 08/31/2023 | Mower idle pulley's                 | 603.00.5300.444.40042 | 157.28        |
| NORTH AMERICAN TRAILER S...              | 30004211313        | 08/31/2023 | Chipper LED tail light              | 603.00.5300.444.40042 | 31.19         |
| DELEGARD TOOLS                           | 309052/1           | 08/31/2023 | Small tools                         | 603.00.5300.444.60040 | 147.63        |
| HANCO CORPORATION                        | 32262-00           | 08/31/2023 | 522 Tractor                         | 603.00.5300.444.60014 | 2.84          |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                                | Payable Number     | Post Date  | Description (Item)                | Account Number        | Amount           |
|--------------------------------------------|--------------------|------------|-----------------------------------|-----------------------|------------------|
| HANCO CORPORATION                          | 34153-00           | 08/31/2023 | 444 Mower                         | 603.00.5300.444.60014 | 5.46             |
| WORLD FUEL SERVICES                        | 389443837949-41801 | 08/31/2023 | Stock Oil                         | 603.140.1450050       | 1,040.32         |
| WORLD FUEL SERVICES                        | 389446268128-41801 | 08/31/2023 | 312 Dump Truck                    | 603.00.5300.444.40041 | 193.10           |
| TOWMASTER TRAILERS INC                     | 460525             | 08/31/2023 | Rocker switch for dump truck      | 603.00.5300.444.40041 | 29.92            |
| INVER GROVE FORD                           | 5333609            | 08/31/2023 | Parts for unmarked squad          | 603.00.5300.444.40041 | 60.56            |
| INVER GROVE FORD                           | 5333643            | 08/31/2023 | Cylinder assembly for squad c...  | 603.00.5300.444.40041 | 86.15            |
| INVER GROVE FORD                           | 5333714            | 08/31/2023 | Tube assembly for squad car       | 603.00.5300.444.40041 | 289.57           |
| INVER GROVE FORD                           | 5333812            | 08/31/2023 | Parts for squad car               | 603.00.5300.444.40041 | 151.52           |
| INVER GROVE FORD                           | 5333877            | 08/31/2023 | Brake parts for squad car         | 603.00.5300.444.40041 | 248.06           |
| INVER GROVE FORD                           | 5333894            | 08/31/2023 | Shock absorber for squad car      | 603.00.5300.444.40041 | 109.14           |
| INVER GROVE FORD                           | 5333947            | 08/31/2023 | Gasket & Screen assembly for...   | 603.00.5300.444.40041 | 54.40            |
| FACTORY MOTOR PARTS COM...                 | 6-1654847          | 08/31/2023 | Stock filters                     | 603.140.1450050       | 47.52            |
| KREMER SERVICES LLC                        | 86779              | 08/31/2023 | Fire Truck alignment services     | 603.00.5300.444.40041 | 167.94           |
| MIDWEST MACHINERY, INC                     | 9738319            | 08/31/2023 | Hydraulic parts for John Deere... | 603.00.5300.444.40042 | 192.00           |
| POMP'S TIRE SERVICE, INC.                  | 980109156          | 08/31/2023 | E21 Fire Truck tires              | 603.00.5300.444.60014 | 1,044.85         |
| POMP'S TIRE SERVICE, INC.                  | 980109181          | 08/31/2023 | Stock squad tires.                | 603.140.1450050       | 1,620.00         |
| DAVIS EQUIPMENT CORPORAT...                | EE05494            | 08/31/2023 | New ball drag equipment           | 603.00.5300.444.80800 | 44,736.14        |
| EMERGENCY AUTOMOTIVE TE...                 | MP082123-51        | 08/31/2023 | Fire Truck whelen replacemen...   | 603.00.5300.444.40041 | 33.60            |
| MACQUEEN EQUIPMENT INC                     | P52098             | 08/31/2023 | 403 Vactor Leader hose            | 603.00.5300.444.40041 | 599.80           |
| MACQUEEN EQUIPMENT INC                     | P52117             | 08/31/2023 | 403 Vactor Leader hose            | 603.00.5300.444.40041 | 876.10           |
| <b>Fund 603 - CENTRAL EQUIPMENT Total:</b> |                    |            |                                   |                       | <b>80,655.96</b> |

## Fund: 605 - CITY FACILITIES

|                                          |               |            |                                    |                       |                  |
|------------------------------------------|---------------|------------|------------------------------------|-----------------------|------------------|
| DANIEL BAUER                             | 1004          | 08/24/2023 | repairs to heat pump 19 in PD      | 605.00.7500.460.40040 | 1,385.00         |
| DANIEL BAUER                             | 1020          | 08/24/2023 | FS #1 replaced exhaust vent s...   | 605.00.7500.460.40040 | 1,477.50         |
| DANIEL BAUER                             | 1035          | 08/24/2023 | FS #1 replaced exhaust fan sta...  | 605.00.7500.460.40040 | 2,320.00         |
| DANIEL BAUER                             | 1036          | 08/24/2023 | FS #1 replaced motors, etc., in... | 605.00.7500.460.40040 | 2,380.00         |
| LVC COMPANIES, INC.                      | 120684        | 08/24/2023 | GC control valve repair            | 605.00.7500.460.40040 | 728.28           |
| HUEBSCH SERVICES                         | 20249495      | 08/24/2023 | lobby mats                         | 605.00.7500.460.40065 | 171.57           |
| PERFECTION PLUS, INC                     | 314820        | 08/24/2023 | monthly cleaning svcs 8-2023       | 605.00.7500.460.40040 | 5,133.19         |
| TOTAL CONSTRUCTION & EQU...              | 37021         | 08/24/2023 | repair block at FS #1              | 605.00.7500.460.40040 | 778.80           |
| BRUCE NELSON PLUMBING A...               | 5128          | 08/24/2023 | ADA replacement of drinking f...   | 605.00.7500.460.80200 | 2,120.92         |
| NASSEFF PLUMBING & HEATI...              | 52578         | 08/24/2023 | Fire station #2 RPZ testing        | 605.00.7500.460.40040 | 466.00           |
| GRAINGER                                 | 9798067816    | 08/24/2023 | air filters                        | 605.00.7500.460.60016 | 28.22            |
| GRAINGER                                 | 9800321532    | 08/24/2023 | air filters                        | 605.00.7500.460.60016 | 84.66            |
| GRAINGER                                 | 9801343154    | 08/24/2023 | exhaust fan motor for PW           | 605.00.7500.460.40040 | 192.06           |
| GRAINGER                                 | 9801566663    | 08/24/2023 | air filters                        | 605.00.7500.460.60016 | 157.02           |
| GRAINGER                                 | 9807933016    | 08/24/2023 | v-belt for PW exhaust              | 605.00.7500.460.60016 | 22.65            |
| GIP III ZEPHYR ACQUISITION P...          | INVRGRV-12308 | 08/24/2023 | Monthly solar gardens payme...     | 605.00.7500.460.40021 | 36,820.18        |
| GIP III ZEPHYR ACQUISITION P...          | INVRGRV-22308 | 08/24/2023 | Monthly solar gardens 6.2023       | 605.00.7500.460.40021 | 9,657.08         |
| DANIEL BAUER                             | 1052          | 08/31/2023 | repairs to CH & PD server roo...   | 605.00.7500.460.80200 | 3,530.00         |
| HUEBSCH SERVICES                         | 20252841      | 08/31/2023 | lobby mats                         | 605.00.7500.460.40065 | 171.57           |
| GILBERT MECHANICAL CONTR...              | 235231        | 08/31/2023 | Alerton MS4-TH stats               | 605.00.7500.460.80200 | 1,491.68         |
| OPTION ONE MECHANICAL LLC                | 3351          | 08/31/2023 | replace leaking pipe               | 605.00.7500.460.40040 | 4,542.00         |
| HILLYARD INC                             | 605215603     | 08/31/2023 | cleaning supplies                  | 605.00.7500.460.60011 | 1,153.18         |
| ARCHETYPE SIGNMAKERS                     | F105515       | 08/31/2023 | room ID signs with inserts         | 605.00.7500.460.40040 | 1,346.00         |
| <b>Fund 605 - CITY FACILITIES Total:</b> |               |            |                                    |                       | <b>76,157.56</b> |

## Fund: 606 - TECHNOLOGY FUND

|                            |         |            |                                   |                       |          |
|----------------------------|---------|------------|-----------------------------------|-----------------------|----------|
| PARAGON DEVELOPMENT SYS... | 2259652 | 08/24/2023 | HPE contract renewal              | 606.00.1400.413.50072 | 4,249.15 |
| CIVICPLUS                  | 261814  | 08/24/2023 | 1st quarter 2023 web hosting...   | 606.00.1400.413.50072 | 3,724.60 |
| US INTERNET                | 3623188 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3671474 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3719535 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3767549 | 08/24/2023 | Monthly email filtreing softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3816269 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3865954 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3917231 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| US INTERNET                | 3967720 | 08/24/2023 | Monthly email filtering softwa... | 606.00.1400.413.50072 | 230.00   |
| LOCAL GOVERNMENT INFOR...  | 53775   | 08/24/2023 | Monthly internet access 5.20...   | 606.00.1400.413.50072 | 1,991.00 |
| LOCAL GOVERNMENT INFOR...  | 53834   | 08/24/2023 | Monthly internet access 6.20...   | 606.00.1400.413.50072 | 1,991.00 |
| LOCAL GOVERNMENT INFOR...  | 53892   | 08/24/2023 | Monthly internet access 7.20...   | 606.00.1400.413.50072 | 1,991.00 |

## Expense Approval Report

Payment Dates: 8/23/2023 - 9/5/2023

| Vendor Name                              | Payable Number | Post Date  | Description (Item)                | Account Number        | Amount           |
|------------------------------------------|----------------|------------|-----------------------------------|-----------------------|------------------|
| VERIZON WIRELESS                         | 9940376610     | 08/24/2023 | Monthly employee cell phones..    | 606.00.1400.413.50020 | 600.17           |
| SPOK, INC.                               | G0317493T      | 08/24/2023 | Monthly translation servcies f... | 606.00.1400.413.50072 | 4.81             |
| INNOVATIVE OFFICE SOLUTIO...             | IN4261956      | 08/24/2023 | Printer paper                     | 606.00.1400.413.60065 | 87.90            |
| INNOVATIVE OFFICE SOLUTIO...             | IN4263717      | 08/24/2023 | Printer paper                     | 606.00.1400.413.60065 | 213.60           |
| HOOTSUITE INC.                           | INV-2010215937 | 08/24/2023 | Hootsuite social media softwa...  | 606.00.1400.413.50072 | 1,848.01         |
| <b>Fund 606 - TECHNOLOGY FUND Total:</b> |                |            |                                   |                       | <b>18,541.24</b> |

## Fund: 702 - ESCROW FUND

|                               |                 |       |            |                                    |                 |           |
|-------------------------------|-----------------|-------|------------|------------------------------------|-----------------|-----------|
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.06 | 08/24/2023 | Pine Bend Landfill Expansion       | 702.229.2293002 | 28.00     |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | Peltier Reserve Plat/Builder Lo... | 702.229.2298103 | 612.50    |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | Healing Garden                     | 702.229.2304803 | 2,817.50  |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | Staples - Rich Valley Ranch Su...  | 702.229.2306603 | 2,270.00  |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | Robert Curve 4th Addition          | 702.229.2307703 | 1,528.00  |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | Bulk Fluid Systems PUD             | 702.229.2308203 | 294.00    |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | Bilotta Subdivision                | 702.229.2308603 | 122.50    |
| LEVANDER, GILLEN & MILLER P.. | 7/31/2023       | 81.13 | 08/24/2023 | InverPoint Business Park 3rd ...   | 702.229.2308903 | 1,347.50  |
| DAKOTA CTY COMM DEV AGE...    | 8/10/2023       |       | 08/24/2023 | Escrow Release - Concord Squ...    | 702.229.2299203 | 8,762.18  |
| EMMONS & OLIVIER RESOUR...    | 00095-0074-27   |       | 08/31/2023 | Erosion & Sediment Inspection      | 702.229.2284803 | 1,058.69  |
| EMMONS & OLIVIER RESOUR...    | 00095-0074-27   |       | 08/31/2023 | Erosion & Sediment Inspectin       | 702.229.2304103 | 1,255.50  |
| EMMONS & OLIVIER RESOUR...    | 00095-0080-12   |       | 08/31/2023 | Erosion & Stormwater Inspect...    | 702.229.2308903 | 2,813.13  |
| DASHFIRE LLC                  | 10/20/2022B     |       | 08/31/2023 | Escrow release - Dashfire 22-2...  | 702.229.2306203 | 425.80    |
| BARR ENGINEERING COMPANY      | 23190218.00-320 |       | 08/31/2023 | Bituminous Roadways                | 702.229.2307003 | 2,156.00  |
| BARR ENGINEERING COMPANY      | 23190218.02-3   |       | 08/31/2023 | Pine Bend Landfill Expansion ...   | 702.229.2293002 | 1,251.00  |
| STATE TREASURER'S OFFICE      | 8/24/2023       |       | 08/31/2023 | Criminal Case #23001210            | 702.229.2291000 | 97.50     |
| DAKOTA CTY ATTORNEY           | 8/24/2023       |       | 08/31/2023 | Criminal Case #23001210            | 702.229.2291000 | 195.00    |
| ETERNITY HOMES LLC            | 8/25/2023       |       | 08/31/2023 | Escrow Refund - Final Grading...   | 702.229.2299800 | 2,500.00  |
| EHLERS AND ASSOCIATES, INC.   | 94933           |       | 08/31/2023 | Preparation of Abatement No...     | 702.229.2295903 | 350.00    |
| Fund 702 - ESCROW FUND Total: |                 |       |            |                                    |                 | 29,884.80 |

Grand Total: 1,475,585.36



## Request for Council Action

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**SUBJECT:**      **Personnel Actions**

**MEETING DATE:**    September 11, 2023

**ITEM TYPE:**        Consent Agenda

**CONTACT:**         Cora Bauer, HR Coordinator, 651.450.2490

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### **ACTION REQUESTED**

The Council is asked to confirm and approve the personnel actions as attached.

### **BACKGROUND**

The attached listing of hires, promotions, resignations and/or retirements is presented for Council approval. Data contained in the attachment is not viewable to the public in advance of the meeting, as it is not public information until after 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 9.11.23



## Request for Council Action

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**SUBJECT:**       **Approval of New Massage Business and Therapist License**

**MEETING DATE:**   September 11, 2023  
**ITEM TYPE:**       Consent Agenda  
**CONTACT:**        Katie Malott, Deputy City Clerk, 651.450.2470

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### **ACTION REQUESTED**

The Council is asked to approve a new massage business and massage therapist license for Healing Arts Massage.

### **BACKGROUND**

Jangyeong Moo has applied for a new massage business and therapist license for Healing Arts Massage, 5836 Blaine Ave, Suite 104, Inver Grove Heights, MN 55076. The application was accompanied by the necessary license fee and liability insurance certificate. The background investigation was completed by the Police Department with no basis found for denial of the license.

### **FISCAL IMPACT**

N/A

### **RECOMMENDATION**

Staff recommends approval of the massage business and therapist license.

### **ATTACHMENTS**

None



## Request for Council Action

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**SUBJECT:**       **Renewal of Rubbish Hauler License**

**MEETING DATE:**   September 11, 2023

**ITEM TYPE:**       Consent Agenda

**CONTACT:**        Katie Malott, Deputy City Clerk, 651.450.2470

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### **ACTION REQUESTED**

The Council is asked to approve the renewal of one Rubbish Hauler License for the period of May 1, 2023 through April 30, 2024.

### **BACKGROUND**

Waste Management of MN LLC, 1901 Ames Dr, Burnsville, MN 55306, has applied for a renewal of their rubbish hauler license with the City of Inver Grove Heights. The renewal application has been accompanied by the necessary fees and insurance certificates.

### **FISCAL IMPACT**

N/A

### **RECOMMENDATION**

Staff recommends the renewal of Waste Management of MN LLC rubbish hauler license.

### **ATTACHMENTS**

None



## Request for Council Action

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**SUBJECT:**        **Resolution Accepting Work and Approving Final Contractor Payment for City Project No. 2023- 09A – Crack Seal**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Paul Merchlewicz, City Engineer, 651.450.2572

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### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, accepting work, authorizing final change order and payment, and closing the contract for City Project No. 2023-09A – Crack Seal.

### **BACKGROUND**

As part of the 2023 Pavement Management Program, the City Council awarded Project No. 2023-09A to Fahrner Asphalt Sealers, LLC on April 10, 2023, in the amount of \$124,528.61 for maintenance to various city streets. The Council approved a 5% construction contingency in the amount of \$6,226.43, resulting in a total approved budget of \$130,755.04.

The attached Final Pay Voucher No. 1, in the amount of \$96,468.34, will constitute payment in full for all work performed for a total contract payment of \$96,468.34. Also attached is Final Compensating Change Order No. 1, in the amount of (\$28,060.27). The Final Compensating Change Order balances the approved contract amount with the work satisfactorily completed for final payment.

### **FISCAL IMPACT**

The final cost of the project represents a \$34,286.70 or 26.2% savings over the approved budget of \$130,755.04. The balance of the budgeted funds will be returned to the Pavement Management – Local Streets Fund (Fund 440).

### **RECOMMENDATION**

Staff recommends adoption of the attached Resolution, accepting the contract work, approving final compensating change order, authorizing final payment, and closing the contract for City Project No. 2023-09A.

### **ATTACHMENTS**

1. Resolution - Final Acceptance - 2023-09A
2. Engineer's Report of Final Acceptance - 2023-09A
3. Final Compensating Change Order - 2023-09A
4. Final Pay Voucher - 2023-09A



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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ACCEPTING WORK, AUTHORIZING FINAL PAYMENT, APPROVING FINAL  
COMPENSATING CHANGE ORDER, AND CLOSING OF CONTRACT FOR CITY PROJECT NO.  
2023-09A – CRACK SEAL**

**WHEREAS**, on April 10, 2023, the City Council awarded a contract to Fahrner Asphalt Sealers, LLC (Resolution 2023-072) in the amount of \$124,528.61 for the construction of City Project No. 2023-09A; and

**WHEREAS**, on April 10, 2023, the City Council approved a project budget of \$130,755.04 (Resolution 2023-073) which provided a 5% construction contingency; and

**WHEREAS**, pursuant to a written contract with the City of Inver Grove Heights dated April 10, 2023, Fahrner Asphalt Sealers, LLC satisfactorily completed improvements and appurtenances for 2023-09A – Crack Seal for a total contract cost of \$96,468.34.

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

1. The Council accepts the Engineer's Report of Final Acceptance as approval of the work completed under this contract.
2. The Council approves the Final Compensating Change Order (Change Order No. 1), reducing the final contract amount by \$28,060.27.
3. The Mayor and the City Clerk are hereby directed to issue a proper order for final payment (Pay Estimate No. 1) on this contract, taking the contractor's receipt in full, and closing the construction contract for Project No. 2023-09A.
4. Upon final payment and contract closeout, the remaining balance in the project fund shall be transferred to the Pavement Management – Local Projects Fund (Fund 440).

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**ENGINEER'S REPORT OF FINAL ACCEPTANCE**

**CITY PROJECT NO. 2023-09A - CRACK SEAL**

September 11, 2023

TO THE CITY COUNCIL  
INVER GROVE HEIGHTS, MINNESOTA

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract to Fahrner Asphalt Sealers, LLC.  
The work consisted of a street crack sealing project.

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

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

|                         |               |
|-------------------------|---------------|
| ORIGINAL CONTRACT PRICE | \$124,528.61  |
| CHANGE ORDERS           | \$(28,060.27) |
| FINAL CONTRACT AMOUNT   | \$96,468.34   |
| FINAL VALUE OF WORK     | \$96,468.34   |
| PREVIOUS PAYMENTS       | \$0.00        |
| BALANCE DUE             | \$96,468.34   |

Sincerely,



Paul Merchlewicz, P.E.  
City Engineer

# FINAL COMPENSATING CHANGE ORDER NO. 1

## 2023 Pavement Management Program

### CITY PROJECT NO. 2023-09A - Crack Seal

|             |                                                                                     |                   |                             |
|-------------|-------------------------------------------------------------------------------------|-------------------|-----------------------------|
| Owner:      | City of Inver Grove Heights<br>8150 Barbara Avenue<br>Inver Grove Heights, MN 55077 | Date of Issuance: | September 11, 2023          |
| Contractor: | Fahrner Asphalt Sealers, LLC<br>7500 Hudson Blvd Ste 305<br>Oakdale, MN 55128       | Engineer:         | City of Inver Grove Heights |

### PURPOSE OF CHANGE ORDER

To balance the value of the work satisfactorily completed and total payments made to the Contractor.

|                                               |                      |
|-----------------------------------------------|----------------------|
| Total Value of Work Completed to Date         | \$96,468.34          |
| <u>Contract Amount to Date</u>                | <u>\$124,528.61</u>  |
| <b>Final Compensating Change Order Amount</b> | <b>\$(28,060.27)</b> |

| CHANGE IN CONTRACT PRICE                                                  | CHANGE IN CONTRACT TIME                                         |
|---------------------------------------------------------------------------|-----------------------------------------------------------------|
| Original Contract Price:<br>\$124,528.61                                  | Original Contract Time:<br>None                                 |
| Previous Change Orders<br>\$0.00                                          | Net Change from Previous Change Orders<br>None                  |
| Contract Price Prior to this Change Order<br>\$124,528.61                 | Contract Time Prior to this Change Order<br>None                |
| Net Increase (Decrease) of this Change Order<br>\$(28,060.27)             | Net Increase (Decrease) of Change Order<br>None                 |
| Contract Price with all Approved Change Orders<br>\$96,468.34             | Contract Time with Approved Change<br>None                      |
| Recommended By: <u>Alisa Witte</u><br>Alisa Witte, Engineering Technician | Approved By: <u>[Signature]</u><br>Fahrner Asphalt Sealers, LLC |

Approved By:

Paul C. Merchlewicz  
Paul Merchlewicz, City Engineer

Approved By:

Brenda Dietrich  
Brenda Dietrich, Mayor

Date of Council Action:

September 11, 2023

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

ESTIMATE NO: 1 (Final)  
DATE: September 11, 2023  
PERIOD ENDING: July 31, 2023  
CONTRACT: 2023 Pavement Management Program  
PROJECT NO: 2023-09A - Crack Seal

TO: Fahrner Asphalt Sealers, LLC  
7500 Hudson Blvd Ste 305  
Oakdale, MN 55128

Original Contract Amount ..... \$124,528.61  
Total Addition ..... \$0.00  
Total Deduction ..... \$28,060.27  
Total Contract Amount ..... \$96,468.34  
Total Value of Work to Date ..... \$96,468.34  
Less Retained (0%) ..... \$0.00  
Less Previous Payment ..... \$0.00  
Total Approved for Payment this Voucher ..... \$96,468.34  
Total Payments including this Voucher ..... \$96,468.34

**Approvals:**

Pursuant to our field observation, I hereby recommend payment for the above stated amount for work performed through July 31, 2023.

Signed by:   
Paul Merchlewicz, City Engineer

8/31/2023  
Date

Signed by:   
Fahrner Asphalt Sealers, LLC

8/29/2023  
Date

Signed by: \_\_\_\_\_  
Brenda Dietrich, Mayor

\_\_\_\_\_  
Date

## Request for Council Action

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**SUBJECT:**        **Resolution Accepting Work and Approving Final Contractor Payment for City Project No. 2023- 09B – Seal Coat**

**MEETING DATE:**    September 11, 2023

**ITEM TYPE:**        Consent Agenda

**CONTACT:**         Paul Merchlewicz, City Engineer, 651.450.2572

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### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, accepting work, authorizing final change order and payment, and closing the contract for City Project No. 2023-09B – Seal Coat.

### **BACKGROUND**

As part of the 2023 Pavement Management Program, the City Council awarded Project No. 2023-09B to Pearson Brothers, Inc. on April 10, 2023, in the amount of \$152,467.83 for maintenance to various city streets. The Council approved a 5% construction contingency in the amount of \$7,623.39, bringing the total approved budget to \$160,091.22.

The attached Final Pay Voucher No. 2, in the amount of \$14,973.30, will constitute payment in full for all work performed for a total contract payment of \$146,026.63. Also, attached is Final Compensating Change Order No. 1, in the amount of (\$6,441.20). The Final Compensating Change Order balances the approved contract amount with the work satisfactorily completed for final payment.

### **FISCAL IMPACT**

The final cost of the project represents a \$14,064.59 or 8.8% savings over the approved budget of \$160,091.22. The balance of the budgeted funds will be returned to the Pavement Management – Local Streets Fund (Fund 440).

### **RECOMMENDATION**

Staff recommends adoption of the attached Resolution, accepting the contract work, approving final compensating change order, authorizing final payment, and closing the contract for City Project No. 2023-09B.

### **ATTACHMENTS**

1. Resolution - Final Acceptance - 2023-09B
2. Engineers Report of Final Acceptance - 2023-09B
3. Final Compensating Change Order - 2023-09B
4. Final Pay Voucher - 2023-09B

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ACCEPTING WORK, AUTHORIZING FINAL PAYMENT, APPROVING FINAL  
COMPENSATION CHANGE ORDER, AND CLOSING OF CONTRACT FOR CITY PROJECT NO.  
2023-09B – SEAL COAT**

**WHEREAS**, on April 10, 2023, the City Council awarded a contract to Pearson Brothers, Inc. (Resolution 2023-074) in the amount of \$152,467.83 for the construction of City Project No. 2023-09B; and

**WHEREAS**, on April 10, 2023, the City Council approved a project budget of \$160,091.22 (Resolution 2023-075) which provided a 5% construction contingency; and

**WHEREAS**, pursuant to a written contract with the City of Inver Grove Heights dated April 10, 2023, Pearson Brothers, Inc. satisfactorily completed improvements and appurtenances for 2023-09B – Seal Coat for a total contract cost of \$146,026.63.

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

1. The Council accepts the Engineer's Report of Final Acceptance as approval of the work completed under this contract.
2. The Council approves the Final Compensating Change Order (Change Order No. 1), reducing the final contract amount by \$6,441.20.
3. The Mayor and the City Clerk are hereby directed to issue a proper order for final payment (Pay Estimate No. 2) on this contract, taking the contractor's receipt in full, and closing the construction contract for Project No. 2023-09B.
4. Upon final payment and contract closeout, the remaining balance in the project fund shall be transferred to the Pavement Management – Local Projects Fund (Fund 440).

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**ENGINEER'S REPORT OF FINAL ACCEPTANCE**

**CITY PROJECT NO. 2023-09B - SEAL COAT**

September 11, 2023

TO THE CITY COUNCIL  
INVER GROVE HEIGHTS, MINNESOTA

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract to Pearson Brothers, Inc.  
The work consisted of a street seal coating project.

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

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

|                         |              |
|-------------------------|--------------|
| ORIGINAL CONTRACT PRICE | \$152,467.83 |
| CHANGE ORDERS           | \$(6,441.20) |
| FINAL CONTRACT AMOUNT   | \$146,026.63 |
| FINAL VALUE OF WORK     | \$146,026.63 |
| PREVIOUS PAYMENTS       | \$131,053.33 |
| BALANCE DUE             | \$14,973.30  |

Sincerely,



Paul Merchlewicz, P.E.  
City Engineer

# FINAL COMPENSATING CHANGE ORDER NO. 1

## 2023 Pavement Management Program

### CITY PROJECT NO. 2023-09B - Seal Coat

|                                                                                            |                                       |
|--------------------------------------------------------------------------------------------|---------------------------------------|
| Owner: City of Inver Grove Heights<br>8150 Barbara Avenue<br>Inver Grove Heights, MN 55077 | Date of Issuance: September 11, 2023  |
| Contractor: Pearson Bros., Inc.<br>11079 Lamont Ave N.E.<br>Hanover, MN 55341-4063         | Engineer: City of Inver Grove Heights |

### PURPOSE OF CHANGE ORDER

To balance the value of the work satisfactorily completed and total payments made to the Contractor.

|                                               |                     |
|-----------------------------------------------|---------------------|
| Total Value of Work Completed to Date         | \$146,026.63        |
| <u>Contract Amount to Date</u>                | <u>\$152,467.83</u> |
| <b>Final Compensating Change Order Amount</b> | <b>\$(6,441.20)</b> |

| CHANGE IN CONTRACT PRICE                                                  | CHANGE IN CONTRACT TIME                                |
|---------------------------------------------------------------------------|--------------------------------------------------------|
| Original Contract Price:<br>\$152,467.83                                  | Original Contract Time:<br>None                        |
| Previous Change Orders<br>\$0.00                                          | Net Change from Previous Change Orders<br>None         |
| Contract Price Prior to this Change Order<br>\$152,467.83                 | Contract Time Prior to this Change Order<br>None       |
| Net Increase (Decrease) of this Change Order<br>\$(6,441.20)              | Net Increase (Decrease) of Change Order<br>None        |
| Contract Price with all Approved Change Orders<br>\$146,026.63            | Contract Time with Approved Change<br>None             |
| Recommended By: <u>Alisa Witte</u><br>Alisa Witte, Engineering Technician | Approved By: <u>[Signature]</u><br>Pearson Bros., Inc. |

Approved By:

Paul C. Merchlewicz  
Paul Merchlewicz, City Engineer

Approved By:

Brenda Dietrich  
Brenda Dietrich, Mayor

Date of Council Action:

September 11, 2023



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

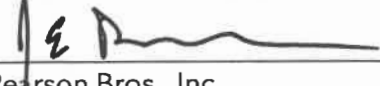
ESTIMATE NO: 2 (Final)  
DATE: August 14, 2023  
PERIOD ENDING: July 31, 2023  
CONTRACT: 2023 Pavement Management Program  
PROJECT NO: 2023-09B - Seal Coat

TO: Pearson Bros., Inc.  
11079 Lamont Ave N.E.  
Hanover, MN 55341-4063

Original Contract Amount ..... \$152,467.83  
Total Addition..... \$0.00  
Total Deduction ..... \$(6441.20)  
Total Contract Amount..... \$146,026.63  
Total Value of Work to Date..... \$146,026.63  
Less Retained (0%)..... \$0.00  
Less Previous Payment ..... \$131,053.33  
Total Approved for Payment this Voucher..... \$14,973.30  
Total Payments including this Voucher ..... \$146,026.63

**Approvals:**

Pursuant to our field observation, I hereby recommend payment for the above stated amount for work performed through July 31, 2023.

|            |                                                                                                                        |                          |
|------------|------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Signed by: | <br>Paul Merchlewicz, City Engineer | <u>8/31/2023</u><br>Date |
| Signed by: | <br>Pearson Bros., Inc.             | <u>8-28-23</u><br>Date   |
| Signed by: | _____<br>Brenda Dietrich                                                                                               | _____<br>Date            |



## Request for Council Action

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**SUBJECT:**        **Resolution Accepting Work and Approving Final Contractor Payment for City Project No. 2020-12 - Argenta Trail Drainage**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Paul Merchlewicz, City Engineer, 651.450.2572

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### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, accepting work, authorizing final change order and payment, and closing the contract for City Project No. 2020-12 - Argenta Trail Drainage Improvements.

### **BACKGROUND**

The project area for these Argenta Trail Drainage Improvements was the subject of a previous preliminary hydrologic/hydraulic study as part of Dakota County's planned improvements to 70th Street West/CSAH 26 (CSAH 26 and CSAH 63 Improvement Project). The area has a history of high-water levels that have negatively impacted adjacent properties, created potential safety issues from high water levels on the roadway and in adjacent ditches, and created significant operation and maintenance challenges during high-water level conditions.

On July 25, 2022, the City Council ordered the project. Bituminous Roadways, Inc. was awarded the contract on August 22, 2022, in the amount of \$342,331.00 for construction of the improvements.

The attached Final Pay Voucher (Pay Voucher #2), in the amount of \$21,289.25, will constitute payment in full for all work performed for a total contract payment of \$327,859.00. Also attached is Final Compensating Change Order No. 1, in the amount of \$(14,472.00). The Final Compensating Change Order balances the approved contract amount and allows staff to administratively close the project budget under a separate Council item at a later date.

### **FISCAL IMPACT**

Initial payments for all project costs are allocated through the Northwest Area Storm Sewer Fund (Fund 448). 100 percent of project costs will be reimbursed by Dakota County as part of the Jurisdictional Transfer of CSAH 63 as detailed in the Jurisdictional Transfer Agreement executed August 31, 2022.

### **RECOMMENDATION**

Staff recommends adoption of the attached Resolution, accepting the contract work, approving final compensating change order, authorizing final payment, and closing the construction contract for City Project No. 2020-12.

**ATTACHMENTS**

1. Resolution - Final Acceptance - 2020-12
2. Engineer's Report of Final Acceptance - 2020-12
3. Final Compensating Change Order - 2020-12
4. Final Pay Voucher - 2020-12

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ACCEPTING WORK, AUTHORIZING FINAL PAYMENT, APPROVING FINAL  
COMPENSATING CHANGE ORDER, AND CLOSING OF CONTRACT FOR CITY PROJECT NO.  
2020-12 – ARGENTA TRAIL DRAINAGE IMPROVEMENTS**

**WHEREAS**, on August 22, 2022, the City Council awarded a contract to Bituminous Roadways, Inc. (Resolution 2022-177) in the amount of \$342,331.00 for the construction of City Project No. 2020-12; and

**WHEREAS**, pursuant to a written contract with the City of Inver Grove Heights dated August 22, 2022, Bituminous Roadways, Inc. satisfactorily completed improvements and appurtenances for 2020-12 – Argenta Trail Drainage Improvements for a total contract cost of \$327,859.00.

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

1. The Council accepts the Engineer's Report of Final Acceptance as approval of the work completed under this contract.
2. The Council approves the Final Compensating Change Order (Change Order No. 3), reducing the final contract amount by \$14,472.00.
3. The Mayor and the City Clerk are hereby directed to issue a proper order for final payment (Pay Estimate No. 2) on this contract, taking the contractor's receipt in full, and closing the construction contract for Project No. 2020-12.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**ENGINEER'S REPORT OF FINAL ACCEPTANCE**

**CITY PROJECT NO. 2020-12 - ARGENTA TRAIL DRAINAGE**

September 11, 2023

TO THE CITY COUNCIL  
INVER GROVE HEIGHTS, MINNESOTA

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract to Bituminous Roadways, Inc. The work consisted of drainage system improvements along Argenta Trail.

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

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

|                               |               |
|-------------------------------|---------------|
| ORIGINAL CONTRACT PRICE ..... | \$342,331.00  |
| CHANGE ORDERS.....            | \$(14,472.00) |
| FINAL CONTRACT AMOUNT .....   | \$327,859.00  |
| FINAL VALUE OF WORK .....     | \$327,859.00  |
| PREVIOUS PAYMENTS.....        | \$306,569.75  |
| BALANCE DUE .....             | \$21,289.25   |

Sincerely,



Paul C. Merchlewicz, P.E.  
City Engineer

**FINAL COMPENSATING CHANGE ORDER NO. 1****CITY PROJECT NO. 2020-12  
ARGENTA TRAIL DRAINAGE IMPROVEMENTS**

|                                                                                                                                            |                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner: City of Inver Grove Heights<br>8150 Barbara Avenue<br>Inver Grove Heights, MN 55077                                                 | Date of Issuance: September 11, 2023                                                                                                               |
| Contractor: Bituminous Roadways, Inc.<br>1520 Commerce Drive<br>Mendota Heights, MN 55120                                                  | Engineer: City of Inver Grove Heights                                                                                                              |
| <u>Purpose of Change Order</u><br><br>To balance the value of the work satisfactorily completed and total payments made to the Contractor. |                                                                                                                                                    |
| <b>CHANGE IN CONTRACT PRICE</b>                                                                                                            | <b>CHANGE IN CONTRACT TIME</b>                                                                                                                     |
| Original Contract Price:<br>\$342,331.00                                                                                                   | Original Contract Time:<br>None                                                                                                                    |
| Previous Change Orders:<br>\$0.00                                                                                                          | Net Change from Previous Change Orders<br>None                                                                                                     |
| Contract Price Prior to this Change Order:<br>\$342,331.00                                                                                 | Contract Time Prior to this Change Order<br>None                                                                                                   |
| Net Increase of this Change Order:<br>\$(14,472.00)                                                                                        | Net Increase (Decrease) of Change Order<br>None                                                                                                    |
| Contract Price with all Approved Change Orders:<br>\$327,859.00                                                                            | Contract Time with Approved Change Orders<br>None                                                                                                  |
| Recommended By:<br><br>Ron Leaf, P.E.                   | Approved By:<br><br>Cynthia Lachy<br>Bituminous Roadways, Inc. |

Approved By:

  
Paul Merchlewicz, City Engineer

Approved By:

Brenda Dietrich, Mayor

Date of Council Action:

September 11, 2023

## CONSTRUCTION PAY VOUCHER

ESTIMATE NO: FINAL (Pay Voucher #2)  
DATE: July 28, 2023  
PERIOD ENDING: July 28, 2023  
CONTRACT: \_\_\_\_\_  
PROJECT NO: 2020-12 Argenta Trail Drainage Improvements

TO: Bituminous Roadways, Inc.  
1520 Commerce Drive  
Mendota Heights, MN 55120

Original Contract Amount ..... \$342,331.00  
Total Addition ..... \$0.00  
Total Deduction ..... \$0.00  
Total Contract Amount ..... \$342,331.00  
Total Value of Work to Date ..... \$327,859.00  
Less Retained (0%) ..... \$0.00  
Less Previous Payment ..... \$306,569.75  
Total Approved for Payment this Voucher ..... \$21,289.25  
Total Payments including this Voucher ..... \$21,289.25

### Approvals:

Pursuant to our field observation, I hereby recommend for payment the above stated amount for work performed through July 28, 2023.

Signed by:

  
Paul Merchlewicz, City Engineer

9/1/2023

Date

Signed by:

  
Bituminous Roadways, Inc.

8/10/2023

Date



## Request for Council Action

**SUBJECT:**        **Resolution Awarding Contract and Approving Budget for City Project No. 2023-18 - South Grove Ultra Thin Bonded Wear Course**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Paul Merchlewicz, City Engineer, 651.450.2572

### ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, awarding the contract and approving a budget for the removal of chip seal and application of Ultra Thin Bonded Wear Course (UTBWC) for City Project No. 2023-18.

### BACKGROUND

Project No. 2023-18 is for the removal of a failing chip seal surface that is causing further damage to the top layer of pavement on streets in the South Grove Area. The objective of this project is to provide a solution that will replace the chip seal, restore the ride quality, and extend the life of the pavement.

Contracting for this project falls under MN Statute 471.345 (Uniform Municipal Contracting Law), Subd. 4 (Contracts exceeding \$25,000 but less than \$175,000). Through the use of standard City contracting and contract documents, this contract method incorporates a standard one-year warranty, effective beginning the date final payment is made.

Based on research and coordination with industry and governmental partners, it was determined that only one contractor in Minnesota is able to provide this solution. The City utilized a process of solicitation and negotiation following Minnesota statute, which resulted in Asphalt Surface Technologies Corp. (ASTECH CORP.) providing a total bid of \$94,703.00.

### FISCAL IMPACT

The Ultra Thin Bonded Wear Course budget and costs are summarized in the table below:

| Project | Contract Award | 5% Const. Contin. | Prop. Budg. (w/Contin.) |
|---------|----------------|-------------------|-------------------------|
| 2023-18 | \$94,703.00    | \$4,735.15        | \$99,438.15             |

Funding for Project 2023-18 is recommended from the Pavement Management - Local Streets fund (Fund 440) as indicated in the accompanying Resolution.

### RECOMMENDATION



Staff recommends adoption of the attached Resolutions, awarding the contract to ASTECH CORP. in the amount of \$94,703.00 and approving the budget for City Project No. 2023.18.

**ATTACHMENTS**

1. Resolution - Award Contract 2023-18 - UTBWC
2. Resolution - Approve Budget 2023-18 - UTBWC

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AWARDING CONTRACT TO ASPHALT SURFACE TECHNOLOGIES CORP.  
(ASTECH CORP) FOR CITY PROJECT NO. 2023-18 - 72ND STREET MICRO-MILL AND ULTRA-  
THIN BONDED WEAR COURSE (UTBWC)**

**WHEREAS**, pursuant to a solicitation for quotes in accordance with MN Statute 471.345, Subd. 4, City Staff entered negotiation with a sole supplier for City Project No. 2023-18, 72nd Street Micro Mill and Ultra-Thin Bonded Wear Course (UTBWC); and

**WHEREAS**, the sole supplier Asphalt Surface Technologies Corp., provided a quote of \$94,703.00 to the City; and

**WHEREAS**, City staff believe the quote to be reasonable and within the Engineer's budget estimate for the scope of work to be performed.

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

1. The Mayor and Clerk are hereby authorized and directed to enter a contract with Asphalt Surface Technologies Corp. in the name of the City of Inver Grove Heights, for City Project 2023-18 – 72nd Street Micro Mill and Ultra-Thin Bonded Wear Course (UTBWC) according to plans and specifications therefore approved by the Council and on file at the Office of the City Clerk.
2. Project funding for the City Project No. 2023-18 in the amount of \$94,703.00 shall be provided by the Pavement Management – Local Streets Fund (Fund 440).

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING BUDGET FOR CITY PROJECT NO. 2023-18 - 72ND STREET MICRO-MILL AND ULTRA-THIN BONDED WEAR COURSE (UTBWC)**

**WHEREAS**, the City Council has considered City Project No. 2023-18, replacing failing chip seal on 72nd Street East in the South Grove Area, with Ultra-Thin Bonded Wear Course; and

**WHEREAS**, finding the project to be necessary and beneficial to the orderly and efficient construction and/or maintenance of city infrastructure, the City Council has ordered the project and awarded a contract for project construction.

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

The following budget is hereby adopted for City Project No. 2023-18:

| <b>PROJECT COSTS</b>          |                    |
|-------------------------------|--------------------|
| Construction Bid              | \$94,703.00        |
| Construction Contingency (5%) | \$ 4,735.15        |
| <b>TOTAL</b>                  | <b>\$99,438.15</b> |

| <b>FUNDING SOURCES</b>                         |                    |
|------------------------------------------------|--------------------|
| Pavement Management - Local Streets (Fund 440) | \$99,438.15        |
| <b>TOTAL</b>                                   | <b>\$99,438.15</b> |

**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 this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



## Request for Council Action

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**SUBJECT:**        **Resolution Approving Contract with AE2S, LLC for Citywide Lead Service Line Inventory (City Project No. 2023-17)**

**MEETING DATE:**    September 11, 2023

**ITEM TYPE:**        Consent Agenda

**CONTACT:**         Brian Connolly, Public Works Director, 651.450.2571

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### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, approving a contract with AE2S to perform a citywide lead service line inventory (City Project No. 2023-17).

### **BACKGROUND**

In late-2021, the US Environmental Protection Agency (EPA) announced its intent to strengthen lead and copper service line requirements in accordance with federal laws, including the need for public water systems to accurately detail and inventory their public service line materials. In late-2022, the EPA identified guidance and direction for state health departments to implement these new rules and regulations. In the spring of 2023, the Minnesota Department of Health (MDH) released its guidelines regarding the lead service line inventory (LSLI) requirements. The EPA and MDH guidelines indicate that all public water systems are required to perform a full-system LSLI to include both public and private water service lines on or before October 16, 2024.

The MDH has indicated several forthcoming grant opportunities for communities to apply and receive funding assistance for performing the required LSLI. The exact amount and number of rounds of potential grant opportunities is not yet known, although the City of Inver Grove Heights did submit a request to be included in any potential first-round grant funding consideration. Simultaneously, due to the total number of service lines within the City (over 9,000), and the amount of time and data review necessary in order to accurately perform the LSLI, City staff are recommending moving forward with a contract with a qualified consultant firm to assist the City in performing the LSLI, and meeting the requirements set forth by the MDH and US EPA.

Public works staff met with several engineering consulting firms that are within the City's Engineering Consultant Pool, to understand what options exist for the City to collect and review data, and to perform the work in the most cost-effective and efficient manner. Staff found the engineering firm of Advanced Engineering & Environmental Services, LLC (AE2S) had the best balance of past experience with LSLI efforts (including several in other states where requirements were detailed in advance of what MDH provided in Minnesota), and experience with the City's current water utility billing and record drawing data, having assisted the City on the recent comprehensive sewer and water utility rate study in 2022 and early-2023. AE2S is also qualified consulting firm in the "municipal utilities" service area of the City's approved 2023-2027 Engineering Consulting Pool.

AE2S's proposed fee for the LSLI project is \$65,523. Staff are recommending including a 5%

contingency (\$3,277) to account for potential changes in scope or ongoing reporting modifications put forth by the MDH.

### **FISCAL IMPACT**

The total contract value with AE2S for this project, including the proposed contingency, is \$68,800. The City has a budget available in the Water Operating Fund (Fund 510) in the amount of \$25,000 for the 2023 budget, and an additional \$45,000 proposed for the 2024 budget (\$70,000 in total). As previously noted, the MDH has indicated there will be several rounds of potential grant funding, and staff will continue to review and apply for these opportunities to defray the data collection and review costs associated with the LSLI effort.

### **RECOMMENDATION**

Staff recommends adoption of the attached Resolution.

### **ATTACHMENTS**

1. Resolution Awarding Contract for Lead Service Line Inventory to AE2S
2. FINAL - LSLI Work Order (AE2S)

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

**RESOLUTION ACCEPTING PROPOSAL FOR PERFORMANCE OF A CITYWIDE LEAD  
SERVICE LINE INVENTORY FROM ADVANCED ENGINEERING & ENVIRONMENTAL  
SERVICES, LLC (AE2S) FOR CITY PROJECT NO. 2023-17 – CITYWIDE LEAD SERVICE  
LINE INVENTORY**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the Minnesota Department of Health (MDH) has released guidelines for community water systems to meet the U.S. Environmental Protection Agency requirements for lead service line inventories; and

**WHEREAS**, the guidelines require that all community water systems inventory and identify the material for both public and private water service lines by October 16, 2024; and

**WHEREAS**, the City, as the owner and operator of a community water system, is required to complete the service line inventory in accordance with federal law, EPA, and MDH guidelines; and

**WHEREAS**, the MDH has indicated grant funding for such inventory efforts may be available to offset the costs for inventory efforts, the City has requested inclusion in such funding, and the amount and date of such funding availability has yet to be determined; and

**WHEREAS**, due to the size and scope of the water service line inventory effort, it is in the best interest of the City to begin the process as soon as feasible to ensure the inventory effort can be completed by the date required; and

**WHEREAS**, the City reviewed qualifications and inventory procedure recommendations from several consulting firms within the City's current Engineering Consulting Pool, and subsequently requested and negotiated a quote from Advanced Engineering & Environmental Services, LLC (AE2S) to perform the water service line inventory for an estimated cost of \$65,525; and

**WHEREAS**, staff recommend the City enter into a contract with AE2S to perform City Project No. 2023-17 – Citywide Lead Service Line Inventory.

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

1. AE2S's proposal in the amount of \$65,525.00 is hereby accepted for the performance of a citywide lead service line inventory as part of Project No. 2023-17 – Citywide Lead Line Service Inventory.
2. The Public Works Director is authorized to direct the use of contingency funds up to 5% of the proposal amount (\$3,275) for minor changes in data collection scope that may occur through the inventory process.

3. The Mayor and Clerk are hereby authorized and directed to enter a Professional Services Agreement with Advance Engineering & Environmental Services, LLC. for Project No. 2023-17 in the not-to-exceed amount of \$68,800.
4. The costs for these services will be funded through the Water Operating Fund (Fund 510), in the total amount of \$68,800.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

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Brenda Dietrich, Mayor

ATTEST:

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Rebecca Kiernan, City Clerk

**Project Identification:** This work involves providing services for assisting the City of Inver Grove Heights in meeting the Lead and Copper Rule Revisions (LCRR) requirements for service line inventory and reporting to the Minnesota Department of Health (MDH).

This written authorization to proceed and work order contract (work order contract) is between the City of Inver Grove Heights (City) and **Advanced Engineering and Environmental Services, LLC (AE2S)**, a Limited Liability Corporation, Address: 6901 East Fish Lake Road, Suite 184, Maple Grove, MN 55369 ("Contractor"). This work order contract is issued under the authority of the City of Inver Grove Heights Master Professional Services Agreement between the City and Contractor ("Master Services Agreement") and is subject to all applicable provisions of the Master Services Agreement, which is incorporated herein by reference.

## Recitals

1. The Contractor will furnish all products and perform all services defined in Article 2 of this Work Order Contract, Scope of Work and Deliverables, below.
2. The City needs a Contractor to provide professional services for documentation review and oversight of the City's LCRR service line inventory and reporting requirements.

## Work Order Contract

### 1. Term of Contract; Survival of Terms; Incorporation of Exhibits:

#### 1.1. Effective Date:

This work order contract will be effective on the date that all required signatures are obtained by City. The Contractor must not begin work under this work order contract until ALL required signatures have been obtained and Contractor has been notified in writing to begin such work by City's Authorized Representative.

#### 1.2. Expiration Date:

This work order contract will expire on **October 31, 2024**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.

#### 1.3. Exhibits:

Exhibits A through Exhibit B are attached and incorporated into this work order contract.

**Exhibit A** = Specifications, Duties, and Scope of Work

**Exhibit B** = Progress Report Form



## 2. Scope of Work and Deliverables:

- 2.1. The Contractor, who is not a city employee, will provide the following services under this work order contract: complete the tasks listed in **Exhibit A**. The Contractor's assumptions for the work required to deliver the identified scope are included as part of this Contract are noted in **Attachment 1**. The Contractor's assumptions or estimate of work will not supersede or take precedence over the requirements to deliver the specific scope items listed in this contract.
- 2.2. Deliverables are defined as the work product created or supplied by the Contractor pursuant to the terms of this work order contract.

## 3. Items Provided and/or Completed by the City:

- 3.1. After authorizing the Contractor to begin work, the City will furnish any data or material in its possession relating to the project that may be of use to the Contractor in performing the work.
- 3.2. All such data furnished to Contractor, will remain the property of the City and will be promptly returned upon the City's request or upon the expiration or termination of this work order contract.
- 3.3. The Contractor will analyze all such data furnished by the City. If Contractor finds any such data to be incorrect or incomplete, Contractor will bring the facts to the attention of City before proceeding with the part of the project affected. The City will investigate the matter, and if it finds that such data is incorrect or incomplete, it will promptly determine a method for furnishing corrected data. Delay in furnishing data will not be considered justification for an adjustment in compensation.

## 4. Consideration of Payment:

- 4.1. **Consideration.** The City will pay for all services performed by Contractor under this contract as follows:
  - 4.1.1. **Compensation.** Contractor will be paid for hours worked during each invoice period on a Unit Rate basis not to exceed a maximum aggregate value greater than the Total Obligation shown in Section 4.1.5:

|                       |             |
|-----------------------|-------------|
| Labor Rate Costs*:    | \$65,523.00 |
| Direct Expense Costs: | \$0.00      |
| Contingency Costs:    | \$3,277.000 |

\* Labor Rate includes direct labor, overhead and profit
  - 4.1.2. **Overtime.** The City will not pay directly for any overtime worked by a Contractor or a subcontractor.
  - 4.1.3. **Direct Expense Costs.** Allowable direct expense costs include project specific costs and are items not otherwise included in overhead costs. Travel expenses and open house materials that are specific to this project are examples of Direct Expense Costs that are allowed. Any Direct Expense Costs that are necessary for

Contractor to reasonably conduct day to day work must be approved, in writing, by the City's Authorized Representative prior to expenditure (i.e., costs that would normally be considered overhead costs).

4.1.4. **Travel Expenses.** The Contractor will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "IRS Publication 463, Travel, Gift, and Car Expenses".

4.1.5. **Total Obligation.** The total obligation of City for all compensation and reimbursements to Contractor under this contract will not exceed **\$68,800.00**.

4.2. **Fee Estimate.** A detailed total fee estimate for the Contractor work is identified in **Attachment 2**.

## **5. Terms of Payment:**

- 5.1. The City will promptly pay all valid obligations under this work order contract as required.
- 5.2. The Contractor must submit invoices electronically for payment, monthly, using the cover letter format set forth in **Exhibit B**. Attach supporting hourly breakdown demonstrating work performed over the invoice period.
- 5.3. The Contractor must submit the signed invoice, the signed progress report and all required supporting documentation, for review and payment, to the City's Finance Department, at [invoices@ighmn.gov](mailto:invoices@ighmn.gov). If the Contractor cannot support electronic submission of the invoice package, the Contractor must contact the City's Authorized Representative for possible alternatives.

## **6. Contractor's Project Manager:**

6.1. **Contractor's Client Manager for this work order contract will be:**

Name/Title: Justin Klabo, PE, CFM  
Address: 6901 East Fish Lake Road, Suite 184  
Maple Grove, MN 55369  
Telephone: 763-463-5036  
E-Mail: [justin.klabo@ae2s.com](mailto:justin.klabo@ae2s.com)

## **7. City's Project Manager and Authorized Representative:**

7.1. **City's Project Manager and Authorized Representative for this work order contract will be:**

### **Authorized Representative/Project Manager**

Name/Title: Brian Connolly, P.E.  
Address: 8150 Barbara Ave  
Inver Grove Heights  
MN, 55077  
Telephone: 651-450-2571

E-Mail: [bconnolly@ighmn.gov](mailto:bconnolly@ighmn.gov)

City's Authorized Representative, or their successor, will sign progress reports, review billing statements, and make recommendations to City's Finance Department for certification of payment of each Invoice submitted by the Contractor.

## **8. Termination and Suspension**

### **8.1. Termination by the City**

The City or the City's Administrator may terminate this contract at any time, with or without cause. Upon termination, the Contractor will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

### **8.2. Termination for Insufficient Funding**

The City may immediately terminate this work order contract if it does not obtain funding from the City Council, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the Contractor. The City is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Contractor will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The City will not be assessed any penalty if the work order contract is terminated because of the decision of the City Council, or other funding source, not to appropriate funds. The City must provide the Contractor with notice of the lack of funding within a reasonable time of the City's receiving that notice.

### **8.3. Suspension**

The City may immediately suspend this work order contract in the event of a total or partial government shutdown due to failure to have an approved budget by the legal deadline. Work performed by the Contractor during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

## **9. Plain Language; Accessibility Standards**

### **9.1. Plain Language**

Except for designs, plans, layouts, maps and similar documents, the Contractor must provide all deliverables in "Plain Language". Plain Language is a communication which an audience can understand the first time they read or hear it. To achieve that, the Contractor will take the following steps in the deliverables:

- Use language commonly understood by the public.
- Write in short and complete sentences.
- Present information in a format that is easy-to-find and easy-to-understand; and
- Clearly state directions and deadlines to the audience.

City Contract No.: 23-27\_IGHMSA\_E\_WO\_03  
City Project No.: 2023-17

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

Date: September 5, 2023

**CONSULTANT**



BY: Justin Klabo

IT'S: Operations Manager

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## Exhibit A: Scope of Work and Deliverables

### Project Overview

This project includes the documentation review and oversight of the City's Lead and Copper Rule Revision (LCRR) service line inventory and reporting requirements, to be completed and submitted to the Minnesota Department of Health on or before August 31, 2024.

### 1. Project Management

#### 1.1. Project Coordination & Administration

1.1.1. Includes work necessary for communicating and completing the project tasks on time and within budget. The Contractor must not reassign the project manager or their primary duties without prior written consent of the City's project manager. The Contractor's staff must have the training and expertise necessary for the work task to which they are assigned.

#### 1.1.2. The Contractor will:

##### 1.1.2.1. Prepare invoices accompanied by:

- Progress Report form (Exhibit B).
- Supporting data for direct expenses

1.1.2.2. Manage, coordinate, direct, and monitor subcontractor services, including reviewing progress reports, deliverables, schedule, and invoices.

1.1.2.3. Update the City's project manager on the status of the project schedule, budget, and general status/progress at the **monthly** progress meetings.

1.1.2.4. Store all deliverables in an organized electronic document management system and make deliverables available to the City's project manager as needed whether the file is incomplete, in draft form, or the final deliverable.

1.1.2.5. Track issues and action items that develop during the project that either need resolution or implementation. The Contractor will review project issues and action items with the City's project manager at the **monthly** progress meetings.

#### 1.2. Project Meetings

##### 1.2.1. Kickoff Meeting

1.2.1.1. The Contractor will schedule and facilitate a project kickoff meeting to confirm the basic project objectives, solidify a work plan, and obtain consensus on the project requirements. This meeting must occur no later than **five** business days after notice to proceed. The meeting will be held via **Microsoft Teams** or at **Inver Grove Heights City Hall** and will include up to **two** Contractor staff.

1.2.1.2. Provide a schedule of key project and data collection milestones/requirements.

### 1.2.2. Project Management Team (PMT) Meetings

- 1.2.2.1. The Contractor will facilitate **monthly** PMT meetings with the City's project manager and other personnel identified by the City's project manager. The PMT meetings are intended to provide a management-level view of project development.
- 1.2.2.2. Progress meeting attendees may vary depending on issues that need discussion. The Contractor's project manager must attend these meetings.

## 2. Existing City Data Collection & Review

- 2.1. Assist the City by managing and reviewing existing City historical records to identify known (and unknown) data related to service line materials.
- 2.1.1. The following tabulations identifies the type and quality of data the City of Inver Grove Heights maintains related to the City's water system and individual service line materials:

| Item                               | Current Format   | Completeness/Detail Level |     |      |
|------------------------------------|------------------|---------------------------|-----|------|
|                                    |                  | Low                       | Med | High |
| Record Drawings                    | PDF (ArcGIS)     |                           | X   |      |
| Construction Inspection Records    | Paper            |                           | X   |      |
| Building Inspection/Permit Records | Paper/Digital    | X*                        | X*  |      |
| Service Tie Cards                  | Paper            | X                         |     |      |
| Public-Side Service Lines          | Digital (ArcGIS) |                           | X** |      |
| Public Watermain                   | Digital (ArcGIS) |                           |     | X    |
| City Code                          | Digital          |                           |     | X*** |

\* Building Permit records have limited data/information pre-1990's.

\*\* GIS system built with general review of record drawings and identification of infrastructure age. Service line material type inferred based on either record drawing data, or age of service line.

\*\*\* [City Code](#) indicates all water services (private-side) shall be copper, dating to 1974.

- 2.1.2. Additional data is available in the City's GIS system, but is pulled from external sources:

| Item                   | External Source | Format      |
|------------------------|-----------------|-------------|
| Building Age           | Dakota County   | Digital/GIS |
| Plat Maps              | Dakota County   | Digital/GIS |
| Building/Plumbing Code | MN DLI          | Digital     |

- 2.1.3. The City maintains a digital utility billing system, and is able to extract a comprehensive list of all utility service addresses, customer data, and billing account numbers in several formats (\*.xlsx, \*.csv, etc.). The City currently has approximately 9,000 water customers.
- 2.2. The City will transmit data files to the Contractor via a fileshare program (i.e., SharePoint). The City will also provide the Contractor with secured login access to the following digital systems, as needed and requested by the Contractor, to complete the data collection and review tasks:
- 2.2.1. ArcGIS
- 2.2.2. Laserfiche
- 2.2.3. Cityview (Building Permit management system)
- Upon completion of the kickoff meeting (**Section 1.2**), the Contractor and City may identify additional data or program access needs and will review the logistical efforts needed to ensure access in a timely and secure manner.
- 2.3. Populate essential data in the [MDH lead service line inventory Excel reporting spreadsheet](#).
- 2.4. Identify method for quantifying the address/location of all "unknown" or incomplete data, so that a plan can be developed for field inventory and verification (**Section 3**).

### 3. Field Inventory and Verification

- 3.1. In conjunction with recommendations from the Minnesota Department of Health, identify a method or best practice to review and identify "unknown" or incomplete data on a percentage/sampling rate basis.
- 3.2. Assist the City in developing and implementing a field inventory program.
- 3.2.1. The City currently utilizes ArcGIS for managing/organizing its infrastructure assets, and utilizes Field Maps and Workforce applications for entering field data.
- 3.2.2. The City intends to utilize existing Building Inspection and Utility field staff who perform meter replacements and building inspections to perform cursory water service line material inspections.

- 3.3. Coordinate public outreach efforts for identifying/surveying private service line material type as needed to complete the inventory efforts.
  - 3.3.1. Provide options to the City for public outreach and messaging of the City's lead service line inventory efforts (i.e., website, online survey, property owner vs. city observation of service type within buildings, etc.).
  - 3.3.2. Coordinate mailings and/or billing inserts to water service customers to notify them of the City's inventory process, and to solicit feedback or complete a survey regarding water service material type.
  - 3.3.3. Assist staff with public outreach through the City's website and social media streams.

#### **4. Final Deliverable & Closeout**

- 4.1. Complete the minimum required data to be reported in the [MDH lead service line inventory Excel reporting spreadsheet](#), and provide to the City for final submittal to MDH prior to August 31, 2024.
- 4.2. Provide a digital data file (flash drive, SharePoint, or other digital transfer method) containing all collected data files and information, including ArcGIS-compatible mapping files.
  - 4.2.1. Assume one (1) one-hour tutorial with the City project manager and/or City GIS staff to review uploading and/or use of ArcGIS mapping system data at the conclusion of the project.
- 4.3. Provide a summary memo that identifies the documentation collected/reviewed for future reference and/or audit purposes. The summary memo should include the following:
  - 4.3.1. Key Contractor project management contact information
  - 4.3.2. A high-level summary of the data metrics obtained through the lead service inventory process, including total number of services, and total number of each type of service classification (copper, lead, galvanized requiring replacement, and unknown).
  - 4.3.3. A file structure/key/index for locating of files in the digital file structure provided in ***Section 4.2***.
  - 4.3.4. Recommended next/future steps in the LCRR requirements, as detailed by the Minnesota Department of Health and/or US EPA at the time of project completion.



City Contract No.: 23-27\_IGHMSA\_E\_WO\_03  
City Project No.: 2023-17

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**Exhibit B: Progress Report Form (SAMPLE)**

**For Invoice No.:** \_\_\_\_\_

City Contract No.: 23-27\_IGHMSA\_E\_WO\_03      Billing Period: from \_\_\_\_\_ to \_\_\_\_\_  
City Project No.: **2023-17**

Contract Notice to Proceed Date: **September 11, 2023 (Tentative)**  
Contract Expiration Date: **October 31, 2024**

Advanced Engineering & Environmental Services, LLC  
6901 East Fish Lake Road, Suite 184  
Water Tower Place Business Center  
Maple Grove, MN 55369

Contractor Project No. TBD

| <b>Description</b>                        | <b>Contract Value</b> | <b>Amount Billed to Date</b> | <b>Previous Amount Billed</b> | <b>Current Amount Due</b> |
|-------------------------------------------|-----------------------|------------------------------|-------------------------------|---------------------------|
| <b>Project Management</b>                 | XXXXXXX               |                              |                               |                           |
| <b>Data Collection &amp; Review</b>       | XXXXXXX               |                              |                               |                           |
| <b>Field Inventory &amp; Verification</b> | XXXXXXX               |                              |                               |                           |
| <b>Final Deliverables &amp; Closeout</b>  | XXXXXXX               |                              |                               |                           |
| <b>Total</b>                              |                       |                              |                               |                           |

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Contractor's Project Manager

Date

***Invoices shall be submitted to the following via email:***

- [invoices@ighmn.gov](mailto:invoices@ighmn.gov)
- Project Manager ([bconnolly@ighmn.gov](mailto:bconnolly@ighmn.gov))

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**Attachment 1: Contractor Assumptions/Proposal Letter**



August 21, 2023

City of Inver Grove Heights  
Mr. Brian Connolly  
Public Works Director  
8150 Barbara Ave  
Inver Grove Heights, MN 55077

**Re: Proposal Between City of Inver Grove Heights and AE2S – Inver Grove Heights Service Line Inventory Assistance**

Dear Mr. Connolly:

Advanced Engineering and Environmental Services, LLC (AE2S), Water Tower Place Business Center, 6901 East Fish Lake Rd, Suite 184, Maple Grove, MN 55369 is pleased to present this scope of services and fee to assist The City of Inver Grove Heights (CLIENT) located in Inver Grove Heights, MN with tasks associated with the inventory of service line materials within the CLIENT's service area as well as other select tasks related to the CLIENT's Lead and Copper Rule Revision (LCRR) compliance.

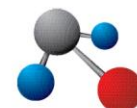
If this proposal is acceptable to the City, the City's standard agreement form will be used with this proposal as attached in Exhibit C.

**Scope of Basic Services**

AE2S will perform the following tasks. A more detailed description of each task is included in Exhibit A.

- Task 100: Project Management
- Task 200: Existing City Data Collection and Review
- Task 300: Field Inventory and Verification
- Taks 400: Final Inventory Deliverable.

Under Task 300, it is anticipated that AE2S staff will respond to inquiries from Inver Grove Heights customers generated from the electronic surveys used in identifying the type of service line material in their home. Because it is difficult to predict the magnitude of questions / responses required for this task, AE2S has budgeted \$5,000 for this effort. If based on customer responses, additional time will be required for this effort, AE2S will request an amendment to the contract for this extra effort. If the customer requires a site visit, IGH staff are anticipated to fulfill this request.



Based on recent information received from the Minnesota Department of Health (MDH), the inventory will need to be completed and submitted to MDH by the middle to late August 2024 to meet the October 16, 2024 required deadline. This revised deadline as instituted by MDH is so they have time to review the inventory and get it published on the Lead Inventory Tracking Tool as developed by the University of Minnesota.

AE2S expects to meet the revised deadline of the middle to late August 2024 for the inventory submittal for the City of Inver Grove Heights.

### **Additional Services**

If during the course of this project, the City of Inver Grove Heights requests additional services beyond the above scope, AE2S can submit an amendment for the requested services.

Additional Services are not identified at inception of the project - Services resulting from changes in the scope, extent, or character of the project are not included as a part of the above Scope of Services. If required, or requested by the CLIENT, AE2S will provide additional services on an hourly basis at standard rates.

### **CLIENT's Responsibility**

CLIENT shall be responsible for the following under this Agreement:

1. Designate a person to act as CLIENT'S representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and define CLIENT'S policies and decisions with respect to services for the Assignment.
2. Provide all criteria and full information as to CLIENT'S requirements for the Assignment.

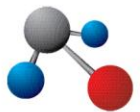
AE2S shall be entitled to use and rely upon all information provided by CLIENT, or others as designated by CLIENT, in performing services under this Agreement. CLIENT shall bear all costs incident to compliance with its responsibilities pursuant to this paragraph.

### **Performance Schedule**

Consulting services and deliverables will be completed by August 31, 2024 after receiving the authorization to proceed. AE2S can begin work immediately upon receiving a Notice to Proceed.

### **Project Personnel**

We have identified a project team that will work with and for you to accomplish the work of the project. Tim Stefanich is the project manager – providing the project overview, technical input/review, and project coordination. All project team members listed have experience and an



understanding of the Lead and Copper Rule and its Recent Revisions. Each primary team member's role in the project, billing classification and estimated hours to complete the project are outlined in Exhibit B.

**Estimated Fees**

AE2S proposes to render Basic Services on an hourly basis as not to exceed \$65,523 as shown in Exhibit B without written authorization from CLIENT.

Thank you for the opportunity to assist in this project and we look forward to working with you.

Respectfully Submitted,

**AE2S**

Justin Klabo, PE  
Client Manager

Tim Stefanich, PE  
Project Manager

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**Attachment 2: Detailed Contractor Fee Estimate**

**Exhibit B - Project Personnel and Estimated Fee**

|                                                                                                        | Klabo          | Stefanich       | Rengstorf      | Lissick         | Gaustad / Syverson | Engineer        | Task            |
|--------------------------------------------------------------------------------------------------------|----------------|-----------------|----------------|-----------------|--------------------|-----------------|-----------------|
|                                                                                                        | CM             | PM              | GIS 5          | GIS 5           | CS 3               | EIT 1           | Total           |
|                                                                                                        | \$235          | \$235           | \$187          | \$168           | \$141              | \$135           |                 |
| <b>Task 100 - Project Management</b>                                                                   | <b>\$470</b>   | <b>\$6,110</b>  | <b>\$1,122</b> | <b>\$1,008</b>  | <b>\$0</b>         | <b>\$0</b>      | <b>\$8,710</b>  |
| Task 101 - Project Management                                                                          |                | 14              | 6              | 6               |                    |                 |                 |
| Task 102 - Monthly Progress Reports Meetings                                                           | 2              | 12              |                |                 |                    |                 |                 |
| <b>TOTAL HOURS</b>                                                                                     | <b>2</b>       | <b>26</b>       | <b>6</b>       | <b>6</b>        | <b>0</b>           | <b>0</b>        | <b>40</b>       |
| <b>Task 200 - Review Existing Data Records</b>                                                         | <b>\$0</b>     | <b>\$2,350</b>  | <b>\$1,496</b> | <b>\$6,048</b>  | <b>\$0</b>         | <b>\$9,720</b>  | <b>\$19,614</b> |
| •Task 201 – Deploy ArcGIS Service Line Inventory Solution to IGH GIS system and provide staff training |                |                 |                | 16              |                    |                 |                 |
| •Task 202 – Review historical records for relevant service line information.                           |                | 8               |                |                 |                    | 72              |                 |
| •Task 203 – Compare GIS service line information to existing billing records.                          |                | 2               |                | 16              |                    |                 |                 |
| •Task 204 – Integrate GIS Service Line Inventory Solution to MDH Inventory reporting spreadsheet.      |                |                 |                | 4               |                    |                 |                 |
| •Task 205 – Create GIS map with existing knowns and unknowns                                           |                |                 | 8              |                 |                    |                 |                 |
| <b>TOTAL HOURS</b>                                                                                     | <b>0</b>       | <b>10</b>       | <b>8</b>       | <b>36</b>       | <b>0</b>           | <b>72</b>       | <b>126</b>      |
| <b>Task 300 - Service Line Inventory</b>                                                               | <b>\$0</b>     | <b>\$8,460</b>  | <b>\$5,984</b> | <b>\$2,016</b>  | <b>\$0</b>         | <b>\$0</b>      | <b>\$16,460</b> |
| •Task 301 – Assist IGH in identifying field inventory methods for unknowns.                            |                | 20              |                |                 |                    |                 |                 |
| •Task 302 – Assist IGH in developing and implementing field inventory program                          |                |                 | 8              | 3               |                    |                 |                 |
| •Task 303 – Group properties into communities of expected service line similarity                      |                | 2               | 8              | 3               |                    |                 |                 |
| Task 304 - Recommend and facilitate confirmation spot checks                                           |                | 2               | 8              | 3               |                    |                 |                 |
| Task 305 - Update GIS map with existing knowns and unknowns                                            |                |                 | 8              | 3               |                    |                 |                 |
| Task 306 - Prepare compliance submittal to State primacy agency                                        |                | 12              |                |                 |                    |                 |                 |
| <b>TOTAL HOURS</b>                                                                                     | <b>0</b>       | <b>36</b>       | <b>32</b>      | <b>12</b>       | <b>0</b>           | <b>0</b>        | <b>80</b>       |
| <b>Task 300A - Public Communications</b>                                                               | <b>\$0</b>     | <b>\$940</b>    | <b>\$935</b>   | <b>\$2,520</b>  | <b>\$4,230</b>     | <b>\$4,050</b>  | <b>\$12,675</b> |
| Task 301A - Prepare private side inventory outreach and messaging materials                            |                | 2               |                |                 | 15                 |                 |                 |
| Task 302A - Prepare online private side submission portal                                              |                |                 | 5              | 15              |                    |                 |                 |
| Task 303A - Respond to IGH customer inquiries based on the electronic survey                           |                |                 |                |                 |                    | 30              |                 |
| Task 304A - Prepare ongoing and follow-up communication content                                        |                | 2               |                |                 | 15                 |                 |                 |
| <b>TOTAL HOURS</b>                                                                                     | <b>0</b>       | <b>4</b>        | <b>5</b>       | <b>15</b>       | <b>30</b>          | <b>30</b>       | <b>84</b>       |
| <b>Task 400 - Final Service Line Inventory Preparation</b>                                             | <b>\$940</b>   | <b>\$4,700</b>  | <b>\$0</b>     | <b>\$1,344</b>  | <b>\$0</b>         | <b>\$1,080</b>  | <b>\$8,064</b>  |
| Task 401 - Prepare submittal to State primacy Agency                                                   | 2              | 10              |                |                 |                    |                 |                 |
| Task 402 - Prepare and submit current inventory data to IGH                                            |                | 2               |                | 4               |                    |                 |                 |
| Task 703 - Provide final memo documenting project.                                                     | 2              | 8               |                | 4               |                    | 8               |                 |
| <b>TOTAL HOURS</b>                                                                                     | <b>4</b>       | <b>20</b>       | <b>0</b>       | <b>8</b>        | <b>0</b>           | <b>8</b>        | <b>40</b>       |
| <b>TOTAL Hours</b>                                                                                     | <b>6</b>       | <b>96</b>       | <b>51</b>      | <b>77</b>       | <b>30</b>          | <b>110</b>      | <b>370</b>      |
| <b>TOTAL DOLLARS</b>                                                                                   | <b>\$1,410</b> | <b>\$22,560</b> | <b>\$9,537</b> | <b>\$12,936</b> | <b>\$4,230</b>     | <b>\$14,850</b> | <b>\$65,523</b> |

|                    |                    |
|--------------------|--------------------|
| Contingency Cost*: | \$3,277.00         |
| Contract Total:    | <b>\$68,800.00</b> |

\* A Contingency Cost of \$3,277 (5%) is being added to the subtotal at the request of the City of Inver Grove Heights. By resolution of the City Council, the Public Works Director is authorized to direct the use of the contingency funds up to the approved amount for project work in cases of changes in scope as deemed necessary to complete the work as specified in the work order.



## Request for Council Action

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**SUBJECT:**        **Resolution Approving Submission of Public Comments on the Metropolitan Solid Waste Management Policy Plan 2022-2042**

**MEETING DATE:**    September 11, 2023

**ITEM TYPE:**        Consent Agenda

**CONTACT:**         Ally Sutherland, Environmental Specialist, 651.604.8511

---

### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, approving submission of public comments on the Metropolitan Solid Waste Management Policy Plan 2022-2042.

### **BACKGROUND**

The Minnesota Pollution Control Agency (MPCA) prepares the Metropolitan Solid Waste Management Policy Plan (MPP) every six years with input from state agencies, county staff, and representatives of the waste industry, environmental groups, businesses, and citizens. The MPP establishes a framework for managing waste in the seven-county metro area over a 20-year period.

The Plan describes broad regional objectives and potential strategies for solid waste management that counties can select from to meet the region's needs. It also sets goals for source reduction, recycling, and organics recovery; utilizing existing resource recovery facility capacity; and minimizing landfill disposal. The draft Plan and public comments submission page can be found at [www.pca.state.mn.us/business-with-us/solid-waste-planning](http://www.pca.state.mn.us/business-with-us/solid-waste-planning).

The City is the host community of three landfills, of which two have recently received additional preliminary certificate of need for landfilling municipal solid waste. For this reason, City staff and Barr Engineering have reviewed the MPP sections that directly relate to landfilling and have developed draft public comments on behalf of the City.

The Environmental Advisory Commission reviewed the draft public comments at their meeting on August 24 and recommended approval.

Once the state approves a final Plan, Dakota County must update the Dakota County Solid Waste Plan within 9 months. The City will have an opportunity to provide comments on the county plan during that stakeholder engagement period.

### **FISCAL IMPACT**

This item has no financial cost.

### **RECOMMENDATION**



Staff and the Environmental Advisory Commission recommend adoption of the attached Resolution, approving submission of public comments on the Metropolitan Solid Waste Management Policy Plan 2022-2042.

**ATTACHMENTS**

1. Resolution
2. Draft Public Comments

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY MINNESOTA  
RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING SUBMISSION OF PUBLIC COMMENTS ON THE  
METROPOLITAN SOLID WASTE MANAGEMENT POLICY PLAN 2022-2042**

**WHEREAS**, the Minnesota Pollution Control Agency (MPCA) prepares the Metropolitan Solid Waste Management Policy Plan (MPP) every six years with input from state agencies, county staff, and representatives of the waste industry, environmental groups, businesses, and citizens;

**WHEREAS**, the MPP establishes a framework for managing waste in the seven-county metro area over a 20-year period;

**WHEREAS**, the MPP describes broad regional objectives and potential strategies for solid waste management that counties can select from to meet the region's needs;

**WHEREAS**, the MPP sets goals for source reduction, recycling, and organics recovery; utilizing existing resource recovery facility capacity; and minimizing land disposal;

**WHEREAS**, the City of Inver Grove Heights is the host community of three landfills, of which two have recently received additional preliminary certificate of need for landfilling municipal solid waste;

**NOW THEREFORE BE IT RESOLVED**, that the City Council for the City of Inver Grove Heights hereby authorizes that the attached letter be executed by the Mayor and submitted to the MPCA as public comment.

Adopted this 11<sup>th</sup> day of September, 2023 by the City Council of the City of Inver Grove Heights, Minnesota.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



8150 Barbara Avenue  
Inver Grove Heights  
Minnesota 55077

651-450-2500

[www.ighmn.gov](http://www.ighmn.gov)

September 12, 2023

Minnesota Pollution Control Agency  
c/o Peter Sandhei  
520 Lafayette Road N.  
St. Paul, MN 55155

Subject: City of Inver Grove Heights Public Comments on draft Metropolitan Solid Waste Management Policy Plan 2022-2042

Dear Peter,

The City of Inver Grove Heights, Minnesota is the host community of three permitted landfills: Pine Bend Sanitary Landfill SW-45, Dawnway Demolition Landfill SW-303 and SKB Rich Valley Landfill SW-343. Per Table 11 of the draft Metropolitan Solid Waste Management Policy Plan (MPP), Pine Bend Landfill remains one of the largest mixed municipal solid waste landfills within the Twin Cities Metro Area, resulting in disposal of several hundred thousand tons of regional waste in Inver Grove Heights annually. Although landfilling is designated as the least favorable solid waste disposal method, the draft MPP confirms that landfilling will remain a necessary form of disposal for TCMA waste. In 2021, Pine Bend Landfill received the largest allocation of TCMA certificate of need (CON), in the amount of 2,398,746 tons, for additional MSW disposal capacity. Acceptance of this additional CON would require Pine Bend Landfill to vertically expand and significantly extend the landfill's approved duration to operate.

As the host community of three landfills, the City of Inver Grove Heights has the following comments on the draft MPP:

1. Required strategy #34 states, "Establish mandatory pre-processing of waste at resource recovery facilities and landfills by 2025". The City of Inver Grove Heights requests the MPCA provides a definition for "mandatory pre-processing" at landfills. This will allow the city to determine any potential conflicts with existing local ordinances, impacts on our community and if the implementation timeline is achievable.
2. Removing PFAS at wastewater treatment facilities has been proven to be cost prohibitive (*Evaluation of Current Alternatives and Estimated Cost Curves for PFAS Removal and Destruction from Municipal Wastewater, Biosolids, Landfill Leachate, and Compost Contact Water, May 2023*). Instead, the best strategy to minimize PFAS entering MCES facilities from landfill leachate is to treat the leachate at the landfill where the source of PFAS is concentrated. The City of Inver Grove Heights strongly encourages the Minnesota Pollution Control Agency (MPCA) to prioritize research and development of treatment and/or removal options for PFAS in leachate at landfills. The City encourages the MPCA to incorporate PFAS treatment and/or removal requirements into MPCA landfill solid waste permits as soon as possible.
3. To minimize future PFAS from ending up in landfills, MPCA should require landfills to address PFAS in their industrial solid waste management plans so that PFAS-containing wastes can be identified and rejected as appropriate.

4. The City encourages the MPCA to update the CON review and issuance process so that it is streamlined and consistent year-over-year.

Thank you for the opportunity to comment on this important local and regional matter.

Sincerely,

Ally Sutherland



## Request for Council Action

**SUBJECT:**       **Resolution Approving Natural Resource Management Plan for Seidls Lake Park**

**MEETING DATE:**   September 11, 2023

**ITEM TYPE:**       Consent Agenda

**CONTACT:**        Brian Swoboda, Parks Superintendent, 651.450.2582  
                      Craig Reller, Environmental Resource Technician, 651.554.3453  
                      Adam Lares, Parks & Recreation Director, 651.450.2587

---

### ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the Natural Resource Management Plan (NRMP) for Seidls Lake Park and authorizing Dakota County to manage the plan.

### BACKGROUND

In response to citizen concerns throughout Dakota County regarding the loss of open space and natural areas, the County has secured funding and created a new initiative to collaborate with cities to identify publicly-owned open and green space to enhance management efforts to better protect, preserve and restore natural resource areas.

On December 13, 2021, the City Council authorized staff to submit applications for a City-County Conservation Collaboration (CCCC) Grant to Dakota County. Applications were submitted for three city parks (Seidls Lake, Harmon Reserve and Heritage Village Park) for the purpose of writing Natural Resource Management Plans to guide restoration activities for prairies and forests, remove invasive species and enhance biodiversity.

At this time, the NRMP for Seidls Lake Park has been completed and is ready for execution. The plan was prepared by Friends of the Mississippi (FMR) and thoroughly reviewed by City staff. (The NRMPs have not yet been completed for Harmon Reserve and Heritage Village Park and will be brought back for approval when completed.)

The Seidls Lake Park NRMP concentrates restoration efforts in upland areas to:

- Eliminate understory dominated by invasive common buckthorn
- Implement long-term integrated vegetation management plan
- Restore native terrestrial wildlife habitat
- Restore native understory throughout the growing season to benefit pollinators
- Provide usable habitat for local and migratory wildlife
- Create learning opportunities for the public about restoration, native habitat, and wildlife

The County's grant program covers 90% of the cost of the proposed restoration efforts. The City is responsible for 10% of all project costs through in-kind work or cash contributions. The upland

restoration recommended at Seidls Lake is estimated to cost \$170,000, meaning the City would be responsible for in-kind or hard match of up to \$17,000. Over the past several months, park staff and contracted Minnesota Conservation Corps workers have performed scheduled restoration work at Seidls. This work is valued at more than \$17,000, and has been accepted by the County as the City's in-kind match. The remaining \$153,000 will be paid for by Dakota County through the CCCC grant. The County plans on contracting with the Friends of the Mississippi to oversee and hire all restoration work activities through the next 5 years of the NRMP.

The City of Inver Grove Heights, through its Park Maintenance Department, takes great pride in preserving natural resources and, as possible, restoring and sustaining natural areas throughout the City's Park System. Collaborative partnerships like this are extremely beneficial because they help free up staff for other maintenance activities.

### **FISCAL IMPACT**

The in-kind work by parks staff and Minnesota Conservation Corps workers was funded from the Parks Division's annual operating budget for 2023. The value of this work exceeded the \$17,000 (10%) in-kind match required by the County grant. Therefore, the remaining \$153,000 (90%) in restoration work will be funded by Dakota County through the CCCC.

### **RECOMMENDATION**

Staff recommends approval of the attached Seidls Lake Park Natural Resource Management Plan and authorization for Dakota County to fund, lead, and implement the NRMP over the next five years as indicated in the plan.

### **ATTACHMENTS**

1. Resolution - Approving Seidls Lake NRMP & Authorizing Dakota County to Manage
2. Seidls Lake NRMP FINAL

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING THE NATURAL RESOURCE MANAGEMENT PLAN FOR SEIDLS LAKE  
PARK**

**WHEREAS**, on December 13, 2021, the City Council approved staff to submit applications for City-County Conservation Collaboration (CCCC) Grant to Dakota County. Applications were submitted for three city parks (Seidls Lake, Harmon Reserve and Heritage Village Park) for the purpose of writing Natural Resource Management Plans (NRMP) that guide restoration activities for prairies, forests, remove invasives and enhance biodiversity; and

**WHEREAS**, to date, the Seidls Lake Park NRMP is complete and restoration efforts can begin. The NRMP's have not yet been completed for Harmon Reserve and Heritage Village Park and will be brought back for approval when complete; and

**WHEREAS**, Over the past year, staff have worked with Dakota County on this new initiative. This grant program covers 90% of all restoration efforts and the City is responsible for 10% of all project costs by in-kind work and or hard dollars. To date, Seidls Lake Park NRMP written by the Friends of the Mississippi (FMR) has been completed and is ready for execution; and

**WHEREAS**, project estimates for upland restoration are estimated to cost approximately \$170,000, meaning the City would be responsible for in-kind or hard match up to \$17,000. Over the past several months, park staff have performed preliminary upland restoration work and this work will be considered the City's in-kind labor match of \$17,000, which the County has agreed to the remaining \$153,000 will be paid for by Dakota County through the CCCC grant to complete work activities identified in the NRMP.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS**, approves the Natural Resource Management Plan prepared by the Friends of Mississippi River for Seidls Lake Park.

**BE IT FUTHER RESOLVED** the Council authorizes Dakota County to fund, lead, and implement the NRMP at Seidls Lake Park over the next five years as indicated in the plan.

Adopted by the City Council of the City of Inver Grove Heights on this 11 day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



Natural Resource Management Plan  
for Seidls Lake Park  
South Saint Paul and Inver Grove Heights  
April 2023



# Table of Contents

|                                                        |    |
|--------------------------------------------------------|----|
| Contacts .....                                         | 3  |
| Landowners .....                                       | 3  |
| Dakota County.....                                     | 3  |
| Signatures.....                                        | 3  |
| Landowner .....                                        | 3  |
| Dakota County.....                                     | 3  |
| Executive Summary .....                                | 4  |
| Natural Resource Assessment .....                      | 4  |
| Goals .....                                            | 5  |
| Recommended and Prioritized Activities .....           | 7  |
| Management Units .....                                 | 11 |
| Estimated Costs .....                                  | 12 |
| Summary of Property Ownership.....                     | 12 |
| Property Information .....                             | 12 |
| Restoration Funding Sources .....                      | 12 |
| Location and Landscape Context.....                    | 12 |
| Purpose of the Natural Resource Management Plan.....   | 13 |
| Previous Natural Resource Management .....             | 14 |
| Historical Land Use .....                              | 14 |
| Current and Adjacent Land Use .....                    | 16 |
| Current Land Features.....                             | 17 |
| Bedrock Geology .....                                  | 17 |
| Surficial Geology .....                                | 18 |
| Topography .....                                       | 18 |
| Aspect .....                                           | 18 |
| Current Water Features .....                           | 19 |
| Groundwater .....                                      | 19 |
| Surface Water .....                                    | 20 |
| Soil Type .....                                        | 20 |
| National Wetland Inventory .....                       | 22 |
| Wildlife .....                                         | 23 |
| Vegetation .....                                       | 25 |
| Land Cover Description of Current Conditions .....     | 25 |
| Site Description & Recommended Plant Communities ..... | 27 |
| Five-Year Work Plan .....                              | 56 |
| Other Considerations .....                             | 66 |

|                                       |    |
|---------------------------------------|----|
| Appendices.....                       | 68 |
| Appendix A: Observed Plant Species    | 68 |
| Appendix B: Recommended Plant Species | 71 |

## Contacts

### Landowners

Name: City of Inver Grove Heights, Craig Reller & Brian Swoboda  
Address: City of Inver Grove Heights, 8150 Barbara Avenue, Inver Grove Heights, MN 55077  
Phone IGH: (651) 450-2500  
Email: creller@ighmn.gov; bswoboda@ighmn.gov

Name: City of South St Paul, Nicholas Guilliams  
Address: City of South St Paul, 125 3<sup>rd</sup> Avenue N, South St Paul, MN 55075  
Phone (651) 554-3200  
Email: nguilliams@southstpaul.org

## Dakota County

Project Lead: Michael Lynn  
14955 Galaxie Avenue, Apple Valley, MN 55124  
Phone: 952-891-7025  
Email: Michael.Lynn@co.dakota.mn.us

## Signatures

### Landowner

As landowner of the property, we have reviewed and approve this Natural Resource Management Plan (NRMP). We agree to follow the guidelines included in this NRMP to manage the property. The NRMP will be used to develop a mutually acceptable Natural Resource Management Agreement (Management Agreement, MA) with the County to begin implementing the NRMP. Other applicable local, state, and federal laws and regulations not addressed within this NRMP will still be followed.

| Name Authorized Staff | Date |
|-----------------------|------|
|                       |      |

## Dakota County

Dakota County prepared and discussed this NRMP with the landowner. The County agrees to work with the landowner to use the NRMP as the basis for creating a jointly developed Management Agreement to implement the NRMP in a fair and reasonable manner. The County will assess and update the NRMP to assist the landowner in managing the property.

\_\_\_\_\_  
Tom Lewanski, Natural Resources Manager

\_\_\_\_\_  
Date

# Executive Summary

## General Property Description

Seidls Lake Park is a 37-acre park cooperatively owned and managed by the cities of South St Paul (7 acres) and Inver Grove Heights (30 acres) in northern Dakota County, Minnesota. The combined ownership and stewardship of the park necessitates the development of a comprehensive natural resources management plan that considers the natural resources as one system with management steps and objectives that can be completed by the municipalities cooperatively. This natural resource management plan (NRMP) has been developed to address that need.

The park is located southwest of the intersection of 4<sup>th</sup> Street and 13<sup>th</sup> Avenue South in South St Paul and north of Blaine Avenue in Inver Grove Heights. Woodlands with small pocket wetlands create the uplands of the park which surround Seidls Lake, a landlocked 6.5-acre DNR-protected waterbody. In addition to programmed park space at the south end of the park, a timber staircase crosses the steep topography within the southern woodland of the park and connects to a combined natural surface/paved trail on the east side of Seidls Lake. The trail will be improved, extended, and made ADA-accessible through work planned for 2023-2024.

As a complement to the planning and implementation of this infrastructure, this NRMP provides a detailed assessment of the natural resources in Seidls Lake Park, goals for natural resource improvement and restoration, and a set of recommended and prioritized activities to achieve these goals. These activities are organized by management units that have been developed for the park with divisions considering both municipal boundaries and differentiation in vegetation and land cover types. Costs associated with implementation of management activities across a 5-year timeline are provided.

## Natural Resource Assessment

The Natural Resources Assessment of Seidls Lake Park was conducted on September 26 and September 30, 2022. The assessment included preparatory aerial photo and map review of the park and surrounding area followed by an on-the-ground inventory of vegetation conditions, wildlife observations, evaluation of water resources, park infrastructure affecting natural resources, human use, and inspection for park misuse and erosion. Field notes, points of interest, draft management unit boundaries, and photos were recorded to document site conditions. Detailed plant species observations are included in Appendix A. This detailed assessment of natural resource conditions informs management goals listed in the following section.



Broadly, Seidls Lake Park can be described as a mature woodland encircling a small urban lake with small pocket wetlands. The secondary growth tree species— black walnut (*Juglans nigra*), green ash (*Fraxinus pensylvanica*), box elder (*Acer negundo*), Eastern cottonwood (*Populus deltoides*), pin oak (*Quercus ellipsoidalis*), and Siberian elm (*Ulmus pumila*)— are the dominant trees in the primarily closed canopy, but small open areas associated with the small wetlands or intentional clearing are present. As is common in many

woodlands in the Upper Midwest, invasive species such as common buckthorn (*Rhamnus cathartica*), Tatarian honeysuckle (*Lonicera tatarica*), and garlic mustard (*Alliaria petiolata*) have greatly altered the respective shrub layer and herbaceous plant composition within the park. With dense shade and aggressive growth, these plants have displaced a more diverse understory typical of oak woodlands. Invasive earthworms, through rapid consumption of organic material in the soil profile, are contributing to both soil loss and the absence of conditions that would otherwise support a more abundant and diverse herbaceous plant community.

The vegetation and soil changes caused by invasive plants and earthworms (absence of a soil-stabilizing herbaceous layer and lack of soil organic matter) and the naturally steep topography of the park have contributed to soil loss and sheet and rill erosion. Areas of bare ground without vegetation or leaf litter are susceptible to sheet erosion during precipitation events, and where natural slope changes are present, the lack of fibrous root systems associated with herbaceous plants create conditions where gullies and washouts have formed. These destabilized soils have also contributed to erosion and rutting along natural surface trails within the park which has led to foot traffic around the areas of poor trail condition and trail widening.

Four wetlands occur within the park. Seidl's Lake itself and the smaller wetlands to the west and south of the lake are classified as Shallow Open Water wetlands by the National Wetland Inventory based on data gathered between 2012-2015. The lake and the wetlands to its immediate west and south fall into the Non-Vegetated Aquatic Community type, and the southernmost wetland has a Shallow Open Water plant community. The plant community and other characteristics of the shoreline of Seidl's Lake is indicative of highly fluctuating water and soil moisture levels including areas of bare ground and an abundance of smartweed (*Persicaria* species) which are early successional plants tolerant of soil moisture fluctuations.

Based on the natural resources assessment, the primary issues identified to be affecting the natural resource quality within the park are the abundance of woody and herbaceous invasive species, the associated lack of diversity within the plant communities, soil degradation and erosion, and water level fluctuations. The goals and prioritized activities in the following sections seek to address these primary issues.

## Goals

### **Goal 1: Reduce or eliminate invasive plants.**

At the root of several issues present in Seidl's Lake Park is the abundance of invasive plant species. The two most abundant invasive plant species, common buckthorn (*Rhamnus cathartica*) and garlic mustard (*Alliaria petiolata*), have become dominant in the woodlands and displaced what would be a more diverse native plant community. Nearly monotypic stands of these species do not offer the myriad ecosystem services that native plants can provide. Common buckthorn does not provide floral resources for pollinators, the fruits of common buckthorn are not nutritious for bird species, and the dense thickets of buckthorn in the understory prevent wildlife movement and do not provide good cover. The dense shade that buckthorn creates leads to a sparse and low-diversity herbaceous plant community made up of only the most shade tolerant plants. A poorly vegetated understory with large areas of bare ground is susceptible to sheet and rill erosion. Buckthorn also increases soil nitrogen levels which foster increased weedy growth for species like garlic mustard. Buckthorn's aggressive growth and shading also prevent the germination and establishment of native shrub and tree species, and as a result, the tree canopy lacks recruitment of diverse species and becomes more evenly aged.

Similarly, garlic mustard has become well-established in the herbaceous layer at Seidl's Lake Park. Garlic mustard's propensity for early and late season growth, tolerance for a wide range of light and soil moisture conditions, prolific seed production, and long-lived seed all contribute to its ability to become dominant in woodlands and wooded edges. Garlic mustard is also allelopathic, releasing chemicals into the soil to slow or prevent the growth of other plants, and may also inhibit the beneficial soil mycorrhizae which help tree roots take up water and nutrients. Garlic mustard takes advantage of early spring sun before trees are fully leafed out by flowering and setting seed before many woodland

plants have entered flowering. For this reason, garlic mustard outcompetes native spring ephemerals and has drastically shifted woodland understories in the places it has become established.

Outside of the park woodlands, reed canary grass (*Phalaris arundinacea*) has become abundant. Typically, an invasive plant of wetlands and wet prairies, reed canary grass is tolerant of a wide range of soil moisture and is present in all open areas within the park including the pocket wetlands, the biofiltration basin at the southern edge of the park near mowed turfgrass, and along the shoreline of Seidl's Lake. Targeted removal of this species by repeated mowing and spot herbicide application will reduce the existing populations and prevent its spread by rhizomes and seed.

To a lesser extent, the presence of spotted knapweed (*Centaurea stoebe*) and round-leaf bittersweet (*Celastrus orbiculatus*) have also displaced native plants within the park, are diminishing associated ecosystem services, and have the potential to become well-established and spread to open niches as the removal of other invasive species occurs. Targeted removal of these two species will reduce the existing populations and prevent their spread to other areas of the park.

### **Goal 2: Promote existing native plant communities.**

Diverse, native plant communities within the park provide wildlife habitat for a range of mammal, bird, and insect species, offer nectar resources for pollinators, create structural diversity that supports a wide array of habitats, stabilize soil by absorbing the force of rain and by holding soil in place with deep roots, store carbon, and support a thriving mosaic of plants for humans to steward and enjoy. These native plant communities have evolved with certain disturbance regimes, soil chemistries, soil fungi, and interactions with other species guilds, and ensuring that these conditions are sustained will lead to their long-term resilience. Support of existing native plant communities includes reducing invasive species, preventing new or reintroducing invasive species after eradication, preventing erosion and trampling with well-planned trail corridors, and maintaining historic disturbance regimes such as fire.

### **Goal 3: Reestablish native plant communities.**

Where invasive species have been removed and where overall plant diversity is lacking, native plant communities can be reestablished. With guidance from the Field Guides to the [Native Plant Communities of Minnesota](#), species present in nearby reference locations, and remnant plant communities within the park, diverse native vegetation can be restored. Local ecotype seed suited to the site, herbaceous plant plugs, and bare root trees and shrubs are economical methods to reestablish native plants. Species selection, especially of trees, should be informed by recent research on the suitability of species given changing climate regimes. The planting of typical Minnesota-native and grown trees and shrubs can be supplemented with individuals grown in more southerly growth zones and/or species with native ranges to the south (assisted migration). Additionally, where native plant populations have persisted in the park and surrounding landscape, seed collection and redistribution of that seed can expand populations of species already well-adapted to the site. The reestablishment of native plant communities will greatly improve habitat, provide multiple ecosystem services, and be more resilient over the long-term.

### **Goal 4: Plan and implement for climate resiliency.**

Minnesota's climate is changed and continues to warm, and precipitation events have become more frequent and extreme. In addition to the assisted migration of plant species considered native to the south, climate change mitigation can be incorporated into natural resource management. Preventing soil erosion during heavy precipitation and rapid snowmelt by establishing healthy plant communities, siting trails across gentle slopes, and promoting the development of soil organic matter will build resiliency during extreme precipitation. Related, understanding and responding to fluctuations in lake and wetland water levels caused by these events will assist in planning vegetation restoration and locating infrastructure. In addition to this resilience, preservation of both woodland and grassland native plant communities will foster carbon sequestration.

### **Goal 5: Remediate existing erosion and prevent future erosion.**

The combination of steep topography, sandy loam soil types, and a discontinuous herbaceous layer in Seidls Lake Park make areas of the park prone to erosion. Deep gullies are present within the park, and portions of paved and natural surface trails have washed out during flood events. Soil movement into Seidls Lake causes turbidity, higher water temperatures, and in turn, algae blooms. Tied to the goals of reducing invasive species and reestablishing a native plant community, sheet and rill erosion and soil movement into lake would be reduced by a continuous herbaceous and woody plant layer absorbing the force of raindrops and holding soil in place with deep roots. The senescence of plant material would also promote the development of soil organic matter over time and increase soil retention. Existing gullies and areas of less severe erosion could be targeted for planting and methods of erosion control such as bio logs, coconut fiber netting, check dams, erosion control barrier logs, and live staking.

**Goal 6: Develop a five-year implementation strategy and associated budget and develop a long-term natural resource monitoring and maintenance protocol.**

This natural resource management plan provides guidance for near-term restoration activities and associated costs by management unit. Activities that may be carried out by volunteers or municipal staff are identified, but typical costs for contracted labor are provided. This work is informed by on-the-ground site assessments, guidance of city staff, and successful implementation of these activities within similar ecological systems. In addition to short-term restoration, this plan also provides direction for the development of protocols for long-term natural resource monitoring and maintenance typical for these systems.

## Recommended and Prioritized Activities

The recommended activities for management of the natural resources within Seidls Lake Park are centered on reduction and elimination of invasive plant species followed by reintroduction and reestablishment of native and climate-resilient plant species to transition the site toward sustaining native plant communities. Over time, these activities will improve habitat and reduce soil erosion and associated water quality impacts.

**Invasive species reduction and elimination.**

Removal of established buckthorn and non-native honeysuckles and continual reduction or suppression of resprouts and new germinant plants will support the goal of their elimination within the park. Stands of mature buckthorn on flat hilltop areas in Units 4 North, 4 South, 10, and 9 could be forestry mowed when the ground is frozen. This is a relatively efficient and inexpensive method of removing buckthorn requiring minimal herbicide use. Forestry mowing shreds the buckthorn stump reducing its ability to resprout. Some stump sprouting will occur, and smaller diameter buckthorn, as well as newly germinating buckthorn, will persist after this treatment, and follow-up foliar herbicide treatments or goat grazing is necessary.

Goat grazing, a relatively novel method of managing smaller sapling-size buckthorn or buckthorn that has resprouted following initial removal, could be successfully utilized at Seidls Lake Park. Goats should be deployed for two periods of grazing in the first and second years following initial buckthorn removal during which the goats will strip leaves and bark from small stems and resprouts in place of typical foliar application of herbicide. Goats are advantageous in the areas of steep terrain within the park because they can easily access these areas, create less soil disturbance than machinery or human foot traffic, and are very thorough. Goats are best used where native plant diversity is low and species loss is not a concern, which is the case in Units 1N, 1S, 4N, 4S, and 9. Additionally, most of the woodlands within the park exist on steep hills which preclude safe use of forestry mowers. In steep areas where remnant woodland native plant communities are to be protected (Units 10 and 11), buckthorn should be cut by hand flush to the ground in the fall while it is still actively growing, and a triclopyr-based herbicide should be applied to the cut stump. This method requires more time, and the cost is higher, but the result is also effective. Likewise, follow up treatments to manage smaller diameter buckthorn and new germinant plants are necessary but to protect native plants, judicious foliar herbicide treatment with triclopyr is best.

Initial removal of non-native honeysuckles and Siberian elm (*Ulmus pumila*) should be completed with the removal of buckthorn and concurrent follow-up herbicide treatments to manage resprouts. Non-native honeysuckles have similar growth patterns and habitat impacts as common buckthorn. Siberian elm's fast growth rate, high seed production, and high germination rate in favorable conditions can allow it to become dominant in disturbed and open habitats. Additionally, the leaf litter produced by Siberian elm may decrease germination and growth of competing species.

In tandem with manual removal or foliar herbicide application to manage resprouted invasive woody plants and new germinants, a simple graminoid (grass) seed mix should be installed after initial removal. The recommended species are silky wild rye (*Elymus villosus*), Canada wild rye (*E. canadensis*), Virginia wild rye (*E. virginicus*), bottlebrush grass (*E. hystrix*), switchgrass (*Panicum virgatum*), and fowl manna grass (*Glyceria striata*). These grasses are quick to establish, tolerant of shade, and are inexpensive enough to allow for high seeding rates and create quick cover after the disturbance of woody removal. The grasses stabilize bare ground, offer some habitat benefits, and can shade stumps and potential germinants of buckthorn reducing resprouting and the need for herbicide applications. With time and sustained reduction of buckthorn, it is recommended to introduce more diverse herbaceous and woody species to the site.

In conjunction with the removal of woody invasive species, removal of herbaceous invasive species should be undertaken. While weedy species such as common burdock (*Arctium minus*) and creeping Charlie (*Glechoma hederacea*) are present, garlic mustard (*Alliaria petiolata*) is ubiquitous throughout the park. Units 1 North and South, 4, 5, 8, 9, 10, 11, and 12 all contain garlic mustard in varying amounts; with the highest abundance is in Units 8, 9, and 10. Known small and discrete populations of garlic mustard can easily be hand-pulled by volunteers, park stewards, or park staff, while removal of larger stands of garlic mustard may necessitate mowing or hand-pulling by contractors. Where garlic mustard dominates the herbaceous layer, judicious use of a broadleaf herbicide is effective at quickly reducing large stands. As the shrub layer is opened up with the removal of invasive woody plants, garlic mustard and other weedy herbaceous plants will have increased sunlight and more growth advantage. As such, monitoring and response to new populations is key to eradication.

Within the park's woodland edges in Units 1 North and 1 South as well as the prairie Unit 6 and in small openings of other units, reed canary grass (*Phalaris arundinacea*) has taken a foothold. As with garlic mustard, increased sunlight with the removal of invasive woody plants will likely increase the size of these small populations. Targeting the currently small patches of reed canary grass now will negate the need for future intensive management. Because of reed canary grass's dense rhizomatic root system and phenology, a well-timed rhythm of mowing in spring and fall in combination with judicious spot herbicide application can be effective at reducing spread and eliminating existing patches.

Isolated populations of two especially problematic invasive species occur within Seidl's Lake Park: round-leaf bittersweet (*Celastrum orbiculata*) and spotted knapweed (*Centaurea stoebe*) occur in Units 11 and 7 respectively. Targeted removal of round-leaf bittersweet should be completed to reduce the chances of the plant spreading because of its ability to grow up and over native plants, blocking access to light, girdling trees, and making them more susceptible to ice and storm damage. It can establish large populations quickly due to its high levels of seed production, root suckering, and potential to hybridize with native American bittersweet. Because of round-leaf bittersweet's ability to aggressively regrow from the root, mechanical removal (pulling) must remove the entire root, which can be difficult. Mowing is only effective on small populations that can be mowed every two weeks during the growing season, and prescribed burning to remove the plant must be done annually in the spring, which is often infeasible or too frequent for adjacent native plant communities. A combined approach of cut stump herbicide application followed by foliar herbicide treatment of resprouts is the recommended method for management of the patch present at Seidl's Lake Park.

Spotted knapweed occurs on a south-facing hillside above the small wetland in Unit 7. Due to the steepness of this hillside, management of the plant should be done by municipal staff or through contracted labor. The slope's adjacency to water requires careful use of herbicide, and a selective herbicide such as aminopyralid is recommended to prevent off-target damage to grasses. Maintaining grass cover will stabilize the slope and help prevent reinvasion of knapweed

from missed rosettes or germination from the seedbank. Monitoring this area for several years and appropriate follow-up management will be necessary.

#### **Hazard tree removal in trail corridors.**

Due to the abundance of green ash throughout the park and the advancement of emerald ash borer (EAB) across Dakota County, several diseased green ash trees are present along the trails and should be proactively removed to prevent park user injury and damage to infrastructure. Green ash in areas of the park not accessible by trail can be retained for wildlife habitat. Removal of the hazard trees (approximately 15) could be combined with construction of planned trail improvements.

#### **Reintroduction and reestablishment of native and climate-resilient plant species.**

In conjunction with the removal of invasive plant species, the establishment of native plant species within Seidl's Lake Park is necessary to fill open plant community niches that are vulnerable to reinvasion and offer opportunities to create improved habitat. Revegetation in woodlands cleared of invasive woody plants should begin with the seeding of a simple graminoid mix containing quickly establishing species that will shade buckthorn seedlings and prevent germination and will also shade stumps that may otherwise resprout after cutting. These grass species include silky wild rye, Canada wild rye, Virginia wild rye, bottlebrush grass, switchgrass, and fowl manna grass. The reestablishment of an herbaceous layer will also create conditions suitable for effective prescribed burning in the future.

Once invasive woody plants are eliminated or considerably reduced, the reintroduction of both native shrubs and trees is recommended. The planting of bare root shrubs throughout the woodlands is cost effective, can rapidly create a shrub layer and provide wildlife cover, nesting habitat, and nectar and food resources. Also, once the understory is opened following invasive woody removal, the missing smaller size classes of native trees can be filled with either bare root trees or larger potted trees in key areas. Tree protection to prevent browse will be necessary.

Appendix B lists tree species recommended for restoration. In addition to these species, it is recommended to incorporate some tree species that are known to be climate change adapted. Recent research conducted by the U.S. Forest Service, Mississippi Park Connection, and further informed by data from private industry points to several tree species that are either native to the Twin Cities Metro area and highly adapted to the effects of climate change or native to more southerly (warmer and drier) growth zones and perform well within the Twin Cities Metro. Species from this list to consider for restoration at Seidl's Lake Park include red maple (*Acer rubrum*), sugar maple (*Acer saccharum*), bitternut hickory (*Carya cordiformis*), hackberry (*Celtis occidentalis*), honeylocust (*Gleditsia triacanthos*), ironwood (*Ostrya virginiana*), white oak (*Quercus alba*), northern pin oak (*Quercus ellipsoidalis*), bur oak (*Quercus macrocarpa*), blackjack oak (*Quercus marilandica*), and northern red oak (*Quercus rubra*).

In addition to the restoration of woody plants, reintroduction of woodland herbaceous plants is recommended to create a more structurally diverse plant community, offer early season nectar resources for pollinators, stabilize erodible sandy soils with deep roots and the gradual addition of organic material as plants senesce. The establishment of native woodland plants can be phased and begin with small plantings near trails with subsequent plantings in areas where slope stabilization is needed. In less visible and less erodible areas where rapid establishment is less important, woodland seed mixes can be used instead to establish an herbaceous plant community.

Within the peripheral woodland edges, small openings at the south end of Seidl's Lake, and surrounding the small wetlands, opportunities exist to reestablish habitat that differs from the woodlands of the park and create a more heterogeneous landscape. Following removal of woody encroachment here and management of weedy species, the small grassland within Unit 6 lends itself to the establishment of a mesic or wet prairie. Cardinal flower, a wetland obligate species, is present in Unit 6 and suggests that this open pocket would support similarly moisture tolerant forbs such as marsh milkweed (*Asclepias incarnata*), common boneset (*Eupatorium perfoliatum*), spotted Joe pye weed (*Eutrochium maculatum*) and graminoid species such as Canada bluejoint (*Calamagrostis canadensis*), fowl manna grass (*Glyceria striata*) pointed broom sedge (*Carex scoparia*), and woolgrass (*Scirpus cyperinus*).



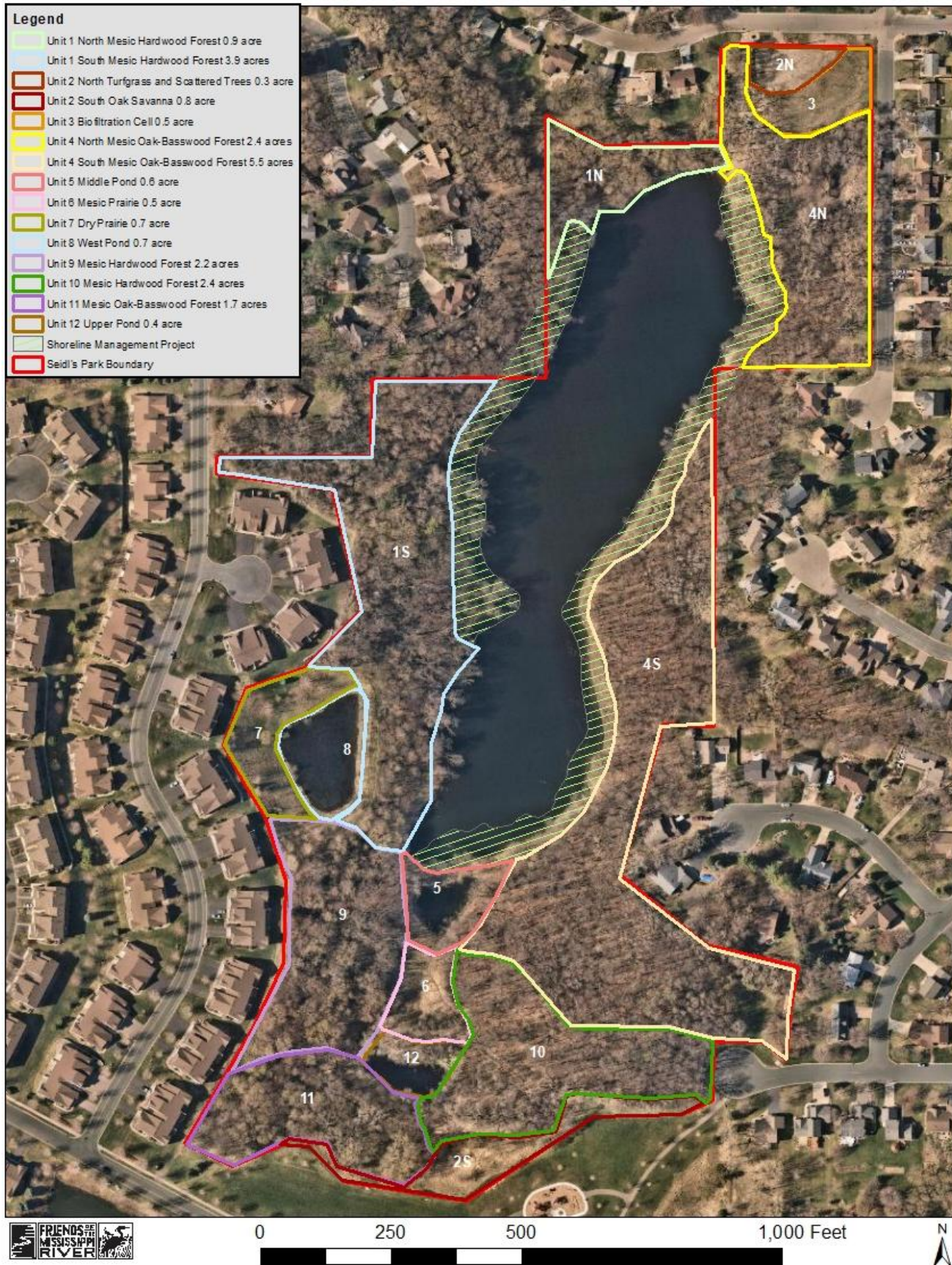
The prioritized activities for management of the natural resources within Seidls Lake Park are centered on protection of the remaining pockets of native plant communities and targeting the reduction and elimination of invasive plant species that are adjacent to these communities. A shared top priority is the reduction and elimination those invasive plant species that are most injurious to the site and the ecosystem services it may provide. Removal of invasive species is to be followed by reintroduction and reestablishment of native and climate-resilient plant species as noted in the previous section.

Due to the pervasiveness of common buckthorn throughout the site, and its considerable impact on native plant communities, habitat, soil erosion and degradation, and erosion, removal of this species is a high priority. If, due to budget or timing constraints, buckthorn removal within the park is to be phased, priority should be placed on management units where remaining pockets of native plant communities remain including Units 1S, 4S, 10, and 11. Secondly, buckthorn should be removed where it is more abundant and where native species are highly suppressed in Units 1N, 4N, and 9. As buckthorn is removed, Siberian elm also present in those units (Units 10 and 11) should also be eliminated. Revegetation of both herbaceous and woody species as previously described should be prioritized following invasive woody removal.

As this prioritized initial work is undertaken, reduction or elimination of those species that are minimal in abundance but have growth patterns that will likely cause significant habitat impacts. Removal of both round-leaf bittersweet in Unit 11 and spotted knapweed in Unit 7 should be targeted very early in restoration. Eliminating these two plants will prevent their spread to nearby native plant communities and the increased costs and resources to manage larger and more established populations.

As woody invasive species are reduced and eliminated, the abundance of invasive herbaceous species, such as garlic mustard, will likely increase as sunlight to the forest floor increases. Garlic mustard's growth patterns, high seed production, and long seed viability all point to the prioritization of its management in tandem or directly following invasive woody removal.

# Management Units



## Estimated Costs

The estimated costs for restoration of the management units over 5 years is summarized in the table below.

| Management Unit Number     | Cost Estimate     |
|----------------------------|-------------------|
| 1 North                    | \$ 11,865         |
| 1 South                    | \$ 25,390         |
| 2 North                    | \$ 8,355          |
| 2 South                    | \$ 9,335          |
| 3                          | \$ 11,000         |
| 4 North                    | \$ 24,350         |
| 4 South (a)                | \$ 26,615         |
| 4 South (b)                | \$ 73,142         |
| 5, 8, and 12               | \$ 21,619         |
| 6 and 7                    | \$ 11,207         |
| <b>Total Cost Estimate</b> | <b>\$ 222,878</b> |

Detailed cost estimates can be found in the Five-Year Work Plan. Estimated costs will be refined and finalized through a request for proposals from contactors.

## Summary of Property Ownership

### Property Information

Name: City of Inver Grove Heights, 8150 Barbara Avenue, Inver Grove Heights, MN and City of South St Paul, 125 3rd Avenue N, South St Paul, MN

Property Address: 2655 47<sup>th</sup> Street E, Inver Grove Heights, MN and 1415 4<sup>th</sup> Street S, South St Paul, MN

Section 28, Township 28, and Range 22

Parcel Identification Numbers: 361990007010, 360280006010, 200281080010, 204400100011, 204402700010, 200281081011

Watershed: Lower Mississippi River Watershed Organization: Lower Mississippi River WMO

### Restoration Funding Sources

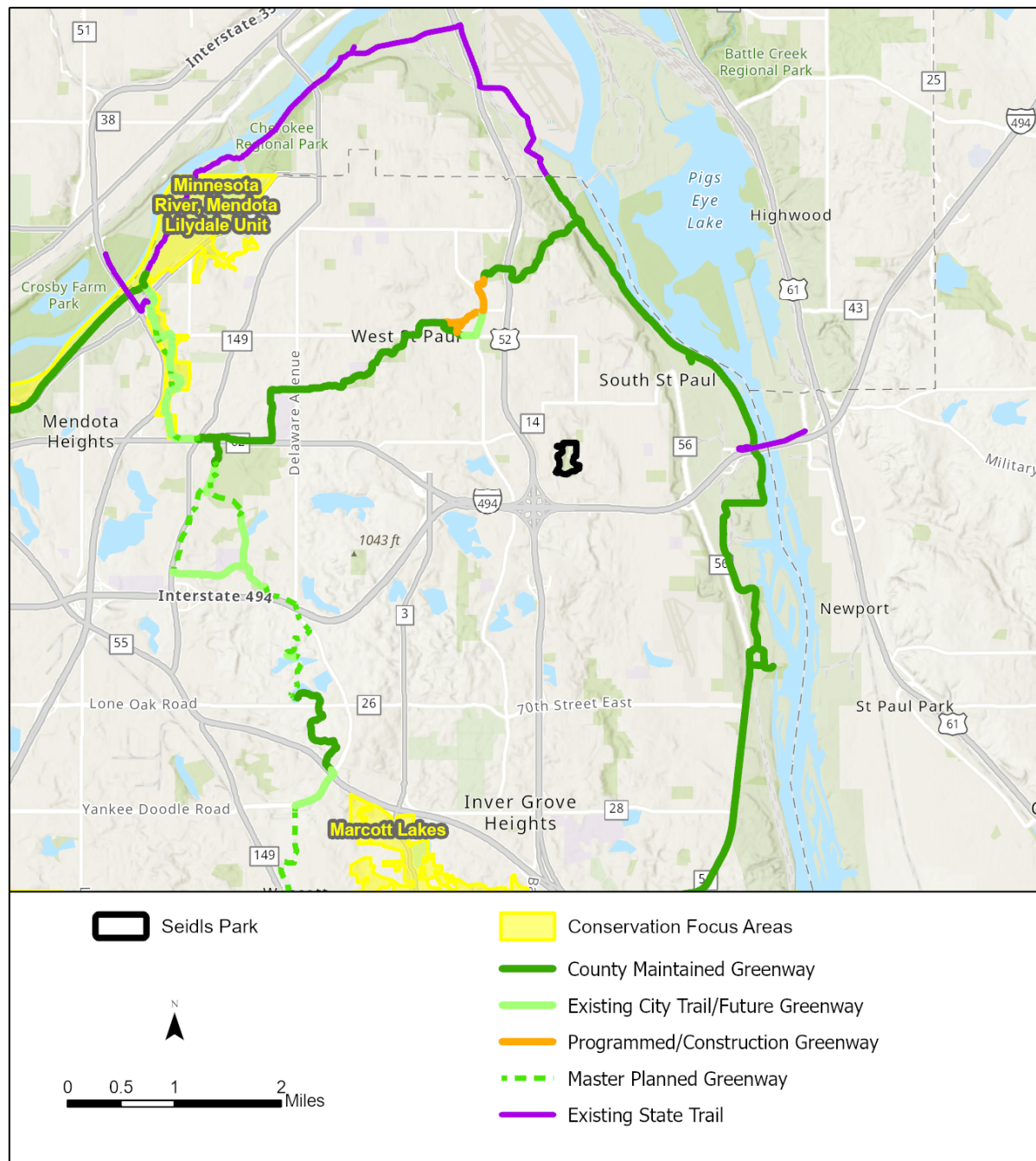
State Outdoor Heritage Fund and County Environmental Legacy Fund

## Location and Landscape Context

The property is in the Metro Region Eco-region as determined by the Minnesota Department of Natural Resources and in the Click here to select option. Conservation Focus Area (CFA) identified in the 2020 Land Conservation Plan for Dakota County.



## Location within CFA



## Purpose of the Natural Resource Management Plan

The purpose of the Natural Resource Management Plan (NRMP) is to describe the existing natural resource conditions, goals, activities, and estimated costs for the property. The NRMP includes information on location; historic, existing, and adjacent land use; bedrock and surficial geology; soils; topography; groundwater and surface water; historic and existing vegetation; ecological impacts from land use, eliminated or restricted natural processes, invasive species, wildlife, disease, climate change, and other factors; plant communities and quality; and wildlife. Based on this information,

natural resource management goals and recommendations, including priorities are provided. The NRMP will be reviewed and updated every five years or as needed by the County to maintain its relevancy.

An initial five-year work plan describes restoration activities that will likely have the greatest ecological benefit relative to the resources required to implement the activities. Recommended activities generally include removing and controlling a growing list of invasive plant species, diversifying, and enhancing desirable vegetation and stabilizing streambanks or other eroding areas. Activities can then be completed by the Landowner, private contractors that specialize in ecological restoration, or conservation organizations.

A Joint Powers Agreement is then developed between the Landowner and the County to implement a mutually agreed upon workplan from the NRMP. Once the goals, priorities and mutual responsibilities are determined by the Landowner and the County, the County or one of its partners will issue a Request for Quote (RFQ) or Request for Bids (RFB) to potential contractors to implement the workplan. Based on contractor response to the RFQ or RFB and subsequent discussion between the Landowner and the County, the workplan describing the activities, schedule, respective roles and responsibilities, and cash or in-kind contributions of the Landowner, County or partners-is finalized. Landowner maintenance responsibilities for the duration of the JPA are also included.

## Previous Natural Resource Management

Three phases of infrastructure and associated restoration and habitat enhancements are in progress. Phase 1 included construction of the Seidls Lake Lift Station which was completed in the fall of 2021 and became operational in the spring of 2022. The lift station prevents high water conditions in Seidls Lake and associated damage to trails and infrastructure. Related to the ability to manage water levels in the lake, Phase 2 includes planned restoration and habitat improvements focused on the lake's shoreline and will be funded by a Conservation Partners Legacy grant of \$382,000. Phase 3 will reconstruct and extend the paved trail along the entire eastern side of the park and will be funded by a MNDNR Local Trail grant of \$250,000 awarded to the City of South St. Paul with the City of Inver Grove Heights as a project partner. Phases 2 and 3 will be designed and constructed concurrently. Specific natural resources management will include invasive woody species removal, improvement of lake overlooks, shoreland stabilization and plantings.

## Historical Land Use

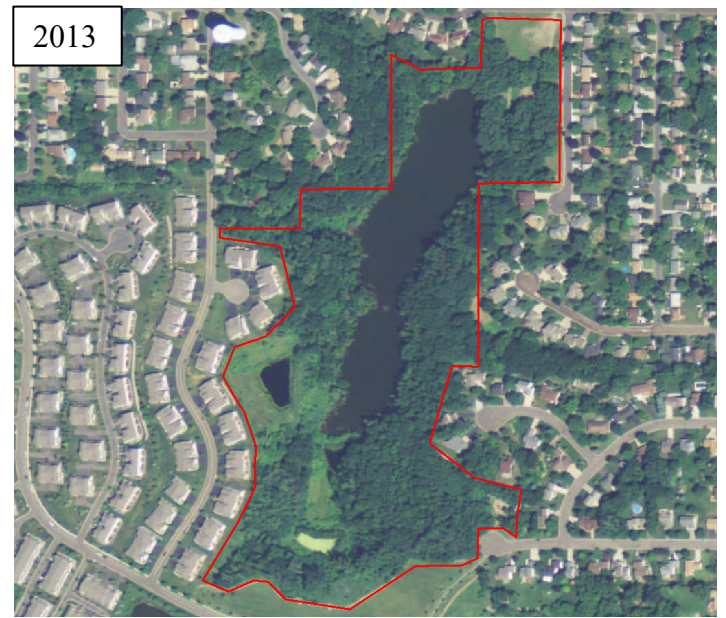
Prior to European colonization, natural processes and use by native peoples were the primary influences on the vegetation, water, and wildlife of the property. Following colonization, prairies were plowed, forests and woodlands cut, wetlands drained, fires suppressed, more intense agricultural practices introduced, including row cropping and livestock grazing, and industrial, commercial, and residential development expanded.

From the earliest aerial photographs (1937) to the present, the property was largely used for what appears to be tree farms and open space. The property was possibly grazed by livestock, as evidenced by the trails leading to the lake. The extent of open water waxes and wanes with time, but the lake is evidently larger in recent years. The park fills in with native trees with time.

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## Current and Adjacent Land Use

Current use of the Property directly affects existing vegetation, surface water, wildlife, and future management options for the Property.

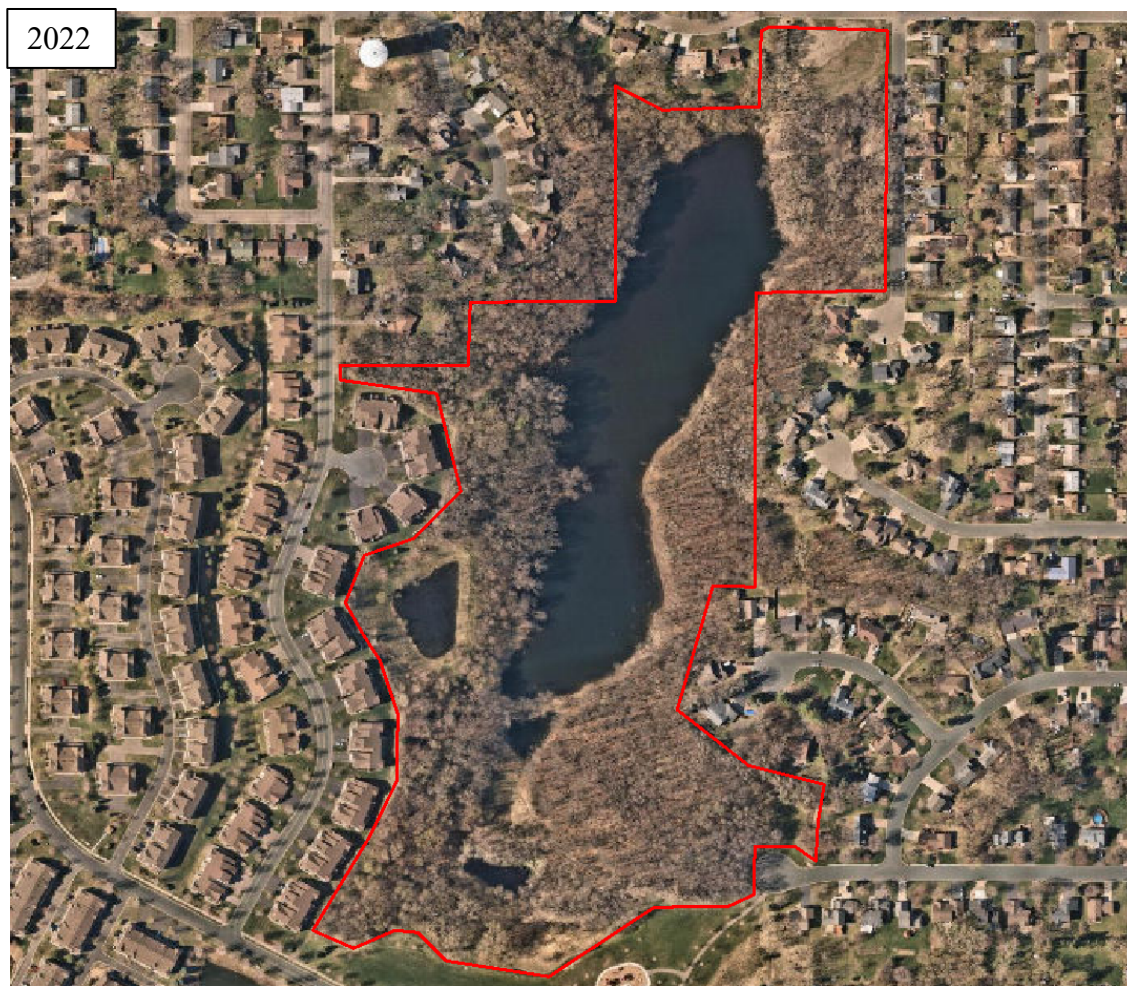
Current use includes passive and active recreational use and stormwater management. Paved and natural surface trails within the park connect to adjacent neighborhoods and a playground at the park's southern extent. Seidls Lake receives stormwater that is managed by a biofiltration cell at the park's northeast corner.

Adjacent land use can also affect vegetation, surface water and wildlife management options for the Property, and may present opportunities to enlarge existing natural areas, create wildlife corridors and improve surface and groundwater.



Adjacent land use is entirely residential with both single-family homes and townhomes in the immediate vicinity. Backyards of these homes line the park boundary with some plant communities within the park being continuous with residential landscapes. Invasive species removal undertaken in the park should consider the presence of invasive species on adjacent parcels and the potential for management to extend beyond the park's boundaries.

## Most Recent Aerial Photo



## Current Land Features

### Bedrock Geology

Ancient oceans, beaches, reefs and mudflats, sand and clay, and marine animals were compressed over time and formed a variety of sedimentary rock layers (bedrock), with different depths and characteristics. In Dakota County, the type and depth of bedrock is important because the resulting layers contain groundwater, which is a primary source of drinking water for County residents. Although the soils and upper bedrock layers can be effective biological and chemical filters, groundwater quantity and quality are dependent on careful land use practices.

The major bedrock units found in Dakota County (County) include the Decorah, Platteville, Glenwood Sequence, underlain by St. Peter Sandstone, Prairie du Chien Group, Jordan Sandstone, St. Lawrence Formation, and the Franconia



Formation. Some of these layers may not exist at the Protected Property because of past geologic events. Bedrock in the County is typically more than 50 feet below the surface in areas north of the Vermillion River and less than 50 feet in areas south of the Vermillion River. In the County, the Prairie du Chien limestone is the most common bedrock first encountered beneath the surface, soil and unconsolidated sediments. Bedrock is important because its layers create the underground aquifers where groundwater is stored. As the primary source of drinking water for County residents, it is critical that the quantity and quality of this water is managed and protected.

## Surficial Geology

Dakota County was once covered by a series of advancing and retreating continental ice sheets, or glaciers. The glaciers directly and indirectly removed bedrock and deposited materials on top of the bedrock to form the surface features we see today.

The County has a very diverse surficial geology that created a very scenic and ecologically diverse landscape. The most recent glaciers extended south into the northern portion of the County and the resulting terminal moraines are characterized by a typical “knoll and basin” topography. South of these moraines, the rock surface is quite irregular. In some places, the softer rock was worn down and is much lower than the more resistant rock layers. This has created areas with isolated, mesa-like uplands, 100 to 200 feet above the surrounding land. Glacial deposits have partially concealed these uplands and covered their surfaces with only a thin layer of glacial drift. In some areas, especially the Minnesota and Mississippi River valleys, level alluvium and terrace deposits were formed by glacial rivers and contemporary floods. More level outwash plains, south of the moraines and north of the uplands, formed from melting glaciers and characterize much of the central portions of the County.

The surficial geology of the Protected Properties is important because it is a highly influential factor in determining site characteristics, such as topography, soil type, soil drainage, and floral structure and community composition. The Surficial Geology map indicates that the Superior Lobe Cromwell formation is present as till, lake sand and silt and ice-contact stratified deposits. Based on well records for sealed water wells (MN Well and Boring Sealing number H1564274 and H215078) and on or near the Protected Property the thickness of the glacial material ranges from 145 to 205 feet. There are no known or suspected unsealed wells associated with these properties.

## Topography

The land surface, whether it is level or covered by rolling or steep hills and valleys is an important factor in the development and formation of soil, past and future soil erosion, existence of water features, and the type and stability of vegetation that will grow in a given location. In general, more topographic variation will result in more complexity and diversity of vegetation communities and hydrologic features.

The Property is essentially a depression that is oriented north to south surrounded by steep east- and west-facing slopes. There are flatter areas on the periphery of the property.

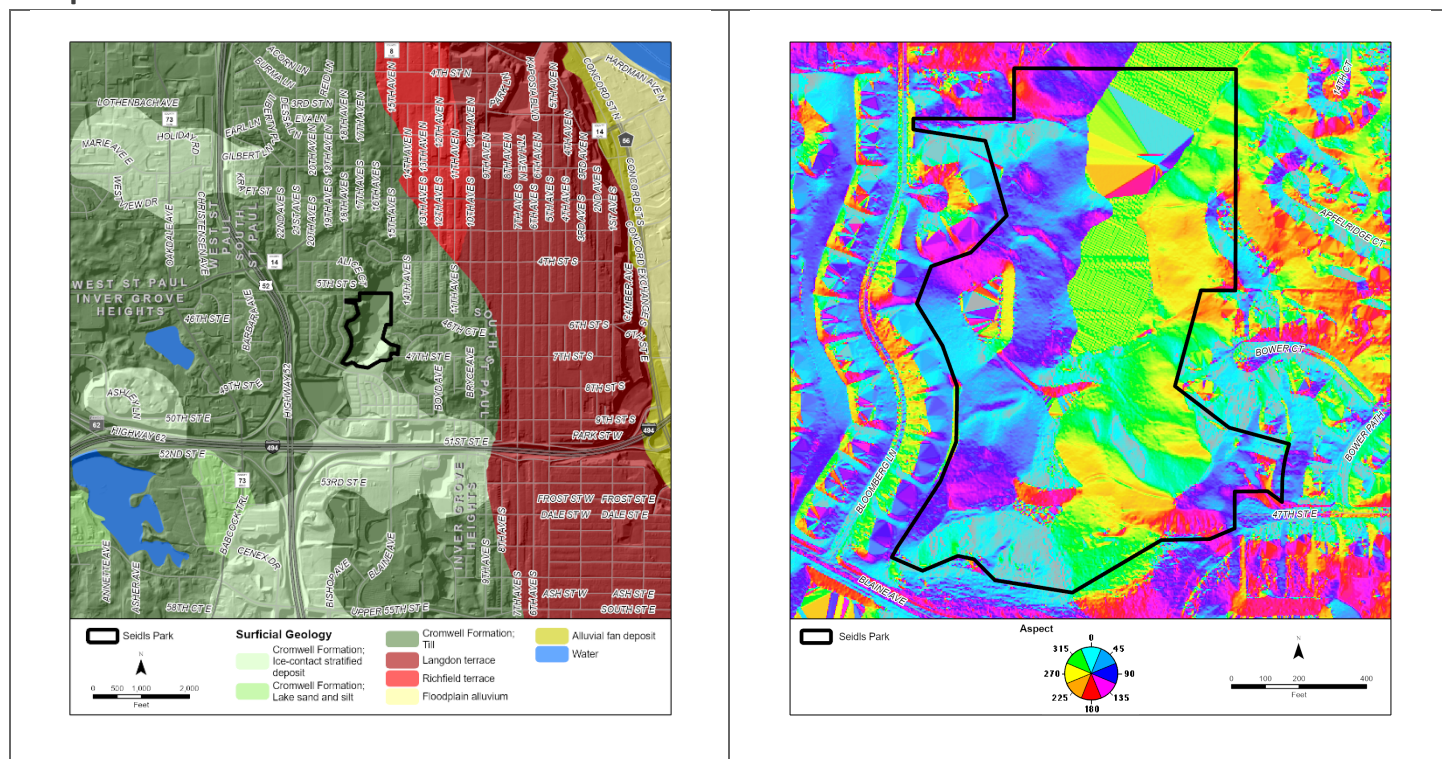
## Aspect

The directional orientation of slopes (aspect) can have a strong influence on soil temperature and moisture. In the northern hemisphere, north-facing slopes are often shaded, while south-facing slopes receive more solar radiation for a given surface area. As a result, soil temperatures and moisture on south-facing slopes are typically warmer and drier than those on north-facing slopes, in part, due to the increased solar radiation and direction of the prevailing winds in the summer. Soils on north-facing slopes tend to be cooler and wetter, due to diminished solar energy.

Surrounding the lake, the Property has a southern aspect (to the north of the lake), western (to the east), northern (to the south), and east-facing (to the west of the lake). It would be expected that the west- and south- facing slopes will be drier than the other slope aspects. That is seen in the second map below.

## Topography - Percent Slope

### Aspect



## Current Water Features

### Groundwater

Groundwater accumulates below the surface of the land and is stored in aquifers: complex, underground geologic layers of sand, gravel, and porous rock. Given groundwater's importance and potential vulnerability, it is important to be aware of the potential for groundwater contamination from activities at the surface. Factors to consider during natural resource management activities are depth to groundwater and the ability of the overlying geologic materials to protect the groundwater aquifer. Infiltration rates are based on the texture of surficial geology and soil type. The travel time varies from hours, days, months, even up to one year.

Due to its relative abundance, quality and reasonable access, groundwater provides drinking water for the majority of County citizens, irrigation water for agricultural crops (especially on the sandier soils in the eastern part of the County), and process and cooling water used by industrial and manufacturing companies. The amount of available groundwater appears to be stable, but there is growing concern about the supply of groundwater, due to increased agricultural irrigation, suburban water use, changing climate, and improved information on the role of groundwater to ecological systems like trout streams. At the same time, most of the County's groundwater is "highly sensitive" to surface

contamination. And once an aquifer is polluted, it is very expensive or prohibitive to improve its quality to drinking water standards.

Given its importance and potential vulnerability, it is important to be aware of the potential for groundwater contamination from pesticide and herbicide use. Factors to consider during natural resource management activities are depth to groundwater and the ability of the overlying geologic materials to protect the groundwater aquifer.

The DNR defines groundwater sensitivity as an area where natural geologic factors create a significant risk of groundwater degradation through the migration of waterborne contaminants. Migration of contaminants dissolved in water through unsaturated and saturated sediments is affected by many things, including biological degradation, and contaminant type and density. General assumptions include:

- Contaminants move conservatively with water
- Flow paths are vertical
- Permeability of the sediment is the controlling factor

Infiltration rates are based on the soil type and the texture of surficial geology. The pollution sensitivity of Prairie du Chien represents the approximate time it takes for water to move from land surface to the Prairie du Chien aquifer. The Property is mapped as either Moderate or High-Moderate with travel times to the Prairie du Chien ranging from years to decades.

## Surface Water

One of the unique, attractive, and important features of Dakota County is the amount and diversity of its surface waters. Major river systems, creeks and streams, reservoirs and lakes, and open wetlands are found throughout the County. Over time, most of these surface waters have been significantly degraded due to changes in the type, location and extent of agricultural use, and development.

The Property is in the [Click here to select option from drop-down menu](#). Watershed which drains to the [Click here to select option from down-down menu](#). River.

## Soil Type

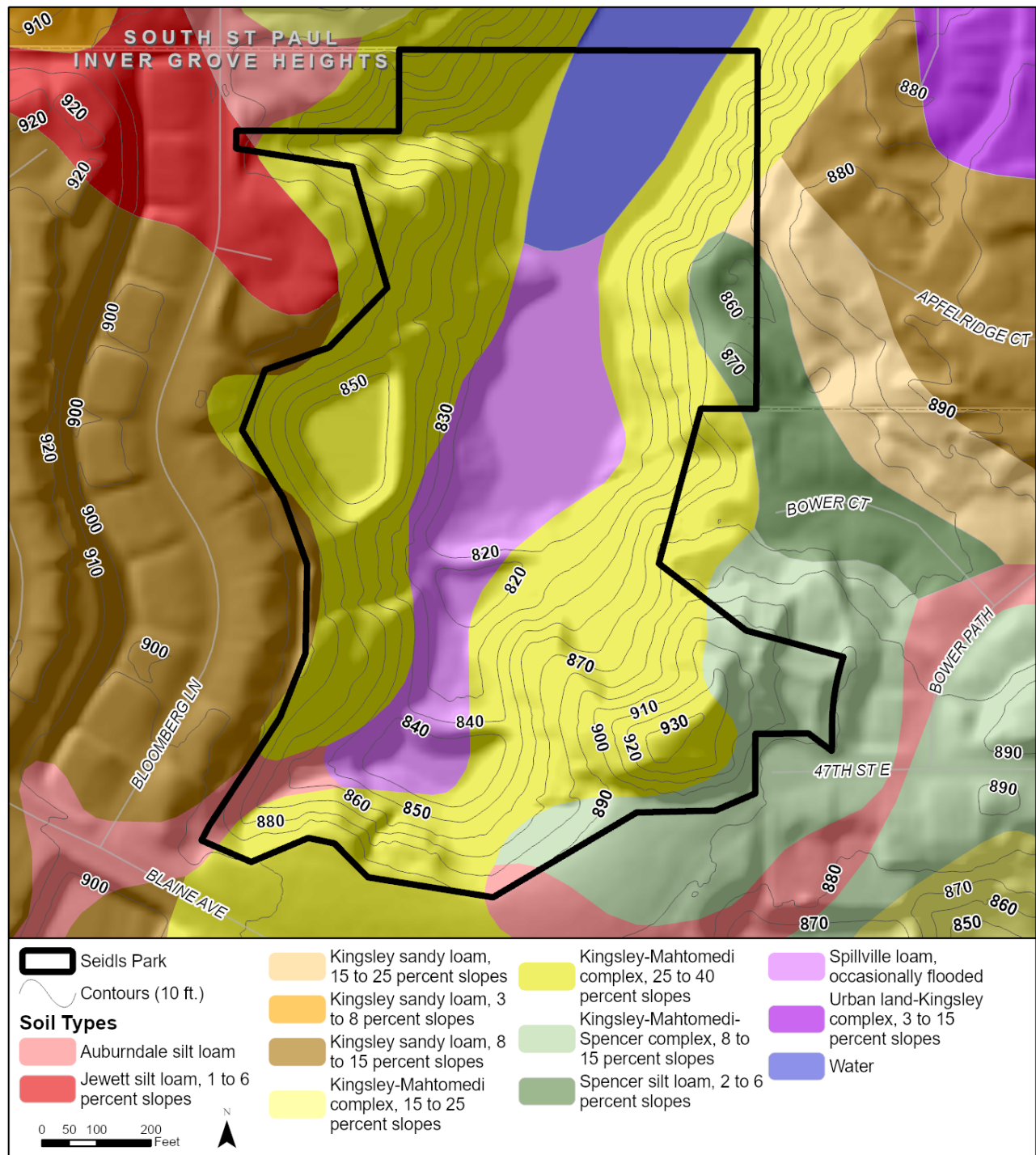
soils are the result of geologic, biologic, and hydrologic processes over time. Extensive work has been undertaken to identify and classify soils throughout the County. Soil types and depth have significant effects on existing and future vegetation.

The primary soils found within the Property are Kingsley-Mahtomedi Complex in the uplands and Spillville Loam, occasionally flooded.

Mahtomedi Series: Consists of very deep, excessively drained, rapidly permeable soils formed in sandy outwash of Late Wisconsinan Age on glacial moraines and outwash plains. These upland soils have slopes ranging from 0 to 45 percent.

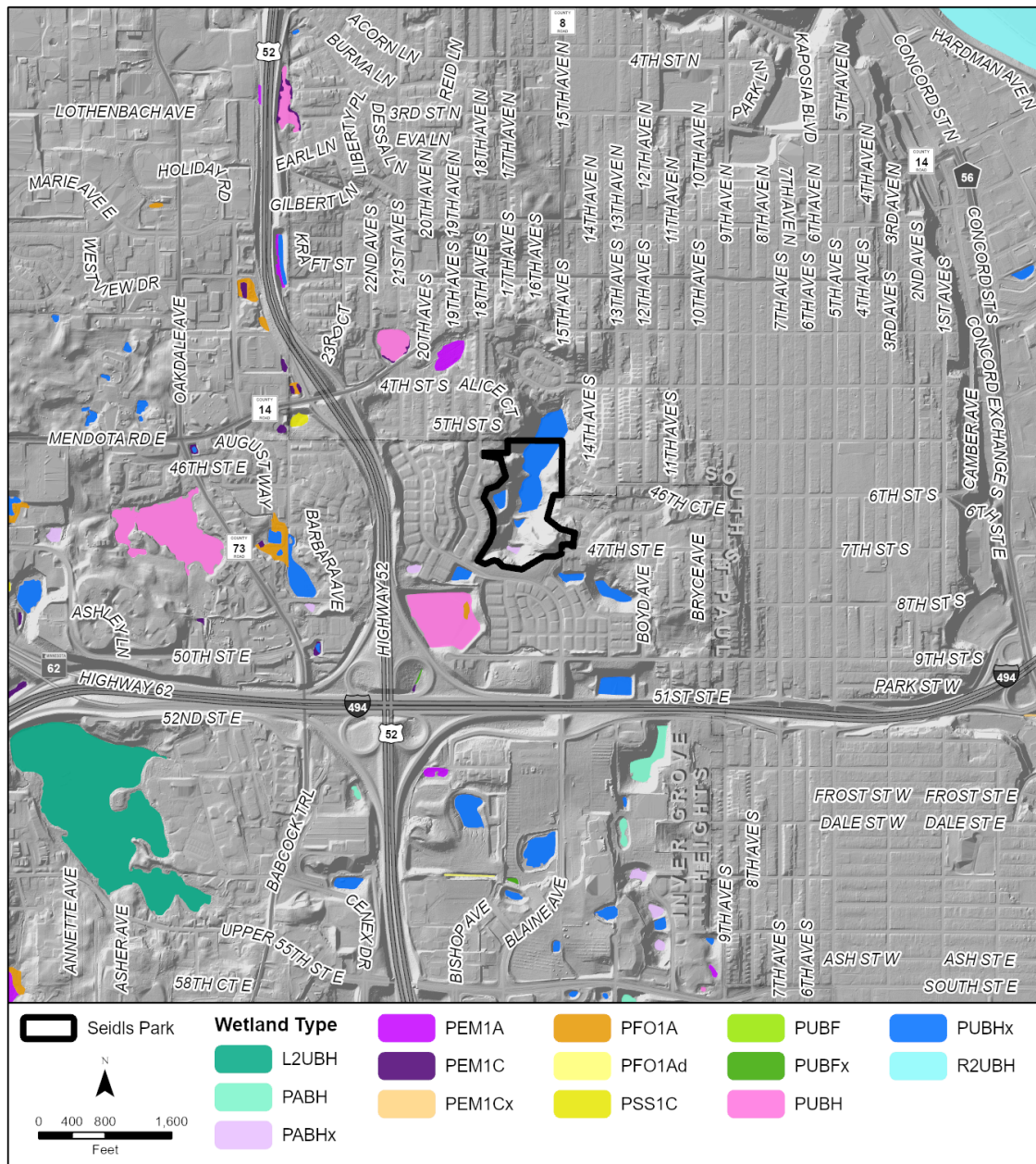
Kingsley series: Consists of very deep, well drained soils that formed in loamy glacial till on glacial moraines. These soils have moderate over moderately slow permeability. Slopes range from 2 to 40 percent.

Spillville series: Consists of very deep, moderately well drained or somewhat poorly drained soils formed in dark colored, medium-textured alluvium. Spillville soils are on nearly level flood plains and gently sloping slopes on uplands.





# National Wetland Inventory



Description for code PUBHx:

P System PALUSTRINE: The Palustrine System includes all nontidal wetlands dominated by trees, shrubs, emergents, mosses or lichens, and all such wetlands that occur in tidal areas where salinity due to ocean derived salts is below 0.5 ppt. Wetlands lacking such vegetation are also included if they exhibit all of the following characteristics: 1. are less than 8 hectares ( 20 acres ); 2. do not have an active wave-formed or bedrock shoreline feature; 3. have at low water a depth less than 2 meters (6.6 feet) in the deepest part of the basin; 4. have a salinity due to ocean-derived salts of less than 0.5 ppt. Subsystem :

UB Class UNCONSOLIDATED BOTTOM: Includes all wetlands and deep-water habitats with at least 25% cover of particles smaller than stones (less than 6- 7 cm), and a vegetative cover less than 30%. Sub-class: Modifier(s): H WATER REGIME Permanently Flooded: Water covers the land surface throughout the year in all years.

x SPECIAL MODIFIER Excavated: Lies within a basin or channel that have been dug, gouged, blasted or suctioned through artificial means.

## Wildlife

Dakota County is very ecologically diverse with a wide variety of wildlife habitat types. Coupled with abundant water resources, these habitats support many associated wildlife.

The following are relatively common species that are dependent on grassland, wetland and/or wooded habitat. Not all these species would be expected at any given site. Presence/absence can depend on multiple factors, including size and shape of habitat, proximity to other habitat types, degree of isolation, and structural and species diversity.

| MAMMALS                                    |                              |
|--------------------------------------------|------------------------------|
| Bats - Big and Little Brown                | Beaver                       |
| Chipmunk                                   | Coyote                       |
| Fox, Gray and Red                          | Woodchuck                    |
| Eastern Cottontail                         | Deer Mouse                   |
| Northern Pocket Gopher                     | Meadow Vole                  |
| Mink                                       | Eastern Mole                 |
| Muskrat                                    | Raccoon                      |
| Short-tail Shrew                           | Squirrels - Gray and Red     |
| Thirteen-lined ground squirrel             | Short-tailed Weasel          |
| Opossum                                    | White-tailed Deer            |
| BIRDS                                      |                              |
| Canada Goose                               | Mallard                      |
| Wild Turkey                                | Great Blue Heron             |
| Red-tailed Hawk                            | American Coot                |
| Rock Pigeon                                | Mourning Dove                |
| Owls- Barred and Great-horned              | Ruby-throated Hummingbird    |
| Woodpeckers - Downy, Hairy and Red-bellied | Blue Jay                     |
| American Crow                              | Black-capped Chickadee       |
| White-breasted Nuthatch                    | House Wren                   |
| American Robin                             | Gray Catbird                 |
| European Starling                          | Cedar Waxwing                |
| Common Yellowthroat                        | Sparrows – Chipping and Song |
| Northern Cardinal                          | Rose-breasted Grosbeak       |
| Indigo Bunting                             | Red-winged Blackbird         |
| Common Grackle                             | Brown-headed Cowbird         |
| Baltimore Oriole                           | House Finch                  |
| American Goldfinch                         | House Sparrow                |
|                                            |                              |
| REPTILES                                   |                              |
| Garter Snake                               | Red-bellied Snake            |
| Painted Turtle                             | Snapping Turtle              |
|                                            |                              |

|               |              |
|---------------|--------------|
| AMPHIBIANS    |              |
| American Toad | Leopard Frog |

The following are relatively uncommon species that are **Indicator Species** for larger, higher quality habitat areas:

|                                      |                                           |
|--------------------------------------|-------------------------------------------|
| MAMMALS - Grasslands                 |                                           |
| American Badger                      | Franklin's Ground Squirrel                |
| Plains pocket gopher                 | Prairie Vole (Species of special concern) |
| BIRDS - Grasslands                   |                                           |
| Red-headed Woodpecker                | American Kestrel                          |
| Eastern Kingbird                     | Loggerhead shrike (Endangered, SGGN)      |
| Horned Lark                          | Tree Swallow                              |
| Northern rough-winged Swallow (SGCN) | Barn Swallow                              |
| Eastern Bluebird                     | Clay-colored Sparrow (SCGN)               |
| Field Sparrow                        | Lark Sparrow                              |
| Savannah Sparrow (SPC)               | Grasshopper sparrow (SCGN)                |
| Henslow's sparrow (Endangered, SCGN) | Dickcissel (SGCN)                         |
| Eastern Meadowlark (SGCN)            |                                           |
| BIRDS - Forest or Woodlands          |                                           |
| Brown Thrasher                       | Eastern Towhee                            |
| Scarlet Tanager                      | Orchard Oriole                            |
| BIRDS - Wetlands                     |                                           |
| Sedge Wren                           | Sora                                      |
| Yellow-headed Blackbird              |                                           |
| REPTILES - Grasslands                |                                           |
| Bull snake (SPC)                     | Eastern racer (SPC, SGGN)                 |
| Plains (western) hognose snake (SPC) | Prairie skink                             |
| Six-lined racerunner (SGGN)          | Smooth Green Snake (SGGN)                 |



# Vegetation

The types and quality of vegetation found on the Property is determined by the many factors previously described in the Plan. Natural succession, or the gradual change in structure and species composition, occurs as the vegetation changes and naturally modifies in response to changes in various environmental variables (light, water, and nutrients) over time. These modifications change the variety of species most adapted to grow, survive and reproduce in an area and create slow and broadly predictable vegetative changes. High winds, flooding, drought, and wildfires can change the vegetation structure and composition very quickly and for long time periods. Human caused changes such as cultivation, grazing, and tree clearing will also have direct and indirect impacts on vegetation.

The effects of disturbance and succession can vary widely. Different areas will be at varying developmental stages, due to diverse local histories – particularly since the time of any last major disturbance. These conditions interact with inherent environmental variability (e.g., soils, climate, topography, etc.) to create a mosaic of vegetation in various conditions across the Property and the larger landscape.

## Land Cover Description of Current Conditions

The Minnesota Department of Natural Resources (DNR) developed a system called the Minnesota Land Cover Classification System (MLCCS), which integrates cultural and vegetative features of the landscape into one comprehensive land cover classification system. Based on changes in land use and plant communities over time, some of the classifications were updated to reflect current conditions.

MLCCS consists of five hierarchical levels that are reflected in the five-digit classification code. At the most general level, land cover is divided into either Natural/Semi-Natural cover types or Cultural cover types. The Cultural classification system is designed to identify developed areas impervious to water and vegetation patterns.

Level 1 - General growth patterns (e.g., forest, woodland, shrubland, etc.)

Level 2 - Plant types (e.g., deciduous, coniferous, grasslands, forbs, etc.)

Level 3 - Soil hydrology (e.g., upland, seasonally flooded, saturated, etc.)

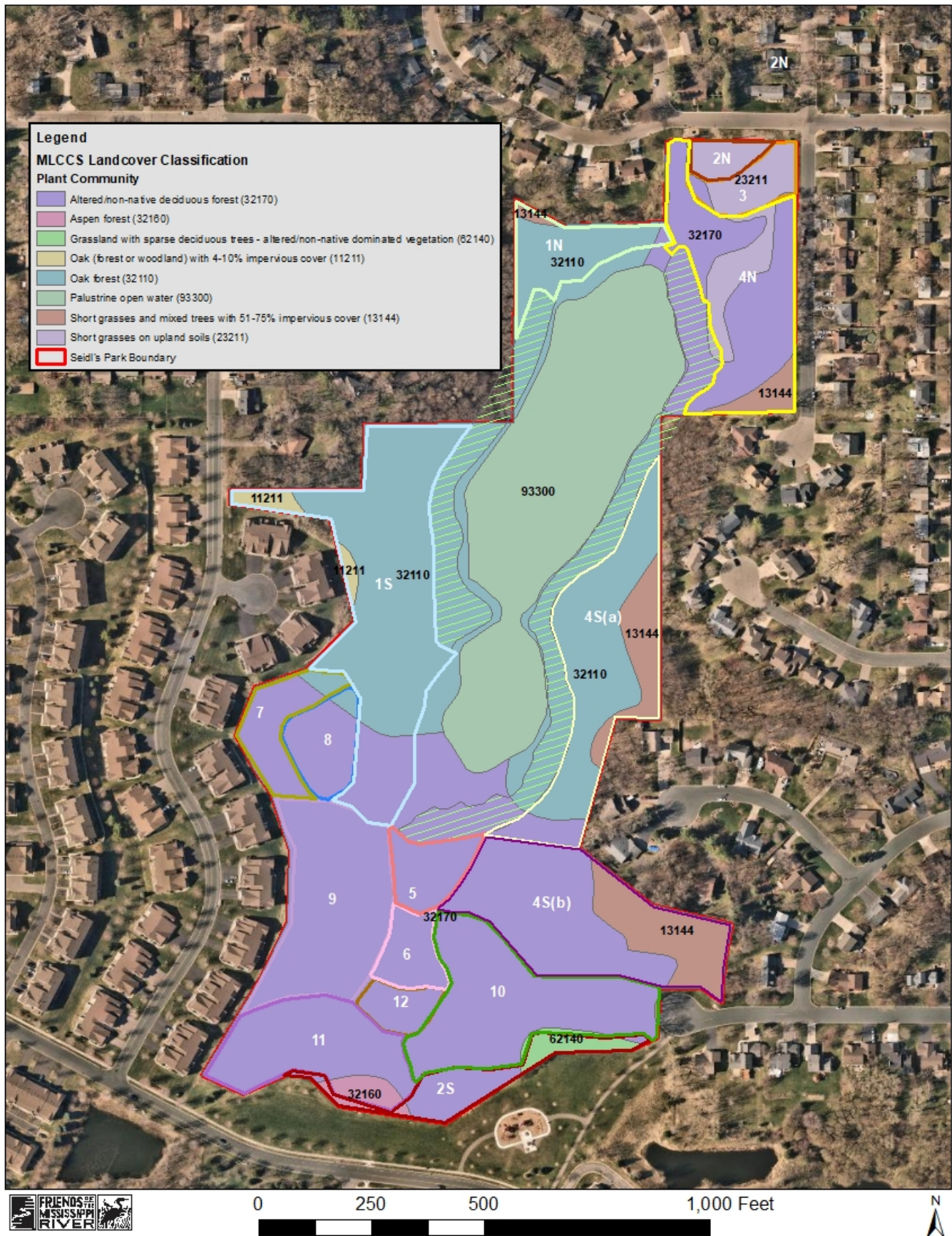
Levels 4 & 5 - Plant species composition, (e.g., floodplain forest, fen sedge, jack pine barrens, etc.)

The current MLCCS land cover of Seidl's Lake Park is predominantly "Altered non-native deciduous forest" in the northern and southern portions of the park and "Oak Forest" in the areas west and east of Seidl's Lake. With some nuance, these land cover classifications are accurate. The tree canopies in the northern one-quarter and southern one-third of the park are dominated by native tree species common in secondary growth forests (not old-growth forests). Green ash, black walnut, box elder, Eastern cottonwood, and pin oak are the most abundant tree species. Other oak species (bur, white, and red) are present but are not the dominant tree species. In much of the park's woodlands, common buckthorn dominates the shrub layer; buckthorn is suppressed only in canopy openings, wetlands, and where black walnut's allelopathy prevents its growth. Small openings associated with wetlands or the small, degraded grassland at the south end of Seidl's Lake maintain some native plant communities but are lacking in species diversity or structural diversity.

Soils within the woodlands are sandy loams that are fairly or somewhat well-drained, but the high degree of soil organic matter consumption by invasive earthworms has led to several areas of erosion and deep gullies. Earthworms have also greatly altered the herbaceous plant community. Many native species are present in the herbaceous layer, but there is a lack of abundance, cover, and species diversity. Soils within the wetland pockets are typically loams of types that can be occasionally flooded. Vegetation is consistent with these soil and moisture conditions and includes several native wet meadow and wet prairie species.



## Land Cover of Property



# Site Description & Recommended Plant Communities

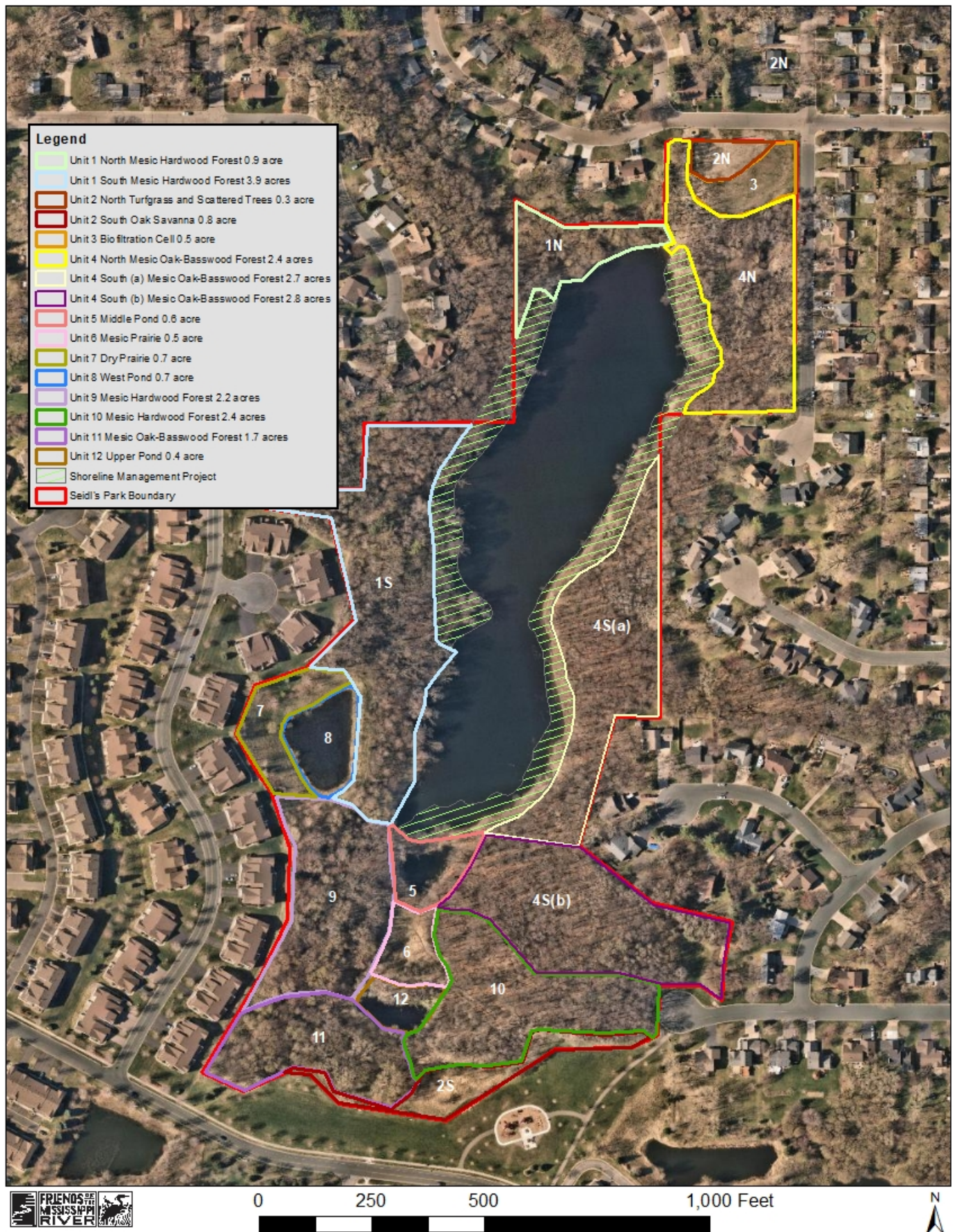
A site evaluation was conducted by Friends of the Mississippi River on Monday, September 26 and Friday, September 30, 2022.

Seidls Lake Park can be described as a mature woodland encircling a small urban lake with small pocket wetlands. The secondary growth tree species— black walnut, green ash, box elder, Eastern cottonwood, pin oak, and Siberian elm— are the dominant trees in the primarily closed canopy, but small open areas associated with the small wetlands or intentional clearing are present. As is common in many woodlands in the Upper Midwest, invasive species such as common buckthorn, Tatarian honeysuckle, and garlic mustard have greatly altered the respective shrub layer and herbaceous plant composition within the park. With dense shade and aggressive growth, these plants have displaced a more diverse understory typical of oak woodlands. Invasive earthworms, through rapid consumption of organic material in the soil profile, are contributing to both soil loss and the absence of conditions that would otherwise support a more abundant and diverse herbaceous plant community.

The Property was divided into Management Units, based on existing vegetation, land use, topography, restoration goals, and recommended activities.



## Management Units & Recommended Plant Communities





# Unit 1

## Sub-Unit: North



Photo Direction: South

Photo Description: Degraded woodland with dense mature and sapling common buckthorn and large slash piles.

Acres: 0.9 acres

MLCCS Land Cover types:

32110 Oak Forest; 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 1 North is an altered oak woodland with black walnut and hackberry representing significant elements of the tree canopy. The shrub layer is dominated by common buckthorn with Missouri gooseberry and common blackberry present to a small degree. The sparse herbaceous layer contains some tree seedlings as well as white snakeroot, garlic mustard, white avens, and Virginia creeper. Considerable slash piles are present especially at east edge of unit. The steepness of the unit's slopes and the lack of herbaceous layer contribute to areas of erosion especially adjacent to the lakeshore of Seidls Lake. Management of buckthorn and subsequent establishment of a more diverse herbaceous layer through graminoid seeding and eventually the seeding of forb species would greatly improve habitat. Thoughtful placement of cut logs of buckthorn laid perpendicular to the slope and positioned uphill of standing

trees will create a check dam to slow runoff and accumulate leaf litter preventing erosion and creating additional habitat.

Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.



# Unit 1

## Sub-Unit: South

18



Photo Direction: South

Photo Description: Mixed deciduous woodland with large black walnut the dominant canopy species and green ash and hackberry present in the subcanopy. Gooseberry is the primary shrub layer species, and the herbaceous layer is rather sparse and lacks diversity.

Acres: 3.9 acres

MLCCS Land Cover types:

32110 Oak forest; 11211 Oak (forest or woodland) with 4-10% impervious cover

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 1 South, while classified as an oak woodland, contains very few oaks in the canopy or subcanopy. The canopy does, however, contain many basswood trees and also black walnut, and some walnuts are in the 20-30" diameter size class. The dense shade and allelopathy of these walnuts create a challenging growing environment. Gooseberry dominates the shrub layer, and only the most shade-tolerant herbaceous species are persisting. Species and structural diversity in the unit will improve with natural senescence of the black walnut, and

prescriptive thinning could be considered. The relatively gentle slopes within the unit are less prone to erosion despite the somewhat sparse herbaceous layer, but a more diverse and continuous plant community would provide considerably greater habitat benefits. Because this unit is not accessible by trail, the investment in instant and showy plantings is not necessary, but seeding in natural openings or openings created by removal of minimal buckthorn would be especially helpful in improving habitat.

Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.



## Unit 2

### Sub-Unit: North



Photo Direction: Northwest

Photo Description: Mowed, compacted turf with newly planted trees showing signs of drought stress and physical damage.

Acres: 0.3 acres

MLCCS Land Cover types: 23211 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 2 North is mowed turf on compacted soils with recently planted trees. The unit was used as a laydown/staging area for construction of the biofiltration basin to this unit's south. Decompaction of soils, reduction of mowing, overseeding with an appropriate no-mow native seed mix, and the protection and consistent watering of newly planted trees will improve the condition of this unit as a formalized park space and may provide some habitat benefits. The addition of native, flowering shrubs to the perimeter of this unit would provide additional cover and an early season nectar source for pollinators.

Recommended Plant Communities: None



## Unit 2

### Sub-Unit: South



Photo Direction: Southeast

Photo Description: Slope at northern extent of unit dominated by reed canary grass and other cool season grasses.

Acres: 0.8 acres

MLCCS Land Cover types: 13144 Short grasses and mixed trees with 51-75% impervious cover

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 2 South is the southern extent of the park bordering the programmed space of the park. The unit is perched at the top of the slope and is primarily herbaceous but is dominated by reed canary grass, smooth brome, and cool season turfgrass. Crown vetch and creeping Charlie are also present. This unit would benefit from the reduction or elimination of reed canary grass and crown vetch to prevent their further spread. Once these invasive species are managed, the seeding of height-appropriate and shade-tolerant native grassland species would create prairie habitat that is not otherwise represented within Seidls Lake Park. The unit could also benefit from additional structural habitat diversity, and the planting of native shrubs such as serviceberry, prairie rose, black chokeberry, and nannyberry.

Recommended Plant Communities: Southern Mesic Savanna (UPs24)

Description: Sparsely treed communities with tallgrass-dominated ground layers on somewhat poorly drained to well-drained loam soils mainly formed in unsorted glacial till, sometimes in a thin loess layer over till, and locally in lacustrine sediments and outwash deposits. Present primarily on level to gently rolling sites. Drought stress is irregular in occurrence and usually not severe.

There is only one vegetation plot for this class; description is based mainly on inference from Southern Mesic Prairie (UPs23) and Southern Dry Savanna (UPs14).

Graminoid cover is interrupted to continuous (50–100%). Tallgrasses dominate, but several mid-height grasses are also important. Big bluestem (*Andropogon gerardii*) and Indian grass (*Sorghastrum nutans*) are the dominant tallgrasses, with prairie dropseed (*Sporobolus heterolepis*) either a codominant or subdominant component. On the drier end of the moisture gradient, little bluestem (*Schizachyrium scoparium*), porcupine grass (*Stipa spartea*), and side-oats grama (*Bouteloua curtipendula*) are important.

Forb cover is sparse to patchy (5–50%). The most common species are heart-leaved alexanders (*Zizia aptera*), heath aster (*Aster ericoides*), stiff and Canada goldenrods (*Solidago rigida* and *S. canadensis*), purple and white prairie clovers (*Dalea purpurea* and *D. candida*), silverleaf scurfpea (*Pedimelum argophyllum*), stiff sunflower (*Helianthus pauciflorus*), white sage (*Artemisia ludoviciana*), northern bedstraw (*Galium boreale*), and smooth blue aster (*Aster laevis*). Maximilian's sunflower (*Helianthus maximiliani*), tall meadow-rue (*Thalictrum dasycarpum*), prairie phlox (*Phlox pilosa*), and gray-headed coneflower (*Ratibida pinnata*) are common in moister examples; rough blazing star (*Liatris aspera*), Missouri and gray goldenrods (*Solidago missouriensis* and *S. nemoralis*), and bird's foot coreopsis (*Coreopsis palmata*) are common in drier ones.

Woody vines are a minor component. Virginia creeper (*Parthenocissus* spp.) is frequently present, and wild grape (*Vitis riparia*) is occasionally present.

Shrub layer is patchy to interrupted (50–75% cover) and composed of low (< 20in [50cm]) semi-shrubs, taller (up to 6ft [2m]) shrubs, and oak seedlings and saplings (< 6ft). The low semi-shrubs leadplant (*Amorpha canescens*), prairie rose (*Rosa arkansana*), and poison ivy (*Toxicodendron rydbergii*) are generally common. Common taller shrubs are chokecherry (*Prunus virginiana*), American hazelnut (*Corylus americana*), smooth sumac (*Rhus glabra*), gray dogwood (*Cornus racemosa*), wolfberry (*Symphoricarpos occidentalis*), low juneberry (*Amelanchier humilis*), and wild plum (*Prunus americana*).

Trees are scattered or in scattered clumps, with total cover < 70% and typically 25– 50%. Bur oak is most common, but northern pin oak is also usually present.

Notes: The exotic grasses Kentucky bluegrass (*Poa pratensis*) and smooth brome (*Bromus inermis*) are often problematic in UPs24. Pennsylvania sedge (*Carex pensylvanica* var. *pensylvanica*), a native graminoid that is naturally a minor component of UPs24, increases in abundance with prolonged heavy grazing. With fire suppression, trees other than the oaks become established, especially green ash, quaking aspen, and basswood.



## Unit: 3

Sub-Units: None



Photo Direction: Southwest

Photo Description: Biofiltration cell at the northeast corner of Seidl's Lake Park. Cell is dominated by native species but requires management to remove seedling trees and wild parsnip.

Acres: 0.5 acres

MLCCS Land Cover types: 23211 Short grasses on upland soils

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 3 is an artificially created basin designed to collect and filter stormwater before discharging to Seidl's Lake. The basin provides wet prairie or wet meadow habitat in addition to its water quality benefits. The planted vegetation is primarily native wet prairie species, tree seedlings germinating from the surrounding woodlands have become established and should be removed to prevent shading of species that are dependent on full sun conditions and to prevent damage to the cell. Wild parsnip (*Pastinaca sativa*) is present at the western edge of the basin and should be eradicated to prevent its spread and potential harm to maintenance workers or park visitors. A significant area of heavy sediment is present at the east end of the basin, and this sediment should be removed to prevent eventual filling of the basin and loss of plants.

Recommended Plant Communities: None



## Unit 4

### Sub-Units: North



Photo Direction: North

Photo Description: Canopy of large aspen with a shrub layer dominated by common buckthorn and a somewhat sparse understory.

Acres: 2.4 acres

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest; 23211 Short grasses on upland soils; 13144 Short grasses and mixed trees with 51-75% impervious cover

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 4 North is a deciduous forest with a canopy dominated by pin oak and significant cover of secondary growth species such as green ash, Eastern cottonwood, black walnut, and quaking aspen (*Populus tremuloides*). Steep topography at the unit's eastern edge and western edge near Seidl's Lake border a plateau which is the site of an aspen grove. This differentiated structure allows greater sunlight penetration to the forest floor which supports a more robust herbaceous plant community with Jack-in-the-pulpit (*Arisaema triphyllum*), heart-leaved aster (*Symphotrichum cordifolium*), lady fern (*Athyrium filix-femina*), wild strawberry (*Fragaria virginiana*), and Pennsylvania

sedge (*Carex pensylvanica*) all present but lacking in abundance. Herbaceous layer improvements following buckthorn management in this unit and throughout the park could use this plant community as reference habitat providing a species list of native plants that have successfully persisted on the site. Poison ivy (*Toxicodendron radicans*) is also present at the northeastern corner of the unit but is away from the main trail as to not pose a threat to park users.

Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.



## Unit 4

### Sub-Units: South



Photo Direction: Southeast

Photo Description: A pin oak stand dominates the canopy with an understory of black walnut and black cherry saplings. The shrub layer is dominated by common buckthorn. Moderate regeneration of pin oak is present.

Acres: 5.5 acres

MLCCS Land Cover types: 32110 Oak forest; 13144 Short grasses with mixed trees with 51-75% impervious cover

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 4 South is an oak forest with a mixed deciduous subcanopy. Pin oak is the dominant canopy tree and despite buckthorn occupying between 50-75% of the shrub layer, pin oak regeneration is present both in the subcanopy and seedlings are present. The herbaceous layer, like Unit 4 North, is moderately robust with several native species present or common. A combination of buckthorn management, restoration of a more diverse shrub layer, and planting or seeding to create a more continuous and sustaining herbaceous plant community.

Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.



Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.

## Unit 5

Sub-Units: None



Photo Direction: North

Photo Description: Linear wetland at the south end of Seidl's Lake with herbaceous vegetation dominated by early successional and wet-tolerant species such as smartweed, white avens, and reed canary grass.

Acres: 0.6 acre

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 5, while classified as forest, is primarily an open water wetland bounded by a rather abrupt transition to the upland forests of the park related to a sharp change in topography. Fluctuating water levels in Seidl's Lake and its nearby wetlands are common due to stormwater inputs and the rapid inflows of water from the steep and sparsely vegetated surrounding landscape. As a result, the herbaceous vegetation in the wetland edge comprises many early successional species such as smartweed. Reed canary grass is also present, and a significant population exists on the western edge of the wetland. Small remnant populations of native sedges and forbs such as lake sedge (*Carex lacustris*), dark green bulrush (*Scirpus atrovirens*), and cardinal flower (*Lobelia cardinalis*) are also present in the wetland vegetation. These and similar species could be used as reference when developing a restoration plant species list following elimination of the reed canary grass pockets. Consideration of soil moisture fluctuations should also influence plant species selection.

## Recommended plant communities: Southern Wet Prairie (WPs54)

Description: Grass-dominated but forb-rich herbaceous communities on poorly drained to very poorly drained loam soils formed in lacustrine sediments, unsorted glacial till, or less frequently outwash deposits. Typically in slight depressions, sometimes on very gentle slopes. Flooded for brief periods at most; upper part of rooting zone is not saturated for most of growing season, but saturation usually persists in lower zone for much of season.

Graminoid cover is usually continuous (75-100%). Tallgrasses dominate, but several mid-height and low grasses and sedges are also important. Prairie cordgrass (*Spartina pectinata*), and big bluestem (*Andropogon gerardii*), are the dominant tallgrasses; Indian grass (*Sorghastrum nutans*) and switchgrass (*Panicum virgatum*) are frequently important. Narrow reedgrass (*Calamagrostis stricta*) is a major species in the western part of the state. Woolly sedge (*Carex pellita*) is often an important component, and rigid sedge (*C. tetanica*) and flattened spikerush (*Eleocharis compressa*) are frequently present. Mat muhly grass (*Muhlenbergia richardsonis*) is sometimes abundant, growing under taller species or even forming most of the cover on saline sites in western Minnesota.

Forb cover is sparse to patchy (5-50%). Canada goldenrod (*Solidago Canadensis*) and giant, sawtooth, or Nuttall's sunflower (*Helianthus giganteus*, *H. grosseserratus*, or *H. nuttallii*) are typically most common. Other common taller forbs are giant goldenrod (*Solidago gigantea*), tall meadow-rue (*Thalictrum dasycarpum*), eastern panicled aster (*Aster lanceolatus*), and great blazing star (*Liatris pycnostachys*). Common midheight species are heath aster (*Aster ericoides*), clasping dogbane (*Apocynum sibiricum*), Virginia mountain mint (*Pycnanthemum virginianum*), and golden alexanders (*Zizia aurea*). Common strawberry (*Fragaria virginiana*), golden or false golden ragwort (*Senecio aureus* or *S. pseudoreus*), and stemless blue violets (*Viola sororia* and *V. nephrophylla*) are typically common in the lowest layer. Forb diversity and height decrease where soil salinity is elevated.

Shrub layer is absent to sparse (0-25% cover). The low semi-shrub prairie rose (*Rosa arkansana*) is most frequent; red-osier dogwood (*Cornus sericeus*) and pussy willow (*Salix discolor*) are occasional.



## Unit 6

Sub-Units: None



Photo Direction: South

Photo Description: Wooded wetland edge and trail on the eastern edge of Unit 6 with a Cooper's hawk (*Accipiter cooperii*) perched over the trail.

Acres: 0.5 acre

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 6 is a small upland opening south of Seidl's Lake that has considerable woody encroachment from the surrounding woodlands, but remnant mesic vegetation is present. Cool season grasses dominate the edge of this unit, and the western edge is closing in with woody cover of green ash, black walnut, and willows in the shrub layer. Targeted removal of the woody species to prevent further encroachment and shading is recommended along with seeding openings with a moderately diverse wet prairie mix. Future restoration could include plug planting along the trail to further diversify the herbaceous plant community and improve aesthetics for park users.

Recommended Plant Communities: Southern Mesic Prairie (UPs23)

Description: Grass-dominated but forb-rich herbaceous communities on somewhat poorly drained to well-drained loam soils mainly formed in unsorted glacial till, sometimes in a thin loess layer over till, and locally in lacustrine sediments and outwash deposits. Communities in this class occur primarily on level to gently rolling sites. Drought stress is irregular in occurrence and usually not severe.

Graminoid cover is usually continuous (75-100%). Tallgrasses dominate, but several mid-height grasses are also important. Species composition is fairly uniform, although relative abundances shift across the moisture gradient within the community. Big bluestem (*Andropogon gerardii*) and Indian grass (*Sorghastrum nutans*) are the dominant tallgrasses, with prairie dropseed (*Sporobolus heterolepis*) either codominant or subdominant component. On the drier end of the gradient, little bluestem (*Schizachyrium scoparium*), porcupine grass (*Stipa spartea*), and side-oats grama (*Bouteloua curtipendula*) are important. On moister sites, switchgrass (*Panicum virgatum*) may be common, and prairie cordgrass (*Spartina pectinata*) is usually present. Leiberg's panic grass (*Panicum leibergii*) is distinctive, although usually minor in terms of cover.

Forb cover is sparse to patchy (5-50%). Forb species composition also responds to moisture. A number of species are common across the moisture gradient, including heart-leaved alexanders (*Zizia aptera*), heath aster (*Aster ericoides*), stiff and Canada goldenrods (*Solidago rigida* and *S. canadensis*), purple and white prairie clovers (*Dalea purpurea* and *D. cadida*), silverleaf scurfpea (*Pedimelum argophyllum*), stiff sunflower (*Helianthus pauciflorus*), white sage (*Artemisia ludoviciana*), northern bedstraw (*Galium boreale*), and smooth blue aster (*Aster laevis*). Maximilian's sunflower (*Helianthus maximiliani*), tall meadow-rue (*Thalictrum dasycarpum*), prairie phlox (*Phlox pilosa*), and gray-headed coneflower (*Ratibida pinnata*) are most common on the moister end of the gradient. Rough blazing star (*Liatris aspera*), Missouri and gray goldenrods (*Solidago missouriensis* and *S. nemoralis*), and bird's foot coreopsis (*Coreopsis palmata*) are common in the drier end. Rattlesnake master (*Eryngium yuccifolium*) and compass plant (*Silphium laciniatum*) are typical species in southeastern Minnesota but are rare to absent in the community elsewhere. Narrow-leaved purple coneflower (*Echinacea pallida* var. *angustifolia*) is common in the drier end of the gradient in the CGP but absent from the EBF province.

Shrub layer is sparse (5-25% cover). The low semi-shrubs leadplant (*Amorpha canescens*) and prairie rose (*Rosa arkansana*) are generally common. Sparse patches of wolfberry (*Symphoricarpos occidentalis*) are occasional. Gray dogwood (*Cornus racemosa*), American hazelnut (*Corylus americana*), and wild plum (*Prunus Americana*) are rare.

Trees are absent except where fire suppression has allowed invasion by woody species.

Notes: Kentucky bluegrass (*Poa pratensis*), an introduced species, is invariably present; it increases in the prolonged absence of fire but becomes dominant only with heavy grazing pressure. Smooth brome (*Bromus inermis*), another exotic, is a very troublesome invasive species favored by disturbance, including natural disturbance by pocket gophers.



## Unit 7

Sub-Units: None



Photo Direction: North

Photo Description: South facing hillside above small open water wetland with a dense cover of invasive spotted knapweed.

Acres: 0.7 acre

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: While classified as non-native deciduous forest, Unit 7 is a small, rather open hillside on the north slope above Unit 6. The hillside is very steep and dominated by non-native herbaceous vegetation and a few volunteer trees. Most importantly, there is a large and dense patch of spotted knapweed on the hillside to the east end. Spotted knapweed is an especially troublesome invasive plant due to its high seed production (about 1,000 seeds per plant) and long seed viability (about 7 years) with an ability to germinate throughout the growing season. These growth habits allow it to become the dominant herbaceous plant quickly filling open areas. Spotted knapweed is easily spread by wind, water, wildlife, and vehicles. Its management in Unit 7 should be targeted as soon as possible as to prevent spread into



other units especially in consideration of planned ground disturbance for the shoreline restoration project. Spotted knapweed's dense patches cause areas of bare ground beneath the plants causing increased soil runoff and increased sedimentation in waterbodies. Management should include initial spot herbicide treatment followed by regular spot mowing to prevent flowering and seed production of plants germinating from the seed bank. Any flowering or seed-bearing plants should be pulled and bagged with removal equipment cleaned well before leaving the unit. The area should be monitored for new basal rosettes developing from the seed bank. Once spotted knapweed is eliminated in this unit, the slope should be planted with native plant species that are deep rooted and thrive in full sun and sandy soil. These species include pearly everlasting (*Anaphalis margaritacea*), butterfly weed (*Asclepias tuberosa*), side oats grama (*Bouteloua curtipendula*), harebell (*Campanula rotundifolia*), silky prairie clover (*Dalea villosa*), junegrass (*Koeleria macrantha*), dotted blazing star (*Liatris punctata*), and many others.

Recommended plant communities: Southern Dry Prairie (UPs13)

Description: Southern dry prairie is a grass-dominated herbaceous community on level to steeply sloping sites with droughty soils. Typical sites include steep, bedrock-cored bluffs and steep erosional slopes on glacial till along larger river valleys and meltwater drains elsewhere. Slopes on ice-contact features (kames, eskers, collapsed outwash) and dunes formed in outwash sands are also typical sites for UPs13, as are more level terraces in coarse outwash in river valleys. Soils are somewhat excessively to excessively drained, usually highly permeable, coarse-textured sandy loams or loamy sands, often with a substantial gravel fraction, but they may be finer textured on steep slopes, formed in either glacial till or in loess and residuum. Soils are mollisols, with dark, organic-enriched upper horizons, although these horizons are usually thinner and have lower organic content than soils of mesic prairies.

Moderate growing-season moisture deficits occur most years, and severe moisture deficits are frequent, especially during periodic regional droughts. As for all prairie classes in Minnesota, recurrent fire is necessary to prevent succession of UPs13 to woodland or forest, although the fire frequency required to maintain dry prairies is lower than for mesic prairies because the xeric conditions and lower fertility of the sites somewhat inhibit tree and shrub invasion.

Graminoid cover is patchy to continuous (50 percent to 100 percent). Mid-height and shortgrass species are prominent, although tallgrass species are typically important as well. Overall species composition varies considerably, reflecting variation in soils and topography; several species in the community are restricted to sites on deep sands. Little bluestem (*Schizachyrium scoparium*) is generally the dominant grass; other major mid-height grasses are side oats grama (*Bouteloua curtipendula*), prairie dropseed (*Sporobolus heterolepis*), porcupine grass (*Stipa spartea*), and plains muhly (*Muhlenbergia cuspidata*).

Forb cover is sparse to patchy (5 percent to 50 percent). Species composition is more variable than that of graminoids. Common species that are more abundant in UPs13 than in other UP classes include gray goldenrod (*Solidago nemoralis*), silky aster (*Aster sericeus*), aromatic aster (*A. oblongifolius*), dotted blazing star (*Liatris punctata*), hairy golden aster (*Chrysopsis villosa*), pasqueflower (*Anemone patens*), harebell (*Campanula rotundifolia*), western ragweed (*Ambrosia psilostachya*), false boneset (*Kuhnia eupatorioides*), and flowering spurge (*Euphorbia corollata*). Also common are purple prairie clover (*Dalea purpurea*), heath aster (*Aster ericoides*), stiff goldenrod (*Solidago rigida*), rough blazing star (*Liatris aspera*), stiff sunflower (*Helianthus pauciflorus*), hoary puccoon (*Lithospermum canescens*), bird's foot coreopsis (*Coreopsis palmata*), and bearded birdfoot violet (*Viola palmata* var. *pedatifida*). Distinctive minor species include green milkweed (*Asclepias viridiflora*), narrow-leaved puccoon (*Lithospermum incisum*), silky prairie clover (*Dalea villosa*), and plantain-leaved pussytoes (*Antennaria plantaginifolia*).

The shrub layer is sparse (less than five percent cover) and composed mostly of low (less than 20 inch) shrubs, primarily leadplant, with prairie rose and sage wormwood often present. The taller shrub smooth sumac is also often present. Trees are absent or consist of occasional bur oak or black oak; other species may sometimes be present, having invaded as a result of fire suppression.

Forb (flowering plants) cover is sparse to patchy (5 percent to 50 percent). Important forb species include flowering spurge, sky blue aster, bird's foot coreopsis, and bearded birdfoot violet, false boneset cylindric blazing star, gray-headed coneflower, and compass plant.

## Unit 8

Sub-Units: None



Photo Direction: North

Photo Description: Treed buffer of the small open water wetland west of Seidls Lake containing black walnut, green ash, box elder, and hackberry trees with an herbaceous layer of non-native cool season grasses such as smooth brome and reed canary grass.

Acres: 0.5 acre

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest; 32110 Oak forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 8, while classified as deciduous forest, is centered on a small open water wetland with a deciduous tree buffer. The wetland's physical separation being upslope from Seidls Lake creates a unique pocket of diverse habitat as well as a corridor within the park. The wetland buffer lacks herbaceous species diversity, but the addition of some wet prairie/wetland edge plantings would be a straightforward restoration that would greatly improve

the habitat benefits of this unit. Management of the volunteer trees around the open water will be necessary to prevent future shading and loss of a more diverse understory. Water quality in the wetland appears to be good based on the presence of duckweed (*Lemna* spp.) across the surface of the water. The wetland is geographically separated from nearby neighborhoods and is protected from lawn fertilizer runoff and phosphorus inputs associated with lawns and landscaping which bodes well for its continued good water quality.

Recommended plant communities: Southern Wet Prairie (WPs54)

Description: Grass-dominated but forb-rich herbaceous communities on poorly drained to very poorly drained loam soils formed in lacustrine sediments, unsorted glacial till, or less frequently outwash deposits. Typically, in slight depressions, sometimes on very gentle slopes. Flooded for brief periods at most; upper part of rooting zone is not saturated for most of growing season, but saturation usually persists in lower zone for much of season.

Graminoid cover is usually continuous (75-100%). Tallgrasses dominate, but several mid-height and low grasses and sedges are also important. Prairie cordgrass (*Spartina pectinata*), and big bluestem (*Andropogon gerardii*), are the dominant tallgrasses; Indian grass (*Sorghastrum nutans*) and switchgrass (*Panicum virgatum*) are frequently important. Narrow reedgrass (*Calamagrostis stricta*) is a major species in the western part of the state. Woolly sedge (*Carex pellita*) is often an important component, and rigid sedge (*C. tetanica*) and flattened spikerush (*Eleocharis compressa*) are frequently present. Mat muhly grass (*Muhlenbergia richardsonis*) is sometimes abundant, growing under taller species or even forming most of the cover on saline sites in western Minnesota.

Forb cover is sparse to patchy (5-50%). Canada goldenrod (*Solidago Canadensis*) and giant, sawtooth, or Nuttall's sunflower (*Helianthus giganteus*, *H. grosseserratus*, or *H. nuttallii*) are typically most common. Other common taller forbs are giant goldenrod (*Solidago gigantea*), tall meadow-rue (*Thalictrum dasycarpum*), eastern panicled aster (*Aster lanceolatus*), and great blazing star (*Liatris pycnostachys*). Common midheight species are heath aster (*Aster ericoides*), clasping dogbane (*Apocynum sibiricum*), Virginia mountain mint (*Pycnanthemum virginianum*), and golden alexanders (*Zizia aurea*). Common strawberry (*Fragaria virginiana*), golden or false golden ragwort (*Senecio aureus* or *S. pseudoreus*), and stemless blue violets (*Viola sororia* and *V. nephrophylla*) are typically common in the lowest layer. Forb diversity and height decrease where soil salinity is elevated.

Shrub layer is absent to sparse (0-25% cover). The low semi-shrub prairie rose (*Rosa arkansana*) is most frequent; red-osier dogwood (*Cornus sericeus*) and pussy willow (*Salix discolor*) are occasional.



## Unit 9

Sub-Units: None



Photo Direction: Northeast

Photo Description: A very degraded woodland with a nearly continuous shrub canopy of mature and senescing common buckthorn and a ground layer of nearly entirely buckthorn seedlings where few shrub canopy gaps exist.

Acres: 2.2 acres

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 9 is the most degraded unit within Seidl's Lake Park. Common buckthorn entirely dominates the shrub layer and creates a subcanopy that prevents the establishment and growth of nearly any other woody species with the exception of some large black walnut at the northern edge of the unit. Very few individuals of extremely shade tolerant herbaceous plants are present, and the majority of herbaceous cover is the non-native and invasive species garlic mustard. Small openings on the western and eastern edges of the unit contain common burdock (*Arctium minus*) and Canada thistle (*Cirsium arvense*). The buckthorn in this unit is so aged and shaded that natural senescence is occurring. Minor amounts of black raspberry (*Rubus occidentalis*) are present in canopy gaps at the base of the slope on the unit's southeastern edge. German yellowjackets (*Vespula germanica*) are also present in this unit likely with nests in downed logs.

## Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.



## Unit 10

Sub-Units: None



Photo Direction: West

Photo Description: Degraded woodland with a substantial cover of common buckthorn and minimal herbaceous vegetation. Sandy soils, lack of stabilizing vegetation, earthworm consumption of leaf litter, and steep slopes have given way to several deep gullies within the unit.

Acres: 2.4 acres

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 10's classification as a non-native deciduous forest is accurate. The woodland's canopy includes several tree species with a relatively high abundance of individuals in comparison to other forested areas of the park. Silver maple, green ash, black walnut, and American elm are all present in the canopy, but black locust and Siberian elm are established in this unit. Common buckthorn dominates the shrub layer, with only small amounts of Missouri gooseberry and tree seedlings present in this layer. The herbaceous vegetation is indicative of dense shading and earthworm invasion. Garlic mustard, white snakeroot, and common burdock are the dominant herbaceous species, and large patches of Kentucky bluegrass and crown vetch are present in canopy gaps and at the woodland edges to the south of the unit. As a main entry point to the park, and an area with considerable weediness, the addition of a boot brush station at the trail entrance would help to prevent the transportation of additional weed seed into the park.

Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.



## Unit 11

Sub-Units: None



Photo Direction: West

Photo Description: Slope with considerable drainage from nearby homes. Netted erosion control materials are persisting, but the ground layer herbaceous vegetation is very sparse and weedy, and the ground is primarily bare.

Acres: 1.7 acres

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): D = Poor condition of natural community

General Description: Unit 11 is accurately classified as an altered deciduous forest with green ash, black walnut, and pin oak representing the dominant canopy trees. The shrub layer, while light, is dominated by common buckthorn. Past management of this species is apparent as many brush piles are present in the unit. Wetter edges of the unit at its northeastern extent have a more diverse composition of herbaceous plant species including jack-in-the-pulpit and lady fern. At the southwestern corner of this unit downslope from homes on Bloomberg Lane, a population of round-leaf bittersweet has become established and should be targeted for removal. It is a large plant and is entwined with riverbank grape (*Vitis riparia*) on the hillside and will likely need to be cut at its base and stump treated to ensure its eradication.

#### Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.



## Unit 12

Sub-Units: None



Photo Direction: South

Photo Description: Undercut and eroding trail edges lack deep-rooted and stabilizing vegetation.

Acres: 0.4 acre

MLCCS Land Cover types: 32170 Altered/non-native deciduous forest

Ranking (based on MN DNR Natural Heritage's Element Occurrence Ranking Guidelines): C = Moderate condition natural community

General Description: Unit 12 contains a small open water wetland and a natural surface trail in the park's southwestern corner. Herbaceous vegetation on the wetland's edge is somewhat diverse and non-weedy. Species present here will provide good references for revegetation of other wooded wetland or lake edges in the park. The trail is in poor condition in places with steep and eroding trail edges. Regrading these trail edges or building tiers of coir logs and seeding or planting in pockets will help to stabilize the trail and prevent future erosion. Management of buckthorn in this unit could be tied into management to be undertaken in Units 9 and 10. Steep slopes in these units will likely necessitate hand-cutting and herbicide stump treatment as opposed to forestry mowing.



## Recommended Plant Communities: Southern Wet-Mesic Hardwood Forest (MHs49)

Description: Rich, wet-mesic lowland hardwood forests on level silty alluvium in stream valleys and on level glacial till bordering lakes. Sites are protected from fire, and soils remaining moist throughout the growing season.

Ground cover is mostly continuous (75-100%). Important species include false rue anemone (*Enemion biternatum*), blue phlox (*Phlox divaricata*), stemless blue violets (*Viola sororia* and *V. missouriensis*), hispid buttercup (*Ranunculus hispidus*), appendaged waterleaf (*Hydrophyllum appendiculatum*), Virginia spring beauty (*Claytonia virginica*), tall coneflower (*Rudbeckia laciniata*), white trout lily (*Erythronium albidum*), yellow trout lily (*E. americanum*), white bear sedge (*Carex albursina*), and hairy leaved sedge (*C. hirtifolia*). Other common and often abundant species include Virginia waterleaf (*Hydrophyllum virginianum*), cleavers (*Galium aparine*), and wood nettle (*Laportea canadensis*).

Shrub-layer cover is variable, ranging from sparse to continuous (5-100%); typical species are chokecherry (*Prunus virginiana*), Missouri gooseberry (*Ribes missouriensis*), basswood, sugar maple, black ash, hackberry, bitternut hickory, American elm, red elm, and rock elm.

Subcanopy is generally patchy to continuous (25-100% cover), with sugar maple, basswood, hackberry, ironwood, black ash, and elms the most common species.

Canopy cover is mostly interrupted to continuous (50-100%). Species composition is variable, but basswood, black ash, sugar maple, American elm, red elm, rock elm, green ash, hackberry, box elder, and bur oak are common. Butternut and black walnut are present in some stands.

## Five-Year Work Plan

This five-year work plan describes restoration activities that will likely have the greatest ecological benefit relative to the resources required to implement the activities. Recommended activities generally include removing and controlling a growing list of invasive plant species, diversifying, and enhancing desirable vegetation and stabilizing streambanks or other eroding areas. Activities can then be completed by the Landowner, private contractors that specialize in ecological restoration, conservation organizations, or in some cases, volunteers.

**Note: City/Landowner and County columns will be completed during development of the Natural Resource Management Agreement (MA). Black font in table refers to City of Inver Grove Heights' responsibilities. Red font indicates City of South Saint Paul responsibilities. Total does not include the alternate for goat grazing.**

| Season & Year | Unit-Subunit | Activity                                                                                                                                                           | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
| Fall 1        | 1N           | Cut buckthorn; stump treat with Garlon 3A or Garlon 4 depending on temperatures. Drop material in low density areas and pile and burn in high density areas.       | 0.9          | 2,250.00            | \$                                  | \$                          |
| Fall 1        | 1N           | Hand-broadcast seeding of simple graminoid seed mix (MNL Buckthorn Replacement Mix) to establish herbaceous cover. Contractor supplies seed. (Includes seed cost). | 0.5          | 375.00              |                                     |                             |
| Spring 1      | 1N           | Spot spray flowering, second-year garlic mustard prior to seed set.                                                                                                | 0.9          | 810.00              |                                     |                             |

| Season & Year | Unit-Subunit              | Activity                                                                                                                                                                                                                  | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
|               |                           | Scout entirety of each unit; assume garlic mustard is present across 1/3 of each unit.                                                                                                                                    |              |                     |                                     |                             |
| Spring 2      | 1N                        | Spot herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                           | 0.9          | 540.00              |                                     |                             |
| Spring 2      | 1N                        | Spot spray flowering, second-year garlic mustard prior to seed set or hold volunteer event to pull and bag flowering garlic mustard. Scout entirety of each unit; assume garlic mustard is present in 1/3 of each unit.   | 0.9          | 720.00              |                                     |                             |
| Spring 3      | 1N                        | Spot herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                           | 0.9          | 540.00              |                                     |                             |
| Spring 3      | 1N                        | Spot spray flowering, second-year garlic mustard prior to seed set or hold volunteer event to pull and bag flowering garlic mustard.                                                                                      | 0.9          | 630.00              |                                     |                             |
| Spring 3      | 1N, 1S, 4N, 4S, 9, 10, 11 | ALTERNATE: 2 week-long deployments of goats rotated through units with initial buckthorn removal completed.                                                                                                               | 13.5         | \$20,000.00         |                                     |                             |
| Early fall 4  | 1N                        | Plant 100 bare root native trees and shrubs within buckthorn removal areas. (Black chokeberry, red-osier dogwood, red elderberry, ironwood)                                                                               | 0.9          | 1,000.00            |                                     |                             |
| Fall 5        | 1N                        | Plant 500 bare root native trees and shrubs within buckthorn removal areas. (Black chokeberry, red-osier dogwood, red elderberry, ironwood)                                                                               | 0.9          | 5,000.00            |                                     |                             |
| Fall 1        | 1S                        | Brush saw buckthorn; stump treat with Garlon 3A or Garlon 4 depending on temperatures. Drop material in low density areas (0.6 acres) and pile and burn in high density areas (3.3 acres). Cut, pile and burn dead trees. | 3.9          | 9,750.00            |                                     |                             |
| Fall 1        | 1S                        | Hand-broadcast seeding of simple graminoid seed mix (MNL Buckthorn Replacement Mix) to establish herbaceous cover. Estimate seeding 1/2 of total acreage. Contractor supplies seed. (Includes seed cost).                 | 2            | 1,500.00            |                                     |                             |
| Winter 1      | 1S                        | Cut approx. 20 Siberian elm and black locust trees avg. 10" diameter/treat stumps. Cut all dead ash.                                                                                                                      | 2            | 4,000.00            |                                     |                             |
| Spring 2      | 1S                        | Spot spray flowering, second-year garlic mustard prior to seed set. Scout entirety of each unit; assume                                                                                                                   | 1.3          | 1,040.00            |                                     |                             |

| Season & Year | Unit-Subunit | Activity                                                                                                                                                                                                                | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
|               |              | garlic mustard is present across 1/3 of unit.                                                                                                                                                                           |              |                     |                                     |                             |
| Fall 2        | 1S           | Spot herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                         | 3.9          | 2,340.00            |                                     |                             |
| Spring 3      | 1S           | Spot spray flowering, second-year garlic mustard prior to seed set or hold volunteer event to pull and bag flowering garlic mustard. Scout entirety of each unit; assume garlic mustard is present in 1/3 of each unit. | 1.3          | 1,040.00            |                                     |                             |
| Fall 3        | 1S           | Spot herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                         | 3.9          | 2,340.00            |                                     |                             |
| Spring 4      | 1S           | Spot spray flowering, second-year garlic mustard prior to seed set or hold volunteer event to pull and bag flowering garlic mustard.                                                                                    | 1.3          | 1,040.00            |                                     |                             |
| Fall 5        | 1S           | Plant 500 bare root native trees and shrubs within buckthorn removal areas. (Black chokeberry, gray dogwood, red elderberry, American hazelnut, nannyberry, ironwood)                                                   | 3.9          | 2,340.00            |                                     |                             |
| Spring 1      | 2N           | Repair/replace browse protection on planted trees; prune damaged limbs and flush cut dead trees.                                                                                                                        | 0.3          | 360.00              |                                     |                             |
| Summer 1      | 2N           | Install gator bags on planted trees or provide supplemental water to trees.                                                                                                                                             | 0.3          | 360.00              |                                     |                             |
| Fall 1        | 2N           | Inter-seed or snow seed BWSR 35-261 or BWSR "Little bluestem urban prairie" pilot mix.                                                                                                                                  | 0.3          | 300.00              |                                     |                             |
| Fall 1        | 2N           | Remove gator bags and provide supplemental water to trees before ground freezes. Prune damaged limbs.                                                                                                                   | 0.3          | 360.00              |                                     |                             |
| Spring 2      | 2N           | Repair/replace browse protection on planted trees.                                                                                                                                                                      | 0.3          | 360.00              |                                     |                             |
| Spring 2      | 2N           | Eliminate mowing by 6' width on unit perimeters except near trails.                                                                                                                                                     | 0.3          | \$0.00              |                                     |                             |
| Summer 2      | 2N           | Reinstall gator bags or provide supplemental water to trees.                                                                                                                                                            | 0.3          | 270.00              |                                     |                             |
| Fall 2        | 2N           | Remove gator bags and provide supplemental water to trees before ground freezes. Prune damaged limbs.                                                                                                                   | 0.3          | 360.00              |                                     |                             |
| Spring 3      | 2N           | Repair/replace browse protection on planted trees.                                                                                                                                                                      | 0.3          | 360.00              |                                     |                             |
| Summer 3      | 2N           | Mow newly seeded areas only twice during growing season except near trails.                                                                                                                                             | 0.3          | 225.00              |                                     |                             |
| Summer 3      | 2N           | Plant pollinator supporting, native shrubs where screening is needed.                                                                                                                                                   | 0.3          | 3,000.00            |                                     |                             |

| Season & Year | Unit-Subunit | Activity                                                                                                                                                   | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
|               |              | (American hazelnut, Nannyberry, New Jersey tea, Ninebark).                                                                                                 |              |                     |                                     |                             |
| Fall 3        | 2N           | Remove gator bags and provide supplemental water to trees and shrubs before ground freezes. Prune damaged limbs.                                           | 0.3          | 360.00              |                                     |                             |
| Spring 4      | 2N           | Repair/replace browse protection on planted trees.                                                                                                         | 0.3          | 360.00              |                                     |                             |
| Summer 4      | 2N           | Install gator bags on planted trees or provide supplemental water to trees and shrubs.                                                                     | 0.3          | 360.00              |                                     |                             |
| Fall 4        | 2N           | Inter-seed or snow seed BWSR 35-261 or BWSR "Little bluestem urban prairie" pilot mix.                                                                     | 0.3          | 300.00              |                                     |                             |
| Fall 4        | 2N           | Remove gator bags and provide supplemental water to trees and shrubs before ground freezes. Prune damaged limbs.                                           | 0.3          | 360.00              |                                     |                             |
| Spring 5      | 2N           | Repair/replace browse protection on planted trees.                                                                                                         | 0.3          | 360.00              |                                     |                             |
| Summer 5      | 2N           | Provide supplemental water to shrubs, as needed.                                                                                                           | 0.3          | 300.00              |                                     |                             |
| Spring 2      | 2S           | Mow reed canary grass lobe/hillside twice before early June targeting boot stage or when the seed head has swollen in the leaf sheath but not yet emerged. | 0.2          | 200.00              |                                     |                             |
| Fall 2        | 2S           | Mow reed canary grass lobe/hillside once in early September targeting boot stage or when the seed head has swollen in the leaf sheath but not yet emerged. | 0.2          | 240.00              |                                     |                             |
| Fall 2        | 2S           | Spot spray reed canary grass and other perennial cool season grasses at woodland edge/slope in late September                                              | 0.2          | 300.00              |                                     |                             |
| Spring 3      | 2S           | Eliminate mowing by 6' width on unit north perimeter except near trails. Mow reed canary grass lobe/hillside twice before early June.                      | 0.2          | 200.00              |                                     |                             |
| Fall 3        | 2S           | Spot spray reed canary grass, smooth brome, and Kentucky bluegrass at woodland edge/slope.                                                                 | 0.4          | 600.00              |                                     |                             |
| Fall 3        | 2S           | Inter-seed or snow seed native woodland edge/savanna mix (BWSR 36-211 or similar). Contractor supplies seed. (Includes seed cost.)                         | 0.8          | 800.00              |                                     |                             |
| Summer 4      | 2S           | Mow newly seeded areas twice during growing season when growth reaches 8-10" and mow to a height of 4-5" to reduce weedy competition.                      | 0.8          | 600.00              |                                     |                             |

| Season & Year       | Unit-Subunit | Activity                                                                                                                                         | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
| Summer 4            | 2S           | Plant pollinator supporting, native shrubs where screening is needed. (American hazelnut, Nannyberry, New Jersey tea, Ninebark).                 | 20           | 3,000.00            |                                     |                             |
| Spring/<br>Summer 5 | 2S           | 2-3 IPM visits                                                                                                                                   | 0.7          | 735.00              |                                     |                             |
| Summer 5            | 2S           | Provide supplemental water to shrubs, as needed.                                                                                                 | 0.7          | 700.00              |                                     |                             |
| Fall 5              | 2S           | Inter-seed or snow seed native woodland edge/savanna mix (BWSR 36-211 or similar) in bare areas. Contractor supplies seed. (Includes seed cost.) | 0.3          | 525.00              |                                     |                             |
| Spring/<br>Summer 6 | 2S           | 2-3 IPM visits                                                                                                                                   | 0.7          | 735.00              |                                     |                             |
| Summer 6            | 2S           | Provide supplemental water to shrubs, as needed.                                                                                                 | 0.7          | 700.00              |                                     |                             |
| Spring 1            | 3            | Mow annual/biennial weeds in basin and surrounding upland to 4-5" height (common mullein, common and giant ragweed, etc.)                        | 0.5          | 500.00              |                                     |                             |
| Summer 1            | 3            | Spot spray perennial weeds (Canada thistle, spotted knapweed, etc.)                                                                              | 0.5          | 750.00              |                                     |                             |
| Fall 1              | 3            | Cut and stump treat approx. 50 volunteer trees and shrubs in basin.                                                                              | 0.5          | 1,000.00            |                                     |                             |
| Spring 2            | 3            | Mow annual/biennial weeds in basin and surrounding upland to 4-5" height (common mullein, common and giant ragweed, etc.)                        | 0.5          | 500.00              |                                     |                             |
| Summer 2            | 3            | Spot spray perennial weeds (Canada thistle, spotted knapweed, etc.)                                                                              | 0.5          | 750.00              |                                     |                             |
| Fall 2              | 3            | Cut and stump treat all volunteer trees and shrubs in basin.                                                                                     | 0.5          | 1,000.00            |                                     |                             |
| Early winter 2      | 3            | Remove accumulated sediment from inlet and basin. Sediment depth to be determined by city staff.                                                 | 0.5          | 2,500.00            |                                     |                             |
| Spring 3            | 3            | Mow annual/biennial weeds in basin and surrounding upland (common mullein, common and giant ragweed, etc.)                                       | 0.5          | 500.00              |                                     |                             |
| Spring 3            | 3            | Overseed areas disturbed by sediment removal using species from original installation or BWSR 33-261 or 33-262 depending on moisture regimes.    | 0.5          | 1,000.00            |                                     |                             |
| Spring/<br>Summer 3 | 3            | Mow newly seeded areas once in late spring and once in mid-summer to 4-5" height.                                                                | 0.5          | 750.00              |                                     |                             |
| Spring 4            | 3            | Mow annual/biennial weeds in basin and surrounding upland (common mullein, common and                                                            | 0.5          | 500.00              |                                     |                             |



| Season & Year | Unit-Subunit | Activity                                                                                                                                                                                    | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
|               |              | giant ragweed, etc.) and newly seeded areas                                                                                                                                                 |              |                     |                                     |                             |
| Summer 4      | 3            | Spot spray perennial weeds (Canada thistle, spotted knapweed, etc.)                                                                                                                         | 0.5          | \$750.00            |                                     |                             |
| Spring 5      | 3            | Mow annual/biennial weeds in basin and surrounding upland (common mullein, common and giant ragweed, etc.)                                                                                  | 0.5          | 500.00              |                                     |                             |
| Fall/winter 1 | 4N           | Invasive shrub removal: A combination of forestry mowing and cut and paint removal of non-native, invasive shrubs                                                                           | 2.4          | 5,400.00            |                                     |                             |
| Fall/winter 1 | 4N           | Green ash removal. City or contractors to remove approx. 15 hazard ash trees along trails.                                                                                                  |              | -                   |                                     |                             |
| Fall/winter 1 | 4N           | Erosion control: use cut material to add natural wood erosion bars to slopes and gullies.                                                                                                   | 1.0          | 500.00              |                                     |                             |
| Fall/winter 1 | 4N           | Install additional natural wood erosion bars in gullies and on bare slopes across approx. 500' near trail edge to hold soil.                                                                | 1.0          | 2,000.00            |                                     |                             |
| Spring 2      | 4N           | Spot spray invasive herbaceous species including garlic mustard, dame's rocket, and burdock.                                                                                                | 2.4          | 1,920.00            |                                     |                             |
| Spring 2      | 4N           | Create diversion pathways. Install erosion mats and plant grass strips to further control gully erosion, if needed. Approximately 12 woodland gullies each ~20' in length and 15' in width. | 1.0          | 1,500.00            |                                     |                             |
| Fall 2        | 4N           | Spot spray woody invasive seedlings and re-sprouts                                                                                                                                          | 2.4          | 1,440.00            |                                     |                             |
| Fall 2        | 4N           | Seed edges, open gaps, and eroded areas with a simple graminoid mix (MNL Buckthorn Replacement Mix) to establish herbaceous layer. Contractor supplies seed. (Includes seed costs)          | 2.4          | 750.00              |                                     |                             |
| Spring 3      | 4N           | Spot spray invasive herbaceous species including garlic mustard, dame's rocket, and burdock.                                                                                                | 2.4          | 1,680.00            |                                     |                             |
| Fall 3        | 4N           | Spot spray woody invasive seedlings and re-sprouts                                                                                                                                          | 2.4          | 1,440.00            |                                     |                             |
| Spring 4      | 4N           | Spot spray invasive herbaceous species including garlic mustard, dame's rocket, and burdock.                                                                                                | 2.4          | 1,680.00            |                                     |                             |
| Fall 4        | 4N           | Spot spray woody invasive seedlings and re-sprouts                                                                                                                                          | 2.4          | 1,440.00            |                                     |                             |
| Fall 4        | 4N           | Plant 200 bareroot trees and shrubs in gaps and removal areas. (Ironwood, hackberry, red maple, bitternut hickory, American sycamore, white oak, northern red oak, sugar maple, ninebark,   | 2.0          | 2,000.00            |                                     |                             |

| Season & Year | Unit-Subunit | Activity                                                                                                                                                                         | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|---------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
|               |              | chokecherry, nannyberry, black chokeberry)                                                                                                                                       |              |                     |                                     |                             |
| Summer 5      | 4N           | Water planted trees and shrubs as needed                                                                                                                                         | 2.0          | 1,000.00            |                                     |                             |
| Fall 5        | 4N           | Seed or plant 400 woodland wildflowers along trail edges. (Wild columbine, wild ginger, woodland phlox, early buttercup, bloodroot, large-flowered trillium)                     | 2.0          | 1,600.00            |                                     |                             |
| Fall/winter 1 | 4Sa          | Invasive shrub removal: A combination of forestry mowing and cut and paint removal of non-native, invasive shrubs                                                                | 2.7          | 6,075.00            |                                     |                             |
| Fall/winter 1 | 4Sa          | Green ash removal. Contractors to remove all dead ash trees                                                                                                                      |              | -                   |                                     |                             |
| Fall/winter 1 | 4Sa          | Erosion control: use appropriate salvaged cut material to add natural wood erosion bars to slopes and gullies. Utilize approximately 50 logs.                                    | 50 logs      | 1,000.00            |                                     |                             |
| Fall/winter 1 | 4Sa          | Install additional natural wood erosion bars in gullies and on bare slopes near trail edge to hold soil                                                                          |              | 4,000.00            |                                     |                             |
| Spring 2      | 4Sa          | Spot spray invasive herbaceous species including garlic mustard, dame's rocket, and burdock. Assumes presence across 2/3 of unit.                                                | 1.6          | 1,120.00            |                                     |                             |
| Spring 2      | 4Sa          | Create diversion pathways. Install erosion mats and plant grass strips to further control gully erosion, if needed. Determine quantity in consultation with selected contractor. |              | 3,000.00            |                                     |                             |
| Fall 2        | 4Sa          | Spot spray woody invasive seedlings and re-sprouts                                                                                                                               | 2.7          | 1,620.00            |                                     |                             |
| Fall 2        | 4Sa          | Seed edges, open gaps, and eroded areas with a simple graminoid seed mix (MNL Buckthorn Replacement Mix. Contractor supplies seed. (Includes seed costs)                         | 1.4          | 840.00              |                                     |                             |
| Spring 3      | 4Sa          | Spot spray invasive herbaceous species including garlic mustard, dame's rocket, and burdock. Assumes presence across 2/3 of units.                                               | 1.6          | 1,120.00            |                                     |                             |
| Fall 3        | 4Sa          | Spot spray woody invasive seedlings and re-sprouts                                                                                                                               | 2.7          | 1,620.00            |                                     |                             |
| Fall 4        | 4Sa          | Spot spray woody invasive seedlings and re-sprouts                                                                                                                               | 2.7          | 1,620.00            |                                     |                             |
| Fall 4        | 4Sa          | Plant 250 bareroot trees and shrubs in gaps and removal areas. (Ironwood, hackberry, red maple, bitternut hickory, white oak, northern red oak, sugar maple,                     | 2.0          | 2,000.00            |                                     |                             |

| Season & Year   | Unit-Subunit        | Activity                                                                                                                                                                                                                                  | Area [Acres] | Estimated Cost [\$]      | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|-----------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------------------|-------------------------------------|-----------------------------|
|                 |                     | ninebark, chokecherry, nannyberry, black chokeberry)                                                                                                                                                                                      |              |                          |                                     |                             |
| Summer 5        | 4Sa                 | Water planted trees and shrubs as needed                                                                                                                                                                                                  | 2.0          | 1,000.00                 |                                     |                             |
| Fall 5          | 4Sa                 | Seed or plant woodland wildflowers along trail edges. (Wild columbine, wild ginger, woodland phlox, early buttercup, bloodroot, large-flowered trillium plugs or plants or BWSR 36-211 seed mix)                                          | 2.0          | 1,600.00                 |                                     |                             |
| Fall 1          | 4sb, 9, 10, 11      | Cut woody invasives; stump treat all Siberian elm, black locust, honeysuckle, and buckthorn (4" dia+ for buckthorn) with Garlon 3A. Cut/pile all dead ash. Drop material in low density areas and pile for burning in high density areas. | 9.1          | 20,475.00                |                                     |                             |
| Winter 1        | 4sb, 9, 10, 11      | Burn piles.                                                                                                                                                                                                                               | 9.1          | 2,730.00                 |                                     |                             |
| Fall 2          | 4sb, 9, 10, 11      | Foliar herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                                         | 9.1          | 6,370.00                 |                                     |                             |
| Fall 2          | 4sb, 9, 10, 11      | Hand-broadcast seeding of simple graminoid seed mix (MNL Buckthorn Replacement Mix) to establish herbaceous cover. Estimate seeding 1/2 of total acreage. Contractor supplies seed. (Includes seed cost).                                 | 9.1          | 10,192.00                |                                     |                             |
| Spring 3        | 4sb, 9, 10, 11      | Spot spray flowering, second-year garlic mustard prior to seed set or hold volunteer event to pull and bag flowering garlic mustard. Scout entirety of each unit; assume garlic mustard is present in 1/3 of each unit.                   | 9.1          | 3,185.00                 |                                     |                             |
| Fall 3          | 4sb, 9, 10, 11      | Foliar herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                                         | 9.1          | 6,370.00                 |                                     |                             |
| Spring 4        | 4sb, 9, 10, 11      | Spot spray flowering, second-year garlic mustard prior to seed set or hold volunteer event to pull and bag flowering garlic mustard. Scout entirety of each unit; assume garlic mustard is present in 1/3 of each unit.                   | 9.1          | 3,185.00                 |                                     |                             |
| Late spring 4   | 4sb, 9, 10, 11      | Plant plugs of showy native forbs on trail edges.                                                                                                                                                                                         | 990 plugs    | 1,980.00                 |                                     |                             |
| Spring/Summer 4 | 4sb, 9, 10, 11      | One IPM visit, no herbicide                                                                                                                                                                                                               | 9.1          | 3,185.00                 |                                     |                             |
| Fall 4          | 4sb, 9, 10, 11      | Source and broadcast woodland seed BWSR 36-211.                                                                                                                                                                                           | 9.1          | 12,285.00                |                                     |                             |
| Spring/Summer 5 | 4sb, 9, 10, 11      | One IPM visit, no herbicide                                                                                                                                                                                                               | 9.1          | 3,185.00                 |                                     |                             |
| Fall 5          | 4sb, 9, 10, 11 (1S) | Plant 500 bare root native trees and shrubs within buckthorn                                                                                                                                                                              |              | Cost covered in Unit 1S. |                                     |                             |

| Season & Year   | Unit-Subunit | Activity                                                                                                                                                                                                                                                                                                                | Area [Acres] | Estimated Cost [\$]               | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|-----------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------|-------------------------------------|-----------------------------|
|                 |              | removal areas. (Black chokeberry, gray dogwood, red elderberry, American hazelnut, nannyberry, ironwood)                                                                                                                                                                                                                |              |                                   |                                     |                             |
| Spring 1        | 5, 8, 12     | Mow all weedy/invasive species within pond buffers to 4-5”.                                                                                                                                                                                                                                                             | 1.7          | 595.00                            |                                     |                             |
| Summer 1        | 5, 8, 12     | Mow all weedy/invasive species within pond buffers to 4-5”.                                                                                                                                                                                                                                                             | 1.7          | 595.00                            |                                     |                             |
| Fall 1          | 5, 8, 12     | Cut/stump treat all undesirable woody species within pond buffers.                                                                                                                                                                                                                                                      | 1.7          | 3,825.00                          |                                     |                             |
| Spring 2        | 5, 8, 12     | Mow once all weedy/invasive species within pond buffers to 4-5” height.                                                                                                                                                                                                                                                 | 1.7          | 2,550.00                          |                                     |                             |
| Summer 2        | 5, 8, 12     | Mow twice all weedy/invasive species within pond buffers to 4-5” height.                                                                                                                                                                                                                                                | 1.7          | 3,400.00                          |                                     |                             |
| Summer 2        | 5, 8, 12     | Spot treat persistent perennial weeds in pond buffers with aquatic safe herbicide.                                                                                                                                                                                                                                      | 1.7          | 2,550.00                          |                                     |                             |
| Fall 2          | 5, 8, 12     | Foliar herbicide treatment of resprouted/new germinant buckthorn.                                                                                                                                                                                                                                                       | 1.7          | 1,190.00                          |                                     |                             |
| Spring/Summer 3 | 5, 8, 12     | Spot treat persistent perennial weeds in pond buffers with aquatic safe herbicide.                                                                                                                                                                                                                                      | 1.7          | 595.00                            |                                     |                             |
| Spring 4        | 5, 8, 12     | Plant 425 plugs of native pond edge/stormwater appropriate species in buffers to increase diversity/provide habitat. Species: marsh milkweed, spotted Joe pye weed, obedient plant, blue vervain. Seed areas not affected by moisture fluctuations. Contractor supplies plugs and seed. (Includes seed and plant cost.) | 1.7          | 3,291.00 (seed)<br>648.00 (plugs) |                                     |                             |
| Spring 4        | 5, 8, 12     | Mow newly seeded areas once in late spring to 4-5” height.                                                                                                                                                                                                                                                              | 1.7          | 595.00                            |                                     |                             |
| Summer 4        | 5, 8, 12     | Mow newly seeded areas once in mid-summer to 4-5” height.                                                                                                                                                                                                                                                               | 1.7          | 595.00                            |                                     |                             |
| Spring 5        | 5, 8, 12     | IPM visit, no herbicide.                                                                                                                                                                                                                                                                                                | 1.7          | 595.00                            |                                     |                             |
| Summer 5        | 5, 8, 12     | IPM visit, no herbicide.                                                                                                                                                                                                                                                                                                | 1.7          | 595.00                            |                                     |                             |
| Fall/winter 1   | 6, 7         | Forestry mow (or cut and treat non-native woody brush and trees. Push boundaries of unit into surrounding woodland by minimum 15 feet to reduce woody reestablishment. Pile and burn cut material.                                                                                                                      | 1.2          | 2,700.00                          |                                     |                             |
| Summer/Fall 2   | 6, 7         | Mow (0.5 acre) and hand mow (0.7 acre) twice                                                                                                                                                                                                                                                                            | 1.2          | 745.00                            |                                     |                             |
| Spring 3        | 6, 7         | Non-selective herbicide overspray                                                                                                                                                                                                                                                                                       | 1.2          | 420.00                            |                                     |                             |
| Late spring 3   | 6, 7         | Prescribed burn to remove thatch. Allow burn to run into neighboring units.                                                                                                                                                                                                                                             | 1.2          | 1,128.00                          |                                     |                             |

| Season & Year                                    | Unit-Subunit | Activity                                                                                        | Area [Acres] | Estimated Cost [\$] | City/Landowner (Forthcoming in JPA) | County (Forthcoming in JPA) |
|--------------------------------------------------|--------------|-------------------------------------------------------------------------------------------------|--------------|---------------------|-------------------------------------|-----------------------------|
| Winter 2                                         | 6, 7         | Purchase mesic prairie mix (0.5 acre) and dry prairie mix (0.7 acre). Broadcast seed post-burn. | 1.2          | 450.00              |                                     |                             |
| Spring 2                                         | 6, 7         | Conduct prescribed burn on project area to remove thatch. Let burn run into neighboring units.  | 1.2          | 375.00              |                                     |                             |
| Summer 2                                         | 6, 7         | Mow (2x) establishing prairie                                                                   | 1.2          | 745.00              |                                     |                             |
| Summer 3                                         | 6, 7         | Spot spray (2x) establishing prairie                                                            | 1.2          | 350.00              |                                     |                             |
| Summer 4                                         | 6, 7         | Mow or spot spray as needed based on species present (2-3x) establishing prairie                | 1.2          | 840.00              |                                     |                             |
| Summer 4                                         | 6, 7         | Mow or spot spray as needed based on species present (1x) establishing prairie                  | 1.2          | 420.00              |                                     |                             |
| Summer 5                                         | 6, 7         | Mow or spot spray as needed based on species present (1x) establishing prairie                  | 1.2          | 420.00              |                                     |                             |
| Summer 4                                         | 6, 7         | Mow or spot spray as needed based on species present (1x) establishing prairie                  | 1.2          | 175.00              |                                     |                             |
| Spring 5                                         | 6, 7         | Prescribed burn on newly established mesic prairie                                              | 1.2          | 1,128.00            |                                     |                             |
| Spring 5                                         | 6, 7         | Purchase supplemental forb seed for mesic prairie (0.5 acre) and dry prairie (0.7 acre).        | 1.2          | 927.00              |                                     |                             |
| Spring 5                                         | 6, 7         | Broadcast supplemental seed post-burn                                                           | 1.2          | 384.00              |                                     |                             |
| <b>TOTAL for the City of Inver Grove Heights</b> |              |                                                                                                 |              | <b>167,308.00</b>   |                                     |                             |
| <b>TOTAL for the City of South Saint Paul</b>    |              |                                                                                                 |              | <b>54,820.00</b>    |                                     |                             |
| <b>TOTAL</b>                                     |              |                                                                                                 |              | <b>222,128.00</b>   |                                     |                             |

#### Notes regarding the work plan.

Units requiring similar restoration work have been grouped so that when bid, an economy of scale can be realized. Tasks suited to city staff have been indicated as such. For tasks with seeding operations, whether seed costs are included in the estimated cost or if seed costs are separate are indicated as such.



## Other Considerations

There can be other factors that should be taken into account in managing natural resources. A checked box indicates some of these other considerations for this property:

- ☐ Agriculture-Crops and Livestock Grazing – Comments: Click here to enter text or type N/A
- ☐ Alteration of Natural Water Bodies - Comments: Click here to enter text or type N/A
- ☐ Buildings, Improvements, Small Structures – Comments: Click here to enter text or type N/A
- ☐ Fences, including adjacent fences – Comments: Click here to enter text or type N/A
- ☒ Harmful Insects and Invasive or Exotic Species – Comments: Common buckthorn, Tatarian honeysuckle, Siberian elm, black locust, round-leaved bittersweet, garlic mustard, spotted knapweed, reed canary grass, wild parsnip, German yellowjackets
- ☐ Harvesting of Timber, Berries, or Fruit – Comments: Click here to enter text or type N/A
- ☐ Motorized Vehicles – Comments: Click here to enter tex. or type N/A
- ☒ Pesticide and Herbicide Use – Comments: Judicious and targeted herbicide use is recommended for specific species on this property.
- ☒ Recreational Activities – Comments: Passive recreation is expected to continue on this property.
- ☐ Recreational Horseback Riding - Comments: Click here to enter tex. or type N/A
- ☐ Residential, Commercial, or Industrial Activities – Comments: Click here to enter text or type N/A
- ☒ Signs – Comments: Trail maps and interpretive signage is recommended.
- ☒ Storm-water Conveyance, including from Adjacent Properties – Comments: Stormwater conveyance to this property is currently occurring through the biofiltration cell and direct runoff.
- ☒ Trails – Comments: Maintenance of existing trails and extension of those trails is expected.
- ☐ Utilities and Septic Systems, Roads, Parking Areas, Paths, and Trails – Comments: Click here to enter text or type N/A
- ☐ Waste Sites – Comments: Click here to enter text or type N/A

## Trails



# Appendices

## Appendix A: Observed Plant Species

The following plant species were identified at the Property for each land management unit, on Monday, September 26, 2022, by Friends of the Mississippi River ecologists. Relative amount of cover for individual species and vegetation layers: + (0-1%), 1 (1-5%), 2 (5-25%), 3 (25-50%), 4 (50-75%), 5 (75-100%).

Observed Plant Species Recorded at the Property (for each Unit)

| Unit #                 | Native/Non-Native | Type        | Common Name               | Scientific Name                   | % Cover |
|------------------------|-------------------|-------------|---------------------------|-----------------------------------|---------|
| 4,6,9,10,11,12         | Native            | Groundcover | Box elder                 | <i>Acer negundo</i>               | 1       |
| 4                      | Native            | Groundcover | Black snakeroot           | <i>Actaea racemosa</i>            | +       |
| 4                      | Native            | Groundcover | Baneberry                 | <i>Actaea rubra</i>               | +       |
| 1,4,5,6,7,8,9,10,11,12 | Native            | Groundcover | White snakeroot           | <i>Ageratina altissima</i>        | 2       |
| 1,4,5,8,9,10,11,12     | Non-native        | Groundcover | Garlic mustard            | <i>Alliaria petiolata</i>         | 2       |
| 4                      | Native            | Groundcover | Common ragweed            | <i>Ambrosia artemisiifolia</i>    | 1       |
| 12                     | Native            | Groundcover | Hog peanut                | <i>Amphicarpaea bracteata</i>     | +       |
| 4                      | Native            | Groundcover | Plantain-leaved pussytoes | <i>Antennaria plantaginifolia</i> | +       |
| 6,11,12                | Non-native        | Groundcover | Wild chervil              | <i>Anthriscus sylvestris</i>      | +       |
| 4                      | Native            | Groundcover | Columbine                 | <i>Aquilegia canadensis</i>       | +       |
| 1,4,5,6,7,8,9,10,11,12 | Non-native        | Groundcover | Common burdock            | <i>Arctium minus</i>              | 2       |
| 5,6,8,12               | Native            | Groundcover | Tall agrimony             | <i>Agrimonia gryposepala</i>      | +       |
| 4,11                   | Native            | Groundcover | Jack-in-the-pulpit        | <i>Arisaema triphyllum</i>        | +       |
| 4                      | Native            | Groundcover | Heart-leaved aster        | <i>Aster cordifolius</i>          | +       |
| 4,9,11,12              | Native            | Groundcover | Lady fern                 | <i>Athyrium filix-femina</i>      | +       |
| 5,8,12                 | Native            | Groundcover | American sloughgrass      | <i>Beckmannia syzigachne</i>      | 2       |
| 5,8,11,12              |                   | Groundcover | False nettle              | <i>Boehmeria cylindrica</i>       | 1       |
| 4                      | Native            | Groundcover | False aster               | <i>Boltonia asteroides</i>        | +       |
| 7                      | Non-native        | Groundcover | Smooth brome              | <i>Bromus inermis</i>             | 2       |
| 4                      | Native            | Groundcover | Pennsylvania sedge        | <i>Carex pennsylvanica</i>        | 1       |
| 11                     | Non-native        | Groundcover | Bittersweet               | <i>Celastrus orbiculatus</i>      | 1       |
| 1,4,5,7,9,10,11,12     | Native            | Groundcover | Hackberry                 | <i>Celtis occidentalis</i>        | 1       |
| 7                      | Non-native        | Groundcover | Spotted knapweed          | <i>Centaurea stoebe</i>           | 2       |
|                        |                   | Groundcover | cf. grass                 | <i>cf. grass</i>                  |         |
| 10                     |                   | Groundcover | Common lamb's quarters    | <i>Chenopodium giganteum</i>      | +       |
| 5,8,10,11,12           |                   | Groundcover | Enchanter's nightshade    | <i>Circaea lutetiana</i>          | 1       |
| 4,6,7,9,10,11          | Non-native        | Groundcover | Canada thistle            | <i>Cirsium arvense</i>            | 1       |
| 6                      | Non-native        | Groundcover | Bull thistle              | <i>Cirsium vulgare</i>            | +       |
| 11                     | Native            | Groundcover | Fringed willowherb        | <i>Epilobium ciliatum</i>         | +       |
| 4,5,6,8,9,11,12        |                   | Groundcover | Daisy fleabane            | <i>Erigeron annuus</i>            | +       |
| 4,10,11,12             | Native            | Groundcover | Wild strawberry           | <i>Fragaria spp.</i>              | 1       |
| 1,4,5,6,8,9,10,11,12   | Native            | Groundcover | Green ash                 | <i>Fraxinus pennsylvanica</i>     | 1       |
| 4,6                    | Native            | Groundcover | Northern bedstraw         | <i>Galium boreale</i>             | +       |
| 4                      | Native            | Groundcover | Fragrant bedstraw         | <i>Galium triflorum</i>           | +       |
| 1,4,5,8,9,10,11,12     | Native            | Groundcover | White avens               | <i>Geum canadense</i>             | 2       |

| Unit #                 | Native/Non-Native | Type        | Common Name             | Scientific Name                    | % Cover |
|------------------------|-------------------|-------------|-------------------------|------------------------------------|---------|
| 6,11,12                | Non-native        | Groundcover | Creeping Charlie        | <i>Glechoma hederacea</i>          | 2       |
| 5,6,8,10,11,12         |                   | Groundcover | Virginia stickseed      | <i>Hackelia virginiana</i>         | 1       |
| 6                      |                   | Groundcover | Greater St. John's-wort | <i>Hypericum pyramidatum</i>       | 2       |
| 6                      | Native            | Groundcover | Black walnut            | <i>Juglans nigra</i>               | 1       |
| 6                      | Native            | Groundcover | Eastern red cedar       | <i>Juniperus virginiana</i>        | +       |
| 4,6,9                  |                   | Groundcover | Prickly lettuce         | <i>Lactuca serriola</i>            | +       |
| 10                     | Non-native        | Groundcover | Motherwort              | <i>Leonurus cardiaca</i>           | 1       |
| 12                     | Native            | Groundcover | Cardinal flower         | <i>Lobelia cardinalis</i>          | +       |
| 4,5,8,9,12             | Non-native        | Groundcover | Tatarian honeysuckle    | <i>Lonicera tatarica</i>           | 1       |
| 4,11,12                | Native            | Groundcover | False Solomon's seal    | <i>Maianthemum racemosum</i>       | +       |
| 12                     | Native            | Groundcover | Ostrich fern            | <i>Matteuccia struthiopteris</i>   | 1       |
| 10                     | Non-native        | Groundcover | Alfalfa                 | <i>Medicago sativa</i>             | +       |
| 7                      | Non-native        | Groundcover | Yellow sweet clover     | <i>Melilotus officinalis</i>       | +       |
| 1                      |                   | Groundcover | Moonseed                | <i>Menispermum canadense</i>       | +       |
| 6                      |                   | Groundcover | White mulberry          | <i>Morus alba</i>                  | +       |
| 11                     |                   | Groundcover | Catmint                 | <i>Nepeta racemosa</i>             | +       |
| 4                      | Native            | Groundcover | Wood sorrel             | <i>Oxalis spp.</i>                 | +       |
| 12                     | Native            | Groundcover | Sensitive fern          | <i>Onoclea sensibilis</i>          | +       |
| 1,4,5,7,8,9,10,11,12   | Native            | Groundcover | Virginia creeper        | <i>Parthenocissus quinquefolia</i> | 2       |
| 4,5,6,7,8,9,10,11,12   |                   | Groundcover | Reed canary grass       | <i>Phalaris arundinacea</i>        | 2       |
| 5,8                    | Native            | Groundcover | Swamp smartweed         | <i>Persicaria amphibia</i>         | 2       |
| 4,10                   | Non-native        | Groundcover | Clearweed               | <i>Pilea pumila</i>                | 1       |
| 4,9,10                 |                   | Groundcover | Broadleaf plantain      | <i>Plantago major</i>              | +       |
| 6,7,8,10               | Non-native        | Groundcover | Kentucky bluegrass      | <i>Poa pratensis</i>               | 3       |
| 5,8,12                 | Native            | Groundcover | Eastern cottonwood      | <i>Populus deltoides</i>           | +       |
| 4                      | Native            | Groundcover | Quaking aspen           | <i>Populus tremuloides</i>         | +       |
| 1,4,9,10,11            | Native            | Groundcover | Black cherry            | <i>Prunus serotina</i>             | 1       |
| 11                     | Native            | Groundcover | Chokecherry             | <i>Prunus virginiana</i>           | +       |
| 4,9,12                 | Native            | Groundcover | Red oak                 | <i>Quercus rubra</i>               | +       |
| 1,4,5,6,8,9,10,11,12   | Non-native        | Groundcover | Common buckthorn        | <i>Rhamnus cathartica</i>          | 3       |
| 10                     | Native            | Groundcover | Smooth sumac            | <i>Rhus glabra</i>                 | +       |
| 1,4,9                  | Native            | Groundcover | Missouri gooseberry     | <i>Ribes missouriensis</i>         | 1       |
| 5,6,7,8,12             | Native            | Groundcover | Common blackberry       | <i>Rubus allegheniensis</i>        | 2       |
| 1,4,6,7,9,10,12        | Native            | Groundcover | Black raspberry         | <i>Rubus occidentalis</i>          | 2       |
| 6,10,11                | Non-native        | Groundcover | Crown vetch             | <i>Securigera varia</i>            | 2       |
| 4                      |                   | Groundcover | Common greenbrier       | <i>Smilax rotundifolia</i>         | +       |
| 4,11                   |                   | Groundcover | Bittersweet nightshade  | <i>Solanum dulcamara</i>           | +       |
| 1,4,5,6,7,8,9,10,11,12 |                   | Groundcover | Canada goldenrod        | <i>Solidago canadensis</i>         | 2       |
| 7                      | Native            | Groundcover | Giant goldenrod         | <i>Solidago gigantea</i>           | +       |
| 6                      | Native            | Groundcover | Showy goldenrod         | <i>Solidago speciosa</i>           | 1       |
| 4,11                   | Native            | Groundcover | American mountain ash   | <i>Sorbus americana</i>            | +       |
| 4,12                   |                   | Groundcover | Chickweed               | <i>Stellaria media</i>             | +       |



| Unit #                 | Native/Non-Native | Type        | Common Name           | Scientific Name                    | % Cover |
|------------------------|-------------------|-------------|-----------------------|------------------------------------|---------|
| 6,10                   | Native            | Groundcover | Panicked aster        | <i>Symphyotrichum lanceolatum</i>  | +       |
| 4                      | Native            | Groundcover | Calico aster          | <i>Symphyotrichum lateriflorum</i> | +       |
| 6                      |                   | Groundcover | Common dandelion      | <i>Taraxacum officinale</i>        | +       |
| 1                      | Native            | Groundcover | American basswood     | <i>Tilia americana</i>             | +       |
| 4                      | Native            | Groundcover | Poison ivy            | <i>Toxicodendron radicans</i>      | +       |
| 5,7,8                  | Non-native        | Groundcover | Narrow-leaved cattail | <i>Typha latifolia</i>             | 1       |
| 5,8,12                 | Non-native        | Groundcover | Siberian elm          | <i>Ulmus pumila</i>                | 1       |
| 5,8,9,10,11,12         | Native            | Groundcover | Stinging nettle       | <i>Urtica dioica</i>               | 1       |
| 4                      |                   | Groundcover | Common mullein        | <i>Verbascum thapsus</i>           | +       |
| 6                      | Native            | Groundcover | White vervain         | <i>Verbena urticifolia</i>         | +       |
| 4,6,12                 | Native            | Groundcover | Downy yellow violet   | <i>Viola pubescens</i>             | 1       |
| 4,5,6,8,10,11,12       | Native            | Groundcover | Riverbank grape       | <i>Vitis riparia</i>               | 1       |
| 6,8,11                 | Non-native        | Understory  | Amur maple            | <i>Acer ginnala</i>                | +       |
| 4,5,6,7,8,10,11,12     | Native            | Understory  | Box elder             | <i>Acer negundo</i>                | 2       |
| 4,5,8,12               | Native            | Understory  | Silver maple          | <i>Acer saccharinum</i>            | 1       |
| 8,11,12                | Native            | Understory  | Hackberry             | <i>Celtis occidentalis</i>         | +       |
| 4,6,11                 | Native            | Understory  | Round-leaved dogwood  | <i>Cornus alternifolia</i>         | +       |
| 4,5,8,12               | Native            | Understory  | Gray dogwood          | <i>Cornus racemosa</i>             | +       |
| 11                     | Non-native        | Understory  | Burning bush          | <i>Euonymus alatus</i>             | +       |
| 5,6,7,8,10,11,12       | Native            | Understory  | Green ash             | <i>Fraxinus pennsylvanica</i>      | 2       |
| 1,4,5,6,7,8,9,10,11,12 | Native            | Understory  | Black walnut          | <i>Juglans nigra</i>               | 2       |
| 4,6                    | Native            | Understory  | Eastern red cedar     | <i>Juniperus virginiana</i>        | +       |
| 5,7,8,11,12            | Non-native        | Understory  | Tatarian honeysuckle  | <i>Lonicera tatarica</i>           | 1       |
| 6                      |                   | Understory  | Crabapple             | <i>Malus spp.</i>                  | +       |
| 4,5,7,8,12             |                   | Understory  | White mulberry        | <i>Morus alba</i>                  | +       |
| 5,8,12                 | Native            | Understory  | Eastern cottonwood    | <i>Populus deltoides</i>           | 1       |
| 4                      | Native            | Understory  | Quaking aspen         | <i>Populus tremuloides</i>         | +       |
| 4,9                    | Native            | Understory  | Black cherry          | <i>Prunus serotina</i>             | 1       |
| 11+                    | Native            | Understory  | Chokecherry           | <i>Prunus virginiana</i>           |         |
| 4                      | Native            | Understory  | Pin oak               | <i>Quercus palustris</i>           | 1       |
| 1,4,5,6,7,8,9,10,11,12 | Non-native        | Understory  | Common buckthorn      | <i>Rhamnus cathartica</i>          | 4       |
| 4,5                    | Native            | Understory  | Smooth sumac          | <i>Rhus glabra</i>                 | +       |
| 1,8,9,10,11,12         | Native            | Understory  | Missouri gooseberry   | <i>Ribes missouriensis</i>         | 2       |
| 1                      | Native            | Understory  | Common blackberry     | <i>Rubus allegheniensis</i>        | 2       |
| 6,9                    | Native            | Understory  | Black raspberry       | <i>Rubus occidentalis</i>          | 2       |
| 5,6,8,12               | Native            | Understory  | Black willow          | <i>Salix nigra</i>                 | 1       |
| 8,9,11,12              | Native            | Understory  | Red-berried elder     | <i>Sambucus racemosa</i>           | 1       |
| 1,4                    | Native            | Understory  | American basswood     | <i>Tilia americana</i>             | +       |
| 5,8,9,10,12            | Non-native        | Understory  | Siberian elm          | <i>Ulmus pumila</i>                | 1       |
| 4,12                   | Native            | Understory  | Nannyberry            | <i>Viburnum lentago</i>            | 1       |
| 4                      | Native            | Understory  | Prickly ash           | <i>Zanthoxylum americanum</i>      | +       |
| 5,8,9,10,11,12         | Native            | Canopy      | Box elder             | <i>Acer negundo</i>                | 1       |
| 8,10,12                | Native            | Canopy      | Silver maple          | <i>Acer saccharinum</i>            | 1       |



| Unit #             | Native/Non-Native | Type   | Common Name        | Scientific Name               | % Cover |
|--------------------|-------------------|--------|--------------------|-------------------------------|---------|
| 4                  | Native            | Canopy | Paper birch        | <i>Betula papyrifera</i>      | 1       |
| 1                  | Native            | Canopy | Hackberry          | <i>Celtis occidentalis</i>    | 1       |
| 4,5,8,9,10,11,12   | Native            | Canopy | Green ash          | <i>Fraxinus pennsylvanica</i> | 3       |
| 1,4,5,8,9,10,11,12 | Native            | Canopy | Black walnut       | <i>Juglans nigra</i>          | 3       |
| 4                  | Native            | Canopy | Eastern red cedar  | <i>Juniperus virginiana</i>   | +       |
| 5,8,12             |                   | Canopy | White mulberry     | <i>Morus alba</i>             | +       |
| 4,5,8,11,12        | Native            | Canopy | Eastern cottonwood | <i>Populus deltoides</i>      | 2       |
| 4                  | Native            | Canopy | Quaking aspen      | <i>Populus tremuloides</i>    | 2       |
| 4,11               | Native            | Canopy | Black cherry       | <i>Prunus serotina</i>        | 1       |
| 9                  | Native            | Canopy | White oak          | <i>Quercus alba</i>           | +       |
| 4,12               | Native            | Canopy | Bur oak            | <i>Quercus macrocarpa</i>     | +       |
| 4,11               | Native            | Canopy | Pin oak            | <i>Quercus palustris</i>      | 2       |
| 11                 | Native            | Canopy | Red oak            | <i>Quercus rubra</i>          | 1       |
| 4,10               | Non-native        | Canopy | Black locust       | <i>Robinia pseudoacacia</i>   | 1       |
| 5,8,11,12          | Native            | Canopy | Black willow       | <i>Salix nigra</i>            | +       |
| 1                  | Native            | Canopy | American basswood  | <i>Tilia americana</i>        | 2       |
| 4,8,10,11,12       | Native            | Canopy | American elm       | <i>Ulmus americana</i>        | 1       |
| 5,8,10,12          | Non-native        | Canopy | Siberian elm       | <i>Ulmus pumila</i>           | 2       |
| 11                 | Native            | Canopy | Slippery elm       | <i>Ulmus rubra</i>            | +       |

## Appendix B: Recommended Plant Species

The following plant, shrub and tree species are included in the *Field Guide to the Native Plant Communities of Minnesota: The Eastern Broadleaf Forest* (DNR 2005). They are representative of each native plant community. Not all species are readily available from the nursery industry. Some species are not suited for restoration in areas with human use (i.e., poison ivy)

| UNITS 1N, 1S, 4N, 4S, 9, 10, 11, and 12: Southern Wet-Mesic Hardwood Forest (MHs49) |                    |                                                                         |                             |
|-------------------------------------------------------------------------------------|--------------------|-------------------------------------------------------------------------|-----------------------------|
| Forbs, Ferns, and Fern Allies                                                       |                    |                                                                         |                             |
| Scientific Name                                                                     | Common Name        | Scientific Name                                                         | Common Name                 |
| <i>Hydrophyllum virginianum</i>                                                     | Virginia Waterleaf | <i>Urtica dioica</i>                                                    | Stinging Nettle             |
| <i>Galium aparine</i>                                                               | Cleavers           | <i>Smilacina racemosa</i>                                               | Common False Solomon's seal |
| <i>Laportea canadensis</i>                                                          | Wood nettle        | <i>Solidago flexicaulis</i>                                             | Zig-zag goldenrod           |
| <i>Phlox divaricata</i>                                                             | Blue Phlox         | <i>Erythronium albidum</i>                                              | White Trout Lily            |
| <i>Caulophyllum thalictroides</i>                                                   | Blue cohosh        | <i>Osmorhiza longistylis</i>                                            | Aniserooot                  |
| <i>Geum canadense</i>                                                               | White Avens        | <i>Smilax ecirrata</i> , <i>S. Herbacea</i> , and <i>S. Illinoensis</i> | Carrion Flower              |
| <i>Geranium maculatum</i>                                                           | Wild Geranium      | <i>Ranunculus hispidus</i>                                              | Hispid Buttercup            |
| <i>Enemion biternatum</i>                                                           | False Rue Anemone  | <i>Rudbeckia laciniata</i>                                              | Tall Coneflower             |

|                                                          |                        |                                        |                                  |
|----------------------------------------------------------|------------------------|----------------------------------------|----------------------------------|
| <i>Asarum canadense</i>                                  | Wild Ginger            | <i>Claytonia virginica</i>             | Virginia Spring Beauty           |
| <i>Allium tricoccum</i>                                  | Wild leek              | <i>Anemone acutiloba</i>               | Sharp-lobed hepatica             |
| <i>Viola sororia</i> and similar<br><i>Viola species</i> | Stemless Blue Violets  | <i>Uvularia grandiflora</i>            | Large-flowered bellwort          |
| <i>Osmorhiza claytonii</i>                               | Clayton's sweet cicely | <i>Impatiens spp.</i>                  | Touch-me-not                     |
| <i>Viola pubescens</i>                                   | Yellow Violet          | <i>Phodophyllum petatum</i>            | Mayapple                         |
| <i>Cryptotaenia canadensis</i>                           | Honewort               | <i>Circaea lutetiana</i>               | Common Enchanter's<br>Nightshade |
| <i>Arisaema triphyllum</i>                               | Jack-in the-pulpit     | <i>Cardamine concatenata</i>           | Cut-leaved toothwort             |
| <i>Dicentra cucullaria</i>                               | Dutchman's Breeches    | <i>Trillium flexipes</i>               | Drooping Trillium                |
| <i>Sanguinaria canadensis</i>                            | Bloodroot              | <i>Hydrophyllum<br/>appendiculatum</i> | Appendaged waterleaf             |
| <i>Urtica dioica</i>                                     | Stinging Nettle        |                                        |                                  |
| <b>Grasses and Sedges</b>                                |                        |                                        |                                  |
| <b>Scientific Name</b>                                   | <b>Common Name</b>     | <b>Scientific Name</b>                 | <b>Common Name</b>               |
| <i>Elymus hisitrix</i>                                   | Bottlebrush grass      | <i>Carex albursina</i>                 | White bear Sedge                 |
| <i>Carex hirtifolia</i>                                  | Hairy-leaved sedge     | <i>Carex blanda</i>                    | Bland Sedge                      |
| <i>Carex sprengeli</i>                                   | Sprengel's Sedge       | <i>Carex amphibola</i>                 | Ambiguous Sedge                  |
| <b>Woody Vines</b>                                       |                        |                                        |                                  |
| <b>Scientific Name</b>                                   | <b>Common Name</b>     | <b>Scientific Name</b>                 | <b>Common Name</b>               |
| <i>Parthenocissus spp</i>                                | Virginia Creeper       |                                        |                                  |
| <b>Shrubs</b>                                            |                        |                                        |                                  |
| <b>Scientific Name</b>                                   | <b>Common Name</b>     | <b>Scientific Name</b>                 | <b>Common Name</b>               |
| <i>Prunus virginiana</i>                                 | Chokecherry            | <i>Ribes cynosbati</i>                 | Prickly gooseberry               |
| <i>Ribes missouriense</i>                                | Missouri Gooseberry    | <i>Crataegus spp.</i>                  | Hawthorn                         |
| <i>Zanthoxylum americanum</i>                            | Prickly Ash            | <i>Cornus alternifolia</i>             | Pagoda dogwood                   |
| <i>Viburnum lentago</i>                                  | Nannyberry             | <i>Sambucus racemosa</i>               | Red-berried elder                |
| <b>Trees</b>                                             |                        |                                        |                                  |
| <b>Scientific Name</b>                                   | <b>Common Name</b>     | <b>Scientific Name</b>                 | <b>Common Name</b>               |
| <i>Tilia americana</i>                                   | American basswood      | <i>Acer negundo</i>                    | Box Elder                        |
| <i>Fraxinus nigra</i>                                    | Black Ash              | <i>Quercus macrocarpa</i>              | Bur Oak                          |
| <i>Acer saccharum</i>                                    | Sugar Maple            | <i>Ulmus thomasii</i>                  | Rock Elm                         |

|                               |              |                             |                   |
|-------------------------------|--------------|-----------------------------|-------------------|
| <i>Ulmus americana</i>        | American Elm | <i>Ostrya virginiana</i>    | Ironwood          |
| <i>Celtis occidentalis</i>    | Hackberry    | <i>Juglans cinerea</i>      | Butternut         |
| <i>Ulmus rubra</i>            | Red Elm      | <i>Carya Cordiformis</i>    | Bitternut Hickory |
| <i>Fraxinus pennsylvanica</i> | Green Ash    | <i>Carpinus caroliniana</i> | Blue Beech        |

**UNIT 2S: Southern Mesic Savanna (UPs24)-is based mainly on inference from Southern Mesic Prairie (UPs23) and Southern Dry Savanna (UPs14). The DNR does not provide a species list for UPs24. What follows is the list for Southern Dry Savanna (UPs14)**

| Forbs                          |                       |                               |                          |
|--------------------------------|-----------------------|-------------------------------|--------------------------|
| Scientific Name                | Common Name           | Scientific Name               | Common Name              |
| <i>Allium stellatum</i>        | Prairie wild onion    | <i>Anemone cylindrica</i>     | Long-headed Thimbleweed  |
| <i>Anemone patens</i>          | Pasque flower         | <i>Antennaria sp</i>          | Pussytoes                |
| <i>Artemisia dracunculus</i>   | Tarragon              | <i>Artemisia ludoviciana</i>  | Western mugwort          |
| <i>Asclepias syriaca</i>       | Common milkweed       | <i>Asclepias tuberosa</i>     | Butterflyweed            |
| <i>Asclepias verticillata</i>  | Whorled milkweed      | <i>Asclepias viridiflora</i>  | Green milkweed           |
| <i>Aster ericoides</i>         | Heath aster           | <i>Aster laevis</i>           | Smooth blue aster        |
| <i>Aster oblongifolius</i>     | Aromatic aster        | <i>Aster oolentangiensis</i>  | Sky-blue aster           |
| <i>Aster prenanthoides</i>     | Crooked-stemmed aster | <i>Aster sericeus</i>         | Silky Aster              |
| <i>Astragalus crassicaupus</i> | Buffalo bean          | <i>Calylophus serrulata</i>   | Toothed evening primrose |
| <i>Campanula rotundifolia</i>  | Harebell              | <i>Chrysopsis villosa</i>     | Prairie Golden aster     |
| <i>Comandra umbellata</i>      | Bastard toad-flax     | <i>Coreopsis palmata</i>      | Coreopsis                |
| <i>Cycloloma atripifolium</i>  | Winged pigweed        | <i>Dalea candida</i>          | White prairie clover     |
| <i>Dalea purpurea</i>          | Purple prairie clover | <i>Dalea villosa</i>          | Silky prairie clover     |
| <i>Delphinium carolinianum</i> | Prairie larkspur      | <i>Desmodium illinoense</i>   | Illinois tick-trefoil    |
| <i>Euphorbia corollata</i>     | Flowering spurge      | <i>Hedeoma hispida</i>        | Mock pennyroyal          |
| <i>Helianthemum bicknellii</i> | Hoary frostweed       | <i>Helianthus pauciflorus</i> | Stiff sunflower          |
| <i>Kuhnia eupatorioides</i>    | False boneset         | <i>Lathyrus venosus</i>       | Veiny pea                |
| <i>Lechea stricta</i>          | Prairie pinweed       | <i>Lespedeza capitata</i>     | Round-headed bush clover |

|                                    |                             |                               |                           |
|------------------------------------|-----------------------------|-------------------------------|---------------------------|
| <i>Liatris aspera</i>              | Rough blazing star          | <i>Liatris punctata</i>       | Dotted blazing star       |
| <i>Linum sulcatum</i>              | Grooved Yellow Flax         | <i>Lithospermum canescens</i> | Hoary puccoon             |
| <i>Lithospermum caroliniense</i>   | Hairy puccoon               | <i>Lithospermum incisum</i>   | Narrow-leaved puccoon     |
| <i>Mirabilis hirsuta</i>           | Hairy four-o'clock          | <i>Monarda fistulosa</i>      | Wild bergamot             |
| <i>Monarda punctata</i>            | Horsemint                   | <i>Oenothera biennis</i>      | Common evening primrose   |
| <i>Oenothera cielandii</i>         | Cleland's evening primrose  | <i>Onosmodium molle</i>       | False gromwell            |
| <i>Oxalis cmx.</i>                 | Wood sorrel                 | <i>Pedimelum argophyllum</i>  | Silvery scruf pea         |
| <i>Pedimelum esculentum</i>        | Prairie turnip              | <i>Penstemon grandiflorus</i> | Large-flowered penstemon  |
| <i>Pysalis heterophylla</i>        | Clammy ground cherry        | <i>Pysalis virginana</i>      | Virginia ground cherry    |
| <i>Potentilla arguta</i>           | Tall cinquefoil             | <i>Ratibida pinnata</i>       | Yellow coneflower         |
| <i>Rudbeckia hirta</i>             | Black-eyed Susan            | <i>Silene antirrhina</i>      | Sleepy catchfly           |
| <i>Smilacina stellata</i>          | Starry false Solomon's seal | <i>Smilax ecirrata</i>        | Erect carrion flower      |
| <i>Solidago missouriensis</i>      | Missouri goldenrod          | <i>Solidago nemoralis</i>     | Gray goldenrod            |
| <i>Solidago ptaricoides</i>        | Upland White Aster          | <i>Solidago rigida</i>        | Stiff goldenrod           |
| <i>Solidago speciosa</i>           | Showy goldenrod             | <i>Thalictrum dasycarpum</i>  | Tall meadow-rue           |
| <i>Tradescantia occidentalis</i>   | Western spiderwort          | <i>Verbena stricta</i>        | Hoary vervain             |
| <i>Veronicastrum virginicum</i>    | Culver's root               | <i>Viola palmata</i>          | Bearded birdfoot violet   |
| <i>Viola pedatifida</i>            | Prairie violet              | <i>Zizia aptera</i>           | Heart-leaved Alexanders   |
| <b>Grasses, Rushes, and Sedges</b> |                             |                               |                           |
| <b>Scientific Name</b>             | <b>Common Name</b>          | <b>Scientific Name</b>        | <b>Common Name</b>        |
| <i>Andropogon gerardii</i>         | Big bluestem                | <i>Aristida basiramea</i>     | Base-branched three awned |
| <i>Bouteloua curtipendula</i>      | Sideoats grama              | <i>Bouteloua hirsuta</i>      | Hairy grama               |
| <i>Bromus kalmii</i>               | Kalm's brome                | <i>Calamovilfa longifolia</i> | Sand reedgrass            |
| <i>Carex foenea</i>                | Hay sedge                   | <i>Carex muhlenbergii</i>     | Muhlenberg's sedge        |
| <i>Carex pensylvanica</i>          | Pennsylvania sedge          | <i>Carex tenera</i>           | Marsh-straw sedge         |
| <i>Carex siccata</i>               | Hay sedge                   | <i>Cyperus lupulinus</i>      | Hop-like cyperus          |
| <i>Cyperus schweinitzii</i>        | Schweinitz cyperus          | <i>Digitaria cognata</i>      | Fall witch grass          |
| <i>Elymus trachycaulus</i>         | Slender wheatgrass          | <i>Elymus wiegandii</i>       | Canada wild rye           |
| <i>Eragrostis spectabilis</i>      | Purple lovegrass            | <i>Koeleria pyramidata</i>    | Junegrass                 |

|                                |                         |                               |                         |
|--------------------------------|-------------------------|-------------------------------|-------------------------|
| <i>Muhlenbergia cuspidata</i>  | Plains muhly grass      | <i>Panicum leibergii</i>      | Leiberg's panic grass   |
| <i>Panicum oligosanthos</i>    | Scribner's panic grass  | <i>Panicum perlongum</i>      | Long-leaved panic grass |
| <i>Panicum virgatum</i>        | Switchgrass             | <i>Panicum wilcoxianum</i>    | Wilcox's panic grass    |
| <i>Schizachyrium scoparium</i> | Little bluestem         | <i>Sorghastrum nutans</i>     | Indian grass            |
| <i>Sporobolus cryptandrus</i>  | Sand dropseed           | <i>Sporobolus heterolepis</i> | Prairie dropseed        |
| <i>Stipa spartea</i>           | Porcupine grass         | <i>Stipa spartea</i>          | Porcupine grass         |
| <b>Shrubs</b>                  |                         |                               |                         |
| <b>Scientific Name</b>         | <b>Common Name</b>      | <b>Scientific Name</b>        | <b>Common Name</b>      |
| <i>Amelanchier humilis</i>     | Low juneberry           | <i>Corylus americana</i>      | American hazelnut       |
| <i>Prunus virginiana</i>       | Chokecherry             | <i>Rhus glabra</i>            | Smooth sumac            |
| <i>Rhus typhina</i>            | Staghorn sumac          |                               |                         |
| <b>Semi-shrubs</b>             |                         |                               |                         |
| <b>Scientific Name</b>         | <b>Common Name</b>      | <b>Scientific Name</b>        | <b>Common Name</b>      |
| <i>Amorpha canescens</i>       | Leadplant               | <i>Artemisia frigida</i>      | Prairie sagewort        |
| <i>Ceanothus americanus</i>    | American New Jersey tea | <i>Rosa arkansana</i>         | Prairie Rose            |
| <b>Trees</b>                   |                         |                               |                         |
| <b>Scientific Name</b>         | <b>Common Name</b>      | <b>Scientific Name</b>        | <b>Common Name</b>      |
| <i>Quercus ellipsoidalis</i>   | Northern Pin Oak        | <i>Quercus macrocarpa</i>     | Bur oak                 |

| <b>UNIT 5 and UNIT 8: Southern Wet Prairie (WPs54)</b> |                    |                                |                         |
|--------------------------------------------------------|--------------------|--------------------------------|-------------------------|
| <b>Forbs</b>                                           |                    |                                |                         |
| <b>Scientific Name</b>                                 | <b>Common Name</b> | <b>Scientific Name</b>         | <b>Common Name</b>      |
| <i>Achillea millefolium</i>                            | Yarrow             | <i>Euphorbia corollata</i>     | Flowering spurge        |
| <i>Agastache foeniculum</i>                            | Blue giant-hyssop  | <i>Euthamia graminifolia</i>   | Grass-leaved goldenrod  |
| <i>Anemone canadensis</i>                              | Canada anemone     | <i>Fragaria virginiana</i>     | Common strawberry       |
| <i>Apios americana</i>                                 | Groundnut          | <i>Galium triflorum</i>        | Three-flowered bedstraw |
| <i>Apocynum sibiricum</i>                              | Clasping dogbane   | <i>Gentiana x billingtonii</i> | Closed gentian          |
| <i>Asclepias incarnata</i>                             | Swamp milkweed     | <i>Gentianopsis procera</i>    | Smaller fringed gentian |
| <i>Aster lanceolatus</i>                               | Panicked aster     | <i>Geum aleppicum</i>          | Yellow avens            |



|                               |                                |                                  |                              |
|-------------------------------|--------------------------------|----------------------------------|------------------------------|
| <i>Aster novae-angliae</i>    | New England aster              | <i>Geum canadense</i>            | White avens                  |
| <i>Aster firmus</i>           | Red-stemmed aster              | <i>Helenium autumnale</i>        | Autumn sneezeweed            |
| <i>Aster umbellatus</i>       | Flat-topped aster              | <i>Helianthus giganteus</i>      | Giant sunflower              |
| <i>Calystegia sepium</i>      | Hedge bindweed                 | <i>Helianthus grosseserratus</i> | Sawtooth sunflower           |
| <i>Campanula aparinoides</i>  | Marsh bellflower               | <i>Hypoxis hirsuta</i>           | Yellow star-grass            |
| <i>Castilleja coccinea</i>    | Indian paintbrush              | <i>Iris versicolor</i>           | Northern blue Flag           |
| <i>Chelone glabra</i>         | White turtlehead               | <i>Krigia biflora</i>            | Two-flowered Cynthia         |
| <i>Chenopodium desiccatum</i> | Narrow-leaved lamb's quarters  | <i>Lathyrus palustris</i>        | Marsh vetchling              |
| <i>Cicuta maculata</i>        | Spotted water-hemlock          | <i>Lathyrus venosus</i>          | Veiny pea                    |
| <i>Cirsium muticum</i>        | Swamp thistle                  | <i>Liatris ligulistylis</i>      | Northern plains blazing star |
| <i>Comandra umbellata</i>     | Bastard toad-flax              | <i>Liatris pycnostachya</i>      | Gayfeather                   |
| <i>Desmodium canadense</i>    | Canadian tick-trefoil          | <i>Lilium michiganense</i>       | Michigan lily                |
| <i>Epilobium species</i>      | Willow-herb (multiple species) | <i>Liparis loeselii</i>          | Loesel's twayblade           |
| <i>Eupatorium maculatum</i>   | Spotted Joe-pye weed           | <i>Lobelia siphilitica</i>       | Great lobelia                |
| <i>Eupatorium perfoliatum</i> | Common boneset                 | <i>Lobelia spicata</i>           | Rough-spiked lobelia         |
| <i>Lycopus americanus</i>     | Cut-leaved bugleweed           | <i>Oenothera perennis</i>        | Perennial evening-primrose   |
| <i>Lycopus uniflorus</i>      | Northern bugleweed             | <i>Oxalis species</i>            | Wood-sorrel                  |
| <i>Lysimachia ciliata</i>     | Fringed loosestrife            | <i>Oxypolis rigidior</i>         | Cowbane                      |
| <i>Lysimachia quadriflora</i> | Prairie loosestrife            | <i>Parnassia glauca</i>          | American grass-of-Parnassus  |
| <i>Lythrum alatum</i>         | Wing-angled loosestrife        | <i>Pedicularis canadensis</i>    | Wood-betony                  |
| <i>Maianthemum stellatum</i>  | Starry false Solomon's-seal    | <i>Pedicularis lanceolata</i>    | Swamp lousewort              |
| <i>Mentha arvensis</i>        | Common mint                    | <i>Phlox pilosa</i>              | Prairie phlox                |
| <i>Mimulus ringens</i>        | Purple monkey-flower           | <i>Platanthera lacera</i>        | Ragged fringed-orchid        |
| <i>Oenothera perennis</i>     | Perennial evening-primrose*    | <i>Platanthera psycodes</i>      | Small purple fringed-orchid  |
| <i>Oxalis species</i>         | Wood-sorrel                    | <i>Polygala sanguinea</i>        | Purple milkwort              |
| <i>Oxypolis rigidior</i>      | Cowbane                        | <i>Polygala senega</i>           | Seneca snakeroot             |
| <i>Parnassia glauca</i>       | American grass-of-Parnassus    | <i>Polygonum amphibium</i>       | Water smartweed              |
| <i>Pedicularis canadensis</i> | Wood-betony                    | <i>Polygonum punctatum</i>       | Dotted smartweed             |

|                                    |                             |                                 |                               |
|------------------------------------|-----------------------------|---------------------------------|-------------------------------|
| <i>Pedicularis lanceolata</i>      | Swamp lousewort             | <i>Potentilla simplex</i>       | Old-field cinquefoil          |
| <i>Phlox pilosa</i>                | Prairie phlox               | <i>Prenanthes racemosa</i>      | Smooth rattlesnake-root       |
| <i>Platanthera lacera</i>          | Ragged fringed-orchid       | <i>Prenanthes racemosa</i>      | Smooth rattlesnake-root       |
| <i>Platanthera psycodes</i>        | Small purple fringed-orchid | <i>Pycnanthemum virginianum</i> | Virginia mountain-mint        |
| <i>Polygala sanguinea</i>          | Purple milkwort             | <i>Ratibida pinnata</i>         | Gray-headed coneflower        |
| <i>Polygala senega</i>             | Seneca snakeroot            | <i>Rubus pubescens</i>          | Dwarf raspberry               |
| <i>Polygonum amphibium</i>         | Water smartweed             | <i>Rudbeckia laciniata</i>      | Goldenglow                    |
| <i>Polygonum punctatum</i>         | Dotted smartweed            | <i>Saxifraga pensylvanica</i>   | Swamp saxifrage               |
| <i>Potentilla simplex</i>          | Old-field cinquefoil        | <i>Scutellaria parvula</i>      | Prairie skullcap              |
| <i>Prenanthes racemosa</i>         | Smooth rattlesnake-root     | <i>Senecio aurea</i>            | Golden ragwort                |
| <i>Lycopus uniflorus</i>           | Northern bugleweed          | <i>Silphium perfoliatum</i>     | Cup-plant                     |
| <i>Lysimachia ciliata</i>          | Fringed loosestrife         | <i>Sisyrinchium mucronatum</i>  | Pointed-petal blue-eyed grass |
| <i>Lysimachia quadriflora</i>      | Prairie loosestrife         | <i>Solidago canadensis</i>      | Canada goldenrod              |
| <i>Lythrum alatum</i>              | Wing-angled loosestrife     | <i>Solidago gigantea</i>        | Giant goldenrod               |
| <i>Maianthemum stellatum</i>       | Starry false Solomon's-seal | <i>Solidago riddellii</i>       | Riddell's goldenrod           |
| <i>Mentha arvensis</i>             | Common mint                 | <i>Stachys palustris</i>        | Woundwort                     |
| <i>Mimulus ringens</i>             | Purple monkey-flower        | <i>Teucrium canadense</i>       | Germander                     |
| <i>Thalictrum dasycarpum</i>       | Tall meadow-rue             | <i>Veronicastrum virginicum</i> | Culver's root                 |
| <i>Thalictrum dasycarpum</i>       | Tall meadow-rue             | <i>Vicia americana</i>          | American vetch                |
| <i>Triglochin maritima</i>         | Seaside arrow-grass         | <i>Viola species</i>            | Violet (multiple species)     |
| <i>Verbena hastata</i>             | Blue vervain                | <i>Zizia aurea</i>              | Golden alexanders             |
| <i>Vernonia fasciculata</i>        | Bunched ironweed            |                                 |                               |
| <b>Grasses, Rushes, and Sedges</b> |                             |                                 |                               |
| <b>Scientific Name</b>             | <b>Common Name</b>          | <b>Scientific Name</b>          | <b>Common Name</b>            |
| <i>Agrostis hyemalis</i>           | Rough bent-grass            | <i>Dicanthelium boreale</i>     | Northern panic grass          |
| <i>Andropogon gerardii</i>         | Big bluestem                | <i>Eleocharis compressa</i>     | Flattened spike-rush          |
| <i>Bromus ciliatus</i>             | Fringed brome               | <i>Eriophorum angustifolium</i> | Narrow-leaved cotton-grass    |
| <i>Calamagrostis canadensis</i>    | Bluejoint                   | <i>Glyceria striata</i>         | Fowl manna-grass              |
| <i>Calamagrostis stricta</i>       | Bog reed-grass              | <i>Hierochloe odorata</i>       | Sweet grass                   |

|                             |                     |                               |                       |
|-----------------------------|---------------------|-------------------------------|-----------------------|
| <i>Carex bebbii</i>         | Bebb's sedge        | <i>Juncus nodosus</i>         | Knotty rush           |
| <i>Carex buxbaumii</i>      | Buxbaum's sedge     | <i>Juncus tenuis</i>          | Path rush             |
| <i>Carex conoidea</i>       | Field sedge         | <i>Juncus vaseyi</i>          | Vasey's rush          |
| <i>Carex granularis</i>     | Granular sedge      | <i>Juncus dudleyi</i>         | Dudley's rush         |
| <i>Carex haydenii</i>       | Hayden's sedge      | <i>Leersia oryzoides</i>      | Rice cut grass        |
| <i>Carex interior</i>       | Inland sedge        | <i>Muhlenbergia frondosa</i>  | Swamp satin-grass     |
| <i>Carex lacustris</i>      | Lake-sedge          | <i>Muhlenbergia glomerata</i> | Clustered muhly grass |
| <i>Carex sartwellii</i>     | Sartwell's sedge    | <i>Panicum virgatum</i>       | Switchgrass           |
| <i>Carex scoparia</i>       | Pointed-broom sedge | <i>Poa palustris</i>          | Fowl meadow-grass     |
| <i>Carex stipata</i>        | Awl-fruited sedge   | <i>Scirpus atrovirens</i>     | Dark green bulrush    |
| <i>Carex stricta</i>        | Tussock-sedge       | <i>Scirpus cyperinus</i>      | Wool-grass            |
| <i>Carex tenera</i>         | Marsh-straw sedge   | <i>Sorghastrum nutans</i>     | Indian grass          |
| <i>Carex tetanica</i>       | Wood-sedge          | <i>Spartina pectinata</i>     | Prairie cord-grass    |
| <i>Carex pellita</i>        | Woolly sedge        | <i>Sphenopholis obtusata</i>  | Prairie wedge-grass   |
| <b>Fern and Fern Allies</b> |                     |                               |                       |
| <b>Scientific Name</b>      | <b>Common Name</b>  | <b>Scientific Name</b>        | <b>Common Name</b>    |
| <i>Equisetum arvense</i>    | Field horsetail     | <i>Ophioglossum pusillum</i>  | Adder's-tongue        |
| <i>Equisetum pratense</i>   | Meadow horsetail    | <i>Thelypteris palustris</i>  | Northern marsh-fern   |
| <i>Onoclea sensibilis</i>   | Sensitive fern      |                               |                       |
| <b>Shrubs</b>               |                     |                               |                       |
| <b>Scientific Name</b>      | <b>Common Name</b>  | <b>Scientific Name</b>        | <b>Common Name</b>    |
| <i>Cornus racemosa</i>      | Gray dogwood        | <i>Salix discolor</i>         | Pussy willow          |
| <i>Cornus sericea</i>       | Red-osier dogwood   | <i>Salix petiolaris</i>       | Slender willow        |
| <i>Salix bebbiana</i>       | Bebb's willow       | <i>Spiraea alba</i>           | Meadowsweet*          |
| <b>Trees</b>                |                     |                               |                       |
| <b>Scientific Name</b>      | <b>Common Name</b>  | <b>Scientific Name</b>        | <b>Common Name</b>    |
| <i>Quercus macrocarpa</i>   | Bur oak             |                               |                       |

## UNIT 6: Southern Mesic Prairie (UPs23)

### Forbs

| Scientific Name                                   | Common Name             | Scientific Name                                  | Common Name                  |
|---------------------------------------------------|-------------------------|--------------------------------------------------|------------------------------|
| <i>Allium stellatum</i>                           | Prairie wild onion      | <i>Allium canadense</i>                          | Wild Garlic                  |
| <i>Anemone cylindrica</i>                         | Long-headed thimbleweed | <i>Anemone virginiana</i>                        | Virginia Thimbleweed         |
| <i>Anemone canadensis</i>                         | Canada anemone          | <i>Antennaria spp.</i>                           | Pussytoes                    |
| <i>Apocynum androsaemifolium</i>                  | Spreading dogbane       | <i>Artemisia frigida</i>                         | Prairie Sagewort             |
| <i>Asclepias tuberosa</i>                         | Butterfly weed          | <i>Asclepias syriaca</i>                         | Common milkweed              |
| <i>Aster oolentangiensis</i>                      | Skyblue aster           | <i>Aster ericoides</i>                           | Heath aster                  |
| <i>Aster lanceolatum</i>                          | Panicked Aster          | <i>Aster novae-angliae</i>                       | New England Aster            |
| <i>Aster laevis</i>                               | Smooth blue aster       | <i>Astragalus canadensis</i>                     | Canada Milkvetch             |
| <i>Campanula rotundifolia</i>                     | Harebell                | <i>Chrysopsis villosa</i>                        | Prairie golden Aster         |
| <i>Comandra umbellata</i> var. <i>umbellata</i>   | Bastard toadflax        | <i>Coreopsis palmata</i>                         | Stiff Tickseed               |
| <i>Dalea purpurea</i> var. <i>purpurea</i>        | Purple prairie clover   | <i>Dalea candida</i>                             | White prairie clover         |
| <i>Desmodium canadense</i>                        | Canada tick trefoil     | <i>Euphorbia corollata</i>                       | Flowering Spurge             |
| <i>Euthamia graminifolia</i>                      | Grass-leaved goldenrod  | <i>Fragaria virginiana</i>                       | Common strawberry            |
| <i>Galium boreale</i>                             | Northern bedstraw       | <i>Gentiana balingtoni</i>                       | Closed Gentian               |
| <i>Geum triflorum</i>                             | Prairie Smoke           | <i>Helenium autumnale</i>                        | Autumn Sneezeweed            |
| <i>Helianthus maximiliani</i>                     | Maximilian's sunflower  | <i>Helianthus pauciflorus</i>                    | Stiff sunflower              |
| <i>Heliopsis helianthoides</i> var. <i>scabra</i> | Ox-eye                  | <i>Heuchera richardsonii</i>                     | Alumroot                     |
| <i>Lathyrus venosus</i>                           | Veiny Pea               | <i>Lespedeza capitata</i>                        | Round-headed Bush-clover     |
| <i>Liatris aspera</i>                             | Rough blazing star      | <i>Liatris ligulistylis</i>                      | Northern plains blazing star |
| <i>Liatris pycnostachya</i>                       | Gay Feather             | <i>Lilium philadelphicum</i> var. <i>andinum</i> | Wood lily                    |
| <i>Lobelia spicata</i>                            | Rough Spiked Lobelia    | <i>Mirabilis hirsuta</i>                         | Hairy four o'clock           |
| <i>Monarda fistulosa</i>                          | Wild bergamot           | <i>Oenothera biennis</i>                         | Common evening-primrose      |
| <i>Pedicularis canadensis</i>                     | Wood betony             | <i>Phlox pilosa</i> var. <i>fulgida</i>          | Prairie phlox                |
| <i>Physalis heterophylla</i>                      | Clammy Ground-cherry    | <i>Polygala polygala</i>                         | Racemed milkwort             |
| <i>Potentilla arguta</i>                          | Tall cinquefoil         | <i>Pycnanthemum virginianum</i>                  | Virginia mountain mint       |
| <i>Ratibida pinnata</i>                           | Gray-headed coneflower  | <i>Rudbeckia hirta</i>                           | Black-eyed Susan             |

|                                       |                              |                                                         |                           |
|---------------------------------------|------------------------------|---------------------------------------------------------|---------------------------|
| <i>Sisyrinchium compestre</i>         | Field blue-eyed grass        | <i>Smilacina stellata</i>                               | Starry False Solomon Seal |
| <i>Smilacina racemosum</i>            | False Solomon's Seal         | <i>Solidago nemoralis</i>                               | Gray goldenrod            |
| <i>Solidago missouriensis</i>         | Missouri goldenrod           | <i>Solidago ptarmicoides</i>                            | Upland White Aster        |
| <i>Solidago speciosa</i>              | Showy goldenrod              | <i>Thalictrum dasycarpum</i>                            | Tall meadow-rue           |
| <i>Tradescantia bracteata</i>         | Bracted Spiderwort           | <i>Veronicastrum virginicum</i>                         | Culver's Root             |
| <i>Vicia americana</i>                | American vetch               | <i>Viola pedata</i>                                     | Prairie Bird-foot Violet  |
| <i>Zizia aptera</i>                   | Heart-leaved alexanders      | <i>Artemisia campestris</i>                             | Tall wormwood             |
| <b>Grasses, Rushes, and Sedges</b>    |                              |                                                         |                           |
| <b>Scientific Name</b>                | <b>Common Name</b>           | <b>Scientific Name</b>                                  | <b>Common Name</b>        |
| <i>Andropogon gerardii</i>            | Big bluestem                 | <i>Bromus kalmii</i>                                    | Kalm's Brome              |
| <i>Carex bicknellii</i>               | Bicknell's Sedge             | <i>Carex muehlenbergii</i>                              | Muhlenberg's Sedge        |
| <i>Carex meadii</i>                   | Mead's Sedge                 | <i>Carex tenera</i>                                     | Remote Sedge              |
| <i>Elymus canadensis</i>              | Canada Wild Rye              | <i>Elymus trachycaulus</i>                              | Slender wheatgrass        |
| <i>Eragrostis spectabilis</i>         | Purple Lovegrass             | <i>Muhlenbergia mexicana</i>                            | Mexican satin-grass       |
| <i>Panicum oligosanthos</i>           | Few-flowered Panic grass     | <i>Panicum virgatum</i>                                 | Switchgrass               |
| <i>Panicum perlongum</i>              | Long-leaved panic grass      | <i>Schizachyrium scoparium</i><br><i>var. scoparium</i> | Little bluestem           |
| <i>Sorghastrum nutans</i>             | Indian grass                 | <i>Sporobolus heterolepis</i>                           | Prairie dropseed          |
| <i>Stipa spartea</i>                  | Porcupine grass              |                                                         |                           |
| <b>Semi-Shrubs (Generally common)</b> |                              |                                                         |                           |
| <b>Scientific Name</b>                | <b>Common Name</b>           | <b>Scientific Name</b>                                  | <b>Common Name</b>        |
| <i>Amorpha canescens</i>              | Leadplant (generally common) | <i>Rosa arkansana</i>                                   | Prairie rose              |
| <b>Shrubs (Occasional)</b>            |                              |                                                         |                           |
| <b>Scientific Name</b>                | <b>Common Name</b>           | <b>Scientific Name</b>                                  | <b>Common Name</b>        |
| <i>Symphoricarpos occidentalis</i>    | Wolfberry                    |                                                         |                           |
| <b>Shrubs (Rare)</b>                  |                              |                                                         |                           |
| <i>Cornus racemosa</i>                | Grey Dogwood                 | <i>Corylus americana</i>                                | American Hazelnut         |

## UNIT 7 Southern Dry Prairie (UPs13)

### Forbs



| Scientific Name                 | Common Name              | Scientific Name                  | Common Name                 |
|---------------------------------|--------------------------|----------------------------------|-----------------------------|
| <i>Anemone cylindrica</i>       | Long-headed thimbleweed  | <i>Liatris punctata</i>          | Dotted blazing star         |
| <i>Antennaria spp.</i>          | Pussytoes                | <i>Liatris cylindracea</i>       | Cylindric blazing star      |
| <i>Aquilegia canadensis</i>     | Columbine                | <i>Linum sulcatum</i>            | Grooved yellow flax         |
| <i>Asclepias verticillata</i>   | Whorled milkweed         | <i>Lobelia spicata</i>           | Rough-spiked Lobelia        |
| <i>Asclepias tuberosa</i>       | Butterfly-weed           | <i>Lysimachia ciliate</i>        | Fringed loosestrife         |
| <i>Asclepias viridiflora</i>    | Green milkweed           | <i>Mirabilis hirsute</i>         | Hairy four-o'clock          |
| <i>Asclepias syriaca</i>        | Common milkweed          | <i>Monardella fistulosa</i>      | Wild bergamot               |
| <i>Aster sericeus</i>           | Silky aster              | <i>Another biennia</i>           | Common evening-primrose     |
| <i>Aster Oolentan-giensis</i>   | Sky-blue aster           | <i>Oenothera clelandii</i>       | Cleland's evening-primrose  |
| <i>Aster ericoides</i>          | Heath aster              | <i>Oxalis violacea</i>           | Violet wood-sorrel          |
| <i>Aster laevis</i>             | Smooth aster             | <i>Pedimelum esculentum</i>      | Prairie-turnip              |
| <i>Astragalus Crassi-carpus</i> | Buffalo-bean             | <i>Pedimelum argophyllum</i>     | Silvery scurf-pea           |
| <i>Calylophus serrulata</i>     | Toothed evening primrose | <i>Penstemon grandiflorus</i>    | Large-flowered beard-tongue |
| <i>Campanula rotundifolia</i>   | Harebell                 | <i>Physalis virginiana</i>       | Ground-cherry               |
| <i>Coreopsis palmata</i>        | Stiff tickseed           | <i>Potentilla arguta</i>         | Tall cinquefoil             |
| <i>Dalea purpurea</i>           | Purple prairie-clover    | <i>Pycnanthemum virginianum</i>  | Virginia mountain-mint      |
| <i>Dalea candida</i>            | White prairie-clover     | <i>Scutellaria leonardi</i>      | Leonard's skullcap          |
| <i>Delphinium carolini-anum</i> | Prairie larkspur         | <i>Senecio plattensis</i>        | Prairie ragwort             |
| <i>Desmodium illinoense</i>     | Illinois tick-trefoil    | <i>Silene antirrhina</i>         | Sleepy catchfly             |
| <i>Euphorbia corollata</i>      | Flowering spurge         | <i>Sisyrinchium campestre</i>    | Field blue-eyed grass       |
| <i>Gnaphalium Obtuse-folium</i> | Sweet everlasting        | <i>Solidago nemoralis</i>        | Gray goldenrod              |
| <i>Helianthemum bicknellii</i>  | Hoary frostweed          | <i>Solidago rigida</i>           | Stiff goldenrod             |
| <i>Helianthus pauciflorus</i>   | Stiff sunflower          | <i>Solidago speciosa</i>         | Showy goldenrod             |
| <i>Heuchera richardsonii</i>    | Alum-root                | <i>Tradescantia occidentalis</i> | Western spiderwort          |
| <i>Hypericum perforatum</i>     | Common St. John's-wort   | <i>Viola pedatifida</i>          | Prairie bird-foot violet    |
| <i>Kuhnia eupato-roides</i>     | False boneset            | <i>Viola pedata</i>              | Bird-foot violet            |
| <i>Lespedeza capitata</i>       | Round-headed bush-clover | <i>Zizia aptera</i>              | Heart-leaved alexanders     |
| <i>Liatris aspera</i>           | Rough blazing star       | <i>Liatris cylindracea</i>       | Cylindric blazing star      |

| Grasses and Sedges            |                     |                                |                            |
|-------------------------------|---------------------|--------------------------------|----------------------------|
| Scientific Name               | Common Name         | Scientific Name                | Common Name                |
| <i>Andropogon gerardii</i>    | Big bluestem        | <i>Panicum oligosanthos</i>    | Few-flowered panic grass   |
| <i>Bouteloua curtipendula</i> | Side-oats grama     | <i>Panicum wilcoxianum</i>     | Wilcox's panic grass       |
| <i>Bouteloua hirsuta</i>      | Hairy grama         | <i>Panicum perlongum</i>       | Long-leaved panic grass    |
| <i>Calamovilfa longifolia</i> | Sand reed-grass     | <i>Panicum linearifolium</i>   | Linnear-leaved panic grass |
| <i>Carex pensylvanica</i>     | Sunshine sedge      | <i>Panicum leibergii</i>       | Leiberg's panic grass      |
| <i>Cyperus schweinitzii</i>   | Schweinitz' cyperus | <i>Schizachyrium scoparium</i> | Little bluestem            |
| <i>Cyperus lupulinus</i>      | Hop-like cyperus    | <i>Sorghastrum nutans</i>      | Indian grass               |
| <i>Elymus wiegandii</i>       | Canada wild rye     | <i>Sporobolus heterolepis</i>  | Prairie dropseed           |
| <i>Eragrostis spectabilis</i> | Purple lovegrass    | <i>Sporobolus asper</i>        | Rough dropseed             |
| <i>Muhlenbergia cuspidata</i> | Plains muhly        | <i>Stipa spartea</i>           | Porcupine-grass            |
| Shrubs                        |                     |                                |                            |
| Scientific Name               | Common Name         | Scientific Name                | Common Name                |
| <i>Rosa cmx</i>               | Smooth wild rose    | <i>Amorpha canescens</i>       | Lead-plant                 |



## Request for Council Action

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**SUBJECT:**        **Authorization to Submit CVB Grant Application for 2024 Recovery Grant From Explore MN**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Kris Wilson, City Administrator, 651.450.2511

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### **ACTION REQUESTED**

The Council is asked to authorize the Inver Grove Heights Convention & Visitors Bureau, *Visit IGH*, to apply for the 2024 Recovery Grant program administered by Explore Minnesota Tourism on behalf of the City and to authorize the appropriate City officials to execute a grant contract with the state if the application is successful.

### **BACKGROUND**

The state of Minnesota makes a modest amount of tourism marketing funds available to local units of government every year through the Explore Minnesota Tourism office. Per the grant program guidelines, the Inver Grove Heights Convention and Visitors Bureau (IGH CVB) may make application, on the behalf of the City, for up to \$10,000 in grant funds.

If awarded, the grant funds must be expended by the CVB for tourism marketing to stimulate travel to Inver Grove Heights for the city's economic benefit.

The grant cycle opened July 12, 2023, and it is a first come, first served grant cycle until funds are depleted.

### **FISCAL IMPACT**

Receipt of this grant would have a positive fiscal impact for the Convention & Visitors Bureau and does not require a match from the City.

### **RECOMMENDATION**

Staff recommends approval of this request.

### **ATTACHMENTS**

1.     Grant Application (Sept 2023)



## 2024 TOURISM RECOVERY GRANT PROGRAM APPLICATION FOR FUNDING

Applications will be accepted beginning July 12, 2023, at 9 a.m. Central Time.

Completed applications must be submitted to: [EMTgrant@state.mn.us](mailto:EMTgrant@state.mn.us) and will be accepted through December 1, 2023, or until all funds have been awarded.

Incomplete applications will be rejected and returned to applicant. Incomplete applications will lose queue priority but may be resubmitted if program funding is available.

The [2024 Tourism Recovery Grant Program Guidelines](#) can be found at: [exploreminnesota.com/grants](https://exploreminnesota.com/grants).

### CONTACT INFORMATION

Organization Name: City of IGH on behalf of Visit Inver Grove Heights  
Street Address: 8150 Barbara Ave.  
City: Inver Grove Heights State: MN Zip: 55077  
Contact: LillyAnna Smith Title: Director  
Email: lilly@visitigh.com Phone: 651-451-2266  
Organization Website: www.visitigh.com  
(Web address where the linked Explore Minnesota logo will be placed.)

Minnesota Vendor/Supplier ID: 0000197690  
If you do not know your state-issued vendor/supplier ID, contact Vendor Resources before submitting your application.

☒ Our organization is set up to receive funds from the State of Minnesota via direct deposit.

| Vendor Resources                                                                                                  | Website or email address                                                     | Phone        |
|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------|
| <a href="https://mn.gov/mmb/accounting/swift/vendor-resources/">mn.gov/mmb/accounting/swift/vendor-resources/</a> |                                                                              |              |
| Electronic Funds Helpline                                                                                         | <a href="mailto:efthelpline.mmb@state.mn.us">efthelpline.mmb@state.mn.us</a> | 651-201-8106 |
| Vendor Assistance                                                                                                 | <a href="mailto:vendor.mmbfax@state.mn.us">vendor.mmbfax@state.mn.us</a>     | 651-201-8100 |

### ELIGIBLE ORGANIZATIONS

Select your organization:

- ☒ A DMO such as a convention & visitor's bureau (CVB), a chamber of commerce or resort association.
- ☐ Statewide association, whose primary purpose is to market their niche for tourism purposes.
- ☐ Collaborative initiative consisting of three (3) or more primary tourism organizations.

Organizations participating in the collaborative initiative:

## GRANT FUNDING LIMITS

Organizations are not required to request the maximum award provided below. Award maximums are based on the organizational budget. More information on award levels can be found in the [2024 Tourism Recovery Grant Program Guidelines](#).

### Check One:

| Award Categories (based on Organization Budget)         | Maximum Award Amount |
|---------------------------------------------------------|----------------------|
| <input type="radio"/> \$99,999 or less                  | up to \$5,000        |
| <input checked="" type="radio"/> \$100,000 to \$499,999 | up to \$10,000       |
| <input type="radio"/> \$500,000 to \$999,999            | up to \$15,000       |
| <input type="radio"/> \$1,000,000 to \$4,999,999        | up to \$20,000       |
| <input type="radio"/> \$5,000,000 and over              | up to \$40,000       |

## FUNDS REQUESTED

= total grant award amount being requested.

## CERTIFICATION

I, LillyAnna Smith (person completing application), am authorized to request [2024 Tourism Recovery Grant Program](#) funding on behalf of Visit Inver Grove Heights (organization name).

By checking all boxes and signing below, I certify:

- ☒ The organization I represent is an eligible entity under the **2024 Tourism Recovery Grant Program**.
- ☒ By accepting this grant award, I am obligating State funding which cannot be used for any other purpose.
- ☒ The organization above accepts all responsibilities as outlined in the **2024 Tourism Recovery Grant Program Guidelines** and are not contingent upon by continued employment with the organization.
- ☒ A progress report with the status of grant funding expenditures, project planning and a reconciliation status will be submitted **on or before March 15, 2024**.
- ☒ State grant funds will be utilized in accordance with the **2024 Tourism Recovery Grant Program Guidelines** with all grant projects completed **on or before June 30, 2024**.
- ☒ Reconciliation material will be completed and submitted for reimbursement **on or before Aug. 15, 2024**.
- ☒ The Project Summary Worksheet and Project Budget Worksheet have been completed for this grant funding request.

Authorized Signature: \_\_\_\_\_

*LillyAnna Smith*  
(A typed or script font cannot be used in place of a wet or uploaded image signature.)

Date: 09/05/2023

## Explore Minnesota OFFICE USE ONLY

Industry Relations: \_\_\_\_\_

Date: \_\_\_\_\_

Senior Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Supplier Contract #: \_\_\_\_\_ PO #: \_\_\_\_\_



## PROJECT SUMMARY WORKSHEET

Please provide a brief description of the project(s) you intend to use grant funding toward:

Visit Inver Grove Heights intends to use the 2024 Tourism Recovery grant for funding website development and enhancements and for fulfillment pieces.

Website Development and Enhancements: Monthly SEO from October 2023- June 2024 (\$2,250), Content creation will be a re-design of the home page and Inver Grove Hotels page (\$2,750).

Fulfillment: Re-design and print for the Visit IGH visitors guide (\$5,000)

October 1st, 2023

Project Start Date

*(Indicate approximate placement, run, or event date as to when the project will begin.)*

June 1st, 2024

Project End Date

*(Indicate approximate completion date.)*

Describe the project(s) target audience(s) or demographics:

The target demographic audience for updating the website and for the visitor guide is as follows: Ages 30–50, couples, families, income \$75,000–\$150,000 a year, and within a 6-hour drive  
Interests include biking, axe throwing, concerts, football, the Mississippi River, Gertens, and community events.

List the project(s) geographical target markets:

The target audience for the website is the current top markets: Milwaukee, Chicago, and Madison. With the update of the website, we hope to expand the target audience to include Fargo, Sioux Falls, Des Moines, and Winnipeg. These locations are all within a 4-hour drive or used to be a top market for Visit Inver Grove Heights.

How will this grant support tourism in your community?

Visit Inver Grove Heights, which is perfectly located along the Mississippi River and the metro. We are a hidden gem with great dining, hotels, trails, and events. With this grant, we would have the funds to update and improve both the website and visitor guide. These are some of the first impressions that visitors get before visiting. The goal of these improvements is to increase the number of visitors, have them stay in Inver Grove Heights, and have them spend money within our community.

How will you measure success?

Success will be measured by an increase in website visits, time on site, newsletter sign-ups, and visitor guide requests.

PROJECT BUDGET WORKSHEET

Please estimate your organization’s anticipated expenses as they relate to the project(s) outlined on the Project Summary Worksheet (page 3). Eligible tactics are also referenced in the [2024 Tourism Recovery Grant Program Guidelines](#).

Estimated Budget Expense:

|                                      |                                                                         |
|--------------------------------------|-------------------------------------------------------------------------|
| <input type="text"/>                 | Consumer, Travel Trade, Meetings, and Conventions & Sports Advertising  |
| <input type="text"/>                 | Trade Shows                                                             |
| <input type="text" value="\$5,000"/> | Website Development & Enhancement                                       |
| <input type="text"/>                 | Social Media Management                                                 |
| <input type="text" value="\$5,000"/> | Fulfillment Pieces (such as visitor guides, maps, and brochures)        |
| <input type="text"/>                 | Media Production (including photo and video assets)                     |
| <input type="text"/>                 | Direct Mail                                                             |
| <input type="text"/>                 | Public Relations Services                                               |
| <input type="text"/>                 | Diversity, Equity, Accessibility, and Inclusion Marketing & Programming |
| <input type="text"/>                 | Public Events Marketing                                                 |

\$10,0000 **TOTAL OF ANTICIPATED EXPENSES**



## Request for Council Action

**SUBJECT:**        **Order Assessment Hearings, Declare Costs to be Assessed, and Order Preparation of Proposed Assessments for 2023 Pavement Management Projects 2022-09 I, J and L.**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Steve Dodge, Assistant City Engineer, 651.450.2541

### ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, calling for an assessment hearing on proposed assessments, declaring costs to be assessed, and ordering the preparation of proposed assessments for 2023 Pavement Management Projects 2022-09 I, J and L.

### BACKGROUND

The Council initiated the 2023 Pavement Rehabilitation Projects in the fall of 2021. The following projects were formally ordered by the Council on November 14, 2022, combined into a single construction contract, and awarded to McNamara Contracting, Inc. on April 10, 2023:

- 2022-09I – Carmen Avenue and Claude Way Area Rehabilitation
- 2022-09J – Cheney Trail and Coffman Path Area Rehabilitation
- 2022-09L – Bolland Trail and 62nd Street Area Rehabilitation

The estimated special assessments from the approved total project budget, as well as the projected final assessments for each project, are noted as follows:

| Project  | Estimated Assessments<br>(at time of Contract Award/Budget Approval) | Proposed Assessments<br>(at time of Project Completion) | Difference<br>(Decrease)/Increase |
|----------|----------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|
| 2022-09I | \$1,311,584.00                                                       | \$1,009,398.25                                          | (\$302,185.75) / -23.0%           |
| 2022-09J | \$ 398,260.50                                                        | \$ 302,616.85                                           | (\$95,643.64) / -24.0%            |
| 2022-09L | \$ 253,469.28                                                        | \$ 247,155.92                                           | (\$6,313.36) / -2.5%              |

The attached Resolutions are procedural in nature, with the first calling for the public hearing to be held on October 9, 2023, and the second ordering the preparation of assessments. These resolutions do not represent final action on the assessments, which will take place after the public hearing is held on October 9. All impacted property owners will receive a mailed notice of the public hearing and the proposed assessments for their property, in accordance with State Statute 429.

## **FISCAL IMPACT**

As noted above, this specific requested action is procedural in nature and has no fiscal impact. The projects are funded by a combination of Pavement Management - Local Streets Fund (Fund 440), Water Capital Fund (Fund 511), Sewer Capital Fund, (Fund 521), Storm Water Capital Fund (Fund 531), Special Assessments and funding from the City of South St. Paul and Metro Transit (Metropolitan Council) as approved by the Council's April 10 action.

## **RECOMMENDATION**

Staff recommends adoption of the attached Resolutions.

## **ATTACHMENTS**

1. Resolution - Call for Assessment Hearing 2022-09I
2. Resolution - Declare Costs and Order Preparation of Assessments 2022-09I
3. Resolution - Call for Assessment Hearing 2022-09J
4. Resolution - Declare Costs and Order Preparation of Assessments 2022-09J
5. Resolution - Call for Assessment Hearing 2022-09L
6. Resolution - Declare Costs and Order Preparation of Assessments 2022-09L

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

**RESOLUTION CALLING FOR HEARING ON PROPOSED ASSESSMENTS**

**2023 PAVEMENT MANAGEMENT PROGRAM  
CITY PROJECT NO. 2022-09I – CARMEN AVENUE AND CLAUDE WAY AREA REHABILITATION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, by a resolution of the City Council on Monday, September 11, 2023, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2023 Pavement Management Program

City Project No. 2022-09I – Carmen Avenue and Claude Way Area Rehabilitation

**WHEREAS**, Roadway improvements included pavement rehabilitation by means of full depth reclamation and mill & overlay, sidewalk improvements; spot storm water structure replacement, spot curb replacement, utility casting adjustments, spot watermain valve repairs, and appurtenances related thereto for Carmen Avenue from South Street to 65th Street, and Claude Way from the northerly intersection with Carmen Avenue to the southerly intersection with Carmen Avenue; and

**WHEREAS**, the City Clerk has notified the City Council that such assessments have been completed and filed in the City Clerk's Office for public inspection.

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

1. A hearing shall be held on October 9, 2023, in the City Council Chambers, 8150 Barbara Avenue, Inver Grove Heights, MN 55077 at 6:00 p.m., to pass upon the proposed assessments; and, at such time and place, all persons owning property affected by such improvements shall be given an opportunity to be heard with reference to such assessments.
2. The City Clerk is hereby directed to cause a notice of hearing on the proposed assessments to be published once in the official newspaper and to be mailed to the owner of each parcel described in the assessment roll.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



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

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING PREPARATION OF  
PROPOSED ASSESSMENTS**

**2023 PAVEMENT MANAGEMENT PROGRAM  
CITY PROJECT NO. 2022-09I – CARMEN AVENUE AND CLAUDE WAY AREA REHABILITATION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, by a resolution of the City Council on Monday, September 11, 2023, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2023 Pavement Management Program

City Project No. 2022-09I – Carmen Avenue and Claude Way Area Rehabilitation

**WHEREAS**, Roadway improvements included pavement rehabilitation by means of full depth reclamation and mill & overlay, sidewalk improvements; spot storm water structure replacement, spot curb replacement, utility casting adjustments, spot watermain valve repairs, and appurtenances related thereto for Carmen Avenue from South Street to 65th Street, and Claude Way from the northerly intersection with Carmen Avenue to the southerly intersection with Carmen Avenue; and

**WHEREAS**, the total final estimated project cost for City Project No. 2022-09I is \$1,961,417.18, with the storm sewer, street and sidewalk improvement assessable costs being \$1,873,842.26.

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

1. The amount to be specially assessed for City Project No. 2022-09I is hereby declared to be \$1,009,398.25.
2. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall be filed in the City Clerk's office for public inspection.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION CALLING FOR HEARING ON PROPOSED ASSESSMENTS**

**2023 PAVEMENT MANAGEMENT PROGRAM  
CITY PROJECT NO. 2022-09J – CHENEY TRAIL AND COFFMAN PATH AREA REHABILITATION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, by a resolution of the City Council on Monday, September 11, 2023, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2023 Pavement Management Program

City Project No. 2022-09J – Cheney Trail and Coffman Path Area Rehabilitation

**WHEREAS**, Roadway improvements included pavement rehabilitation by means of full depth reclamation and mill & overlay, trail rehabilitation; spot storm water structure replacement, spot curb replacement, utility casting adjustments, spot watermain valve repairs, and appurtenances related thereto for Cheney Trail from Cahill Avenue to Old Concord Boulevard, Coffman Path from Cheney Trail to Concord Boulevard (CSAH 56), Cavanaugh Court from Cheney Trail to its terminus (cul-de-sac), Chapman Court from Cheney Trail to its terminus (cul-de-sac), and Coffman Circle from Coffman Path to its terminus (cul-de-sac).; and

**WHEREAS**, the City Clerk has notified the City Council that such assessments have been completed and filed in the City Clerk's Office for public inspection.

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

1. A hearing shall be held on October 9, 2023, in the City Council Chambers, 8150 Barbara Avenue, Inver Grove Heights, MN 55077 at 6:00 p.m., to pass upon the proposed assessments; and, at such time and place, all persons owning property affected by such improvements shall be given an opportunity to be heard with reference to such assessments.
2. The City Clerk is hereby directed to cause a notice of hearing on the proposed assessments to be published once in the official newspaper and to be mailed to the owner of each parcel described in the assessment roll.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING PREPARATION OF  
PROPOSED ASSESSMENTS**

**2023 PAVEMENT MANAGEMENT PROGRAM  
CITY PROJECT NO. 2022-09J – CHENEY TRAIL AND COFFMAN PATH AREA REHABILITATION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, by a resolution of the City Council on Monday, September 11, 2023, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2023 Pavement Management Program

City Project No. 2022-09J – Cheney Trail and Coffman Path Area Rehabilitation

**WHEREAS**, Roadway improvements included pavement rehabilitation by means of full depth reclamation and mill & overlay, trail rehabilitation; spot storm water structure replacement, spot curb replacement, utility casting adjustments, spot watermain valve repairs, and appurtenances related thereto for Cheney Trail from Cahill Avenue to Old Concord Boulevard, Coffman Path from Cheney Trail to Concord Boulevard (CSAH 56), Cavanaugh Court from Cheney Trail to its terminus (cul-de-sac), Chapman Court from Cheney Trail to its terminus (cul-de-sac), and Coffman Circle from Coffman Path to its terminus (cul-de-sac).; and

**WHEREAS**, the total final estimated project cost for City Project No. 2022-09J is \$476,381.20, with the storm sewer, street and sidewalk improvement assessable costs being \$416,743.15; and

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

1. The amount to be specially assessed for City Project No. 2022-09J is hereby declared to be \$302,616.85
2. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall be filed in the City Clerk's office for public inspection.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION CALLING FOR HEARING ON PROPOSED ASSESSMENTS**

**2023 PAVEMENT MANAGEMENT PROGRAM  
CITY PROJECT NO. 2022-09L – BOLLAND TRAIL AND 62ND STREET AREA REHABILITATION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, by a resolution of the City Council on Monday, September 11, 2023, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2023 Pavement Management Program

City Project No. 2022-09L – Bolland Trail and 62nd Street Area Rehabilitation

**WHEREAS**, Roadway improvements included pavement rehabilitation by means of street reconstruction and mill & overlay, sanitary sewer improvements, spot storm water structure replacement, spot curb replacement, utility casting adjustments, spot watermain valve repairs, and appurtenances related thereto for 62nd Street East from Blaine Avenue to Bowman Avenue, Bolland Trail from 62nd Street to its terminus (east of Boyer Path), Bolland Court from Bolland Trail to its terminus (cul-de-sac), Bowman Path from Bolland Trail to Upper 62nd Street East, Boyer Path from Bolland Trail to Upper 62nd Street East; and

**WHEREAS**, the City Clerk has notified the City Council that such assessments have been completed and filed in the City Clerk's Office for public inspection.

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

1. A hearing shall be held on October 9, 2023, in the City Council Chambers, 8150 Barbara Avenue, Inver Grove Heights, MN 55077 at 6:00 p.m., to pass upon the proposed assessments; and, at such time and place, all persons owning property affected by such improvements shall be given an opportunity to be heard with reference to such assessments.
2. The City Clerk is hereby directed to cause a notice of hearing on the proposed assessments to be published once in the official newspaper and to be mailed to the owner of each parcel described in the assessment roll.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING PREPARATION OF  
PROPOSED ASSESSMENTS**

**2023 PAVEMENT MANAGEMENT PROGRAM  
CITY PROJECT NO. 2022-09L – BOLLAND TRAIL AND 62ND STREET AREA REHABILITATION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, by a resolution of the City Council on Monday, September 11, 2023, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2023 Pavement Management Program

City Project No. 2022-09L – Bolland Trail and 62nd Street Area Rehabilitation

**WHEREAS**, Roadway improvements included pavement rehabilitation by means of street reconstruction and mill & overlay, sanitary sewer improvements, spot storm water structure replacement, spot curb replacement, utility casting adjustments, spot watermain valve repairs, and appurtenances related thereto for 62nd Street East from Blaine Avenue to Bowman Avenue, Bolland Trail from 62nd Street to its terminus (east of Boyer Path), Bolland Court from Bolland Trail to its terminus (cul-de-sac), Bowman Path from Bolland Trail to Upper 62nd Street East, Boyer Path from Bolland Trail to Upper 62nd Street East; and

**WHEREAS**, the total final estimated project cost for City Project No. 2022-09L is \$571,008.82, with the storm sewer and street improvement assessable costs being \$308,944.89.

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

1. The amount to be specially assessed for City Project No. 2022-09L is hereby declared to be \$247,155.92.
2. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall be filed in the City Clerk's office for public inspection.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of September 2023.

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk





## Request for Council Action

---

**SUBJECT:**        **Resolution Authorizing Release of Non-Public Appraisal Data**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Consent Agenda  
**CONTACT:**         Kris Wilson, City Administrator, 651.450.2511

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### **ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, authorizing the release of city-obtained appraisal data regarding PID# 200331056001, dated April 16, 2019.

### **BACKGROUND**

Several years ago, the City and the then-owners of the AmericInn located at 5861 Blaine Ave. engaged in negotiations over the sale of a portion of the city-owned parcel immediately south of the hotel property. At that time, the City obtained an appraisal of the land, but ultimately, this sale was never completed.

At this time, the current owners of the AmericInn are again interested in exploring the purchase of land adjacent to their property, to allow them to relocate their "Park-Sleep-Fly" service onto the property. This "Park-Sleep-Fly" service is the subject of a recent Interim Use Permit on the nearby AMC Theaters parcel, which the Council recently extended for a period of 18 months.

Owners of the AmericInn have approached the City Administrator and City Attorney seeking information about a possible land sale and have requested the appraisal from 2019 as relevant data that might inform a possible sale price today. Sharing the appraisal with them does not obligate the City to accept the appraised value or to sell the property at all. It simply provides data to inform ongoing discussion.

Appraisals acquired by the City are non-public data and therefore require the Council's approval to release.

### **FISCAL IMPACT**

### **RECOMMENDATION**

Staff recommends adoption of the Resolution.

### **ATTACHMENTS**

1. Resolution Making Not Public Appraisal Data Public

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING PUBLIC DISSEMINATION OF APPRAISAL DATA**

**WHEREAS**, in 2019, the City of Inver Grove Heights (the “City”) had a market value appraisal prepared for the real property owned by the City and identified by Dakota County as Parcel ID Number 200331056011 (the “2019 Market Value Appraisal”); and

**WHEREAS**, pursuant to the provisions of Minn. Stat. Sec. 13.44, subd. 3, appraised values of real property made for the purpose of selling land through purchase are classified by the Minnesota Government Data Practices Act as confidential data on individuals or protected nonpublic data; and

**WHEREAS**, the City Council can, by majority vote, make this otherwise protected nonpublic appraisal data public.

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

1. The Council hereby makes the otherwise confidential data on individuals and protected nonpublic appraisal data contained in the 2019 Market Value Appraisal public.

Adopted by the City Council of the City of Inver Grove Heights, Minnesota, this 11<sup>th</sup> day of September, 2023.

Ayes:

Nays:

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



## Request for Council Action

---

**SUBJECT:**       **Adoption of Preliminary 2024 Budgets & Tax Levy for Taxes Payable 2024**

**MEETING DATE:**   September 11, 2023  
**ITEM TYPE:**       Regular Business  
**CONTACT:**        Kris Wilson, City Administrator, 651.450.2511  
                          Amy Hove, Finance Director, 651.450.2521

---

### **ACTION REQUESTED**

The Council is asked to adopt the four attached Resolutions, related to the City's 2024 preliminary tax levies and budgets.

### **BACKGROUND**

The four attached Resolutions are presented for Council consideration to ensure the City meets the September 30 statutory deadline for providing preliminary levy and budget data to Dakota County for calendar year 2024. The four Resolutions do the following:

1. Sets the City's total preliminary 2024 levy at \$32,741,394, which is a 7.9% increase over the City's 2023 levy. This total levy is made up of the individual levies for the City's General Fund, Pavement Management Fund, Tax Abatement, and Debt Service.
2. Grants preliminary approval of the 2024 General Fund budget as presented by staff and discussed by the City Council at its July 31 and September 5 work sessions.
3. Adopts preliminary, area-specific levies for the stormwater special taxing districts within the City.
4. Sets the date, time and place for the statutorily required public meeting on the City's proposed budget and levy as 6:00 pm on Monday, December 4 in the Council Chambers.

### **FISCAL IMPACT**

Each and every component of the City's budget and tax levies has a fiscal impact, for the City and its taxpayers. This action sets preliminary levies and budgets, which can be changed between now and final adoption in December, so long as none of the tax levies are increased.

### **RECOMMENDATION**

Staff recommends adoption of the four attached Resolutions.

### **ATTACHMENTS**

1. Resolution-Preliminary Citywide Tax Levy
2. Resolution-Preliminary Tax Levy Special Taxing Districts
3. Resolution-Preliminary General Fund 2024 Budget
4. Resolution-Setting Time, Date & Location for TNT/Budget Meeting

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ADOPTING THE CITYWIDE PRELIMINARY TAX LEVY  
FOR PAYABLE 2024**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS  
AS FOLLOWS:**

There is a preliminary tax levied upon taxable property in the City of Inver Grove Heights payable in 2024 for the following purposes in the following amounts:

|                                                                                                  |            |                  |
|--------------------------------------------------------------------------------------------------|------------|------------------|
| General Operating Fund                                                                           |            | \$ 26,971,103    |
| General Operating Fund-Tax Abatement                                                             |            | 182,880          |
| Pavement Management                                                                              |            | 3,045,000        |
| <u>Bond Retirement</u>                                                                           |            |                  |
| 2015A G.O. Improvement Bonds                                                                     | \$ 633,210 |                  |
| 2016A G.O. Improvement Bonds                                                                     | 718,292    |                  |
| 2017B G.O. Improvement Bonds                                                                     | 262,882    |                  |
| 2018A G.O. Improvement Bonds                                                                     | 739,552    |                  |
| 2019A G.O. Improvement Bonds                                                                     | 188,475    |                  |
| 2020A G.O. Improvement Bonds                                                                     | -          |                  |
| (Eliminating levy of \$268,044 by utilizing available<br>funds - assessments & Closed Bond Fund) |            |                  |
| Total Bond Retirement                                                                            |            | <u>2,542,411</u> |
| Total Citywide Levy                                                                              |            | \$ 32,741,394    |

Adopted this 11<sup>th</sup> day of September 2023, by the City Council of Inver Grove Heights.

Ayes:

Nays:

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ADOPTING THE PRELIMINARY STORM WATER SPECIAL  
TAXING DISTRICT TAX LEVIES FOR PAYABLE 2024**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS  
AS FOLLOWS:**

There is a preliminary special property tax levied upon the taxable property within the Storm Water Special Taxing Districts (S.W.S.T.D.) in the City of Inver Grove Heights payable in 2024 for the following purposes in the following amounts:

70<sup>th</sup> Street Recon Cahill Ave to Concord Blvd (Project 2001-02):

|                         |               |
|-------------------------|---------------|
| Babcock Trail           | \$ 22,230     |
| South Grove             | 41,285        |
| 70 <sup>th</sup> Street | <u>15,879</u> |
|                         | \$ 79,394     |

Adopted this 11<sup>th</sup> day of September 2023, by the City Council of Inver Grove Heights.

Ayes:

Nays:

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ADOPTING THE PRELIMINARY GENERAL FUND 2024 BUDGET**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS  
AS FOLLOWS:**

The following preliminary funds' expense/expenditure budget for the City of Inver Grove Heights for fiscal year 2024 are hereby approved:

|              |               |
|--------------|---------------|
| General Fund | \$ 32,964,994 |
|--------------|---------------|

Adopted this 11<sup>th</sup> day of September 2023, by the City Council of Inver Grove Heights.

Ayes:

Nays:

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION SETTING THE DATE, TIME, AND LOCATION FOR THE  
PUBLIC BUDGET DISCUSSION**

**BE IT RESOLVED, BY THE CITY COUNCIL OF INVER GROVE HEIGHTS  
AS FOLLOWS:**

That the City will host a public budget discussion on the 2024 preliminary budget and levy on December 4, 2023, at 6pm in Council Chambers.

Adopted this 11<sup>th</sup> day of September 2023, by the City Council of Inver Grove Heights.

Ayes:

Nays:

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



## Request for Council Action

---

**SUBJECT:**        **Second Reading of Ordinance Amending Snow Removal Provisions of the City Code**

**MEETING DATE:**    September 11, 2023

**ITEM TYPE:**        Regular Business

**CONTACT:**        Brian Connolly, Public Works Director, 651.450.2571  
                         Bridget Nason, City Attorney

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### ACTION REQUESTED

The Council is asked to approve the second reading of an ordinance amending City Code Title 5 and Title 7, related to public nuisance abatement and snow removal from public sidewalks.

### BACKGROUND

The City has approximately 78 miles of sidewalks and trails throughout the community (including approximately 18 miles of sidewalks and trails along Dakota County roadways). The City has historically cleared snow from approximately 50 miles of these sidewalks and trail facilities, located mainly along street right-of-way throughout the community, although these activities have been applied inconsistently between neighborhoods. The proliferation of more homeowners associations and their use of property maintenance contractors has also led to questions and code enforcement challenges regarding sidewalk and trail maintenance responsibilities, particularly as it relates to snow and ice removal, which has led to confusion given that ice removal is addressed in the City Code, but snow removal is not.

Staff are proposing the City Code be updated to include snow removal from public sidewalks as a property owner's responsibility, as is the current case for ice, rubbish, and dirt removal. Staff are also recommending updated language to address ambiguity related to abatement and costs to address snow, ice, rubbish, and dirt removal from public sidewalks, and allow more clear provisions for enforcement of the City Code and assessing of costs thereto. Implementing the proposed updates to the City Code will result in a clear integration between the City Code and the proposed updates to the Winter Maintenance Policy.

On August 14, 2023, the Public Works Director presented the City Council with an overview of proposed changes related to the Winter Maintenance Policy, how those proposed changes are closely related to City Code, and reviewed proposed changes to the City Code related to public nuisance abatement (Title 5) and snow removal from public sidewalks (Title 7). The Council subsequently approved the first reading of an ordinance related to snow removal from public sidewalks. Staff sent out notifications to 541 property owners who may be impacted by this change, primarily related to snow removal on sidewalks shifting from past plowing by the City, to a property owner's responsibility. A copy of this letter is attached for reference. In conjunction with the notification letter, City staff also placed updated mapping and Ordinance reference information for public viewing on the City's webpage at [www.ighmn.gov/wintermaintenance](http://www.ighmn.gov/wintermaintenance).

For the second reading, the following minor modifications were made to the proposed Ordinance (denoted in **red text** in the attached Ordinance document):

- Clarification of notification and remediation timelines, including clarification that notice will be provided if sidewalk clearing is not completed within 24 hours of a snow or ice event ending, and that the City may remedy the snow or ice removal 24 hours after notice is provided.
- Clarification throughout that the City's Street Maintenance Superintendant (or their designee) will determine when and if a public nuisance exists (previous version was ambiguous in defining "City staff").

## **FISCAL IMPACT**

N/A

## **RECOMMENDATION**

Staff recommends approval of the second reading of the attached ordinance.

## **ATTACHMENTS**

1. Snow Removal Ordinance Amendment (2nd Reading)
2. Sample Property Owner Notification



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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 5,  
CHAPTER 9, SECTION 6 AND TITLE 7, CHAPTER 1, SECTION 2 REGARDING  
PUBLIC NUISANCE ABATEMENT AND SNOW REMOVAL FROM PUBLIC  
SIDEWALKS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

**Section One. Amendment.** Inver Grove Heights City Code Title 5, Chapter 9, Section 6(A), is hereby amended to include the following language, which is shown below and underlined:

8. Immediate Abatement: Nothing in this section shall prevent the City, without notice or other process, from immediately abating any condition that poses an immediate and serious ~~danger~~ to public health, safety, or welfare.

**Section Two. Amendment.** Inver Grove Heights City Code Title 7, Chapter 1, Section 2, is hereby amended to read as follows. The ~~struck-out~~ text shows the deleted wording and the underlined text shows the language added to the code:

**7-1-2: SNOW, ICE, DIRT AND RUBBISH ON SIDEWALKS:**

A. Nuisance Declared; Sidewalks To Be Safe: All snow, ice, dirt, and rubbish remaining on a public sidewalk more than twenty four (24) hours after its deposit thereon is hereby determined to be a public nuisance. The owner and the occupant of any property adjacent to a public sidewalk shall use due diligence to keep such walk safe for pedestrians. No such owner or occupant shall allow snow, ice, dirt or rubbish to remain on the sidewalk ~~longer~~ more than twenty-four (24) hours after its has been deposited thereon; with respect to snow or other precipitation, the twenty-four (24) hour period shall start after the snow or other precipitation causing the condition has ceased to fall.

B. Removal By City; Records Kept: If the snow, ice, dirt or rubbish is not removed as required under section 7-1-2(A), the City may serve upon the owner or occupant of the property a ~~written notice sent by e-mail, standard US mail, or posting notice on the property~~ ordering removal of the snow, ice, dirt or rubbish within twenty-four (24) hours. If snow, ice, dirt or rubbish remains on a public sidewalk for more than twenty-four (24) hours after notice has been provided by the City, The—the street maintenance superintendent or ~~other officials or employees designated by the council~~ their designee may remove or cause to be removed from all public sidewalks all snow, ice, dirt, and rubbish as soon as possible, ~~beginning twenty-four (24) hours after any such matter has been deposited thereon or after the snow has ceased to fall.~~ Such employees or officials The City shall keep a record showing the cost of such removal adjacent to each separate lot and parcel and shall deliver such information to the City Clerk.

C. Emergency Abatement. Upon inspection of the property on which it is alleged that a public nuisance exists related to snow, ice, dirt or rubbish, if the **street maintenance superintendent or their designee** determine that a public nuisance exists and that the public health, safety or welfare may be in immediate danger, then emergency abatement procedures may be implemented, and the City may cause the nuisance to be removed or abated. When emergency abatement of snow, ice, dirt or rubbish is authorized, **pre-abatement** notice to the owner or occupant of the property is not required. Following emergency abatement, the City will mail a notice to the property owner and occupant describing the action taken to abate the nuisance and provide an invoice for the cost of the abatement.

D. Assessment of Costs; Delinquency: All costs of snow, ice, dirt or rubbish removal **from public sidewalks** shall be billed to the owner or occupant of the **adjacent** property, which shall be immediately due and payable to the City. Unpaid bills more than thirty (30) days past due shall be considered in default. The City Council may levy an assessment equal to such unpaid cost against each lot or parcel of land from which the snow, ice, dirt or rubbish has been removed pursuant to the provisions of Minnesota Statutes, Section 429.101.

**Section Three. 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**

\_\_\_\_\_  
Brenda Dietrich, Mayor

ATTEST:

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



**PUBLIC WORKS  
DEPARTMENT**

8150 Barbara Avenue  
Inver Grove Heights  
Minnesota 55077

Engineering  
651-450-2570

Streets and Utilities  
651-450-4309

[www.ighmn.gov](http://www.ighmn.gov)



August 24, 2023

Dear Property Owner,

The City of Inver Grove Heights is proposing changes to the City Code ("Ordinance") regarding sidewalk snow removal, to clarify that snow removal on sidewalks adjacent to private property is the responsibility of the property owner.

**Why you are receiving this letter:**

The City of Inver Grove Heights removed snow from a sidewalk adjacent to your property, and snow removal will become your responsibility if the proposed Ordinance change is adopted; or

You have common interest in a property (i.e., you are part of a homeowner's association) where sidewalks may have previously been plowed by the City of Inver Grove Heights, and responsibility for snow removal will fall on your homeowner's association if the proposed Ordinance change is adopted.

**What is driving the proposed updates to the City's Sidewalk Ordinance?**

The City has over 78 miles of sidewalks and trails that it maintains throughout the community, including along roadways, in parks, and through common areas. Customarily, the City plows the majority of these sidewalks and trails during the winter, with a focus on plowing along primary roadways (county roads and major City streets) and in areas around schools and bus stops. While historically the City has plowed along some residential streets, plowing has been inconsistent, and the City lacks the staff and equipment resources to plow all sidewalks and trails within Inver Grove Heights following winter weather events. The proposed Ordinance revisions, in conjunction with the City's Winter Maintenance Policy, are intended to identify and prioritize where the City will and will not plow sidewalks and trails.

**Which walkways will the City continue to plow?**

Included in this letter is a QR code that you can scan to find a map highlighting the proposed locations of sidewalks and trails that the City intends to continue plowing along and between primary roadways (noted in **RED**). The areas noted in **GREEN** on the map are the local sidewalks that the City is not intending to plow, and snow removal would be the responsibility of the adjacent property owner and/or homeowner's association if the proposed Ordinance is adopted. The map can be accessed by QR code, or by visiting [ighmn.gov/wintermaintenance](http://ighmn.gov/wintermaintenance).

## How can I learn more about proposed changes to the Winter Maintenance Policy?

The City Council heard staff input and held discussion regarding these proposed changes and proposed public outreach efforts at their meeting on August 14, 2023. You can watch a recording of this meeting on the Town Square Television website at **townsquare.tv**. The City's proposed Ordinance approval process includes a series of three City Council meetings to approve proposed changes. The second City Council discussion to consider these proposed changes is scheduled for the **September 11, 2023**, City Council Meeting. The third and final discussion is proposed for the meeting to be held on **October 9, 2023**. You can sign up to receive City Council meeting agenda updates at **ighmn.gov/agenda**.

## Will I have the opportunity to engage with the City on these proposed changes?

Yes. The City Council and City staff welcome your feedback on this issue. We understand that these proposed changes to the City's sidewalk Ordinance may be worrisome to some property owners, and, if adopted, the City intends to work with impacted property owners during the first year of implementation to educate and provide guidance regarding snow removal practices on sidewalks. If you have questions or concerns, you are invited to contact the City's Public Works department at 651-450-2570, or email **snowremoval@ighmn.gov**. You are also welcome to attend the City Council meeting on September 11, 2023, starting at 6 p.m. at Inver Grove Heights City Hall, 8150 Barabara Avenue.

Sincerely,



Brian Connolly, PE  
Public Works Director



Tyson Rainey  
Code Compliance Coordinator

Copy:  
Kris Wilson, City Administrator  
Barry Underdahl, Street Superintendent  
Judy Wonick, Support Specialist  
City Council Members:  
Brenda Dietrich - Mayor  
Sue Gliva  
John Murphy  
Tony Scales  
Mary T'Kach





## Request for Council Action

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**SUBJECT:**       **Comprehensive Plan Amendment for Outlot D, Argenta Hills**

**MEETING DATE:**   September 11, 2023  
**ITEM TYPE:**       Regular Business  
**CONTACT:**       Allan Hunting, City Planner, 651.450.2554

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### **ACTION REQUESTED**

The Council is asked to consider a request to amend the land use designation/ comprehensive plan guiding of a portion of a parcel located on Amana Trail, west of Target, from Regional Commercial (RC) to High Density Residential (HDR). (BJ Baas - Case No. 23-30CPA)

- Requires 4/5ths vote
- 60-day deadline: October 18, 2023 (second 60 days)

### **BACKGROUND**

The applicant is seeking to reguide the balance of Outlot D, Argenta Hills from Regional Commercial to High Density Residential. The total acreage of Outlot D is 12.37 acres. In 2018, the City Council conditionally approved a Comp Plan Amendment, reguiding the westerly 10 acres of Outlot D to High Density Residential. The applicant is now requesting the remaining 2.37 acres of Outlot D also be guided HDR.

The subject area is part of the vacant land west of Target, but does not include or impact Outlot C, which lies immediately to the west of the small commercial buildings in Argenta Hills. A concept plan was submitted for Outlot D, showing one 200-unit apartment building and 30 townhome units.

Discussion points to consider when reviewing the request:

- Amending the comprehensive plan would allow the city to bring the density of the overall Northwest Area back to levels that were anticipated when planning began for the area.
- Approving an apartment project would be consistent with the goals of providing for different housing types and densities.
- Retaining the commercial designation would provide land and building potential to supply goods and services for the City.
- The original approved PUD was a mixed-use type of project to accommodate retail and commercial in the same general area.

### **FISCAL IMPACT**

NA

## **RECOMMENDATION**

At their August 15 meeting, the Planning Commission recommended approval of the requested comp plan amendment (8-0-1).

## **ATTACHMENTS**

1. Map of Site
2. Approval Resolution
3. Denial Resolution
4. Planning Commission Recommendation
5. Staff Report
6. Resident Comments



Dakota County, MN



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 = 600 feet  
7/26/2023





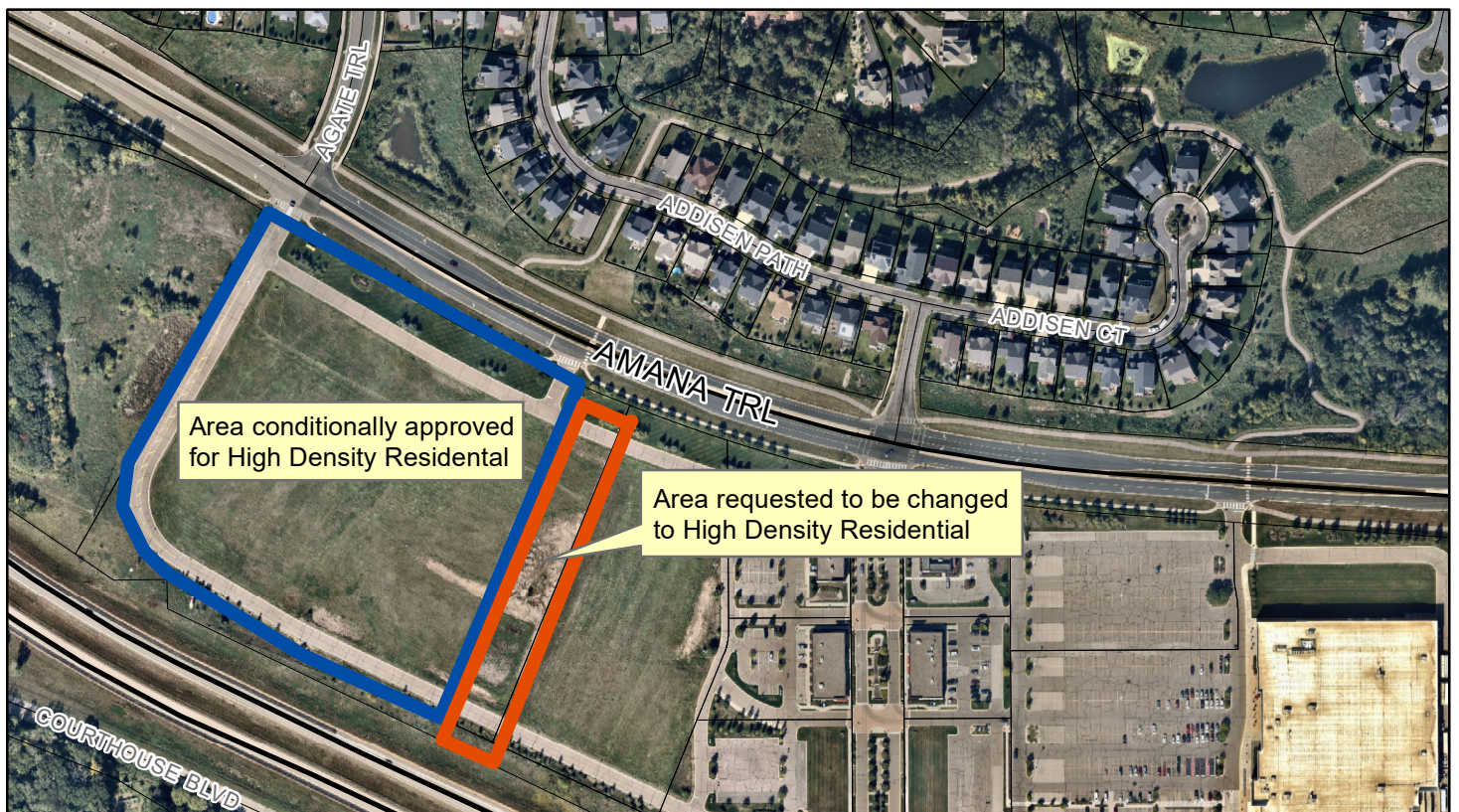
# Comp Plan Map Case No. 23-30CPA



## Existing Comp Plan



## Proposed Comp Plan





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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING A COMPREHENSIVE PLAN MAP AMENDMENT TO CHANGE  
THE LAND USE DESIGNATION OF THE EASTERLY 2.37 ACRES OF OUTLOT D, ARGENTA  
HILLS FROM RC, REGIONAL COMMERCIAL TO HDR, HIGH DENSITY RESIDENTIAL**

**CASE NO. 23-30CPA  
(BJ Baas Builders)**

**WHEREAS**, an application has been submitted to amend the future land use map in the City of Inver Grove Heights' Comprehensive plan to reguide the land use designation of the easterly 2.37 acres of Outlot D, Argenta Hills from RC, Regional Commercial to HDR, High Density Residential for the real property (Property) legally described as;

Outlot D, Argenta Hills, Dakota County, Minnesota according the recorded plat thereof

**WHEREAS**, an amendment to the City's Comprehensive Plan may be approved by the City Council on an affirmative vote of 4/5ths of the Council per Minn. Stat. Sec. 462.355, subd. 3;

**WHEREAS**, the City of Inver Grove Heights Planning Commission reviewed the application on August 15, 2023, held a public hearing regarding the application following posted and published notice of the same;

**WHEREAS**, following a review of the Application, the change to the City's Comprehensive Plan Land Use Plan was found by the City Council to be a positive development direction for this part of the City and have a positive impact on the health, safety, and general welfare of the citizens of the community and the surrounding land.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS**, that the application for a Comprehensive Plan Map Amendment amending the City's future land use plan to reguide the easterly 2.37 acres of Outlot D, Argenta

Hills from RC, Regional Commercial to HDR, High Density Residential is hereby approved subject to the following conditions:

1. The comprehensive plan land use change shall not become effective until reviewed by the Metropolitan Council and rezoning, final plat and final planned unit development plans have been approved by the City Council.
2. The Metropolitan Council shall not require any significant modifications to the comprehensive plan amendment.
3. The Metropolitan Council shall not make a finding that the comprehensive plan amendment has a substantial impact or contain a substantial departure from any metropolitan systems plan.

Adopted by the City Council of Inver Grove Heights on this \_\_\_\_ day of \_\_\_\_\_, 2023.

Ayes:

Nays:

ATTEST:

\_\_\_\_\_  
Brenda Dietrich, Mayor

\_\_\_\_\_  
Rebecca Kiernan, City Clerk

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION DENYING A COMPREHENSIVE PLAN MAP AMENDMENT TO CHANGE THE  
LAND USE DESIGNATION OF THE EASTERLY 2.37 ACRES OF OUTLOT D, ARGENTA HILLS  
FROM RC, REGIONAL COMMERCIAL TO HDR, HIGH DENSITY RESIDENTIAL**

**CASE NO. 23-30CPA  
(BJ Baas Builders)**

**WHEREAS**, an application has been submitted to amend the future land use map in the City of Inver Grove Heights' Comprehensive plan to reguide the land use designation of the easterly 2.37 acres of Outlot D, Argenta Hills from RC, Regional Commercial to HDR, High Density Residential for the real property (Property) legally described as;

Outlot D, Argenta Hills, Dakota County, Minnesota according the recorded plat thereof

**WHEREAS**, an amendment to the City's Comprehensive Plan may be approved by the City Council on an affirmative vote of 4/5ths of the Council per Minn. Stat. Sec. 462.355, subd. 3;

**WHEREAS**, the City of Inver Grove Heights Planning Commission reviewed the application on August 15, 2023, held a public hearing regarding the application following posted and published notice of the same, and recommended denial of the Application to the City Council;

**WHEREAS**, following a review of the Application, the change to the City's Comprehensive Plan Land Use Plan was found by the City Council to be contrary to the development direction for this part of the City and inconsistent with the existing and proposed land uses in the area.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS**, that the application for a Comprehensive Plan Map Amendment amending the City's future land use plan to reguide the easterly 2.37 acres of Outlot D, Argenta

Hills from Regional Commercial to HDR, High Density Residential is hereby denied based on the following findings of fact:

1. The City's existing comprehensive plan, which was adopted relatively recently, represents the best vision for the future land use for the Property and the City at this time.
2. The proposed amendment to the Comprehensive Plan would disrupt the land use pattern envisioned by the adopted Plan for this particular area and create a series of impacts on other properties and land uses.
3. The City's circumstances and vision have not changed measurably in any way to support the impact to the Comprehensive Plan that would be effectuated by the proposed amendment.
4. The proposed comprehensive plan amendment would not have a positive impact on the health, safety, and general welfare of the citizens of the community and the surrounding land.

Adopted by the City Council of Inver Grove Heights on this \_\_\_\_ day of \_\_\_\_\_, 2023.

Ayes:

Nays:

ATTEST:

\_\_\_\_\_  
Brenda Dietrich, Mayor

\_\_\_\_\_  
Rebecca Kiernan, City Clerk



**RECOMMENDATION TO  
CITY OF INVER GROVE HEIGHTS**

**TO:** Mayor and City Council of Inver Grove Heights

**FROM:** Planning Commission

**DATE:** August 15, 2023

**SUBJECT:** Consider a Comprehensive Plan Amendment to change the Land Use of the easterly 2.37 acres of Outlot D, Argenta Hills from Regional Commercial to High Density Residential to allow for a multi-family development at PID No. 20-12050-00-040. (BJ Baas – Case No. 23-30CPA)

**Reading of Public Notice**

Secretary Weber read the Public Hearing Notice. The notice was mailed to 139 properties on July 27, 2023.

**Presentation of Request**

City Planner Hunting presented a summary of the staff report.

**Planning Commission Discussion**

Commissioner Clancy questioned if this would be the last step for the developer to start building. Hunting stated that the applicant would have to come back and apply for Rezoning, Preliminary and Final Plat and Site Plan applications.

Commissioner Weber inquired if the water retention on Outlot D would be utilized by Outlot C. Hunting stated that the original stormwater plan would still have to be followed. This topic would be part of the Site Plan review if it would get to that point.

Motion by Weber, Second by Twedt, to accept the twenty-one received resident emails onto the agenda and minutes for the meeting.

Ayes: 9

Nays: 0      Motion carried.

**Opening of the Public Hearing**

David Fisher, 6718 Cove Point Road, Minnetrista, Applicant, presented a PowerPoint providing further detailed information on the proposed project.

Chair Niemioja questioned what the total height of the proposed apartment building would be. Mr. Fisher stated that it would have underground parking, and four floors above ground would be 60 feet. The two-story townhomes would be 20 feet, three-story section of the apartment building 40 feet and the southernmost section of the apartment building will be four stories and would be in the higher 50's – 60 feet high.

Commissioner Teiken inquired about the contaminated soil section of the parcel, and if it's considered unbuildable, what it would they do with it. Mr. Fisher stated that a structure cannot be placed in that section. A playground or gazebo would be an option that the soil would be able

to hold.

Commissioner Clancy questioned when the soil borings were last done. Mr. Fisher stated that they were done in the last couple of years.

Commissioner Twedt inquired if the development needed the additional 2 acres. Mr. Fisher stated that the acreage is not needed. It needs to be done to clean up the plat and for future buyers and lenders.

Nick Monson, 8953 Almquist Way, Chief Operating Officer, Hemple Real Estate, stated that the properties were purchased about a year ago. The builder that has been chosen is long term, they aren't looking to build and flip. Confident that as this project moves forward the surrounding outlots will get developed as well.

Commissioner Clancy inquired if there was information on the soil directly east on Outlot C. Mr. Monson stated that the soil on Outlot C is good. Soil borings have been done and have come back fine.

Commissioner Weber inquired to Mr. Hunting if the parcel to the west is large enough to hold a big box store. Hunting stated that there are power lines that run through and is not sure how many acres are buildable. Mr. Monson stated that they believe that at least half of the lot is buildable.

Keith Carlson, 7634 Addisen Path, questioned if Outlot C is still zoned for commercial. Mr. Hunting stated that it is. Mr. Carlson questioned if in the future Outlot C would be changed to residential as well. Mr. Hunting stated that if this proposal were approved, with the number of rooftops, it would probably stay commercial. Mr. Carlson questioned if the unbuildable space on Outlot D, would it be able to hold a park, baseball field, or soccer field. Mr. Carlson questioned if the 2018 CUP has an expiration date. Hunting stated that it does not.

Samantha Fitzgerald, 7668 Addisen Path, stated that there are no other areas for retail, it has been stated that this area has been wanted to stay as commercial. For many years the surrounding residents and the City Councils have fought to keep this area zoned commercial. The high density also does not fit in this neighborhood, with apartments abutting directly to single-family homes. Would ask you to deny the proposed change.

Lisa Nathe, 7650 Addisen Path, stated that with the size of the proposed apartment building and the addition of the vehicles. The traffic would increase greatly. Would like to see the property be green space, a park, or retail and places to shop.

Katie Pluff, 7670 Addisen Path, stated that they have been involved in the process of the potential changes to these lots since the beginning. Confused by the fact that they thought the lot was only high density if the last developer came back with a plan application, and they did not. Finds it hard to think that 200-unit apartment building would make a difference, with the surrounding development that is currently happening. Agrees that the traffic will increase and would not be good. Doesn't want to look at a 60-foot-tall apartment building.

Commissioner Weber stated that if a regional commercial development were to build a building, they would be able to build a 60-foot-tall building without needing to come through this process.

Heather Thornton, 7621 Addisen Path, stated that she is torn and would like clarification on the past approval of the conditional approval, and how even when the property has changed owners, the conditional approval is still in place.

Senior Planner Hunting stated that the City Attorney has stated that this sort of approval is tied to the land and not to the property owners. The conditional approval is that the City Council is supportive of the change, but the site plan has to be approved and then the designation will be changed on the zoning maps.

Ms. Thornton reiterated that as the property is zoned today it is still commercial, but the conditional approval is for high density residential, and today's request is for the small strip of the 2 acres to be added to the conditional approval that would still be subject to the approval of a Site Plan.

Commissioner Weber clarified that regional commercial is still what this property is zoned. The item tonight is cleaning up the conditional approvement of high density residential, so that the applicant can apply for a Site Plan and that would still have to come before the Planning Commission and the City Council. Mr. Hunting confirmed that is correct.

Chair Niemioja questioned how having the apartments built makes a difference in getting other commercial opportunities to the surrounding outlots. Mr. Monson stated that as a developer if they could sell acre by acre to commercial users they would, financially, beneficial. The current commercial buildings have vacancies from 2011, from when the building was built. Implementing higher density into commercial areas helps with bringing the commercial areas work. Retail patterns have also changed in the last five years.

Commissioner Weber inquired if the design of the apartment building was ever considered to include retail on the first floor, and then the apartments on the upper floors. Mr. Monson stated that those sorts of buildings are very expensive and not economically successful. There is still a lot of acreage left in this area for commercial use. Mr. Fisher stated that the developer perspective is that that type of building is very difficult to manage. The tenants are completely different and have many different needs. They work better in a downtown location.

Commissioner Teiken stated that in the past there have been conversations about what type of retail can be attracted to this area. Mr. Monson stated that the OEA with Target gets less restrictive the further away the property is from Target. Mr. Monson stated that he does have a memo from the City Attorney that explains why the conditional approval is still valid on the property.

Jince Joseph, 7674 Addisen Court, stated that selected his home because it is a 196-school district. Is concerned that bringing a large apartment building will raise the class sizes at their schools. Concerned that there are no parks nearby.

OyeSpa, 7741 Almana Trail, stated that the business has been at this location for almost three years, business has been okay, but not enough traffic. Having the apartment building will help the surrounding businesses and bring in additional commercial.

Commissioner Schaefer inquired if a condition on a stipulation for what the unbuildable area of

the parcel can be used for can be added. Mr. Hunting stated that there is no authority to tell future developers what they can do with their land. There wouldn't be a rationale to add that kind of condition. Ms. Schaefer stated that listening to the comments of the neighbors and that they would like more green space and park land near their homes. Mr. Hunting stated that would be reviewed during the Site Plan review process. The developer is not required to provide anymore green space, that has already been met. The Planning Commission could make a recommendation to City Council but that would be made during the Site Plan process.

Mr. Fisher stated that as the developer they are upfront with their plans and ideas for the property. There will be an empty space and that will be included in our site plan. Discussions will be had in the future as to what it will be.

Samantha Fitzgerald, 7668 Addisen Path, stated that Mr. Fisher stated in an email that the open space would not be for the public, but for the residents of the apartment building. Wouldn't be helpful for the surrounding neighborhood.

Mr. Fisher clarified that was said in the email to Ms. Fitzgerald because the land will be open space, but legally am not sure of the liability of having the space available for public use. The discussion will be had further in the future.

Public Hearing Closed at 9:31 p.m.

#### **Planning Commission Discussion**

Commissioner Teiken stated that he is in support and was in attendance during the 2021 development discussions and was in support of the need for housing. Any number of additional housings is helpful. The proposed development is a lot less intense than the 2021 development and the Planning Commission approved it 6-3. The land hasn't changed, there is still a struggle to get commercial to this area. We can be assisting with two large issues, housing and bringing additional traffic to current and potential future commercial.

Commissioner Weber stated that his point of view is they're cleaning up something so that the developer can market the land properly.

Commissioner Schaefer stated that she would like to see the memo from the City Attorney for reference.

Chair Niemioja stated that cleaning up the guidance and the potential development to come, is in favor.

#### **Planning Commission Recommendation**

Motion by Weber, Second by Clancy, to Approve the Comprehensive Plan Amendment subject to the conditions listed in the staff report, and the additional condition of adding the memo from July 9, 2021, from the City Attorney to the City.

Ayes: 8

Nays: 0

Motion carried.

Schaefer Abstained from Voting.



## Planning Commission Report

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|                            |                                                                 |
|----------------------------|-----------------------------------------------------------------|
| <b>MEETING DATE:</b>       | August 15, 2023                                                 |
| <b>CASE NO:</b>            | 23-30CPA                                                        |
| <b>APPLICANT:</b>          | BJ Baas Builders (Rise Capital)                                 |
| <b>PROPERTY OWNER:</b>     | Graceland IGH Holdings, LLC                                     |
| <b>REQUEST:</b>            | Comprehensive Plan Amendment                                    |
| <b>LOCATION:</b>           | South Side of Amana Trail between Argenta Trail and Highway 3   |
| <b>COMPREHENSIVE PLAN:</b> | RC, Regional Commercial (HDR, High Density Residential pending) |
| <b>ZONING:</b>             | B-4/PUD, Commercial Planned Unit Development                    |
| <b>STAFF CONTACT:</b>      | Allan Hunting, 651.450.2554                                     |

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### **ACTION REQUESTED**

The specific application being requested is:

1. Comprehensive Plan Amendment to change the land use designation of the balance of Outlot D (2.37 acres), Argenta Hills, from RC, Regional Commercial to HDR, High Density Residential.

### **BACKGROUND**

The applicant has submitted an application requesting a Comprehensive Plan Amendment to allow for a change in land use from Commercial to High Density Residential. The request is to change the land use on the balance of Outlot D, Argenta Hills from RC, Regional Commercial to HDR, High Density Residential. In 2018, the City Council conditionally approved a Comprehensive Plan Amendment for the westerly 10 acres of Outlot D to High Density Residential. The applicant is requesting that the remaining 2.37 acres of Outlot D also be guided to HDR, High Density Residential.

The concept plan that was submitted contains one 200 unit apartment building and 30 townhome units. The subject area is the vacant land west of Target. The vacant parcel (Outlot C) to the west of the small commercial buildings is not part of this request.

### **HISTORY**

In 2007, City Council approved the Argenta Hills Planned Unit Development, which consisted of 154 residential units and 410,000 square feet of commercial. There have been a number of amendments to the PUD since that time. In 2010, the developer requested and received an amendment to the first phase of residential development in the northeast corner of the site. The proposed change reduced the number of single family lots in that neighborhood from 60 to 45. In 2012, the developer requested and received an amendment to change the townhouse phase of the project to single-family detached housing. In 2014, the final amendment in the residential area of the PUD was approved, reducing the



farthest west neighborhood on the west side of Alverno Avenue from the original plan by 8 units.

In 2017, an application was submitted proposing a 400 unit development on the two outlets (C and D). The City Council did not support the request and denied all parts of the application on January 8, 2017. On February 12, 2017, the City Council approved finds of fact for denial of the Comprehensive Plan Amendment and reconsidered action on the Rezoning, Plat and PUD Plan requests. Ultimately, the applicant withdrew the remaining requests.

In 2018, IGH Investments applied for a Comprehensive Plan Amendment to change the westerly 10 acres of Outlot D for a 220 high-end apartment building. Outlot C was to remain as Regional Commercial. The City Council conditionally approved the Comprehensive Plan Amendment to High Density for the requested west 10 acres of Outlot D subject to approval of a PUD plan approval. No subsequent applicant for PUD approval was ever filed and therefore the Comprehensive Plan Amendment still stands but has not been put into effect.

In 2021, Lennar Multi-Family Communities applied for a Comprehensive Plan Amendment to change both Outlot C and D to High Density Residential. The proposed project consisted of 312 apartment-style townhome units in a 13 building development. During the City Council discussion, it was brought up many times that preserving some or all of this land for retail is still an important need for the community. The City Council ultimately denied the request to change both Outlots to High Density Residential.

## **EVALUATION OF REQUEST**

### **COMPREHENSIVE PLAN AMENDMENT**

In the original 2007 PUD plan, this area was approved for a 132,500 square foot retail store and a junior anchor building planned for two uses; 30,000 square feet and 20,000 square feet. The proposed use of the property requires a change to the Comprehensive Plan land use designation from Regional Commercial to High Density Residential.

The following lists the definition of the proposed and existing land use designations and lists policies that appear to be most relevant to the project for each category in the 2040 Comprehensive Plan.

High Density Residential (HDR): Areas designated as high density residential are intended to accommodate multi-family housing at densities exceeding 12 units per acre. Uses in this category will be principally limited to higher density apartment or condominium buildings for either general occupancy or for specific segments of the population such as senior housing.

### **Future Development Area Policies:**

- "Create planned neighborhoods with common facilities and amenities that establish a sense of identity and that helps promote long-term maintenance and value stability."
- "Establish a collector road system that deters the use of local streets for non-local vehicular trips."
- "Encourage diverse housing styles consistent with the inherent characteristics of the site."
- "Encourage cluster development practices that preserve significant natural resources by concentrating building locations."
- "Provide commercial areas that are convenient to residential neighborhoods."
- "Encourage creative land planning to create neighborhood areas that have a unique personality reflecting the natural beauty of the area as well as the overall context of the community."

- *Amending the plan would allow the city to bring the density of the overall Northwest Area back to levels that were anticipated when planning began for the area. There have been a number of projects approved or amendments approved that have reduced the approved unit count below assumed densities.*
- *Approving an apartment project would be consistent with the goals of providing for different housing types and densities.*

From Housing Chapter:

Housing Policies:

- "Maintain a balanced housing supply with housing available for people at all income levels and unit types that meet the varying life cycle needs of Inver Grove Heights residents."
- "Continue to utilize City Ordinances that allow planned developments that provide a mix of housing types."
- "Promote the development of multi-family housing in areas that are physically suited to higher densities."
- "Promote higher density housing in the mixed-use area of the City."

Regional Commercial (RC): Regional Commercial areas are lots or parcels containing large-scale retail sales and services along arterial roadways that serve the region. As the name implies, goods and services offered in such areas appeal to a wide range of consumers, many of whom are willing to travel a significant distance to patronize various business establishments. Regional Commercial districts are intended for large "big-box" users. These types of uses serve as anchors for other small to mid-sized commercial uses that benefit by the traffic generated by the anchors.

Regional Commercial Area Policies:

- "Provide Regional Commercial areas to supply goods and services that appeal to a broad base of customers."
- "Ensure a design pattern that facilitates pedestrian circulation between uses within the district and establishes a level of amenities that enhances the sustainability of the center."
- "Encourage public and private improvements that create attractive environments for regional commercial developments."
- "Require high quality building materials for structures in regional commercial areas."
- "Provide arterial and community collector roadways necessary to support regional commercial developments."
  - *Retaining the commercial designation would provide land and building potential to supply goods and services for the City.*
  - *The location is along major roads for ease of access to and from the site and the road system would be able to accommodate vehicle volumes associated with commercial retail uses.*
  - *The original approved PUD was a mixed-use type of project to accommodate retail and commercial in the same general area.*

## ALTERNATIVES

The Planning Commission has the following actions available for the request:

**A. Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:

- Approval of the Comprehensive Plan Amendment to change the land use designation of the balance of Outlot D (2.37 acres), Argenta Hills from RC, Regional Commercial to HDR, High Density Residential (12-35 units/acre) subject to the following conditions:
  1. The Comprehensive Plan land use change shall not become effective until approved by the Metropolitan Council and Rezoning and Development Plans have been approved by the City Council.
  2. The Metropolitan Council shall not require any significant modifications to the Comprehensive Plan Amendment.
  3. The Metropolitan Council shall not make a finding that the Comprehensive Plan Amendment has a substantial impact or contain a substantial departure from any metropolitan systems plan.

**B. Denial.** If the Planning Commission does not find the application to be acceptable, a recommendation of denial should be made. Specific findings supporting a basis for denial must be stated by the Commission if such a recommendation is made.

## RECOMMENDATION

In 2018, the City Council conditionally approved a Comprehensive Plan Amendment to High Density for the requested west 10 acres of Outlot D subject to approval of a PUD plan approval. No subsequent applicant for PUD approval was ever filed and therefore the Comprehensive Plan Amendment has not been put into effect.

During the last request in 2021 to change both outlets to residential, the City Council had considerable discussion about the need to retain commercial opportunities, especially in this area. It appears the opinion of the City Council was that any future requests for high density residential in this area need to also include a commercial component. The information provided with this request does not propose nor suggest a commercial component with this project nor any future use for Outlot C.

In the previous requests, the Planning Department felt that a residential project was a positive for the area. Some of the factors include:

- In many markets, commercial development remains slower due to many factors. Internet retail has changed the way retailers do business and fewer brick and mortar stores are being constructed.
- The addition of more residential in the area should create shopping demand to help fill the vacant store fronts.
- The project would add a different housing mix and density that is anticipated in the Northwest Area.
- In general, a multiple family development would have a higher building valuation and thus generate more taxes than a commercial building.
- The connection fee structure in the Northwest Area for multiple family is generally higher than commercial.

The Planning Commission is asked to make a recommendation to the City Council on this land use change request.

#### **ATTACHMENTS**

1. Location Map
2. Comprehensive Plan Map
3. Project Narrative
4. Concept Plan
5. 2017 Concept Plan
6. 2018 Concept Plan
7. 2021 Concept Plan
8. 2018 Comp Plan Map
9. Resident E-mails



Dakota County, MN



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 = 600 feet  
7/26/2023





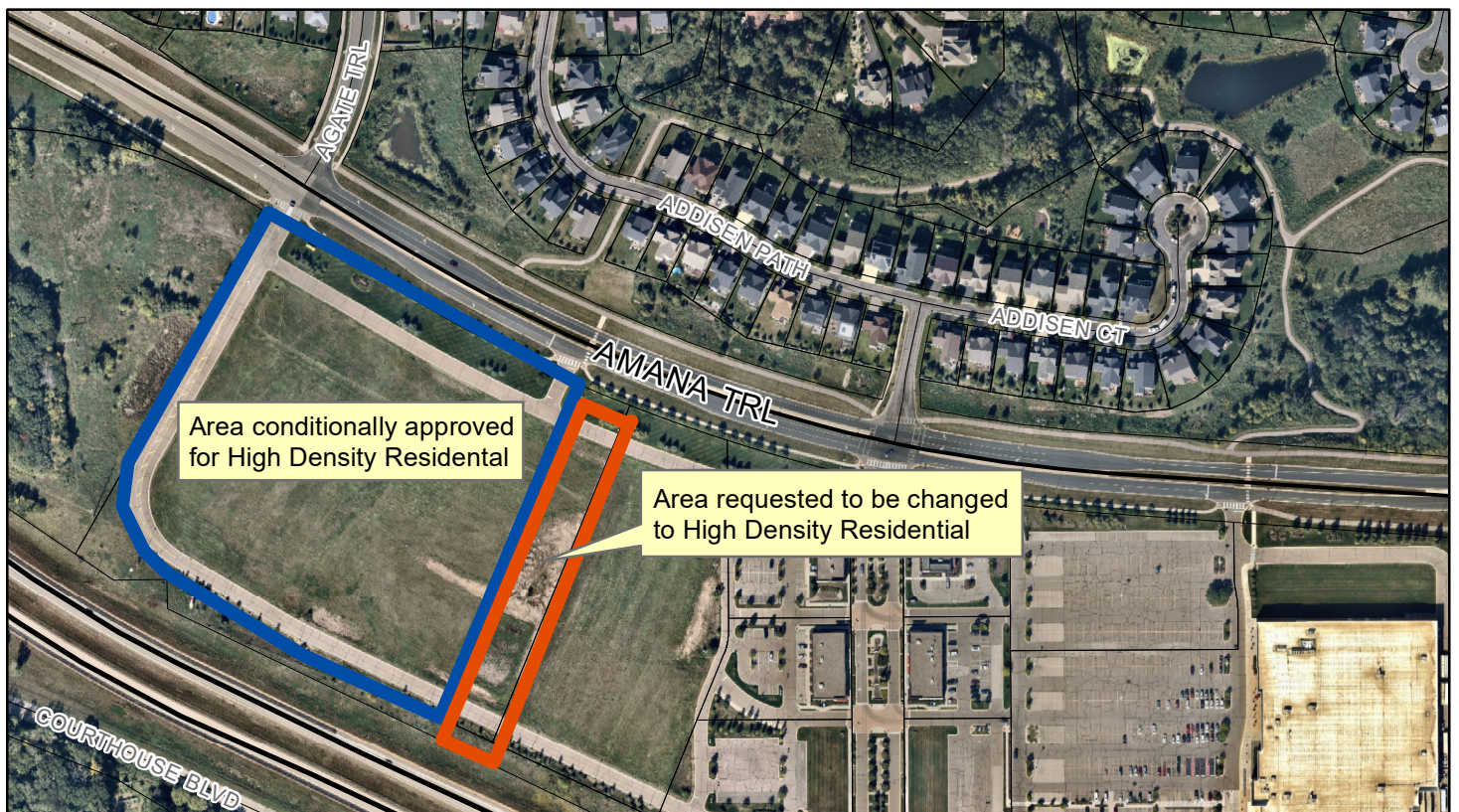
# Comp Plan Map Case No. 23-30CPA



Existing Comp Plan



Proposed Comp Plan





## Comprehensive Plan Amendment Request

City of Inver Grove Heights, MN

June 20, 2023

Legal Description: ***Outlot D, Argenta Hills, Dakota County, MN***

### Request Narrative:

Throughout the process of planning a multi-family construction project on the referenced site, we became aware that only the Westerly 10 acres of the total 12.37 acre site was designated as High Density Residential (HDR), while the Easterly 2.37 acres remained designated as Regional Commercial. Considering this is one legal parcel of 12.37 acres, our request is for the entire parcel to be designated at HDR, and not just the westerly 10 acres as previously approved.

Although we do not understand the reasoning for only a portion of this lot being designated as HDR, this creates potential title issues, and complications for development. Additionally, there is not a legal description of the 10 acres designated as such, so the dividing line location and orientation is unknown. The attached sketch shows one conceptual change in designation location and the approximate split of 10 acres from the remaining 2.37 acres. Our planned townhome (30 units) and apartment (200 units) project does not entirely fit on 10 acres alone. See attached site plan layout.

At the request of the City, and Neighborhood Meeting was held on Thursday June 15<sup>th</sup> at 6:00p.m. at 7781 Amana Trail Suite #205. Approximately 14 neighborhood households were represented. Questions were asked about aesthetics of the project, density of the development, overall structure heights, and plans for commercial growth in the adjacent areas. Concept drawings and details were provided to give context to the development plans, and overall, the response from the neighbors was very positive.

It is for the named reasons above that we are respectfully requesting consideration of changing the Comprehensive Plan designation of the remaining (Eastern) 2.37 acres of Outlot D, Argenta Hills, from Regional Commercial to High Density Residential.









- DWELLING UNITS
- AT-GRADE ENCLOSED PARKING
- BUILDING COMMON AREA

**BUILDING SUMMARY**

FOUR STORIES + UNDERGROUND PARKING

- 233,329 GROSS BUILDING SF

PARKING:

- 400 TOTAL PARKING SPACES
- 200 COVERED
- 200 SURFACE (INCLUDES 119 PROOF OF PARKING)

200 TOTAL DWELLING UNITS

- 24 - STUDIO
- 44 - 1BR SMALL
- 76 - 1BR LARGE
- 5 - 1BR+DEN
- 41 - 2BR
- 10 - 2BR CORNER

**TOWNHOMES SUMMARY**

30 TOTAL TOWNHOMES

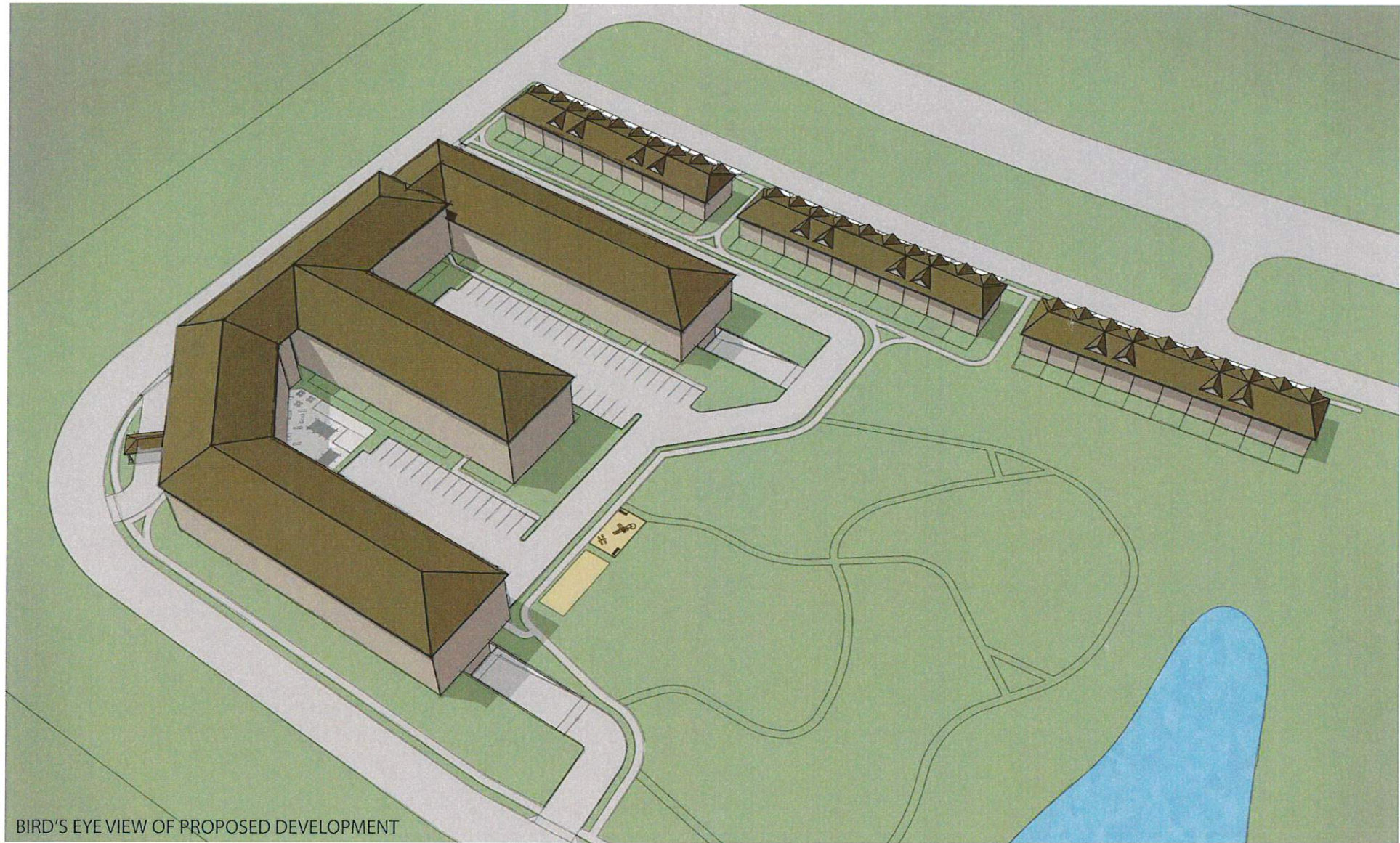
- 12 - 2BR 2BA
- 18 - 3BR 2BA



# INVER GROVE HEIGHTS APARTMENTS

## MULTI-FAMILY HOUSING





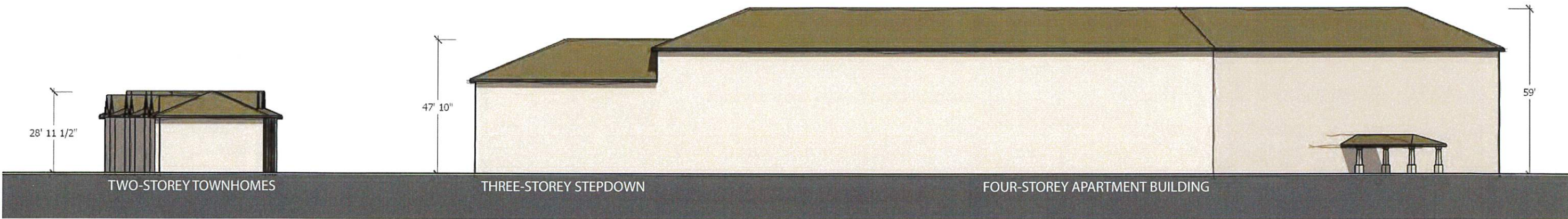
BIRD'S EYE VIEW OF PROPOSED DEVELOPMENT



EXISTING SITE PHOTO



PROPOSED DEVELOPMENT



# INVER GROVE HEIGHTS APARTMENTS

## MULTI-FAMILY HOUSING

MASSING GRAPHICS

06.14.2023





INVER GROVE HEIGHTS  
APARTMENTS  
INVER GROVE HEIGHTS, MN

|                          |            |
|--------------------------|------------|
| PROJECT NUMBER           | 23-023     |
| DATE                     | 05-17-2023 |
| DRAWN BY                 | WTG        |
| CHECKED BY               | WTG        |
| ISSUE / REVISION HISTORY |            |
|                          |            |
|                          |            |
|                          |            |
|                          |            |
|                          |            |
|                          |            |
|                          |            |
|                          |            |

SITE AND MAIN  
LEVEL PLAN

SHEET NUMBER

A1



BUILDING SUMMARY

4 STORIES + UNDERGROUND PARKING  
233,329 GROSS BUILDING SF

PARKING:

400 TOTAL PARKING SPACES

- 200 COVERED
- 200 SURFACE (INCLUDES 119 PROOF OF PARKING)

200 TOTAL DWELLING UNITS:

- 24 - STUDIO
- 44 - 1BR SMALL
- 76 - 1BR LARGE
- 5 - 1BR + DEN
- 41 - 2BR
- 10 - 2 BR CORNER

TOWNHOMES SUMMARY

30 TOTAL TOWNHOMES

- 12 - 2BR 2BA
- 18 - 3BR 2BA

INVER GROVE HEIGHTS  
APARTMENTS  

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INVER GROVE HEIGHTS, MN

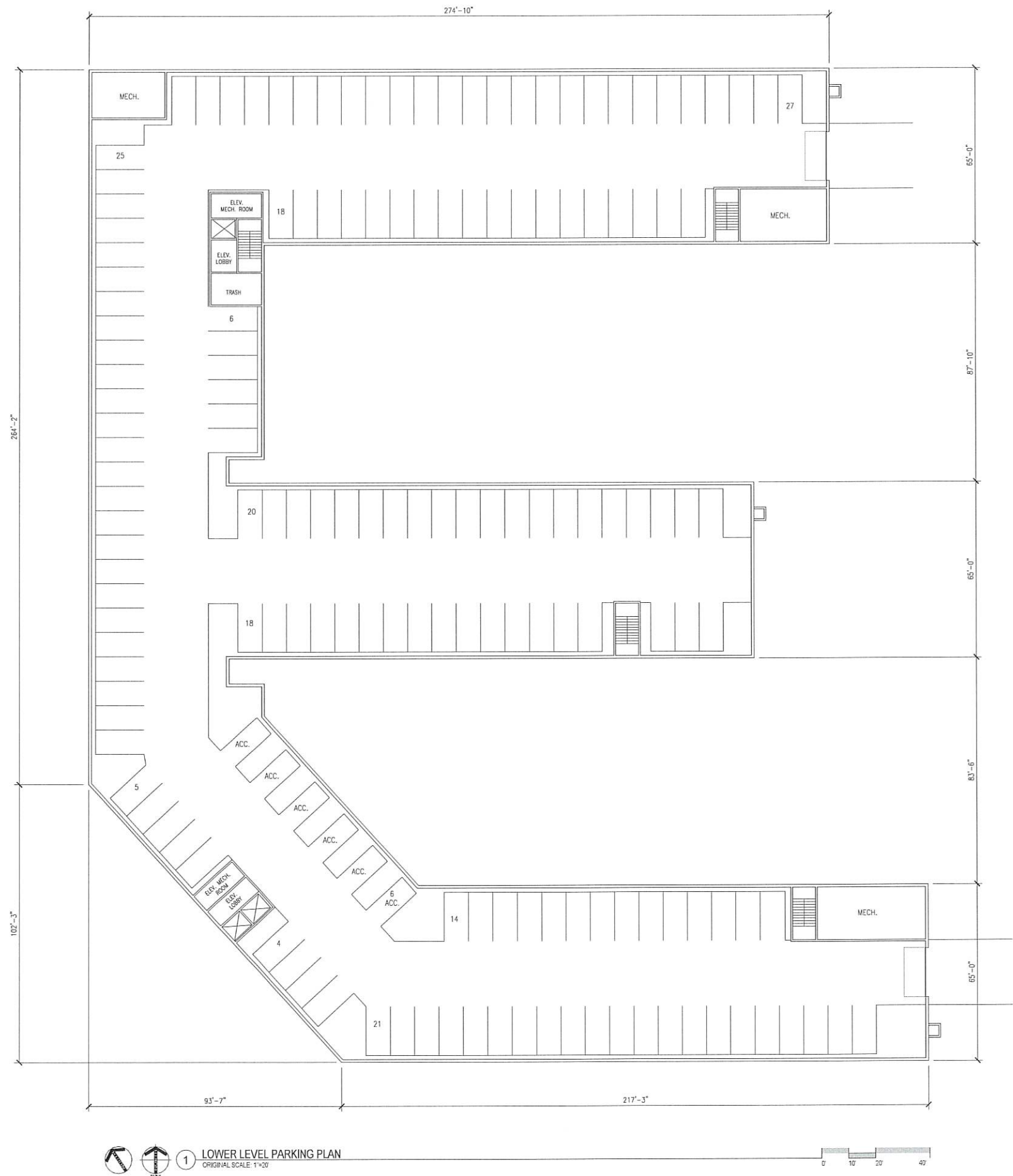
[illegible]

LOWER LEVEL, 2ND,  
3RD, AND 4TH LEVEL  
FLOOR PLANS

SHEET NUMBER

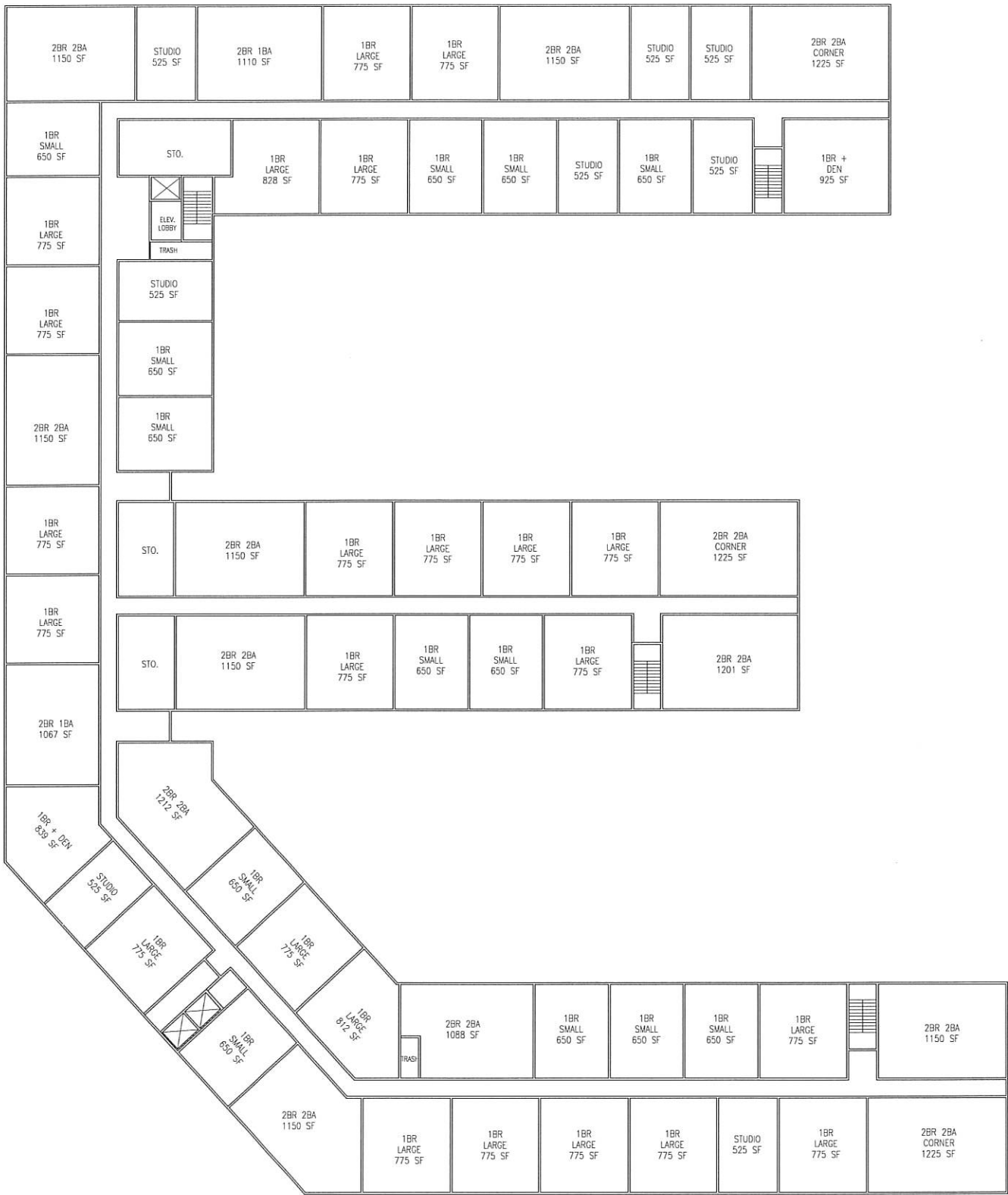
A2

OF SHEET

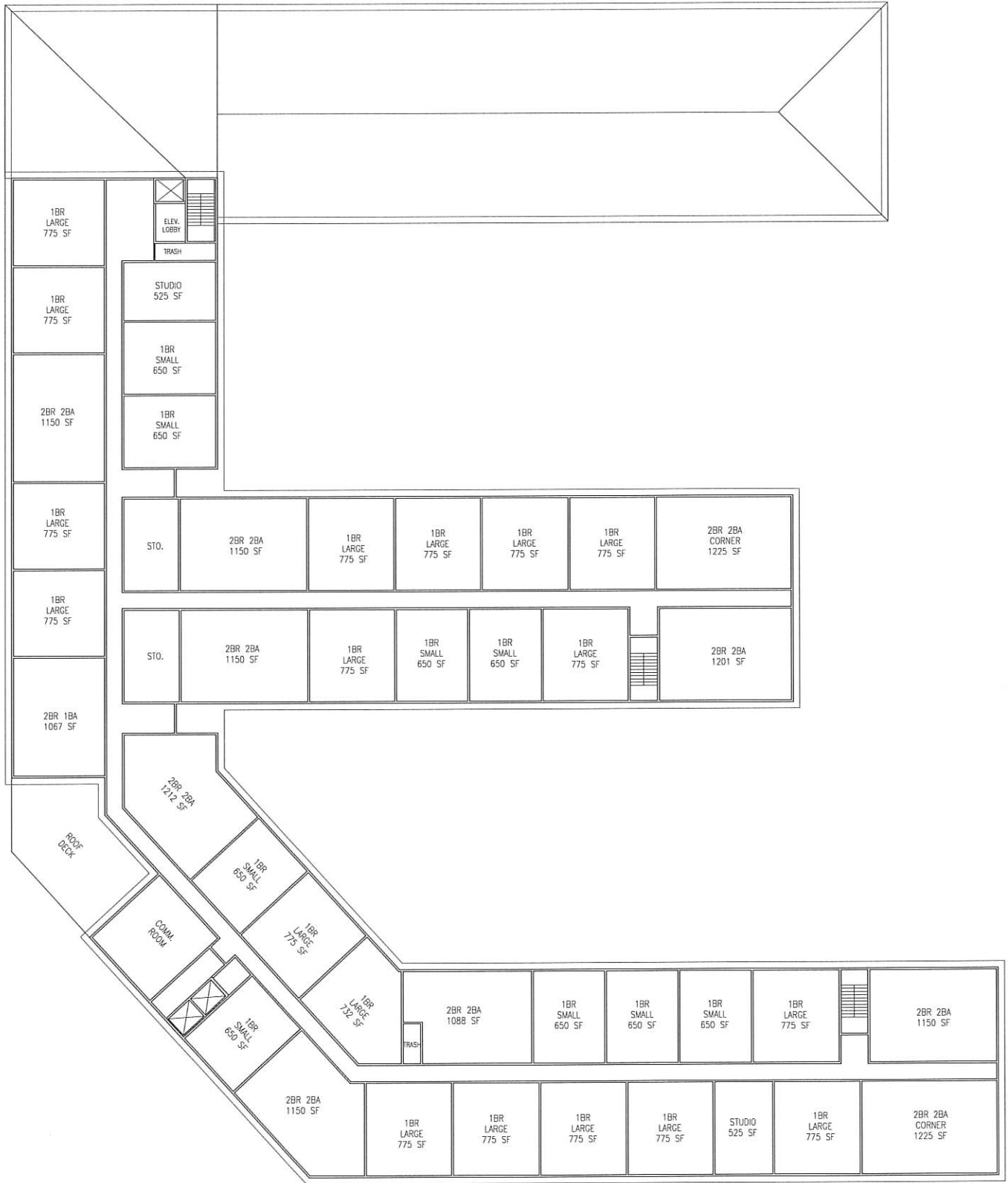
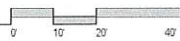




Wade Gonsenberg P:\2023\23-023 Inver Grove Heights Apartments\Working Files\CAD\Drawing Sheets\Inver\GH Multi-Family Site Layout Monday, June 5, 2023 4:28:47 PM



1 SECOND AND THIRD LEVEL FLOOR PLAN  
ORIGINAL SCALE: 1"=20'



2 FOURTH LEVEL FLOOR PLAN  
ORIGINAL SCALE: 1"=20'



# INVER GROVE HEIGHTS APARTMENTS INVER GROVE HEIGHTS, MN

CRW  
architecture  
+ design group

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rochester, mn 55901  
p. 507.206.6201  
f. 507.206.4621  
www.crwarchitecture.com

|                          |            |
|--------------------------|------------|
| PROJECT NUMBER           | 23-023     |
| DATE                     | 05-17-2023 |
| DRAWN BY                 | WTG        |
| CHECKED BY               | WTG        |
| ISSUE / REVISION HISTORY |            |

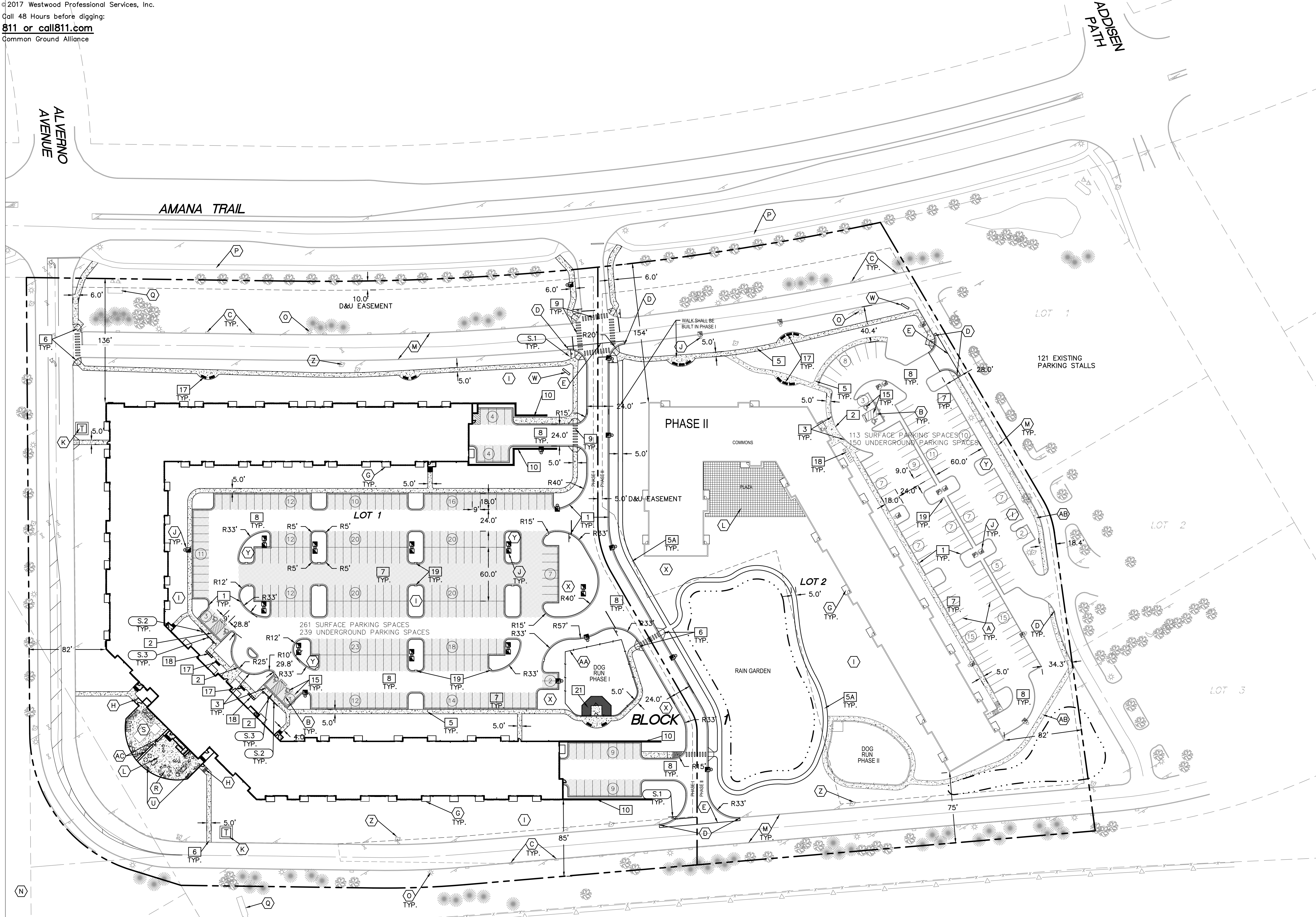
2ND, 3RD, AND 4TH  
LEVEL FLOOR PLANS

SHEET NUMBER

A3

3 SHEETS





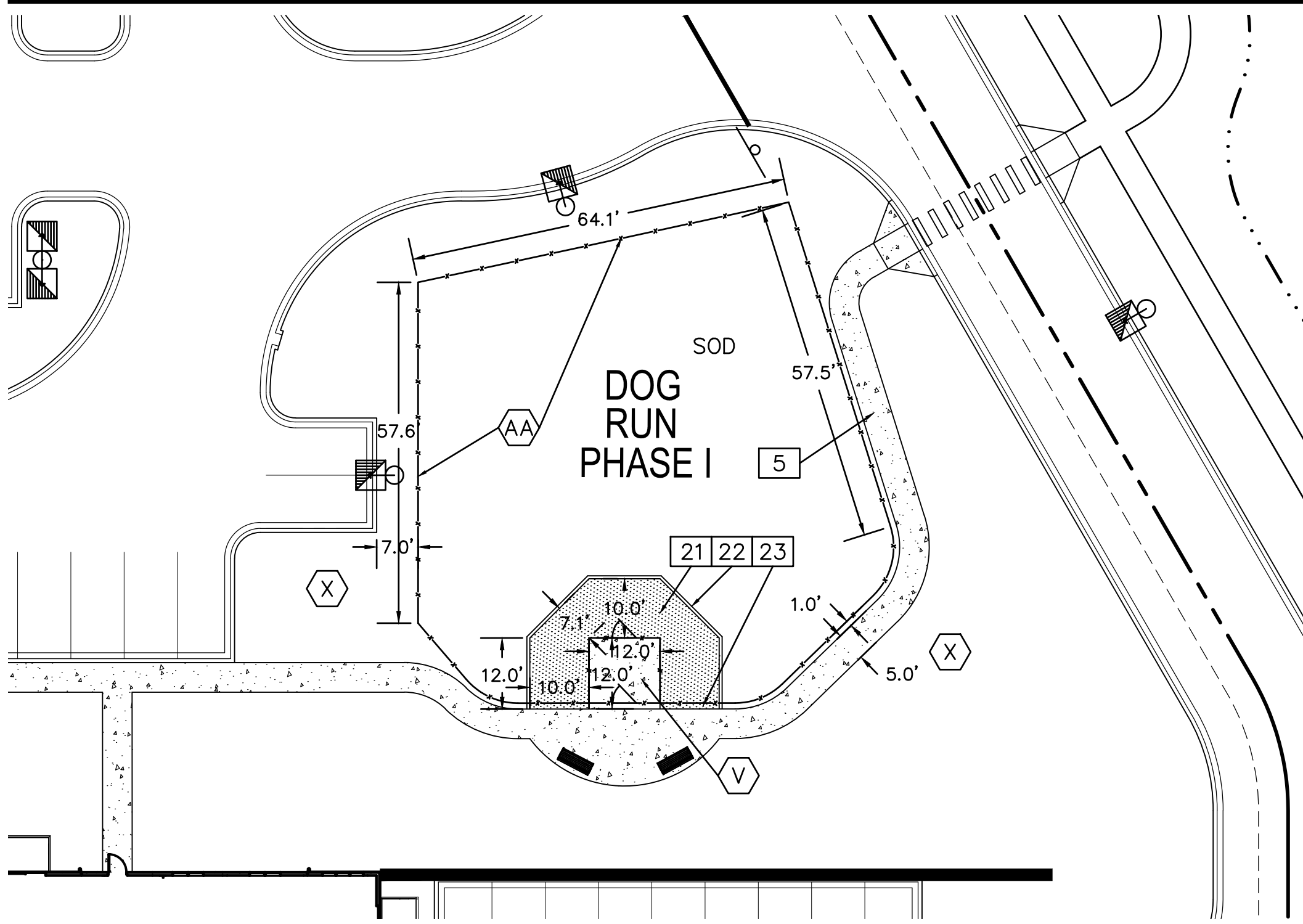
Site Legend

| EXISTING | PROPOSED |                                   |
|----------|----------|-----------------------------------|
| ---      | ---      | PROPERTY LINE                     |
| ---      | ---      | EASEMENT LINE                     |
| ---      | ---      | CURB AND GUTTER                   |
| ---      | ---      | SAW CUT LINES                     |
| ---      | ---      | RETAINING WALL                    |
| ---      | ---      | FENCE                             |
| ---      | ---      | CONCRETE PAVEMENT                 |
| ---      | ---      | CONCRETE SIDEWALK                 |
| ---      | ---      | HEAVY DUTY BITUMINOUS PAVEMENT    |
| ---      | ---      | STANDARD DUTY BITUMINOUS PAVEMENT |
| ---      | ---      | NUMBER OF PARKING STALLS          |
| ---      | ---      | TRANSFORMER                       |
| ---      | ---      | SITE LIGHTING                     |
| ---      | ---      | TRAFFIC SIGN                      |
| ---      | ---      | POWER POLE                        |
| ---      | ---      | BOLLARD / POST                    |

Site Details 1

- B612 CURB & GUTTER
- FLUSH CONCRETE SIDEWALK, CURB & PAVEMENT
- 10' TRANSITION FROM FLUSH TO B612 CURB & GUTTER
- CONCRETE SIDEWALK
- BITUMINOUS WALK
- ACCESSIBLE PEDESTRIAN CURB RAMP
- STANDARD-DUTY BITUMINOUS PAVEMENT (PARKING AREAS)
- HEAVY-DUTY BITUMINOUS PAVEMENT (DRIVE AISLES)
- CROSS WALK STRIPING (PAINTED WHITE W/ SILICA)
- SEGMENTED RETAINING WALL WITH FENCE (KEYSTONE OR EQUAL)
- HANDICAP ACCESSIBLE SIGNAGE AND STRIPING
- BENCH
- BIKE RACK
- CURB CUT
- PEA-GRAVEL AREA
- CONCRETE CURB
- FENCE AND CONCRETE CURB

Dog Run Enlargement



Site Development Summary

|                                     |                                                       |  |
|-------------------------------------|-------------------------------------------------------|--|
| EXISTING ZONING:                    | B-4/PUD, COMMERCIAL SHOPPING DISTRICT                 |  |
| PROPOSED ZONING:                    | R-3C/PUD, MULTIPLE FAMILY DISTRICT                    |  |
| PARCEL LEGAL DESCRIPTION:           | BLOCK 1, LOT 1 & LOT 2 OF ARGENTA HILLS 11TH ADDITION |  |
| PROPERTY AREA:                      | 747,496 SF (17.16 AC)                                 |  |
| LOT 1 (PHASE 1):                    | 451,272 SF (10.36 AC)                                 |  |
| LOT 2 (PHASE 2):                    | 296,224 SF (6.80 AC)                                  |  |
| PERVIOUS & IMPERVIOUS RATIO         | (60.6% IMPERVIOUS)                                    |  |
| LOT 1 (PHASE 1) PERVIOUS SURFACE:   | 177,669 SF                                            |  |
| LOT 1 (PHASE 1) IMPERVIOUS SURFACE: | 273,604 SF                                            |  |
| LOT 2 (PHASE 2) PERVIOUS SURFACE:   | 157,405 SF                                            |  |
| LOT 2 (PHASE 2) IMPERVIOUS SURFACE: | 138,818 SF                                            |  |
| GROSS BUILDING SIZE                 | 73,983 SF (16.4%)                                     |  |
| BUILDING 1 (PHASE 1):               | 43,513 SF (14.7%)                                     |  |
| BUILDING 2 (PHASE 2):               |                                                       |  |
| TOTAL UNITS:                        | 400 UNITS                                             |  |
| LOT 1 (PHASE 1):                    | 253 UNITS                                             |  |
| LOT 2 (PHASE 2):                    | 147 UNITS                                             |  |
| BUILDING SETBACKS:                  |                                                       |  |
| LOT 1 (PHASE 1)                     | 136' = FRONT TO ROW                                   |  |
|                                     | 82' = SIDE                                            |  |
|                                     | 85' = REAR                                            |  |
| LOT 1 (PHASE 2)                     | 154' = FRONT TO ROW                                   |  |
|                                     | 82' = SIDE                                            |  |
|                                     | 75' = REAR                                            |  |
| PARKING SETBACKS:                   |                                                       |  |
| LOT 1 (PHASE 1)                     | N/A = ALL INTERNAL                                    |  |
| LOT 2 (PHASE 2)                     | 40' = FRONT AND ROW                                   |  |
|                                     | 15' = SIDE AND REAR                                   |  |
| PARKING SPACE/DRIVE AISLE:          | 9' WIDE X 18' LONG, 24' AISLE                         |  |
| PARKING PROVIDED:                   |                                                       |  |
| LOT 1 (PHASE 1):                    | 502                                                   |  |
| SURFACE PARKING:                    | 251                                                   |  |
| UNDERGROUND PARKING:                | 241                                                   |  |
| LOT 2 (PHASE 2):                    | 263                                                   |  |
| SURFACE PARKING:                    | 113                                                   |  |
| UNDERGROUND PARKING:                | 150                                                   |  |
| TOTAL STALLS ON SITE                | 765                                                   |  |

General Site Notes

- BACKGROUND INFORMATION FOR THIS PROJECT PROVIDED BY WESTWOOD PROFESSIONAL SERVICES EDEN PRAIRIE, MN, 12/30/2016.
- LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY.
- REFER TO BOUNDARY SURVEY FOR LOT BEARINGS, DIMENSIONS AND AREAS.
- ALL DIMENSIONS ARE TO FACE OF CURB OR EXTERIOR FACE OF BUILDING UNLESS OTHERWISE NOTED.
- REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS AND LOCATIONS OF EXITS, RAMPS, AND AIR INTAKES.
- ALL CURB RADII SHALL BE 5.0 FEET (TO FACE OF CURB) UNLESS OTHERWISE NOTED.
- ALL CURB AND GUTTER SHALL BE B612 UNLESS OTHERWISE NOTED.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY AND ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
- BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.
- CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.
- SITE LIGHTING SHOWN ON PLAN IS FOR REFERENCE ONLY. REFER TO LIGHTING PLAN PREPARED BY OTHERS FOR SITE LIGHTING DETAILS AND PHOTOMETRICS.

Signage and Striping Notes

- ALL TRAFFIC SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE STANDARDS OF THE FHWA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- PARKING LOT STRIPING SHALL BE 4" WIDE COLOR WHITE, TWO COATS OF PAINT. CONTRACTOR SHALL PAINT ANY/ALL DIRECTIONAL TRAFFIC ARROWS AS SHOWN IN WHITE (TWO COATS).
- ACCESSIBLE PARKING PROVIDED PER ADA CODE. CONTRACTOR SHALL PAINT THE INTERNATIONAL SYMBOL OF ACCESSIBILITY IN EACH DESIGNATED ACCESSIBLE STALL IN BLUE BACKGROUND WITH WHITE BORDER (TWO COATS OF PAINT). CONTRACTOR SHALL PAINT THE WORDS "NO PARKING" IN EACH ACCESSIBLE ISLE ADJACENT TO AN ACCESSIBLE SPACE IN WHITE LETTERS MINIMUM 12" IN HEIGHT.
- ALL SIGNS SHALL INCLUDE POST, CONCRETE FOOTING AND CASING WHERE REQUIRED. CONCRETE CASING REQUIRED IN LOCATIONS WHERE POST IS NOT PROTECTED BY CURB.
- ALL STOP SIGNS SHALL INCLUDE A 24" WIDE PAINTED STOP BAR IN WHITE PAINT (TWO COATS) PLACED AT THE STOP SIGN LOCATION, A MINIMUM OF 4' FROM CROSSWALK. ALL STOP BARS SHALL EXTEND FROM DIRECTIONAL TRANSITION BETWEEN LANES TO THE CURB.
- ALL SIGNS SHALL BE PLACED 18" BEHIND THE BACK OF CURB UNLESS OTHERWISE NOTED.

Sign Legend S10

| REFERENCE               | SIZE      | MNDOT DESIGNATION |
|-------------------------|-----------|-------------------|
| S.1 STOP SIGN           | 30" X 30" | R1-1              |
| S.2 HANDICAP ACCESSIBLE | 12" X 18" | R7-8M             |
| S.3 NO PARKING          | 12" X 12" | R8-38             |

Site Notes A

- 4" WHITE PARKING STRIPE (TYP.)
- 4" WHITE DIAGONAL PARKING STRIPE (TYP.)
- EXISTING CURB CUT
- MATCH EXISTING CURB & GUTTER
- MATCH EXISTING BITUMINOUS PAVEMENT AT PROPOSED DRIVEWAY ENTRANCE
- MATCH EXISTING CONCRETE (WALK OR DRIVE)
- DECK (SEE ARCH. PLANS)
- STEPS AND HANDRAIL (SEE ARCH. PLANS)
- PLANTED AREA
- LIGHT LOCATION
- TRANSFORMER PAD
- PATIO (SEE ARCH. PLANS)
- EXISTING CONCRETE CURB
- EXISTING OVERHEAD TRANSMISSION LINES
- EXISTING LIGHT
- EXISTING SIDEWALK
- EXISTING MONUMENT SIGN
- FIRE PIT (SEE ARCH. PLANS)
- SWIMMING POOL (SEE ARCH. PLANS)
- BOCCE BALL AREA (SEE ARCH. PLANS)
- GRILLING STATION (SEE ARCH. PLANS)
- 12'X12' CONCRETE PAD FOR DOUBLE GATED ACCESS
- PROPOSED MONUMENT SIGN (SEE ARCH. PLANS)
- SNOW STORAGE AREA
- INFILTRATION BASIN
- EXISTING HYDRANT
- FENCE
- FUTURE 5' SIDEWALK
- PATIO PLANTER (SEE ARCH. PLANS)

Westwood

Westwood Professional Services, Inc.  
7699 Anagram Drive  
Eden Prairie, MN 55344  
PHONE 952-937-5150  
FAX 952-937-5822  
TOLL FREE 1-888-937-5150  
www.westwoodps.com

Designed: RMB/NTM  
Checked: RMB/NTM  
Drawn: NTM  
Record Drawing by/date:

Revisions

02/07/17 - CITY COMMENTS  
09/02/17 - CITY SUBMITTAL  
11/15/17 - UPDATED SITE DATA

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Ryan Blahnik PE

Date: 11/15/17 License No. 41257

Prepared for:

KaasWilson Architects

1301 American Boulevard East, Suite 100  
Bloomington, Minnesota 55425

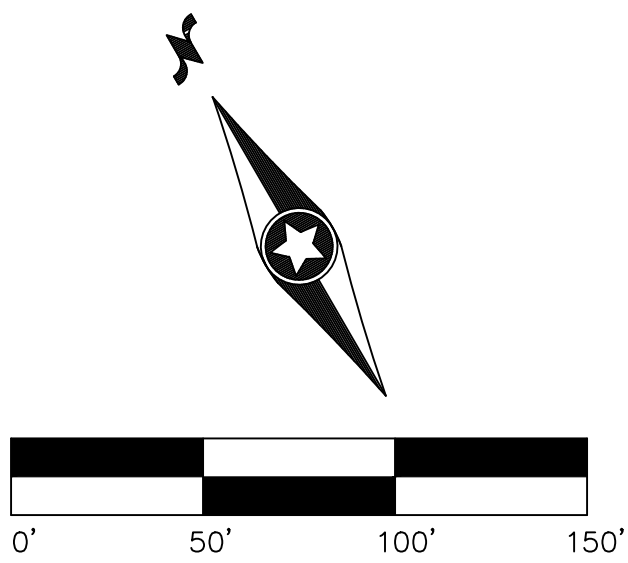
Inver Grove  
Luxury  
Apartments

Inver Grove Heights, Minnesota

CIVIL SITE PLAN

Date: 02/06/17  
Sheet: C3 OF 14

2017 Concept plan





# 2018 Concept Plan





| Unit Mix                   |                |       |       |         |            |
|----------------------------|----------------|-------|-------|---------|------------|
| Unit                       | Description    | NRSF  | Total | Percent | Total NRSF |
| <b>Studio Units</b>        |                |       |       |         |            |
| S1                         | 1 Bed / 1 Bath | 646   | 0     | 0.00%   | 0          |
| <b>One Bedroom Units</b>   |                |       |       |         |            |
| A1                         | 1 Bed / 1 Bath | 735   | 78    | 25.00%  | 57,564     |
| A2                         | 1 Bed / 1 Bath | 1,774 | 78    | 25.00%  | 60,372     |
| <b>Two Bedroom Units</b>   |                |       |       |         |            |
| B1                         | 2 Bed / 2 Bath | 1,099 | 78    | 25.00%  | 85,722     |
| B2                         | 2 Bed / 2 Bath | 1,194 | 78    | 25.00%  | 92,132     |
| <b>Three Bedroom Units</b> |                |       |       |         |            |
| C1                         | 3 Bed / 2 Bath | 1,436 | 0     | 0.00%   | 0          |
| C2                         | 3 Bed / 2 Bath | 0     | 0     | 0.00%   | 0          |
| <b>Totals</b>              |                |       |       |         |            |
|                            |                |       | 312   | 100.00% | 218,720    |

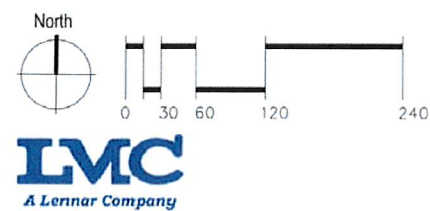
Average Unit Areas

#### SITE DATA-

| Total MF Site Bedroom Count | UNITS       | Total Unit %  |
|-----------------------------|-------------|---------------|
| Studio                      | 0           | 0.0%          |
| 1 BR                        | 156         | 50.0%         |
| 2 BR                        | 156         | 50.0%         |
| 3 BR                        | 0           | 0.0%          |
| <b>Tot. Rental Units</b>    | <b>312</b>  | <b>100.0%</b> |
| Site Area                   | 17.2 Ac.    |               |
| Density                     | 18.2 Du/Ac. |               |

| PARKING (MF)            | TOTAL                     |
|-------------------------|---------------------------|
| Garages                 | 35                        |
| Surface                 | 503                       |
| <b>Parking Subtotal</b> | <b>538 (1.72:1 Ratio)</b> |



# 2021 Concept Plan

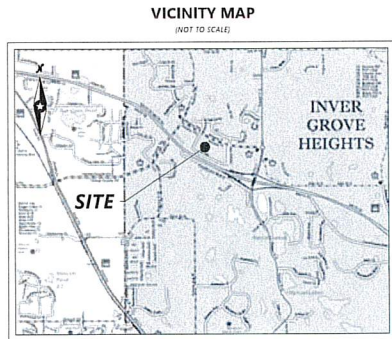
CONCEPT SITE PLAN  
EMBLEM AT INVER GROVE HEIGHTS  
Inver Grove Heights, MN



The drawings presented are illustrative of character and design intent only, and are subject to change based upon final design considerations (i.e. applicable codes, structural, and MEP design requirements, unit plan / floor plan changes, etc.) © 2021 BSB Design, Inc.

Date: March 30, 2021





Outlots C and D, Argenta Hills, according to the recorded plat thereof, Dakota County, Minnesota

- The survey was prepared using Form American Title Insurance Company, Title Commitment Number 1100471 2/19/2027. Map shown an effective date of February 24, 2027 at 8:00 am
- The address of the surveyed property is unknown. (Table A Item 2)
- Subject property appears to be classified as Zone X and is minimal flooding when scaled from Flood Insurance Rate Map Community Parcel Number 20000001091001 shown as 100000071. (Table A Item 3)
- Subject property contains 747,456 sq. ft or 17.160 Acres. (Table A Item 3)
- No Zoning information provided by the client. (Table A Item 6 a)
- Subject property contains 0 regular parking spots, 0 handicapped stalls and 0 motorist stalls. (Table A Item 8)
- The underground utilities shown have been located from the street and/or easement and existing drainage. The surveyor makes no guarantee that the underground utilities shown are in the exact location indicated although it does only certify that they are located as accurately as possible from information provided. The user will have to physically locate the underground utilities. (Note One Call, Trenching and/or Excavate. (Table A Item 11)
- Adjacent sewerage information shown per Dakota County GIS Website (Table A Item 13)
- Subject property shows "nearest intersecting streets of Amesbury Trail and Alverno Avenue. (Table A Item 14)
- As of the date the field work was completed for this survey, there was no observable evidence of current earth moving work, exterior building construction or building additions. (Table A Item 16)
- As of the date the field work was completed for this survey, there was no observable evidence of recent street or sidewalk construction or repairs. (Table A Item 17)
- As of the date the field work was completed for this survey, there was no observable evidence of delinquent unpaid taxes. The Surveyor is unaware of whether or not subject property. (Table A Item 18)
- Based on the information contained within title commitment listed above and a physical inspection of the surveyed property, the surveyor is not aware of any off site assessments or considerations other than those shown. (Table A Item 19)
- Surrounds based on the Dakota County coordinate system. (NAD 83 1988 Adjustment)

1. Benchmark: **HEAVY**, Metal Rod (last removable disk) - Elevation 833.15 m (near Highway 3) 2.5 mile south along Truck Highway 3 from the junction of Truck Highway 4 and Truck Highway 35 in Iron County, NE near Highway 35 at Truck Highway 35 - 1.989404040 4. 111.9 feet east of Truck Highway 3, 33.7 feet north of Courthouse Building, 7.5 feet east of a street post. (Elevation 833.18 m (NAD 83))

[illegible]

To: Lennar Multifamily Communities, LLC, IGH Investment, LLC and First American Title Insurance Company:

*This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5(b), 8, 9, 13, 14, 16, 17, 18 and 19 of Table A thereof. The fieldwork was completed on March 23, 2021.*

Date of Plot or Map: 03/31/21

Matthew J. Welinski, PLS  
Minnesota license No. 53596  
matt.welinski@westwoodpl.com



SHEET NUMBER

1 OF 1

0031116V-ALT01.dwg    DATE 03/31/2021

\\116001\DWG\SURVEY\0031116V-AL TO 1.DWG

|            |     |
|------------|-----|
| CHECKED    | NHC |
| DRAWN      | B/Y |
| FIELD CREW | IAR |

REVISIONS

---

ADDED ACCESS LABEL

PREPARED FOR:

**LMC**  
Chicago, IL

## Amana Trail Multi-Family

## Westwood

Phone (952) 937-5150 12701 Whitewater Drive, Suite #300  
Fax (952) 937-5822 Minnetonka, MN 55343  
Toll Free (888) 937-5150 [westwoodps.com](http://westwoodps.com)

**Westwood Professional Services, Inc.**

ALTA/NSPS  
Land Title Survey

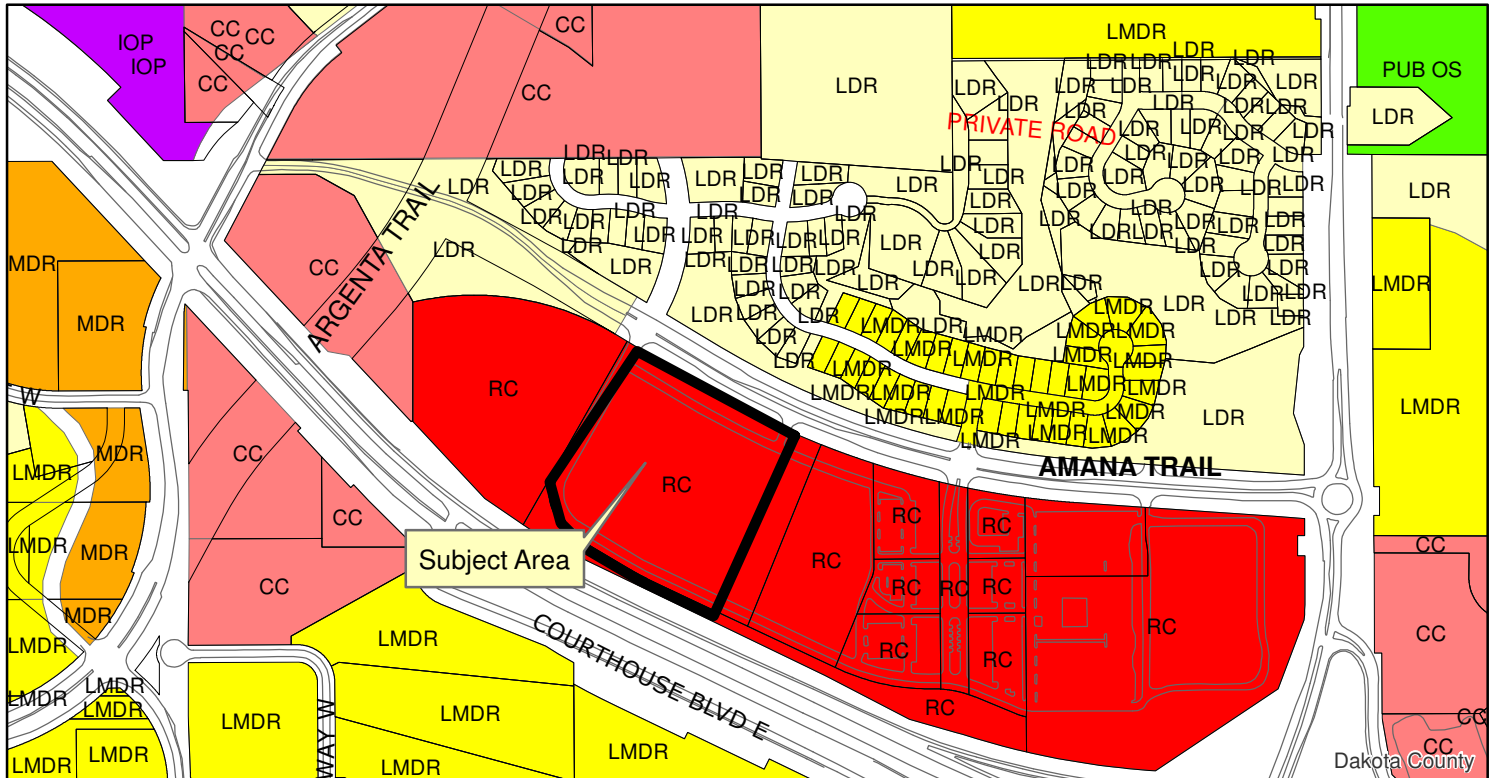


# Location Map

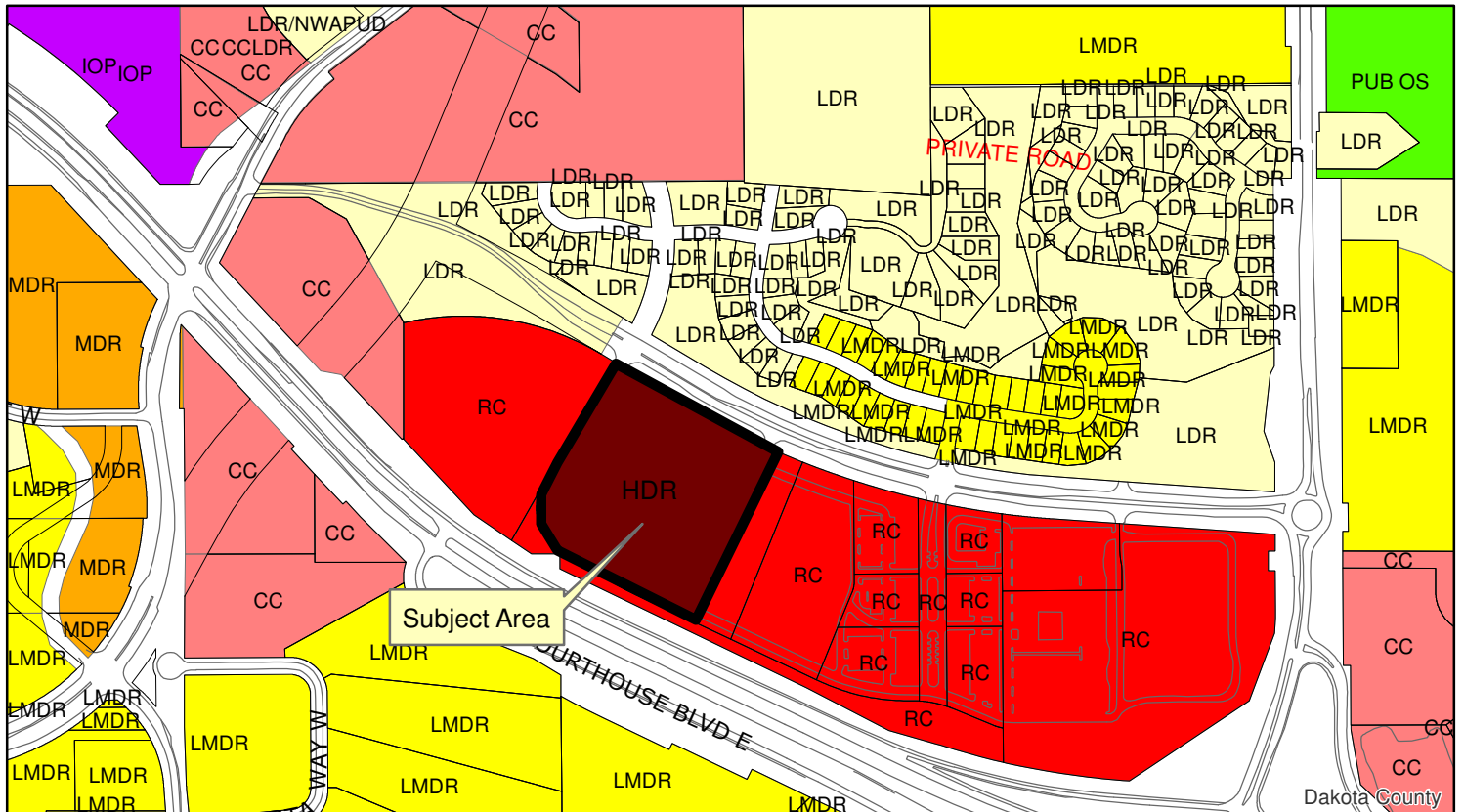
## Case No. 18-24PUD



Existing Comp Plan



Proposed Comp Plan





**From:** [peter.klucas](#)  
**To:** [Stacy.Bodsberg](#)  
**Subject:** Case 23-30CPA  
**Date:** Monday, July 31, 2023 5:40:53 PM

---

Hi Stacy,

How many times are we supposed to go down the same route of arguing against residential condos or apartments? Instead of the original intended idea of commercial or even mixed usage?

We need more shopping in Inver Grove. We need a downtown. We don't need more housing. We need to keep the money for consumer goods locally instead of everything going to Eagan.

All of the local residential construction hasn't even begun to taken fold and we are going to use some of the last commercial prime space on apartments.

The new owner should have known, just like McGough, that this space is for the future success of commercial retail in the area and not just a quick flip.

Just my two cents.

Thanks

Peter

Sent from my iPhone

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**From:** [Carissa Dean](#)  
**To:** [Stacy Bodsberg](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#); [Brenda Dietrich](#)  
**Subject:** Proposed rezone, please stop  
**Date:** Wednesday, August 9, 2023 7:15:39 PM

---

Hello,

I'm frustrated to be revisiting this again, it seems like a broken record, but I am asking you to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development, no good park paths, and green space for this high volume of people to use. And don't think they can use inaccessible pines park, it's a death trap crossing that road at any point. It's frankly not smart city planning and Commissioners Schaefer, Wipperman, Twedt and Weber all are not sold on this, please take note of their logical commentary.

Also, why is the developer only having to request for a portion to be rezoned. In January 2018 the City Council denied the then owner and developer McGough, and their request for a change to HDR. In June of that year a smaller portion was conditionally changed with conditions that have not been met. We were told that unless those conditions were met the change was not finalized. Now, here we are over 5 years later...new owner of the land, new developer, several new planning commission members and new City Council. This deserves to be relooked at in its entirety. In 2021 another developer (Lennar) attempted a rezone of this lot and had to apply for the lot in its entirety as the June 2018 conditional comp plan change was deemed NOT in effect.

Lastly, I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed, the points remain valid.

Thank you for your time.

Carissa

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**From:** [Jackie Doyle](#)  
**To:** [Stacy Bodsberg](#); [Brenda Dietrich](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Argenta Outlots; Request to Deny Proposed Change  
**Date:** Wednesday, August 9, 2023 12:53:44 PM

---

Hello,

I am asking you to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

Only a few short weeks ago the Planning Commission denied a very similar project for a rezone to high density residential. (7950 Blaine Avenue from P, Public Institutional to HDR, High Density Residential (Stelter Enterprises-Case No. 23-26CPA).

Reasons why the Planning Commission stated for denial, MOST of which fit this proposed change as well:

For example:

*\*There are still 55 vacant acres guided HDR and the 60 vacant acres guided Mixed Use are available property located within the city.*

*\*The surrounding areas are primarily single family residential. No buffer zone.*

*\*Would not be consistent with the policy of allowing infill development that protects the character of the neighborhood. The project would be a departure from single family development and density, which is the primary land use in the area. Could be considered out of character for the neighborhood.*

*\*The project would not appear to be compatible in size and scale with the existing, adjacent neighborhood. This would be the only apartment building in this area of the city and a multi-story building would appear out of character in terms of size and bulk.*

*• Could be considered an abrupt change in density that provides a different housing type not found in the area.*

*\*Commissioner Schaefer stated that making a change to residential could make sense but the change to High Density Residential is too far and would change the characteristics of the existing neighborhood, there would be no buffer. Would be too big of a change for the area.*

*\*Commissioner Wippermann stated that the change would be too significant to the character of the neighborhood. Is not in favor of the proposed change.*

*\*Commissioner Twedt stated that he does not support the change. Seems too drastic, there isn't a buffer.*

*\*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

**In addition,** the residents are very confused on why the developer is only having to request for a portion to be rezoned. In January 2018 the City Council denied the then owner and developer McGough, and their request for a change to HDR. In June of that year a smaller portion was conditionally changed with conditions that have not been met. We were told that unless those conditions were met the change was not finalized. Now, here we are over 5 years later...new owner of the land, new developer, several new planning commission members and



new City Council. This deserves to be relooked at in its entirety.

In 2021 another developer (Lennar) attempted a rezone of this lot and had to apply for the lot in its entirety as the June 2018 conditional comp plan change was deemed NOT in effect.

From the 2021 minutes:

*"In 2018, IGH Investments applied for a comprehensive plan amendment to change the westerly 10 acres of Outlot D for a 220 high-end apartment building. Outlot C was to remain as Regional Commercial. The City Council conditionally approved the comprehensive plan amendment to High Density for the requested west 10 acres of Outlot D subject to approval of a PUD plan approval. No subsequent applicant for PUD approval was ever filed and therefore the comp plan amendment has not been put into effect."*

See notes from the 2018 Council meeting minutes:

*"Mayor Tourville stated that there would be no change in zoning if the Metro Council and/or the City does not accept the proposal. Planner Hunting responded that was true. He stated that if the City Council were to take positive action tonight, this would not go into effect until you have approved the rezoning and site plan. If that is not approved, the land use guiding stays as Regional Commercial and the Council's action tonight does not automatically change the category to High Density."*

*"Mayor Tourville responded that there is not a plan yet, but that the difficulty was that if they get the rezoning and develop a plan, if the plan isn't accepted, then they do not get the rezoning. He stated that the Met Council has to approve the change in the Comp Plan and then it comes before the City Council.*

*The neighborhood will also get an opportunity to look at it."*

*"Councilmember Hark reiterated that this is just the Comprehensive Plan Amendment. He stated that the developer will have to come in with a site plan and rezoning application and the City Council will have to approve of them. If that isn't approved then the site plan is null and void. He stated that he hopes that the developer will continue to work with the neighborhood as they firm up the plans."*

**Lastly, I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed. Many of the neighborhood's thoughts are the same and the points remain valid.**

Thank you for your attention to this matter. I appreciate you keeping in mind IGH's original plans for the area.

Jackie Doyle

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**From:** [Samantha Fitzgerald](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Re: Argenta Outlots; Request to Deny Proposed Change  
**Date:** Wednesday, August 9, 2023 8:13:41 AM

---

Please forward to Planning Commission Members, thank you!

Hello,

I am asking you to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

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*\*The surrounding areas are primarily single family residential. No buffer zone.*

*\*Would not be consistent with the policy of allowing infill development that protects the character of the neighborhood. The project would be a departure from single family development and density, which is the primary land use in the area. Could be considered out of character for the neighborhood.*

*\*The project would not appear to be compatible in size and scale with the existing, adjacent neighborhood. This would be the only apartment building in this area of the city and a multi-story building would appear out of character in terms of size and bulk.*

*• Could be considered an abrupt change in density that provides a different housing type not found in the area.*

*\*Commissioner Schaefer stated that making a change to residential could make sense but the change to High Density Residential is too far and would change the characteristics of the existing neighborhood, there would be no buffer. Would be too big of a change for the area.*

*\*Commissioner Wippermann stated that the change would be too significant to the character of the neighborhood. Is not in favor of the proposed change.*

*\*Commissioner Twedt stated that he does not support the change. Seems too drastic, there isn't a buffer.*

*\*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

**In addition,** the residents are very confused on why the developer is only having to request for a portion to be rezoned. In January 2018 the City Council denied the then owner and developer MCGOUGH, and their request for a change to HDR. In June of that year a smaller

portion was conditionally changed with conditions that have not been met. We were told that unless those conditions were met the change was not finalized. Now, here we are over 5 years later...new owner of the land, new developer, several new planning commission members and new City Council. This deserves to be relooked at in its entirety.

In 2021 another developer (Lennar) attempted a rezone of this lot and had to apply for the lot in its entirety as the June 2018 conditional comp plan change was deemed NOT in effect.

From the 2021 minutes:

*"In 2018, IGH Investments applied for a comprehensive plan amendment to change the westerly 10 acres of Outlot D for a 220 high-end apartment building. Outlot C was to remain as Regional Commercial. The City Council conditionally approved the comprehensive plan amendment to High Density for the requested west 10 acres of Outlot D subject to approval of a PUD plan approval. No subsequent applicant for PUD approval was ever filed and therefore the comp plan amendment has not been put into effect."*

See notes from the 2018 Council meeting minutes:

*"Mayor Tourville stated that there would be no change in zoning if the Metro Council and/or the City does not accept the proposal. Planner Hunting responded that was true. He stated that if the City Council were to take positive action tonight, this would not go into effect until you have approved the rezoning and site plan. If that is not approved, the land use guiding stays as Regional Commercial and the Council's action tonight does not automatically change the category to High Density."*

*"Mayor Tourville responded that there is not a plan yet, but that the difficulty was that if they get the rezoning and develop a plan, if the plan isn't accepted, then they do not get the rezoning. He stated that the Met Council has to approve the change in the Comp Plan and then it comes before the City Council.*

*The neighborhood will also get an opportunity to look at it."*

*"Councilmember Hark reiterated that this is just the Comprehensive Plan Amendment. He stated that the developer will have to come in with a site plan and rezoning application and the City Council will have to approve of them. If that isn't approved then the site plan is null and void. He stated that he hopes that the developer will continue to work with the neighborhood as they firm up the plans."*

**Lastly,** I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed. Many of the neighborhood's thoughts are the same and the points remain valid.

Thank you for your attention to this matter. I would be happy to discuss further if any questions arise.

Samantha Fitzgerald

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**From:** [Grete Stevens](#)  
**To:** [Stacy Bodsberg](#); [Brenda Dietrich](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Argenta development proposal  
**Date:** Thursday, August 10, 2023 9:37:14 PM

---

Hello,

I'm writing to ask you to vote against the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). As Inver Grove Heights residents, we made the decision to live here with the future vision that was originally laid out. Having Target is great, but we are tired of having to drive to Eagan for anything retail-related beyond that. Turning over the last remaining land that was zoned for retail to instead build high-density housing is a poor choice, especially with how much housing development is happening in the NW quadrant and throughout Inver Grove Heights. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development.

The planning commission recently denied a very similar project for a rezone to high density residential. (7950 Blaine Avenue from P, Public Institutional to HDR, High Density Residential (Stelter Enterprises-Case No. 23-26CPA). Some of the still-relevant reasons include: *"There are still 55 vacant acres guided HDR and the 60 vacant acres guided Mixed Use are available property located within the city."*; *"Would not be consistent with the policy of allowing infill development that protects the character of the neighborhood. The project would be a departure from single family development and density, which is the primary land use in the area. Could be considered out of character for the neighborhood."*; *"Commissioner Schaefer stated that making a change to residential could make sense but the change to High Density Residential is too far and would change the characteristics of the existing neighborhood, there would be no buffer. Would be too big of a change for the area."*

Lastly, I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed. Many of the neighborhood's thoughts are the same and the points remain valid.

Thank you for your consideration.  
Grete Tiemeier

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Greetings Mayor and IGH Council members:

Please consider the proposed zoning change (BJ Baas Builders Case No. 23-30CPA). This is the best comprehensive plan that has been presented to the residents of the NW quadrant as well as the long-established residents of Inver Grove Heights. Many (most) of the emails that you received and the criticisms against the proposed zoning change are from residents whose homes back up to the parcel of land in question or whose home is in the vicinity of the same neighborhood. With that said, many of the residents (neighbors)-myself included- in the NW quadrant and specifically in the Argenta neighborhood (s) believe that this is in fact the best plan that has been presented. Others are simply indifferent to any proposed plan(s). I wish to remain anonymous because I do not agree with the opposition to this plan, and I relatively like my neighbors (well, at least most).

First, these (the emails and residents against the proposed comprehensive plan) are the same people who keep voicing their opinions and impeding any sort of development to the detriment of the existing retail space (shops) that has YET to be filled up in 10 years. And while most of the existing businesses (shops) are doing well, OYE Spa and Salon is something to be desired and more than likely will shut their doors sooner than later if word of mouth and reviews are to be believed, yet adding another vacant shop front that needs to be filled. This leads me to think of the shopfronts and businesses that have come and gone along Concord, but I digress. Adding more commercial/retail space will certainly be a challenge and is certainly an understatement, especially given the new laws for businesses that the DFL has created with the recent legislative session. While it is true that a lot of the residents take their money to Eagan (especially those that live in the NW quadrant) it is also true that most of these people's children go to Eagan schools and that they support Eagan programs and the like with their money. It appears they want their cake and to eat it, too. In fact, there is a sizeable number of people that would not have moved to IGH to the NW quadrant if it weren't for 2 things: Less expensive NEW home construction and access to the award-winning district 196 Eagan schooling system. Facts!

Second, the argument that some of the existing NW quadrant residents believe- which is this zoning proposal is out of character for the neighborhood- is laughable. People certainly do not want to look out of the back of a 650k home that backs up to a parcel of land across the street and look at apartments or condos or even townhomes, even though they should have thought about the possibility of that before purchasing. Maybe the assumption when buying the homes in that area was that it would be a park across the street or a Costco. Heck, maybe even a truck stop. But you know what they say-never assume.

Third, the argument that there is not enough infrastructure to support more residential would be the same as if supporting MORE commercial. There would need to be more infrastructure regardless. Have any of these residents seen how busy Costco in Eagan always is and the crazy amount of traffic?

I could go on, but you get the idea. Please support this zoning change and please consider ALL IGH's residents and not just the very few homes that back up to the parcel of land in question. Thank you for my as well as many neighbors' and residents' position on this matter and not just the chosen few.

Sincerely,

A concerned IGH resident and neighbor



**From:** [peter.klucas](#)  
**To:** [Stacy.Bodsberg](#)  
**Subject:** Case 23-30CPA  
**Date:** Monday, July 31, 2023 5:40:53 PM

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Hi Stacy,

How many times are we supposed to go down the same route of arguing against residential condos or apartments? Instead of the original intended idea of commercial or even mixed usage?

We need more shopping in Inver Grove. We need a downtown. We don't need more housing. We need to keep the money for consumer goods locally instead of everything going to Eagan.

All of the local residential construction hasn't even begun to taken fold and we are going to use some of the last commercial prime space on apartments.

The new owner should have known, just like McGough, that this space is for the future success of commercial retail in the area and not just a quick flip.

Just my two cents.

Thanks

Peter

Sent from my iPhone

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**From:** [Carissa Dean](#)  
**To:** [Stacy Bodsberg](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#); [Brenda Dietrich](#)  
**Subject:** Proposed rezone, please stop  
**Date:** Wednesday, August 9, 2023 7:15:39 PM

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Hello,

I'm frustrated to be revisiting this again, it seems like a broken record, but I am asking you to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development, no good park paths, and green space for this high volume of people to use. And don't think they can use inaccessible pines park, it's a death trap crossing that road at any point. It's frankly not smart city planning and Commissioners Schaefer, Wipperman, Twedt and Weber all are not sold on this, please take note of their logical commentary.

Also, why is the developer only having to request for a portion to be rezoned. In January 2018 the City Council denied the then owner and developer McGough, and their request for a change to HDR. In June of that year a smaller portion was conditionally changed with conditions that have not been met. We were told that unless those conditions were met the change was not finalized. Now, here we are over 5 years later...new owner of the land, new developer, several new planning commission members and new City Council. This deserves to be relooked at in its entirety. In 2021 another developer (Lennar) attempted a rezone of this lot and had to apply for the lot in its entirety as the June 2018 conditional comp plan change was deemed NOT in effect.

Lastly, I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed, the points remain valid.

Thank you for your time.

Carissa

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**From:** [Jackie Doyle](#)  
**To:** [Stacy Bodsberg](#); [Brenda Dietrich](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Argenta Outlots; Request to Deny Proposed Change  
**Date:** Wednesday, August 9, 2023 12:53:44 PM

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Hello,

I am asking you to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

Only a few short weeks ago the Planning Commission denied a very similar project for a rezone to high density residential. (7950 Blaine Avenue from P, Public Institutional to HDR, High Density Residential (Stelter Enterprises-Case No. 23-26CPA).

Reasons why the Planning Commission stated for denial, MOST of which fit this proposed change as well:

For example:

*\*There are still 55 vacant acres guided HDR and the 60 vacant acres guided Mixed Use are available property located within the city.*

*\*The surrounding areas are primarily single family residential. No buffer zone.*

*\*Would not be consistent with the policy of allowing infill development that protects the character of the neighborhood. The project would be a departure from single family development and density, which is the primary land use in the area. Could be considered out of character for the neighborhood.*

*\*The project would not appear to be compatible in size and scale with the existing, adjacent neighborhood. This would be the only apartment building in this area of the city and a multi-story building would appear out of character in terms of size and bulk.*

*• Could be considered an abrupt change in density that provides a different housing type not found in the area.*

*\*Commissioner Schaefer stated that making a change to residential could make sense but the change to High Density Residential is too far and would change the characteristics of the existing neighborhood, there would be no buffer. Would be too big of a change for the area.*

*\*Commissioner Wippermann stated that the change would be too significant to the character of the neighborhood. Is not in favor of the proposed change.*

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*\*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

**In addition,** the residents are very confused on why the developer is only having to request for a portion to be rezoned. In January 2018 the City Council denied the then owner and developer MCGOUGH, and their request for a change to HDR. In June of that year a smaller portion was conditionally changed with conditions that have not been met. We were told that unless those conditions were met the change was not finalized. Now, here we are over 5 years later...new owner of the land, new developer, several new planning commission members and



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*"Mayor Tourville stated that there would be no change in zoning if the Metro Council and/or the City does not accept the proposal. Planner Hunting responded that was true. He stated that if the City Council were to take positive action tonight, this would not go into effect until you have approved the rezoning and site plan. If that is not approved, the land use guiding stays as Regional Commercial and the Council's action tonight does not automatically change the category to High Density."*

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*The neighborhood will also get an opportunity to look at it."*

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**Lastly, I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed. Many of the neighborhood's thoughts are the same and the points remain valid.**

Thank you for your attention to this matter. I appreciate you keeping in mind IGH's original plans for the area.

Jackie Doyle

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**From:** [Samantha Fitzgerald](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Re: Argenta Outlots; Request to Deny Proposed Change  
**Date:** Wednesday, August 9, 2023 8:13:41 AM

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Please forward to Planning Commission Members, thank you!

Hello,

I am asking you to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

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**Lastly,** I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed. Many of the neighborhood's thoughts are the same and the points remain valid.

Thank you for your attention to this matter. I would be happy to discuss further if any questions arise.

Samantha Fitzgerald

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**From:** [Grete Stevens](#)  
**To:** [Stacy Bodsberg](#); [Brenda Dietrich](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Argenta development proposal  
**Date:** Thursday, August 10, 2023 9:37:14 PM

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Hello,

I'm writing to ask you to vote against the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA). As Inver Grove Heights residents, we made the decision to live here with the future vision that was originally laid out. Having Target is great, but we are tired of having to drive to Eagan for anything retail-related beyond that. Turning over the last remaining land that was zoned for retail to instead build high-density housing is a poor choice, especially with how much housing development is happening in the NW quadrant and throughout Inver Grove Heights. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development.

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Lastly, I would encourage a reading of the minutes of past Planning and Council meetings in 2017/2018/2021 when this same re-zone was proposed. Many of the neighborhood's thoughts are the same and the points remain valid.

Thank you for your consideration.  
Grete Tiemeier

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**From:**  
**To:** [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#); [Sue Gliva](#); [Brenda Dietrich](#); [Stacy Bodsberg](#)  
**Subject:** Please Deny Argenta zone Change  
**Date:** Friday, August 11, 2023 4:24:38 PM

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Hello,

I am asking you to please deny the suggested zone change that is before you. That area would be a great public area. Why not a wonderful park like Ojibway park in Woodbury? Places where all the kids and adults in the area can go to.

Please do not allow High density in that area. It does not fit with the neighborhood.

Thank you.

Barb Fitzgerald

Sent from my iPhone

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**From:** [Christian Untiedt](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Opposing Argenta Outlots Rezone  
**Date:** Friday, August 11, 2023 8:27:31 PM

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Planning Commission,

Unfortunately I will not be able to attend the this week's meeting to state my opposition to the planned rezone of the Argenta Outlots. There has been a significant uptick in residential development in the area that it would be disappointing to see this space rezoned. As these new developments continue to be completed, we will be seeing a greater amount of residents who would embrace and utilize this area as an opportunity for more retail and community spaces which is already very limited in the northwest quadrant.

Please consider this as a vast majority of the area is already residential and rezoning the lot would sacrifice one of the final remaining locations for retail in the area. I do not support rezoning the Argenta Outlots.

Thank you for your time and consideration!

Christian Untiedt  
Inver Grove Heights Resident

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**From:** [Meghan Untiedt](#)  
**To:** [Stacy Bodsberg](#); [Brenda Dietrich](#); [Sue Gliva](#); [jmruphy@ighmn.gov](mailto:jmruphy@ighmn.gov); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Argenta Outlots Rezone  
**Date:** Friday, August 11, 2023 8:17:35 PM

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Hello,

I am writing to voice my opposition to the rezoning of the Argenta outlots. I attended the neighborhood meeting with the developer on June 15th to learn more about this proposed project and I do not support a decision that would lead to rezoning of these lots as high density residential.

The lack of retail space in the Northwest quadrant of Inver Grove is concerning. Very few commercial properties in this area leave many residents like ourselves to take our money elsewhere (Eagan or West St. Paul). The proposed addition of high density rentals to this area has intensified my family's concerns regarding the lack of commercial space.

While there are very few options for retail in the NW quadrant, residential opportunities in this area have increased substantially in the last several years with hundreds of new rental apartments, townhomes, and single family home ownership opportunities becoming available since 2018. This indicates that high density residential properties may not be a reflection of what this area truly needs.

Using part of this lot for green space/park space (that residents in our neighborhood can safely access) would be a great compromise, as the developer stated that the eastern portion of the lot is unbuildable. Considering a mixed use alternative like The Village in Mendota Heights, with both retail and residential space, would also be something that aligns more closely with what is needed in the NW quadrant.

I believe that there are so many great things that could be done with this space beyond offering yet another residential opportunity, the lot is in such a good location with easy access on and off of both HWY 55 and 3.

Thank you for your time and for considering alternatives to rezoning the Amana Trail lot.

Meghan Untiedt

**From:**

**To:** [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#); [Sue Gliva](#); [Brenda Dietrich](#); [Stacy Bodsberg](#)

**Subject:** No to Rezone - Argenta

**Date:** Friday, August 11, 2023 5:29:48 PM

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Good Evening,

Please deny the proposed change from commercial to high density apartments for Argenta outlots. We have been through this discussion time and time again. Every time the residents (and City Council!) stand up and say stick with the comp plan, stick with the vision for this land. We need more retail not more residential.

We bought this house not with apartments being built in our back yard. We never would have bought in Inver Grove Heights with HDR being zoned in this lot.

Build the apartments in the other 115 acres that are already zoned for that type of development. Thank you.

**Zach Stenstad**

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**From:**  
**To:** [Stacy Bodsberg](#)  
**Subject:** IGH Rezone  
**Date:** Saturday, August 12, 2023 5:09:58 PM

---

Good evening,

I am letting you know that I do not want a high density apartment complex across the street from our neighborhood. We need green space or a place to shop. As a teenager it would be nice to have a place to go to work close by besides Target.

Katie Nathe

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**From:** [Lisa](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** No to the ReZone  
**Date:** Saturday, August 12, 2023 4:59:50 PM

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Good evening,

I'm hoping for a park that has green space. I don't even care if it has a playground. I do not want a high density apartment complex. We need a real plan for IGH as a whole before we just take the next deal that comes our way.

Thanks

Lisa Nathe

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**From:**  
**To:** [Stacy Bodsberg](#)  
**Subject:** No to the Rezone  
**Date:** Saturday, August 12, 2023 5:26:20 PM

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Good Evening,

My Name is Tori Nathe and I live across the street from the vacant lot next to target. I would really appreciate it if you would vote no to a high density apartment complex with a huge parking lot when we really need green space. There are so many kids in our neighborhood and now neighboring neighborhoods that need a close place (within walking distance) with walking paths, baseball field, Soccer field, splash pad.  
Thank you for your time.

Tori Nathe

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**From:** [Devendra Gajway](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Fwd: Argenta Outlots; Request to Deny Proposed Change  
**Date:** Sunday, August 13, 2023 9:09:49 PM

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Hello Planning commission,

**I request you all to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA).** This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

Only a few short weeks ago the Planning Commission denied a very similar project for a rezone to high density residential. (7950 Blaine Avenue from P, Public Institutional to HDR, High Density Residential (Stelter Enterprises-Case No. 23-26CPA).

Reasons why the Planning Commission stated for denial, MOST of which fit this proposed change as well:

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*\*The surrounding areas are primarily single family residential. No buffer zone.*

*\*Would not be consistent with the policy of allowing infill development that protects the character of the neighborhood. The project would be a departure from single family development and density, which is the primary land use in the area. Could be considered out of character for the neighborhood.*

*\*The project would not appear to be compatible in size and scale with the existing, adjacent neighborhood. This would be the only apartment building in this area of the city and a multi-story building would appear out of character in terms of size and bulk.*

*• Could be considered an abrupt change in density that provides a different housing type not found in the area.*

*\*Commissioner Schaefer stated that making a change to residential could make sense but the change to High Density Residential is too far and would change the characteristics of the existing neighborhood, there would be no buffer. Would be too big of a change for the area.*

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*\*Commissioner Twedt stated that he does not support the change. Seems too drastic, there isn't a buffer.*

*\*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

Thank you for your attention to this matter. I would be happy to discuss further if any questions arise.

Regards,  
Devendra Gajway & Family



**From:** [Jim Dickinson](#)  
**To:** [Stacy Bodsberg](#)  
**Cc:** [Brenda Dietrich](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Rezone in IGH on Amana Trail  
**Date:** Sunday, August 13, 2023 9:05:04 PM

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Good evening - I am emailing the planning commission to share my concern about the proposed rezoning of the land on Amana Trail. I am a homeowner in the Argenta Hills Single Family Community development and like many of my neighbors I am very skeptical of developer plans to build more multi family housing instead of retail or other community enhancing developments. I respectfully ask that you reconsider rezoning the Argenta outlots for the construction of multifamily housing and instead encourage other, less disruptive plans to the community with an emphasis on retail.

Thank you!

Respectfully,  
Jim Dickinson  
1248 76th Street W., IGH

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**From:** [Rahul Raghuwanshi](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Argenta Outlots: Request to Deny Proposed Change  
**Date:** Sunday, August 13, 2023 10:13:13 PM

---

Hello Planning Commission,

**I request you all to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA).** This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

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- \*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

Thank you for your attention to this matter. I would be happy to discuss this

further if any questions arise.

Regards,  
Rahul Raghuwanshi & Family

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**From:** [Yogita Sahare](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Argenta Outlots; Request to Deny Proposed Change  
**Date:** Sunday, August 13, 2023 9:18:33 PM

---

Hello Planning commission,

**I request you all to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA).** This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high density.

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*\*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

Thank you so much for your attention to this matter.

Best Regards,  
Yogeeta Gajway & Family

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**From:** [drclaudia.thomas](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Stop the rezone in lot across Amana trail  
**Date:** Monday, August 14, 2023 10:05:12 PM

---

Hi,

We are current residents in the area of amana trail and don't support the rezone of argenta outlets . The taxes are going up in this areas but we don't have any parks or walking trails .The area now being planned for housing complex should be left for community space or retail space not more houses .

Claudia Thomas

Sent from my iPhone

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**From:** [Allan Hunting](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** FW: 8245 Argenta Trail  
**Date:** Monday, August 14, 2023 2:24:59 PM

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**From:** David Jansen  
**Sent:** Monday, August 14, 2023 12:57 PM  
**To:** Allan Hunting <ahunting@invergroveheights.org>; IGH Planning <ighplanning@ighmn.gov>  
**Subject:** 8245 Argenta Trail

CASE NO: 23-29S

I will not be able to attend the Planning Commision meeting tomorrow, August 15th.

As I mentioned previously regarding the proposed comp plan changes for 8245 Argenta Trail:  
For the record, I am opposed to any further industrial development in the Argenta Trail area. It does not fit the overall rural residential aspect of the area to the east and far north.

It is clear that the planning commission and the city council are also opposed to further industrial development on the south west corner of Argenta and Yankee Doodle based on their decisions earlier in the year. This development would amount to a 50% increase in industrial use in that area and a 100% increase on the lot itself.

There needs to be a consistent approach to further development of the area. Obviously the current uses are grandfathered in, but I am opposed to expanding them at this time.

Thank you

David Jansen  
7985 Argenta Trail, Inver Grove Heights, MN 55077

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**From:** [Katie Pluff](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Argenta Outlots  
**Date:** Monday, August 14, 2023 12:36:19 PM

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Hi,

Please forward to Planning Commission Members.

Thank you!

Hello,

My name is Katie Pluff and I live at 7670 Addisen Path. My house is across the street from the proposed re-zone in Argenta Hills and I would like to put on record that I am against it.

This potential reclassification to high density is not compatible with the surrounding neighborhood. Thousands of new single family, apartments, townhomes, rentals and senior living are either being built or have been built within 3 miles of our neighborhood over the last 5 years. Many of us feel strongly that this area is best suited for retail and/or community space as nearly all the land in the NW quadrant is being developed, or is being proposed, residential. There is even more reason to save a space for retail with the influx of thousands of more residents.

The Planning Commission denied a very similar project for a rezone to high density residential. (7950 Blaine Avenue from P, Public Institutional to HDR, High Density Residential (Stelter Enterprises-Case No. 23-26CPA).

Reasons why the Planning Commission stated for denial, MOST of which fit this proposed change as well:

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- Could be considered an abrupt change in density that provides a different housing type not found in the area.
- \*Commissioner Schaefer stated that making a change to residential could make sense but the change to High Density Residential is too far and would change the characteristics of the existing neighborhood, there would be no buffer. Would be too big of a change for the area.
- \*Commissioner Wippermann stated that the change would be too significant to the character of the neighborhood. Is not in favor of the proposed change.
- \*Commissioner Twedt stated that he does not support the change. Seems too drastic, there isn't a buffer.
- \*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.

We recently had a food truck in our neighborhood and he said he had called the developer behind our house multiple times as he wanted to put a store front in for his business and his calls were never returned. We had another

neighbor wanting to put their business in and the number was disconnected. We are still dealing with the poor management and falsehoods that McGough put forward when they owned the lots.

I have an email chain going back and forth with McGough from 2021 asking them to please change the info on their website regarding the lots because it was incorrect and didn't have it marked for retail anymore. This info had been incorrect on their website for years. (They never changed it, after multiple asks) So when we say retail isn't interested in that spot I don't believe it. I do believe retail stopped calling and trying as McGough only wanted apartments for years on that location.

Hopefully, we can come to an understanding with this new developer to see the lots as more than a place for apartments.

Thank you for your time,  
Katie Pluff

Sent from my iPhone

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**From:** [Rakesh John](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Argenta Outlots; Request to Deny Proposed Change  
**Date:** Monday, August 14, 2023 10:34:32 PM

---

Hi,

**I request you all to deny the proposed zoning change. (BJ Baas Builders-Case No. 23-30CPA).** This suggested change to HDR does not fit with the neighborhood or the Comprehensive Plan for this area. There will be no retail or commercial areas left in the NW quadrant if we continue to use every acre for residential development. The City and the residents that bought within this area had a vision and purpose for this land, and it is not high densit residential.

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- \*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

Thank you for your attention to this matter. I would be happy to discuss further if



any questions arise.

Regards,

Dr. Rakesh JOhn

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**From:** [Rashmi Raghuwanshi](#)  
**To:** [Stacy Ruckberg](#)  
**Subject:** Argenta Outlots: Request to Deny Proposed Change  
**Date:** Monday, August 14, 2023 10:52:45 AM

---

Hello Planning Commission,

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*\*Commissioner Tweed stated that he does not support the change. Seems too drastic, there isn't a buffer.*

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Thank you for your attention to this matter. I would be happy to discuss this further if any questions arise.

Regards,  
Rashmi Raghuwanshi & Family

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**From:** [Shashi Kumar](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Argenta Outlots; Request to Deny Proposed Change  
**Date:** Tuesday, August 15, 2023 6:57:14 AM

---

Hello Planning commission,

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- \*Commissioner Weber stated that if the demands were so high for this sort of housing, the developers would be getting the buildings up. There are projects that have been approved that have yet to break ground.*

Thank you for your attention to this matter. I would be happy to discuss further if any questions arise.

Regards,  
Bangalore Shashikumar & Family

**CAUTION:** This email originated from outside of the



**From:** [Casey Petersen](#)  
**To:** [Brenda Dietrich](#); [John Murphy](#); [Mary T"Kach](#); [Stacy Bodsberg](#); [Sue Gliva](#); [Tony Scales](#)  
**Cc:** [Coryn Bartlett](#)  
**Subject:** Argenta Hills - Rezone  
**Date:** Tuesday, August 15, 2023 11:16:47 AM

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Hello Councilmembers and Planning Commission:

Please pass along to any council or planning members that I may have missed.

My wife Coryn and I live at 7699 Addisen Court, and we are writing today to voice our opposition to the proposed re-zone of the Argenta Hills outlets adjacent to my neighborhood. We continue to believe that the best use of this area is its original zoning of retail, or as community space.

To be honest, this feels like deja vu all over again, in that we've had this same discussion, with the same type of developer, with largely the same proposed project concept several times over the years. Each time, the city has agreed with us that the best use for this area is as retail. I understand that has been difficult for the developer in recent years - mostly due to the short term macroeconomic conditions coming out of Covid. However, I would expect that the city planning and city council would continue to take the appropriate long-term position for the area.

I also believe that there is more than enough zoning in the NW quadrant for residential. There is seemingly more residential going up in the NW quadrant than anywhere else in the city. There has not, however, been adequate retail service development happening at the same time. For that reason, it's even more important that we keep those areas whose plan was to be retail zoned as such.

Again, we strongly oppose the proposed development. It doesn't make sense for the area, and it's the same argument that we have had countless times over the years. The only thing that has changed is that it's a new developer with a new name. I would ask that the city planning and council stick to their already established position on this issue, and vote against the re-zoning.

Thank you for your time and consideration.

Sincerely,

Casey & Coryn Petersen  
7699 Addisen Court

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**From:** [Cory Kanz](#)  
**To:** [Stacy Bodsberg](#); [Brenda Dietrich](#); [Sue Gliva](#); [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#)  
**Subject:** Amana apartments  
**Date:** Tuesday, August 15, 2023 7:57:23 AM

---

We are NOT in favor of the apartment complex that is being proposed across Amana.

Sent from my iPhone

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**From:** [Erin Metzger](#)  
**To:** [John Murphy](#); [Mary T"Kach](#); [Tony Scales](#); [Sue Gliva](#); [Sue Gliva](#); [Brenda Dietrich](#); [Stacy Bodsberg](#)  
**Subject:** Rezoning of Argent  
**Date:** Tuesday, August 15, 2023 2:57:20 PM

---

Dear Members of the Inver Grove Heights City Council,

I am writing on behalf of the residents of our community to express our deep concerns regarding the proposed rezoning of the Argenta Outlots located across from Target. While we understand the need for development and growth, we believe that it is essential to maintain a balance between progress and preserving the character of our neighborhood.

Our primary reasons for not supporting this rezoning proposal stem from the lack of key amenities that contribute to a thriving and vibrant community. As proud residents of Inver Grove Heights, we value the following elements that the current proposal seems to overlook:

1. **Parks and Trails:** Our community cherishes green spaces and recreational opportunities. The absence of adequate parks and trails within the proposed development could have a detrimental impact on the overall well-being of our residents, especially families and individuals who rely on these spaces for leisure, exercise, and connection with nature.
2. **Retail Opportunities:** A robust retail presence contributes to a sense of place and offers convenient shopping options for our community members. We believe that a balanced mix of retail establishments enhances the vibrancy and attractiveness of our neighborhood.
3. **Open Community Space:** Open spaces serve as gathering points for social interactions, community events, and relaxation. The proposed rezoning appears to lack the provision of sufficient open community spaces where residents can come together and foster a sense of unity.

We urge the City Council to take these concerns into serious consideration before making a final decision on the rezoning of the Argent lots. While development is important, it must be thoughtfully planned and executed in a way that aligns with the values and needs of our community.

We kindly request that the City Council thoroughly assess the potential impact of the rezoning on our community's well-being, and actively seek ways to incorporate parks, trails, retail, and open community spaces within the proposed development. By doing so, we can ensure that Inver Grove Heights continues to be a desirable place to live, work, and play for current and future generations.

Thank you for your time and attention to this matter. We look forward to your thoughtful consideration of our concerns.

Sincerely,

Erin Metzger  
7679 Addisen Path  
Inver Grove Heights, MN 55077

Sent from my iPhone

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**From:** [Marcy Kottas](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** IGH Planning Commission  
**Date:** Tuesday, August 15, 2023 1:52:05 PM

---

I live in the Argenta Hills neighborhood. My house is a corner lot into the neighborhood with our back facing the vacant area.

We strongly don't support the rezone of the Argenta Outlots. There is residential going up all around IGH and we do not need more high density apartment buildings in our backyard. The sidewalk on the side of our house is already busy with people who live in the neighborhood. Adding apartments would significantly increase the numbers. The road on the side of our house has no stop signs into the new development and we have cars racing by at 60 mph, this would only get worse with more residents.

Marcy Kottas

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**From:** [Sanalkumar Parameswaran](#)  
**To:** [Stacy Bodsberg](#)  
**Subject:** Argenta Outlots; Request to Deny Proposed Change  
**Date:** Tuesday, August 15, 2023 2:16:28 PM

---

Dear Members of the Planning Commission,

I am writing to earnestly urge the Planning Commission to carefully consider denying the proposed zoning change (BJ Baas Builders-Case No. 23-30CPA). The suggested shift to High Density Residential (HDR) zoning is incongruent with both the character of the neighborhood and the Comprehensive Plan. This alteration risks depleting the remaining retail and commercial spaces in the NW quadrant, as the relentless allocation of land for residential development neglects the original vision and purpose of this area, which was never intended to be of high density.

A mere few weeks ago, the Planning Commission took a decisive step in rejecting a similar project seeking rezoning to High Density Residential. The case of 7950 Blaine Avenue (Stelter Enterprises-Case No. 23-26CPA) serves as a precedent, and the reasons provided for its denial closely align with the concerns pertaining to the current proposed change:

1. Abundant Alternative Land: There are still 55 vacant acres designated for HDR and 60 vacant acres designated for Mixed Use within the city limits.
2. Residential Surroundings: The adjoining areas predominantly consist of single-family residential units, lacking a necessary buffer zone.
3. Inconsistent with Neighborhood Character: The proposal deviates from the policy of preserving the neighborhood's character through infill development and disrupts the predominant single-family land use, potentially leading to an incongruous neighborhood appearance.
4. Incompatibility in Size and Scale: A multi-story apartment building, the sole one in this vicinity, would stand out in terms of size and bulk, potentially appearing out of place.
5. Abrupt Density Change: The sudden introduction of a different housing type not currently present in the area could disrupt the established fabric of the neighborhood.
6. Excessive Change: Commission members, including Schaefer, Wippermann, Twedt, and Weber, have expressed reservations about the magnitude of change to the neighborhood's character, underscoring the lack of a buffer and the potential for undue disruption.

I would like to express my gratitude for your attentive consideration of this matter. Should any questions arise or further discussion be needed, I am more than willing to engage in a conversation.

Thank you for your dedication to upholding the integrity of our neighborhood and city.

Sincerely,

Sanalkumar Parameswaran & Family

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## Request for Council Action

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**SUBJECT:**      **Third Reading of Interim Ordinance Temporarily Prohibiting the Establishment and Operation of Cannabis Businesses within the City**

**MEETING DATE:**    September 11, 2023  
**ITEM TYPE:**        Regular Business  
**CONTACT:**         Bridget Nason, City Attorney

---

### **ACTION REQUESTED**

The Council is asked to consider adoption of the attached Interim Ordinance, temporarily prohibiting the establishment and operation of cannabis businesses within the City.

### **BACKGROUND**

The Minnesota Legislature recently enacted comprehensive legislation (the "Act") relating to the sale, use, and possession of cannabis products in Minnesota. This legislation legalized the possession and use of cannabis and certain hemp products by adults, provided for the licensing, inspection, and regulation of cannabis and hemp businesses, established the Office of Cannabis Management; amended criminal penalties related to the possession of cannabis, and provided for expungement of certain convictions, among other items.

The Act provides local units of government certain authority related to cannabis businesses, including the authority to (1) require local registration of certain cannabis businesses operating retail establishments, (2) adopt reasonable restrictions on the time, place, and manner of the operation of cannabis businesses, provided that such restrictions do not prohibit the establishment or operation of a cannabis businesses, (3) limit the number of certain cannabis businesses based on the population of the community, and (4) prohibit the operation of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.

The Act requires the OCM to work with local governments to develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of cannabis businesses. The Act also requires the OCM to establish additional rules and regulations relating to the operation of cannabis businesses. The City will benefit from reviewing and analyzing the OCM's yet-to-be-published model ordinances, rules and regulations before making any decisions related to the regulation of cannabis businesses in the City.

The Act expressly allows a local unit of government that is conducting studies or has authorized a study to be conducted or has held or scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place and manner of the operation of cannabis businesses to adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. The interim ordinance may regulate, restrict, or prohibit the operation of cannabis businesses within the



jurisdiction, or a portion thereof, until January 1, 2025.

Given the uncertainty regarding the model ordinances to be developed by the OCM and the broad scope of the changes to Minnesota law brought about by the Act, on August 7 the City Council held a public hearing and approved the first reading of an interim ordinance temporarily prohibiting the establishment and operation of cannabis businesses within the City. The temporary prohibition would be in place through January 1, 2025, but may be repealed earlier by a vote of the City Council. A second reading of the interim ordinance was approved at the August 28 Council meeting. The Council is now asked to consider the third reading / final adoption of the attached interim ordinance. If the third reading is approved, the Council is asked to also approve the attached summary publication resolution.

### **FISCAL IMPACT**

n/a

### **RECOMMENDATION**

Staff recommends adoption of the attached interim ordinance.

### **ATTACHMENTS**

1. Interim Ordinance
2. Summary Publication Resolution

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY  
ORDINANCE NO. 1458**

**AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A  
MORATORIUM ON THE ESTABLISHMENT AND OPERATION OF CANNABIS  
BUSINESSES WITHIN THE CITY OF INVER GROVE HEIGHTS**

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**THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS HEREBY ORDAINS  
AS FOLLOWS:**

**SECTION 1. Authority and Legislative Findings.**

- A. The Minnesota Legislature recently enacted, and Governor Walz signed, 2023 Minnesota Session Laws, Chapter 63 – H.F. No. 100 (“Act”), which is comprehensive legislation relating to cannabis including, but not limited to, the establishment of the Office of Cannabis Management (“OCM”), legalizing and limiting the possession and use of cannabis and certain hemp products by adults, providing for the licensing, inspection, and regulation of cannabis businesses and hemp businesses, taxing the sale of cannabis flower, cannabis products, and certain hemp products, establishing grant and loan programs, amending criminal penalties, providing for expungement of certain convictions and providing for the temporary regulation of certain edible cannabinoid products.
- B. The Act provides local units of government certain authority related to cannabis businesses, including the authority to: (1) require local registration of certain cannabis businesses operating retail establishments; (2) adopt reasonable restrictions on the time, place, and manner of the operation of cannabis businesses, provided that such restrictions do not prohibit the establishment or operation of a cannabis businesses; (3) limit the number of certain cannabis businesses based on the population of the community; and (4) prohibit the operation of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.
- C. The Act requires the OCM to work with local governments to develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of cannabis businesses. The Act also requires the OCM to establish additional rules and regulations relating to the operation of cannabis businesses. The City will benefit from reviewing and analyzing the OCM’s model ordinances, rules

and regulations before making any decisions related to the regulation of cannabis businesses in the City.

- D. The Act expressly allows a local unit of government that is conducting studies or has authorized a study to be conducted or has held or scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place and manner of the operation of cannabis businesses to adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. The interim ordinance may regulate, restrict, or prohibit the operation of cannabis businesses within the jurisdiction or a portion thereof until January 1, 2025.
- E. Given the uncertainty regarding the model ordinances to be developed by the OCM and the broad scope of the changes to Minnesota law brought about by the Act, the City desires to adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens.
- F. The City desires to conduct a study for the purpose of considering the adoption or amendment of reasonable restrictions on the time, place and manner of the operation of cannabis businesses as well as the other regulations local units of government may adopt under the Act.
- G. On August 14, 2023, after providing at least 10 days published notice, the City Council held a public hearing regarding the consideration and adoption of an interim ordinance prohibiting the operation of cannabis businesses within the City until January 1, 2025.

**SECTION 2. Definitions.** For purposes of this Ordinance, the following terms shall have the meaning given them in this Section:

- (a) “Act” means 2023 Minnesota Session Laws, Chapter 63 (H.F. No. 100).
- (b) “Cannabis Business” has the meaning given the term in Minnesota Statutes, section 342.01, subdivision 14.
- (c) “City” means the City of Inver Grove Heights.
- (d) “Edible Cannabinoid Product” has the meaning given the term in Minnesota Statutes, Section 151.72, subdivision 1(f).
- (e) “OCM” means the Office of Cannabis Management, established as set forth in Minnesota Statutes, Section 342.02, subd. 1.
- (f) “Ordinance” means this interim ordinance, which is adopted pursuant to Minnesota Statutes, Section 342.13(e).



**SECTION 3. Study Authorized.** The City Council hereby authorizes and directs the City Administrator to have City staff conduct a study regarding the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, as well as the other potential local regulations allowed under the Act, and report to the City Council on the potential regulation of Cannabis Businesses. The study must include a review of the model ordinances the OCM is directed to draft under Minnesota Statutes, Section 342.13(d), an analysis of potential setback regulations allowed under Minnesota Statutes, section 342.13(c), and such other matters as staff may determine are relevant to the City Council's consideration of this matter. The report shall include the City staff's recommendations on whether the City Council should adopt regulations and, if so, the recommended types of regulations.

**SECTION 4. Moratorium.** A moratorium is hereby imposed regarding the establishment and operation of a Cannabis Business within the City. During the term of this Ordinance, no business, person, or entity may establish or operate a Cannabis Business within the jurisdictional boundaries of the City. The City shall not accept, process, or act on any application, site plan, building permit, zoning request, or other approval, including any requested confirmation, certification, approval, or other request from the OCM or other governmental entity requesting City review of any application or proposal for a business proposing to engage in the operation of a Cannabis Business.

**SECTION 5. Violation.** During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to establish or operate a Cannabis Business within the City.

**SECTION 6. Exceptions.** The moratorium imposed by this Ordinance does not apply to: (1) the continued operation of a business as part of the Medical Cannabis Program administered by the Minnesota Department of Health that was lawfully operating within the City prior to July 1, 2023; (2) the lawful sale of Edible Cannabinoid Products in compliance with Minnesota Statutes, Section 151.72; or (3) sales of Edible Cannabinoid Products at an exclusive liquor store in accordance with Minnesota Statutes, Section 340A.412, subdivision 14. Nothing in this Section exempts a business, person, or entity that is selling Edible Cannabinoid Products from having to comply with all requirements and prohibitions of applicable laws and ordinances.

**SECTION 7. Enforcement.** Violation of this Ordinance is a misdemeanor. The City may also enforce this Ordinance by mandamus, injunction, or other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also subject to the City's general penalty in City Code and may result in the City reporting the violation to the OCM if relevant to OCM licensing.

**SECTION 8. Duration and Effective Date.** This Ordinance shall become effective five days following adoption and publication as required by law and shall remain in effect until

January 1, 2025. This Ordinance may be repealed earlier upon the effective date of an ordinance adopting or amending reasonable restrictions on the time, place and manner of the operation of a Cannabis Business within the City or by resolution of the City Council terminating this Ordinance prior to the expiration date.

**SECTION 9. Severability.** Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part thereof. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

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  
Its: Mayor

Attest:

\_\_\_\_\_  
By: Rebecca Kiernan  
Its: City Clerk

(Published in the *Pioneer Press* on \_\_\_\_\_)

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA  
RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE  
NO. 1458, AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A  
MORATORIUM ON THE ESTABLISHMENT AND OPERATION OF CANNABIS  
BUSINESSES WITHIN THE CITY OF INVER GROVE HEIGHTS**

**WHEREAS**, on September 11, 2023, the City Council of the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. 1458, an Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Establishment and Operation of Cannabis Businesses within the City of Inver Grove Heights; and

**WHEREAS**, pursuant to Minn. Stat. Sec. 412.191, subd. 4, the Council may, by a 4/5 vote, direct that only the title and a summary be published; and

**WHEREAS**, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance No. 1458 which is attached hereto as **Exhibit A**; and

**WHEREAS**, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. 1458 would clearly inform the public of the intent of the ordinance; and

**WHEREAS**, due to the length of Ordinance No. 1458 the City Council desires to publish a summary of the Ordinance.

**NOW THEREFORE BE IT RESOLVED**, by a vote of at least four-fifths of its members, that the City Council of the City of Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. 1458 attached as **Exhibit A** and authorizes the publication of the summary shown in **Exhibit A** in lieu of publication of the entirety of Ordinance No. 1458 in the City's official newspaper.
2. Directs the City Clerk to ensure that a full and complete printed copy of Ordinance No. 1458 is available for inspection during regular business hours at the office of the Inver Grove Heights City Clerk, by standard mail, or by electronic mail.
3. Directs the City Clerk to file the executed Ordinance No. 1458 upon the



books and records of the City along with proof of publication.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 11<sup>th</sup> day of September, 2023.

**CITY OF INVER GROVE HEIGHTS**

By: \_\_\_\_\_  
Brenda Dietrich  
Its: Mayor

Attested:

By: \_\_\_\_\_  
Rebecca Kiernan  
Its: City Clerk

(Published in the *Pioneer Press* on \_\_\_\_\_, 2023.)

## **EXHIBIT A**

### **SUMMARY PUBLICATION ORDINANCE NO. 1458**

#### **A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE NO. 1458 AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A MORATORIUM ON THE ESTABLISHMENT AND OPERATION OF CANNABIS BUSINESSES WITHIN THE CITY OF INVER GROVE HEIGHTS**

On September 11, 2023, the City Council of the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. 1458, ("Ordinance") an Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Establishment and Operation of Cannabis Businesses within the City of Inver Grove Heights.

The Interim Ordinance authorizes and directs the City Administrator to have City staff conduct a study regarding the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, as well as the other potential local regulations allowed under the 2023 Minnesota Session Laws, Chapter 63 (H.F. No. 100) and report to the City Council on the potential regulation of Cannabis Businesses.

The Interim Ordinance imposes a moratorium on the establishment and operation of a Cannabis Business within the City. During the term of this Ordinance, no business, person, or entity may establish or operate a Cannabis Business within the jurisdictional boundaries of the City of Inver Grove Heights. During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to establish or operate a Cannabis Business within the City.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of Ordinance No. 1458 and it is directed that only the above title and summary of Ordinance No. 1458 conforming to Minn. Stat. Sec. 331A.01 be published, with the following:

#### **NOTICE**

A printed copy of the full text of Ordinance No. 1458 is available for public inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Avenue, Inver Grove Heights, MN 55077, by standard mail, or by electronic mail, and at any other public location which the Council designates.



## Request for Council Action

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**SUBJECT:**       **Third Reading of Ordinance Prohibiting Cannabis and Tobacco Smoking and Vaping In Public Places**

**MEETING DATE:**   September 11, 2023  
**ITEM TYPE:**       Regular Business  
**CONTACT:**        Bridget Nason, City Attorney

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### **ACTION REQUESTED**

The Council is asked to consider the third reading / final adoption of an ordinance prohibiting smoking and the use of certain cannabis products in public places.

### **BACKGROUND**

Adult use of cannabis became legal in Minnesota on August 1. While use of cannabis products in public spaces is not explicitly prohibited by the legislation, cities are authorized to adopt ordinances prohibiting the use of certain cannabis products in public places. The discussion around the use of cannabis in public places includes issues of public health, such as concerns about non-users being exposed to a substance used to get high via second-hand smoke. There are also public safety concerns and the potential desire to discourage use in public places as one means of reducing the number of people who get behind the wheel of a vehicle after using cannabis.

The Council has considered adoption of an ordinance prohibiting the use of certain cannabis products as well as certain tobacco/nicotine products at two prior meetings. The first version of the ordinance prohibited only the use of cannabis products in public places. Following council feedback and direction, the second version of the ordinance prohibited the use of both cannabis *and tobacco* products in public places, and narrowed the prohibition to the smoking or vaping of either substance. After the second reading of the ordinance was approved, the Council was presented with several questions and options regarding wording for the third and final reading version of the draft ordinance.

At its August 28 meeting, the Council discussed and provided direction to staff regarding the scope of restrictions the Council was interested in seeing included in a final third reading version of the ordinance, and a third reading version of that ordinance has been prepared for Council consideration. Additionally, staff sent the draft ordinance to leadership within Dakota County and ISD 199 for their review and comment, as other owners of public property within the city limits. Dakota County raised concerns with the proposed restrictions in light of the recently updated County policy, which permits the use of cigarettes, electronic cigarettes, and other tobacco and smoking products on County-owned parking lots and roadways and County roads and road right-of-ways.

To avoid a conflict with County policy, the attached ordinance includes an exemption to allow smoking in parking lots owned or controlled by the county or other governmental units, if that is their policy. This also allows the owners of public housing located within the city to permit smoking in their parking lots, if they so choose. Lastly, the attached version of the ordinance reiterates the City's existing prohibition on the consumption of alcoholic beverages, which is currently found in a different



section of City Code. This provides for the prohibition on public consumption of alcoholic beverages to appear in the same section of the Code where the public consumption of THC-infused beverages is prohibited.

**FISCAL IMPACT**

n/a

**RECOMMENDATION**

Staff recommends that the Council review and discuss the attached, and consider approval of the third and final reading of the attached ordinance.

**ATTACHMENTS**

1. Ordinance Prohibiting Cannabis and Tobacco Use in Public Places

**CITY OF INVER GROVE HEIGHTS, DAKOTA COUNTY, MINNESOTA  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING CITY CODE, TITLE 5, CHAPTER 5, ADDING SECTION  
5-5-13 PROHIBITING SMOKING AND VAPING OF CANNABIS AND TOBACCO AND  
CONSUMPTION OF ALCOHOLIC BEVERAGES AND BEVERAGES CONTAINING THC  
IN PUBLIC PLACES**

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**THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS HEREBY  
ORDAINS AS FOLLOWS:**

**Section One. Amendment.** Title 5, Chapter 5 of the Inver Grove Heights City Code is hereby amended by adding Section 13 as follows:

**5-5-13 SMOKING AND VAPING OF CANNABIS AND TOBACCO AND  
CONSUMPTION OF ALCOHOLIC BEVERAGES OR BEVERAGES  
CONTAINING THC IN PUBLIC PLACES PROHIBITED.**

- A. Definitions: For purposes of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**PUBLIC PLACE.** Property owned, leased, or controlled by a governmental unit, including the City. Public places include but are not limited to the following owned, leased, or controlled by the City: 1) buildings and all the land thereon, parking lots, Inver Wood golf course, parks, pathways and trails; and 2) rights-of-way consisting of both the traveled portion and the abutting boulevard, sidewalks and trails. Public Places also includes personal property, including motor vehicles, city equipment, and the like owned, leased or controlled by the City. A Public Place does not include: (1) a private residence, including the person's curtilage or yard; (2) private property not generally accessible to the public, unless the person is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or (3) the premises of an establishment or event licensed to permit on-site consumption.

**CANNABIS FLOWER, CANNABIS PRODUCT, and HEMP-DERIVED CONSUMER PRODUCTS** shall have the meanings given in Minn. Stat. §342.01 (enacted under Minnesota Laws 2023).

**GOVERNMENTAL UNIT** means a county, city, town, school district, or other political subdivision of the state. "Political subdivision" means a county, home rule charter or statutory city, town, school district, metropolitan or regional agency, public corporation, political subdivision, or special district.

**TOBACCO AND ELECTRONIC DELIVERY DEVICE** shall have the meanings given

in Minn. Stat. § 609.685, subd. 1.

VAPE or VAPING shall have the meaning given in Minn. Stat. § 120B.238, subd. 1(e).

**B. Prohibitions:**

- i. No person shall smoke tobacco or any cannabis flower, cannabis product, or hemp-derived consumer product in any public place.
- ii. No person shall use any electronic delivery device or otherwise engage in vaping of tobacco, any product containing nicotine, or any cannabis flower, cannabis product, or hemp-derived consumer product in any public place.
- iii. No person shall consume any alcoholic beverage or beverage containing tetrahydrocannabinol (THC) in any public place, except as otherwise permitted by a City-issued license or permit or as otherwise allowed under City Code Section 4-1-16.

**C. Exceptions:**

- i. The prohibition on the smoking or vaping of tobacco or any product containing nicotine in any public place shall not prohibit the smoking or vaping of such products inside a motor vehicle located on public right-of-way. This exception shall not apply to City-owned vehicles.
- ii. The prohibitions listed in Section B(i) and (ii) above shall not apply to the parking lots of properties owned, leased or controlled by governmental units other than the City.

**D. Penalty:** A violation of this section is a petty misdemeanor.

**Section 2. Effective Date.** This ordinance shall take effect upon its passage and the 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  
Its: Mayor

Attest:



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By: Rebecca Kiernan  
Its: City Clerk

(Published in the *Pioneer Press* on \_\_\_\_\_)



## Request for Council Action

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**SUBJECT:**        **Closed Session Pursuant to Minn. Stat. Sec. 13D.05, subd. (3)(c)(3)**

**MEETING DATE:**    September 11, 2023

**ITEM TYPE:**        Regular Business

**CONTACT:**         Bridget Nason, City Attorney

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### **ACTION REQUESTED**

The Council is asked to move to a closed session to develop or consider offers or counteroffers for the purchase of real property.

### **BACKGROUND**

The Council is asked to make a motion to close the meeting pursuant to Minnesota Statutes, Section 13D.05, subdivision 3(c) (3) in order to develop or consider offers or counteroffers for the purchase of the real property located at 6840 Dixie Avenue, 6863 Dickman Trail, 6971 Dickman Trail, and property located on Dickman Trail and legally described as Lots 14-17, OM Johnson Addition.

### **FISCAL IMPACT**

n/a

### **RECOMMENDATION**

Staff recommends a motion to close the meeting as described above.

### **ATTACHMENTS**

None