



Inver Grove Heights City Council
Monday, March 11, 2024 at 6:00 PM
8150 Barbara Ave, Inver Grove Heights, MN 55077

AGENDA

NOTICE OF REMOTE ATTENDANCE: Mayor Brenda Dietrich is expected to attend this meeting remotely from 101 Caribbean Dr., Corpus Christi, TX 78418.

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to 4:00 p.m. on Monday, March 11, 2024, will be provided to the Council at or before the March 11, 2024 meeting.

1. Call to Order

2. Roll Call

3. Presentations

4. Consent Agenda

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

A. Approval of the Minutes of the February 5, 2024, City Council Work Session

B. Approval of Disbursements

C. Personnel Actions

D. Resolution Authorizing an Amendment to the 2024 Budget of the Water Operating Fund

E. Resolution Approving 2023 Water & Sewer Cash Reserve Transfers

F. Resolution Approving 2023 Year-End Community Center Operating Transfer

G. Approval of Contract Amendment - Additional Professional Services for Heritage Village Park Phase 4 Project

H. Resolution Approving Lawful Charitable Gambling Premises Permit at Applebee's

I. Resolution Approving Lawful Charitable Gambling Premises Permit at Los Portales Bar & Grill

5. Public Hearing

6. Regular Business

A. Dakota County Presentation on Veterans Memorial Greenway and Resolution of Support for Phase 3 Alignment

- B. Consider a Comprehensive Plan Amendment for 6050 Cahill Avenue
 - C. First Reading of an Ordinance Amending City Code Title 8, Chapter 4 Related to Connection to Public Sewer System
 - D. Approval of Letter to Legislative Delegation Regarding Local Zoning Preemption Bills
 - E. CLOSED SESSION: Attorney-Client Privilege
7. **Public Comment**
Public comment provides an opportunity for the public to address the Council on items that are not on the agenda. Comments will be limited to three (3) minutes per person.
8. **Mayor and Council Comments**
9. **Adjourn**

This document is available upon a three (3) business day request in alternate formats such as braille, large print, audio recording, etc. Please contact Rebecca Kiernan, City Clerk, at 651.450.2513 or rkiernan@ighmn.gov.

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, FEBRUARY 5, 2024 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, February 5, 2024, 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, Deputy Clerk Malott, Public Works Director Connolly, and Environmental Specialist Sutherland

Mayor Dietrich has changed the order of the discussion items. The 2024 Environmental Advisory Commission Work Plan will proceed first.

3. DISCUSSION ITEMS

A. 2024 Environmental Advisory Commission Work Plan

Environmental Specialist Ally Sutherland presented the work plan for 2024 for the Environmental Advisory Commission. City Council is asked to provide comments on the draft 2024 Environmental Advisory Commission (EAC) Work Plan.

2023 EAC Work Plan Progress

#1) Extend Xcel Energy Partners In Energy MOU through 2023 to achieve Energy Action Plan goals: COMPLETED

- ✓ 01/2023: EAC recommended City Council approval
- ✓ 02/2023: City Council approved MOU
- ✓ 01/2023-12/2023: Energy Action Plan implementation

2023 EAC Work Plan Progress Energy Action Plan was to reduce community energy costs and emissions related to buildings and transportation. residential outreach included 50 Free Home Energy Squad visits, Green Living Series presentation and event table, Earth Day Renewable Energy Challenge, IGH Days event table, free LED light bulb kits and education, shared payment assistance, tax credits, rebates, utility programs, and developed a sustainable IGH Community Recognition Program for residents and businesses.

Environmental Specialist Ally Sutherland explained Energy Action Plan vs. Climate Action Plan IGH Energy Action plan goal was to reduce community energy costs and emissions (buildings and transportation), increase building energy efficiency, support efficient transportation options, and support renewable energy adoption. Climate Action plan goal was to reduce community greenhouse gas emissions to address climate change and local impacts on transportation and land use, buildings and energy, waste management, water and wastewater, local food and agriculture, greenspace and trees. health and safety and climate economy.

#2) Support development of a Dakota County Organics Drop-Off located in IGH: COMPLETE

- ✓ 05/2023: City Council approved JPA for Inver Glen Library Organics Drop-Off
- ✓ 07/2023-09/2023: County and city promotions
- ✓ 08/2023: Inver Glen Library Organics Drop-Off opened

Participation rates: 10,481 registered households in Dakota County (6%) at 11 sites

- Eagan, 1,798, 6%
- Burnsville, 944, 4%
- IGH, 934, 6%
- Mendota Heights, 817, 17%
- Apple Valley 6%, Farmington 7%, Hastings 8%, Lakeville 5%, Rosemount 10%. WSP 8%

#3) Support solar development in IGH by joining SolSmart: IN-PROGRESS

- ✓ 04/2023: EAC recommended City Council approval
- ✓ 05/2023: City Council approved joining SolSmart
- ✓ 07/2023: Program liaison assigned to the city
- Present: Working to achieve bronze certification. Update zoning code and permit processes to support solar development.

#4) Recognize IGH residents and businesses taking environmentally friendly actions by developing a recognition program: IN-PROGRESS

- ✓ 06/2023: EAC recommended City Council approval
- ✓ 07/2023: City Council approved development of Sustainable IGH
- Present: 2024 EAC Work Plan includes launching program in mid-March 2024
 - Energy, Landscaping, Water, Waste, and Social Wellbeing

#5) Explore how the city can support electric vehicle readiness: IN-PROGRESS

- ✓ 02/2023: City Council approved joining EV Smart
- ✓ 07/2023: EAC recommended EECBG be used towards a fleet electric vehicle
- ✓ 08/2023: City Council selected different use for EECBG funds
- Present: Staff continuing to work towards EV Smart program goals
 - Education materials for EV charger permitting
 - Outreach at events
 - EV communications

2024 EAC Proposed Work Plan

1. Support the City's Energy Action Plan by extending the Energy Action Plan Memorandum of Understanding (MOU).
2. Support the City's Solid Waste Abatement Program as related items arise.
3. Support the new Sustainable IGH recognition program to launch in Spring 2024. The EAC will help promote the program, review applications, and select awardees.
4. Support SolSmart implementation as related items arise.
5. Review landfill expansion applications related to the anticipated Pine Bend Landfill proposed expansion.
6. Incorporate stormwater and groundwater educational items into the EAC agendas and invite speakers to educate the EAC on priority topics.
7. Incorporate natural resources related educational items into the EAC agendas and invite speakers to educate the EAC on priority topics.
8. Process other EAC business-as-usual items per City Code 2-4-2.

2024 Energy Action Plan Implementation

- Residential outreach
 - Energy burdened households
 - Multifamily property owners and renters
 - Renewable energy
- Business outreach

- Collaborate with Chamber of Commerce
- Energy efficiency
- Renewable energy
- Electric vehicle charger installation and incentives
- Federal and State incentives
- Implement Sustainable IGH, SolSmart, and EV Smart
- 2024 Xcel Energy Partners In Energy MOU (Feb. 12)
 - \$2,000 of funding available for outreach
 - No-cost to the city

City Council is asked to provide comments on the draft 2024 EAC Work Plan on the February 12, 2024 consent agenda.

Mayor Dietrich complemented the EAC in completing two of the items on their goals.

Councilmember Gliva liked the idea of incorporating storm water and groundwater. Water has been a hot topic in the city and whatever we can do for safe drinking water.

Councilmember Murphy complemented the actions of the EAC being out in the community and promoting environmental issues.

Councilmember T'Kach asked if the EAC has prioritized their laundry list of items to work on and if the group could narrow down to four or five topics. Environmental Specialist mentioned that the landfill will take priority whenever it comes in. The city will have to wait on what Dakota County creates when they update their solid waste plan and then it would guide the city's organic collections.

Councilmember Scales complemented that the goals that the EAC are setting are attainable goals and he looks forward to what they bring forward.

B. Inver Grove Heights History Book Proposal

City Administrator Wilson introduced Cory Haala, PhD. Cory Haala, PhD, proposed to research, write and create programming related to a new IGH History book. He is an Assistant Professor of History and Museum Studies Coordinator, a graduate of UW-Stevens Point, a graduate of Simley High School (2009), a graduate of Northwestern University (2012), a graduate of Marquette University (2015, 2020) and a Coordinator, *Inver Grove History* website and project (with Tom Goetz, Simley High School)

Why now? The existing *The History of Inver Grove Heights* (Glewwe, 1990) is 33 years old, it had limitations of approach, changing more diverse population, and new businesses and schools. There are limited copies in circulation. It is not user-friendly, and it is the 60th anniversary of Villages convergence.

Book Project would have research (Summer 2024-2025) with assistance from the Dakota County Historical Society, and interviews with IGHCC members, mayors, community leaders, and would be archived long-term. The writing would be during the winter 2024-2025 creating a more accessible end product with E-reader, glossy photos in color, and shorter vignettes of founding families of IGH.

Funding and Labor would be low cost or no cost that would consist of collaborative work between Mr. Haala and assigned IGH staff (pro bono through July). It could be funded through the Minnesota Historical and Cultural Heritage grants of a small grant (up to \$10K) - due 4/12/24 and a large grant (up

to \$100K) - pre-app due 5/31/24. Little staff/administrative input - oversight as necessary, with low-cost programming to be funded with community stakeholders.

Mayor Dietrich thanked Mr. Haala for coming to speak to city council.

Councilmember Scales thinks this is a good idea as history needs to be recorded.

Councilmember Murphy think this is a fantastic opportunity and fully supports this.

Councilmember T'Kach thinks is time for IGH reaches out to the diverse community that we now have and is looking forward to what Mr. Haala comes up with.

C. Update on NWA Development Fee Research and Review

City Administrator Wilson presented this item to council. The NWA Fee Schedule for development and the impact of developing these properties. Water, sewer and stormwater connection fees are different in the NWA compared to the rest of the city. This was an intentional policy adopted as a means of repaying the costs of advancing water and sewer service into the NWA - allowed City not to have to assess benefiting property owners that were not ready to develop. Fee revenue was originally planned to cover debt payments; research suggests that it had become apparent by 2015 that this wouldn't fully cover costs. Park dedication fees, building permit fees, and some other utility fees are the same citywide - just connection fees differ.

Total *Connection* Fees (due at plat + at building permit)

Single Family Development (48 units on 26 acres zoned R-1C) inside the NWA would be estimated at \$1,141,332 (2024 Rates) while outside the NWA would be estimated at \$595,402.

Townhouse Development (157 units on 12 acres zoned R-3C) inside the NWA would be estimate at \$2,596,349 while outside the NWA would be estimated at \$525,854.

Apartment Development (152 units on 6.3 acres zoned R-3C) inside the NWA would be estimated at \$2,156,586 while outside the NWS would be estimated at \$392,264.

Funds Used for Water & Sewer Extension to NWA are approximately \$24.75 million in bonds (debt). Along with at least \$5 million transferred from Water Fund, at least \$3.5 million transferred from Sewer Funds and approximately \$750,000 transferred from General Fund.

Outstanding Debt for NWA Sewer Extension, it totals \$10,196,300 over the next twelve years.

There are two perspective developers wanting to develop multifamily projects in the NWA and have been advised to submit application for assistance.

A question that needs to be addressed is, as week look at the fees in the northwest area should be or will be, there will be a strong breaking point between are we just trying to make sure we can pay back the \$10.2 million in debt or are we strongly interested in seeing development in the northwest repay all of the various funds? The city started down the path that development in this area will pay for the development costs. The costs of infrastructure grew even after the funding mechanism was in place. We are now left with the fee schedule that is not sufficient to pay the debt off. Ehler's have been identifying shortfalls each year asking where the funding to cover the debt service should come from since 2015. If we are looking to make our development fees in the northwest area more comparable to

other nearby cities and more feasible, then the basic principle that the developers pay the developments costs, you can't have both ways.

Councilmember Scales repeated that the city isn't getting its money back waiting for developers to pay the rates in the fee schedule, so the hole keeps getting deeper and deeper. Let's get some development going rather than sit on the debt.

Councilmember T'Kach asked of the two developments, where they are in the development phase. City Administrator Wilson stated that one is through the planning commission stage and then realized the magnitude of the costs of the connection fees. The other one is following the calendar of events to proceed with the Land Use Permit. There is a \$5,000 fee that developers pay to see if there is a financial reason for the need for assistance, so developers are fairly certain that they will proceed with the project.

The City is not actively pursuing residential development at this time. The developers are going through the land owners and then coming in to the city with their applications.

Councilmember Murphy stated that inflation has taken its toll and possibly lowering our fees could drive development.

Councilmember Gliva, looking at the debt number, what we are currently doing is not working. Financially we don't want to make a mistake in the decision to lower the rates. It's hard to say that the value is there though, so maybe look at some kind of reduction in fees.

Staff was asked about the analysis of tax abatement versus fee reduction. There will be useful information from the research that Ehlers will be doing for us.

D. Closed Session Pursuant to Minn. Stat. Sec. 13D.05 subd. (3)(c)(2 & 3)

Motion to move into closed session pursuant to Minnesota Statute 13D.05 subd 3c 2 & 3, to review confidential or non-public appraisal data and develop or consider an offer for the purchase of real property located 1275 70th Street W Parcel #20-00600-78-012 by Scales, second by T'Kach.

Ayes: 5

Nays: 0

Motion to move into open session by Scales, second by Murphy.

Ayes: 5

Nays: 0

4. ADJOURN:

Motion to adjourn at 8:08 p.m. by Murphy, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by City Clerk Rebecca Kiernan.



Request for Council Action

SUBJECT: **Approval of Disbursements**

MEETING DATE: March 11, 2024
ITEM TYPE: Consent Agenda
CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of February 21 – March 5, 2024.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of February 21 – March 5, 2024. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$629,722.51
Special Revenue	96,672.12
Debt Service	-
Capital Projects	1,327,980.00
Enterprise	1,035,233.60
Internal Service	272,691.07
Escrows	456.77
Total - All Funds	\$3,362,756.07

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 (2.21.2024 - 3.5.2024)

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

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF February 21, 2024
- March 5, 2024.**

WHEREAS, a detailed listing of disbursements for the period of February 21, 2024 - March 5, 2024.

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

Fund Type	Amount
General Fund	\$629,722.51
Special Revenue	96,672.12
Debt Service	-
Capital Projects	1,327,980.00
Enterprise	1,035,233.60
Internal Service	272,691.07
Escrows	456.77
Total - All Funds	\$3,362,756.07

Approved by the City of Inver Grove Heights, Minnesota this 11th day of March 2024.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights

Expense Approval Report By Fund

Payment Dates 2/21/2024 - 3/5/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
MINNEAPOLIS OXYGEN CO.	00118491	12/31/2023	Oxygen Cylinder Rental St 2	101.42.4200.423.30700	211.69
WAKOTA MUTUAL AID FIREFL...	12/31/2023	12/31/2023	Wakota dues for 2023	101.42.4200.423.50070	50.00
SOUTH ST PAUL, CITY OF	2/8/2024	12/31/2023	SSP Street Light Bill 10.30.202...	101.207.2070900	59.04
CITY OF BURNSVILLE	2023-000000031	12/31/2023	Station alerting system	101.42.4200.423.40040	752.36
DAKOTA CTY FINANCIAL SVCS	5500239	12/31/2023	DCC subscriber fee 2.2023	101.42.4000.421.70501	1,843.07
DAKOTA CTY FINANCIAL SVCS	5500239	12/31/2023	DCC subscriber fee 2.2023	101.42.4200.423.30700	1,726.42
DAKOTA CTY FINANCIAL SVCS	5500239	12/31/2023	DCC subscriber fee 2.2023	101.43.5200.443.30700	46.66
DAKOTA CTY FINANCIAL SVCS	5501697	12/31/2023	Monthly MHZ Fee 11.2023	101.42.4000.421.70502	1,889.73
DAKOTA CTY FINANCIAL SVCS	5501697	12/31/2023	Monthly MHZ Fee 11.2023	101.42.4200.423.30700	1,726.42
DAKOTA CTY FINANCIAL SVCS	5501697	12/31/2023	Monthly MHZ Fee 11.2023	101.43.5200.443.30700	46.66
MOTOROLA SOLUTIONS, INC.	8281793882	12/31/2023	Batteries for radios	101.42.4200.423.60040	1,534.70
CRAIG RAPP	CPG-IGH-12.5.23.2	01/02/2024	2024 Annual Leadership Deve...	101.41.1100.413.50080	900.00
LELS	INV0183504	02/09/2024	UNION DUES (LELS LIEUTENA...	101.203.2031000	282.00
IUOE	INV0183508	02/09/2024	UNION DUES IUOE	101.203.2031000	1,860.50
LELS	INV0183523	02/09/2024	UNION DUES (LELS SGT)	101.203.2031000	493.50
MN DEPT OF REVENUE	January 2024	02/19/2024	Taxes	101.207.2070300	1,342.41
MN DEPT OF REVENUE	January 2024 CR	02/19/2024	Taxes	101.207.2070300	-0.52
GEOTAB USA, INC.	IN370452B	02/22/2024	Re-issue of check #245309	101.42.4000.421.60065	15.00
TYLER TECHNOLOGIES, INC	025-455301	02/22/2024	COA Progress Billing 1.29-2.5...	101.41.2000.415.30700	2,936.25
NOWHERE ENTERTAINMENT, ...	1/29/2024	02/22/2024	Council Retreat	101.41.1000.413.70600	300.00
MN RECREATION AND PARK A...	10929	02/22/2024	Cmty Ctr Manager postings	101.41.1120.413.30700	225.00
UNIFIRST CORPORATION	1410038353	02/22/2024	Streets Uniforms	101.43.5200.443.60045	37.90
UNIFIRST CORPORATION	1410038353	02/22/2024	Parks Uniforms	101.44.6000.451.60045	19.45
UNIFIRST CORPORATION	1410039893	02/22/2024	Streets Uniforms	101.43.5200.443.60045	37.90
UNIFIRST CORPORATION	1410039893	02/22/2024	Parks Uniforms	101.44.6000.451.60045	23.09
UNIFIRST CORPORATION	1410041390	02/22/2024	Streets Uniforms	101.43.5200.443.60045	98.95
UNIFIRST CORPORATION	1410041390	02/22/2024	Parks Uniforms	101.44.6000.451.60045	25.64
UNIFIRST CORPORATION	1410042811	02/22/2024	Streets Uniforms	101.43.5200.443.60045	31.01
UNIFIRST CORPORATION	1410042811	02/22/2024	Parks Uniforms	101.44.6000.451.60045	18.17
COLLINS ELECTRICAL CONST.	244159.01	02/22/2024	Traffic Signal Repair	101.43.5200.443.40046	274.00
TOTAL CONSTRUCTION & EQU...	38631	02/22/2024	Street Light Repair	101.43.5400.445.40042	816.74
TOTAL CONSTRUCTION & EQU...	38634	02/22/2024	lighting repairs - NV/Swing Bri...	101.44.6000.451.40047	2,213.14
NEWMAN SIGNS INC	TRFINV052067	02/22/2024	Sign Repair/Replacement Mat...	101.43.5200.443.60016	2,389.81
NEWMAN SIGNS INC	TRFINV052356	02/22/2024	Sign Supplies	101.43.5200.443.60016	48.40
ICMA RETIREMENT TRUST - 4...	INV0184587	02/23/2024	457 -AGE <49	101.203.2031400	5,105.38
ICMA RETIREMENT TRUST - 4...	INV0184588	02/23/2024	457 -AGE <49 %	101.203.2031400	8,909.33
ICMA RETIREMENT TRUST - 4...	INV0184589	02/23/2024	457 -AGE 50+	101.203.2031400	1,600.29
ICMA RETIREMENT TRUST - 4...	INV0184590	02/23/2024	457 PLAN -AGE 50+ %	101.203.2031400	1,046.32
ICMA RETIREMENT TRUST - 4...	INV0184591	02/23/2024	457 - ROTH AGE <50	101.203.2031400	505.00
ICMA RETIREMENT TRUST - 4...	INV0184592	02/23/2024	457 - ROTH AGE <50 %	101.203.2031400	902.50
ICMA RETIREMENT TRUST - 4...	INV0184593	02/23/2024	457 - ROTH AGE 50+	101.203.2031400	20.00
AFSCME COUNCIL 5	INV0184594	02/23/2024	UNION DUES (AFSCME FULL S...	101.203.2031000	973.17
AFSCME COUNCIL 5	INV0184595	02/23/2024	UNION DUES (AFSCME FULL S...	101.203.2031000	44.24
MINNESOTA DEPARTMENT OF...	INV0184596	02/23/2024	CASE #001570640001	101.203.2032100	342.87
TEXAS STATE DISBURSEMENT...	INV0184597	02/23/2024	CASE #0012022247	101.203.2032100	230.77
MINNESOTA DEPARTMENT OF...	INV0184598	02/23/2024	CASE #001490481201	101.203.2032100	357.72
MINNESOTA DEPARTMENT OF...	INV0184599	02/23/2024	CASE #000115468905	101.203.2032100	65.06
MINNESOTA DEPARTMENT OF...	INV0184600	02/23/2024	CASE #001563363401	101.203.2032100	426.85
MINNESOTA DEPARTMENT OF...	INV0184601	02/23/2024	CASE #001567848502	101.203.2032100	60.45
WI SCTF (WI SUPPORT COLLEC...	INV0184602	02/23/2024	PARTICIPANT ID#0004986316	101.203.2032100	433.06
IGH FIRE RELIEF ASSN	INV0184603	02/23/2024	MEMBERSHIP DUES - FIRE REL...	101.203.2031000	408.00
IGH FIRE RELIEF ASSN	INV0184604	02/23/2024	MEMBERSHIP DUES - FIRE REL...	101.203.2031000	154.50
MEDSURETY ACH ONLY	INV0184605	02/23/2024	HSA ELECTION-FAMILY	101.203.2032500	4,576.80

Expense Approval Report

Payment Dates: 2/21/2024 - 3/5/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MEDSURETY ACH ONLY	INV0184606	02/23/2024	HSA ELECTION-SINGLE	101.203.2032500	6,938.04
IGH PROFESSIONAL FIREFIGHT...	INV0184607	02/23/2024	UNION DUES (IAFF)	101.203.2031000	504.01
MN STATE RETIREMENT SYST...	INV0184608	02/23/2024	MINNESOTA DEFERRED COM...	101.203.2031400	835.00
MN STATE RETIREMENT SYST...	INV0184609	02/23/2024	MINNESOTA DEFERRED COM...	101.203.2031400	1,240.12
MN STATE RETIREMENT SYST...	INV0184610	02/23/2024	457 ROTH IRA (AGE 49 & UND...	101.203.2031400	590.00
PERA	INV0184611	02/23/2024	PERA COORDINATED PLAN	101.203.2030600	51,669.38
PERA	INV0184612	02/23/2024	EMPLOYER SHARE (EXTRA PE...	101.203.2030600	3,974.49
PERA	INV0184613	02/23/2024	PERA DEFINED PLAN	101.203.2030600	15.77
PERA	INV0184614	02/23/2024	EMPLOYER SHARE (PERA DEFI...	101.203.2030600	15.77
PERA	INV0184615	02/23/2024	PERA POLICE & FIRE PLAN	101.203.2030600	33,594.66
PERA	INV0184616	02/23/2024	EMPLOYER SHARE (POLICE & F...	101.203.2030600	50,391.96
ICMA RETIREMENT TRUST - 4...	INV0184617	02/23/2024	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	3,108.76
ICMA RETIREMENT TRUST - 4...	INV0184618	02/23/2024	ROTH-AGE <49 %	101.203.2032400	109.22
ICMA RETIREMENT TRUST - 4...	INV0184619	02/23/2024	ROTH IRA (AGE 50 & OVER)	101.203.2032400	538.46
EFTPS	INV0184620	02/23/2024	FEDERAL WITHHOLDING	101.203.2030200	78,229.12
MN DEPT OF REVENUE (PAYR...	INV0184621	02/23/2024	STATE WITHHOLDING	101.203.2030300	32,752.79
EFTPS	INV0184622	02/23/2024	MEDICARE WITHHOLDING	101.203.2030500	21,549.88
EFTPS	INV0184623	02/23/2024	SOCIAL SECURITY WITHHOLDI...	101.203.2030400	56,693.52
INTERNATIONAL ASSOCIATION..	000268003	02/29/2024	membership dues	101.42.4200.423.50070	245.00
CAPITAL CITY FIREFIGHTERS A...	108	02/29/2024	2024 membership dues	101.42.4200.423.50070	50.00
MN RECREATION AND PARK A...	10840	02/29/2024	Mtc Work Job Posting	101.41.1120.413.30700	125.00
MN FIRE SERVICE CERT BOARD	12194	02/29/2024	Fire & Life Safety test Roger a...	101.42.4200.423.50080	252.00
UNIFIRST CORPORATION	1410044340	02/29/2024	Streets Uniforms	101.43.5200.443.60045	37.90
UNIFIRST CORPORATION	1410044340	02/29/2024	Parks Uniforms	101.44.6000.451.60045	23.09
FIRE PROTECTION SERVICES, I...	1887	02/29/2024	plan reviews for FM	101.42.4200.423.30700	831.70
FIRE PROTECTION SERVICES, I...	1893	02/29/2024	Review shop drawings & calcu...	101.42.4200.423.30700	283.00
WILSON, ZACHARY	2/22/2024C	02/29/2024	Refund of Massage Therapist L...	101.41.0000.3217500	75.00
DAKOTA ELECTRIC ASSN	200001093947 02/29/2024	02/29/2024	Electric	101.43.5400.445.40020	1,459.41
DAKOTA ELECTRIC ASSN	200002468379 02/29/2024	02/29/2024	Electric	101.44.6000.451.40020	459.76
DAKOTA ELECTRIC ASSN	200002501658 02/29/2024	02/29/2024	Electric	101.44.6000.451.40020	142.31
DAKOTA ELECTRIC ASSN	200003935632 02/29/2024	02/29/2024	Electric	101.44.6000.451.40020	182.42
DAKOTA ELECTRIC ASSN	200004267134 02/29/2024	02/29/2024	Electric	101.43.5400.445.40020	49.28
DAKOTA ELECTRIC ASSN	200004430542 02/29/2024	02/29/2024	Electric	101.44.6000.451.40020	18.66
DAKOTA ELECTRIC ASSN	200010036635 02/29/2024	02/29/2024	Electric	101.42.4200.423.40020	2,399.65
MINNEAPOLIS OXYGEN CO.	20305503	02/29/2024	late invoice for invoice not rec...	101.42.4200.423.30700	10.00
PATCHIN MESSNER APPRAISA...	22392	02/29/2024	Falcon Partners Property - 7th...	101.44.6000.451.70501	4,000.00
TAHO SPORTSWEAR	24TS0460	02/29/2024	T-shirts for youth basketball.	101.44.6100.454.60045	636.95
L.T.G. POWER EQUIPMENT	283254	02/29/2024	parts for chainsaws	101.44.6000.451.60040	703.62
MN GLOVE & SAFETY, INC.	346184	02/29/2024	safety gear	101.44.6000.451.60045	146.97
LOCALITY MEDIA, INC.	4581	02/29/2024	new add-ons for software pro...	101.42.4200.423.50072	2,600.00
CENTURY LINK	651-455-9072 1/19/2024	02/29/2024	phone line Station 1	101.42.4200.423.50020	51.19
XCEL ENERGY	862479173	02/29/2024	Street lighting electric charges	101.43.5400.445.40020	12,368.00
XCEL ENERGY	864095779	02/29/2024	FD natural gas charges	101.42.4200.423.40010	4,131.16
XCEL ENERGY	864095779	02/29/2024	FD electric charges	101.42.4200.423.40020	1,475.17
XCEL ENERGY	864095779	02/29/2024	Street lighting electric charges	101.43.5400.445.40020	530.79
XCEL ENERGY	864095779	02/29/2024	Parks natural gas charges	101.44.6000.451.40010	855.40
XCEL ENERGY	864095779	02/29/2024	Parks electric charges	101.44.6000.451.40020	441.64
COMCAST	8772105910359526X02052024	02/29/2024	Monthly cable invoice for Stat...	101.42.4200.423.30700	10.92
WELLS FARGO CREDIT CARD A...	Afsa Monica Chi WF 01/24	02/29/2024	Online training for FM Scott O...	101.42.4200.423.50080	30.90
WELLS FARGO CREDIT CARD A...	Afsa Monica Chi WF 01/24	02/29/2024	Online training for FM Scott O...	101.42.4200.423.50080	15.45
WELLS FARGO CREDIT CARD A...	Amazon.Com R01ck5pc0 Joel ...	02/29/2024	Chainsaw Safety	101.43.5200.443.60040	130.48
WELLS FARGO CREDIT CARD A...	Amazon.Com R09j19ft1 Rachel..	02/29/2024	Clipboards for youth basketbal..	101.44.6100.454.60009	102.00
WELLS FARGO CREDIT CARD A...	Amazon.Com R26734f22 Rebe...	02/29/2024	Clorox Wipes - Election Polling...	101.41.1200.414.60010	44.56
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 0u4xg8za3 Mo...	02/29/2024	architectural and engineering ...	101.42.4200.423.60010	25.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US E42ks4w43 M...	02/29/2024	clothing rack and garage wall ...	101.42.4200.423.60065	1,047.48
WELLS FARGO CREDIT CARD A...	Amzn Mktp US G11od4xt3 Ac...	02/29/2024	Office supplies	101.41.2000.415.60010	77.59
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Ga4cj4d73 Che...	02/29/2024	Decoration supplies for Prince...	101.44.6100.453.60009	100.53
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R04km9b01 Ac...	02/29/2024	Office supplies	101.41.2000.415.60010	81.90
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R04tu9ae1 Ter...	02/29/2024	Wallet locker numbers, and wr...	101.44.6100.459.70600	46.76
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R05026or2 Teri..	02/29/2024	NO SNOWMOBILES ALLOWED ...	101.44.6000.451.60065	96.89

Expense Approval Report

Payment Dates: 2/21/2024 - 3/5/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R06w71h61 M...	02/29/2024	window cleaner for stations	101.42.4200.423.60011	37.45
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R072027g0 Ma...	02/29/2024	Network Equip for Rich Valley...	101.44.6000.451.40040	104.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R087w7s60 M...	02/29/2024	2 gallon pump dispenser for cl...	101.42.4200.423.60011	14.38
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R09r196s0 Re...	02/29/2024	2 Date Stampers - Elections - ...	101.41.1200.414.60010	47.80
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R80x74ut0 Ma...	02/29/2024	Network cables for Rich Valley...	101.44.6000.451.40040	75.50
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R82la9um1 Ter...	02/29/2024	lens wipes for Parks & Streets	101.43.5200.443.60016	25.50
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R82la9um1 Ter...	02/29/2024	lens wipes for Parks & Streets	101.44.6000.451.60065	25.50
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R856y1o70 Co...	02/29/2024	Office Supplies	101.41.1120.413.60010	40.22
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt26t2si1 Teri ...	02/29/2024	padfolio for Joe H	101.44.6000.451.60065	26.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt61x9nc0 Mo...	02/29/2024	Shampoo and soap dispensers...	101.42.4200.423.60065	261.55
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt71f46i0 Cora...	02/29/2024	Office supplies	101.41.1120.413.60010	75.45
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt92c9s20 Reb...	02/29/2024	3 Ring Binders for Resolutions	101.41.1140.413.60010	28.90
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt9b82fs1 Reb...	02/29/2024	Timer for City Council Meetings	101.41.1000.413.60010	23.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Tk07s0lz2 Acc...	02/29/2024	Pilot Better Retractable Ballpo...	101.41.2000.415.60010	16.78
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Tk2vj8qw0 Ste...	02/29/2024	Levels, replacement batteries ...	101.45.3300.419.60040	179.42
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Tk4lp8xe0 Mon...	02/29/2024	2023 clothing rack and heavy ...	101.42.4200.423.60065	518.00
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Tk8zs4jd1 Stev...	02/29/2024	Office ergonometry	101.45.3300.419.60010	27.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US X66tm5023 St...	02/29/2024	Smoke alarm/exit light extend...	101.45.3300.419.60040	18.59
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Xn9389d93 M...	02/29/2024	power strips with surge protec...	101.42.4200.423.60065	38.93
WELLS FARGO CREDIT CARD A...	Bca Training Education Tara Al...	02/29/2024	Interview and Interrogations T...	101.42.4000.421.50080	250.00
WELLS FARGO CREDIT CARD A...	Canva I04029-49144265 Accou...	02/29/2024	Wellness Material	101.41.1120.413.60001	7.49
WELLS FARGO CREDIT CARD A...	Cc Nrpa Career Center Accoun...	02/29/2024	NRPA Single 30-day Job Posting	101.41.1120.413.50025	349.00
WELLS FARGO CREDIT CARD A...	Chick-Fil-A #03158 Ben Mads...	02/29/2024	Lunch while at training	101.42.4000.421.50075	22.14
WELLS FARGO CREDIT CARD A...	Chipotle Online Accounts P WF...	02/29/2024	City Staff Meeting	101.41.1100.413.50075	349.52
WELLS FARGO CREDIT CARD A...	City Of Bemidji Monica Chi WF...	02/29/2024	Fire and Life Safety training for...	101.42.4200.423.50080	300.00
WELLS FARGO CREDIT CARD A...	Colehaan.Com Joshua Oti WF ...	02/29/2024	Uniform Allowance Clothing P...	101.42.4000.421.60045	103.97
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Tara Allen ...	02/29/2024	Drinks for Lunch for Public Wo...	101.42.4000.421.60068	30.46
WELLS FARGO CREDIT CARD A...	CURRENCY CONVERSION FEE ...	02/29/2024	fee for credit card use in Nor...	101.42.4200.423.30700	4.68
WELLS FARGO CREDIT CARD A...	Dakota County Barry Unde WF...	02/29/2024	Dakota County Hazardous Wa...	101.43.5200.443.30700	137.13
WELLS FARGO CREDIT CARD A...	Delta 00622040569264 Scott ...	02/29/2024	Airfare for Scott Oswald to NF...	101.42.4200.423.50065	436.20
WELLS FARGO CREDIT CARD A...	Department Of Labor An Stev...	02/29/2024	Tyson Rainey Accessibility Spec...	101.45.3300.419.50070	40.00
WELLS FARGO CREDIT CARD A...	Department Of Labor An Stev...	02/29/2024	Jeremiah Bruder BOL License ...	101.45.3300.419.50070	45.00
WELLS FARGO CREDIT CARD A...	Detectachem Inc Dane Winge...	02/29/2024	SRG Purchase Fentanyl Test St...	101.42.4000.421.60065	120.18
WELLS FARGO CREDIT CARD A...	Eig Constantcontact.Co Amy L...	02/29/2024	email marketing subscription	101.41.1300.413.50070	20.00
WELLS FARGO CREDIT CARD A...	Facebk 7a7lhx7dx2 Amy Looze...	02/29/2024	Facebook boost - IGH PD surv...	101.41.1300.413.50025	101.23
WELLS FARGO CREDIT CARD A...	Facebk Uxqrkx7dx2 Amy Looze...	02/29/2024	Facebook boost	101.41.1300.413.50025	3.44
WELLS FARGO CREDIT CARD A...	Fozzies Smokin Bar Bq Eric Be...	02/29/2024	dinner for Roger Ledoux and ...	101.42.4200.423.50075	47.78
WELLS FARGO CREDIT CARD A...	Fsp Mpstma Teri O'Con WF 01...	02/29/2024	2024 membership - Brian	101.44.6000.451.50070	75.00
WELLS FARGO CREDIT CARD A...	Fusion Learning Partne Judy ...	02/29/2024	CEAM Annual Membership Bri...	101.43.5100.442.50070	200.00
WELLS FARGO CREDIT CARD A...	Fusion Learning Partne Judy ...	02/29/2024	CEAM Annual Membership Pa...	101.43.5100.442.50070	200.00
WELLS FARGO CREDIT CARD A...	Fusion Learning Partne Judy ...	02/29/2024	CEAM Annual Conference regi...	101.43.5100.442.50080	840.00
WELLS FARGO CREDIT CARD A...	Fusion Learning Partne Judy ...	02/29/2024	CEAM Annual Conference regi...	101.43.5100.442.50080	360.00
WELLS FARGO CREDIT CARD A...	Galls Ryan Prail WF 01/24	02/29/2024	Flashlight & Batteries, Side gri...	101.42.4000.421.60045	338.61
WELLS FARGO CREDIT CARD A...	Galls Ryan Rose WF 01/24	02/29/2024	Shirts and pullovers	101.42.4000.421.60045	307.49
WELLS FARGO CREDIT CARD A...	Galls Ryan Rose WF 01/24	02/29/2024	Carriers and Monogramming	101.42.4000.421.60045	255.40
WELLS FARGO CREDIT CARD A...	Glock Inc Ben Madsen WF 01/...	02/29/2024	spare parts for dept firearms	101.42.4000.421.60018	92.00
WELLS FARGO CREDIT CARD A...	Government Finance Off Acco...	02/29/2024	GFOA Conference Registration...	101.41.2000.415.50080	500.00
WELLS FARGO CREDIT CARD A...	Government Finance Off Acco...	02/29/2024	GFOA Conference Registration...	101.41.2000.415.50080	500.00
WELLS FARGO CREDIT CARD A...	Grainger Barry Unde WF 01/24	02/29/2024	Band-It band and buckles for s...	101.43.5200.443.60016	154.87
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Melissa...	02/29/2024	Fuel purchase	101.42.4000.421.50065	43.16
WELLS FARGO CREDIT CARD A...	Holiday Stations 0479 Melissa...	02/29/2024	Fuel Purchase	101.42.4000.421.50065	20.99
WELLS FARGO CREDIT CARD A...	Holiday Stations 3514 Melissa...	02/29/2024	Fuel Purchase	101.42.4000.421.50065	34.48
WELLS FARGO CREDIT CARD A...	Hy-Vee Eagan 1165 Teri O'Con...	02/29/2024	refund for sales tax on Breakf...	101.44.6100.453.60009	-221.41
DAKOTA 911	IG2024-02	02/29/2024	Dakota 911 Fee 2.2024	101.42.4000.421.70502	66,849.30
DAKOTA 911	IG2024-02	02/29/2024	Dakota 911 Fee 2.2024	101.42.4200.423.70502	7,427.70
DAKOTA 911	IG2024-03	02/29/2024	Dakota 911 Fee 3.2024	101.42.4000.421.70502	66,849.30
DAKOTA 911	IG2024-03	02/29/2024	Dakota 911 Fee 3.2024	101.42.4200.423.70502	7,427.70
WELLS FARGO CREDIT CARD A...	Impark00200149u Brian Swob...	02/29/2024	parking for Green Expo	101.44.6000.451.50065	15.00
WELLS FARGO CREDIT CARD A...	In Dronesense Inc. Daniel Ber...	02/29/2024	yearly subscription for advanc...	101.42.4200.423.50070	1,700.00
PRECISE MRM	IN200-1047386	02/29/2024	GPS for Dump Trucks	101.43.5200.443.30700	110.00

Expense Approval Report

Payment Dates: 2/21/2024 - 3/5/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Intl Code Council Inc Monica ...	02/29/2024	2020 Minnesota building code...	101.42.4200.423.60065	92.00
WELLS FARGO CREDIT CARD A...	Intl Code Council Monica Chi ...	02/29/2024	virtual class for Derek McNam...	101.42.4200.423.50080	180.00
WELLS FARGO CREDIT CARD A...	Intl Code Council Steven Joh ...	02/29/2024	Disputing Charge	101.45.3300.419.50080	360.00
RILEIGHS OUTDOOR, LLC	INV13622	02/29/2024	Cahill banners	101.44.6000.451.40047	1,520.00
RILEIGHS OUTDOOR, LLC	INV13677	02/29/2024	Cahill banners	101.44.6000.451.40047	1,960.00
SAFE-FAST, INC.	INV287273	02/29/2024	Hi Vis and Rainwear	101.43.5200.443.60045	93.35
TARGET SOLUTIONS LEARNING	INV87724	02/29/2024	yearly fee for usage and main...	101.42.4200.423.50072	6,631.58
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Ben M...	02/29/2024	Supplies for Armory New Lock...	101.42.4000.421.60065	49.87
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Ben M...	02/29/2024	Supplies for Armory new lock ...	101.42.4000.421.60065	12.99
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Joe R...	02/29/2024	door holders	101.44.6000.451.40040	7.99
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac John D...	02/29/2024	Misc supplies	101.42.4000.421.60065	60.96
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Mike S...	02/29/2024	wall anchors & bits	101.44.6000.451.60012	17.98
WELLS FARGO CREDIT CARD A...	Jones & Bartlett Learn Daniel ...	02/29/2024	2023 NDTA textbooks	101.42.4200.424.60018	1,254.39
WELLS FARGO CREDIT CARD A...	Kahoot! Asa Daniel Ber WF 01...	02/29/2024	yearly billing for online presen...	101.42.4200.423.60018	468.00
WELLS FARGO CREDIT CARD A...	Kwik Trip 11600011684 Melis...	02/29/2024	Fuel Purchase	101.42.4000.421.50065	46.82
WELLS FARGO CREDIT CARD A...	League Of Minnesota Ci Acco...	02/29/2024	2024 MCMA Winter Workshop	101.41.1100.413.50080	125.00
WELLS FARGO CREDIT CARD A...	Mapet Johnny Dan WF 01/24	02/29/2024	2024 Memberships Dues Dani...	101.42.4000.421.50070	35.00
WELLS FARGO CREDIT CARD A...	McDonalds F18102 Eric Bergu...	02/29/2024	dinner for Roger and Derek on...	101.42.4200.423.50075	20.52
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Joel ...	02/29/2024	Small tool Drill bit	101.43.5200.443.60040	24.98
WELLS FARGO CREDIT CARD A...	Minnesota Chapter Of T Moni...	02/29/2024	registration fee for January m...	101.42.4200.423.50080	25.00
WELLS FARGO CREDIT CARD A...	Minnesota Chiefs Of Po Haugl...	02/29/2024	2024 MN Chiefs of Police Me...	101.42.4000.421.50070	212.00
WELLS FARGO CREDIT CARD A...	Minnesota Chiefs Of Po Joshua...	02/29/2024	2024 MN Chiefs Membership ...	101.42.4000.421.50070	212.00
WELLS FARGO CREDIT CARD A...	Minnesota Chiefs Of Po Joshua...	02/29/2024	MN Chiefs Conference Registr...	101.42.4000.421.50080	2,410.00
WELLS FARGO CREDIT CARD A...	Minnesota Nursery And Teri O...	02/29/2024	10 reservations for the MN Nu...	101.44.6000.451.50080	450.00
WELLS FARGO CREDIT CARD A...	Minnesota Sheriffs Ass Katrina...	02/29/2024	Expungement Training Lee	101.42.4000.421.50080	90.00
WELLS FARGO CREDIT CARD A...	Minnesota Sheriffs Ass Tara Al...	02/29/2024	Expungement Training-- Allen	101.42.4000.421.50080	90.00
WELLS FARGO CREDIT CARD A...	Minnesota Shopping Cen Acc...	02/29/2024	MSCA Monthly Program: Retai...	101.41.1000.413.50080	70.00
WELLS FARGO CREDIT CARD A...	Minnesota Shopping Cen Acc...	02/29/2024	MSCA Monthly Program: Retai...	101.41.1100.413.50080	70.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Rebec...	02/29/2024	2024 MCFOA Conference - Be...	101.41.1140.413.50080	375.00
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Rebec...	02/29/2024	2024 MCFOA Conference - Kat...	101.41.1140.413.50080	375.00
WELLS FARGO CREDIT CARD A...	Mn Accounts P WF 01/24	02/29/2024	2024 Annual Meeting Registra...	101.41.1100.413.50080	55.00
WELLS FARGO CREDIT CARD A...	Mn Erosion Ctrl Assn Judy Wo...	02/29/2024	Conference - Nicole Portugal	101.43.5100.442.50080	210.00
WELLS FARGO CREDIT CARD A...	National Emergency Tra Moni...	02/29/2024	meal package for training in ...	101.42.4200.423.50075	347.84
WELLS FARGO CREDIT CARD A...	Ncees.Org Judy Wonic WF 01/...	02/29/2024	License	101.43.5100.442.50070	100.00
WELLS FARGO CREDIT CARD A...	Nfpa Natl Fire Protect Monica...	02/29/2024	2024 NFPA membership dues ...	101.42.4200.423.50070	175.00
WELLS FARGO CREDIT CARD A...	Nfpa Natl Fire Protect Monica...	02/29/2024	conference and expo registrat...	101.42.4200.423.50080	1,375.50
WELLS FARGO CREDIT CARD A...	Norvex Supply- Inc Monica Chi...	02/29/2024	disinfectant for masks	101.42.4200.423.60065	232.76
MACQUEEN EMERGENCY GR...	P25774	02/29/2024	calibration gas for the gas me...	101.42.4200.423.60065	1,097.56
WELLS FARGO CREDIT CARD A...	Paypal Firemarshal Monica Chi...	02/29/2024	membership dues for Scott for...	101.42.4200.423.50070	40.00
WELLS FARGO CREDIT CARD A...	Paypal Firemarshal Monica Chi...	02/29/2024	Fire Marshal Assn of MN train...	101.42.4200.423.50080	175.00
WELLS FARGO CREDIT CARD A...	Paypal Minnesotau Monica ...	02/29/2024	membership dues for Scott O...	101.42.4200.423.50070	20.00
WELLS FARGO CREDIT CARD A...	Paypal Mpstma Teri O'Con WF...	02/29/2024	MPSFMA 2024 membership - ...	101.44.6000.451.50070	55.00
WELLS FARGO CREDIT CARD A...	People Incorporated Tara Alle...	02/29/2024	De-escalation Training for Stei...	101.42.4000.421.50080	66.00
WELLS FARGO CREDIT CARD A...	Pioneer Press Circ Amy Looze...	02/29/2024	Pioneer press annual sub - bill...	101.41.1300.413.50070	14.00
WELLS FARGO CREDIT CARD A...	Pioneer Press Circ Amy Looze...	02/29/2024	Pioneer press subscription	101.41.1300.413.50070	14.00
WELLS FARGO CREDIT CARD A...	Professional Law Enfor Tara Al...	02/29/2024	2024 PLEAA/LEAP Membershi...	101.42.4000.421.50070	100.00
WELLS FARGO CREDIT CARD A...	Recycling Association Alexand...	02/29/2024	Recycling Association of Minn...	101.45.3000.420.50080	315.00
WELLS FARGO CREDIT CARD A...	Reuse Minnesota Alexandra ...	02/29/2024	Reuse Minnesota - Annual m...	101.45.3000.420.50070	50.00
WELLS FARGO CREDIT CARD A...	Roseville Cub Foods Monica C...	02/29/2024	Food for meeting at Station 3	101.42.4200.423.50075	127.43
WELLS FARGO CREDIT CARD A...	Royal Canin Usa Ryan Rose WF...	02/29/2024	K-9 Dog Food Purchase	101.42.4000.421.60013	230.04
WELLS FARGO CREDIT CARD A...	Shell Oil10083973015 Eric Ber...	02/29/2024	fuel for vehicle used to go to t...	101.42.4200.423.50065	56.55
WELLS FARGO CREDIT CARD A...	Sherwin Williams 70307 Joe R...	02/29/2024	paint	101.44.6000.451.40040	215.64
WELLS FARGO CREDIT CARD A...	Shutterfly, Inc. Joel Jacks WF ...	02/29/2024	Office wall art	101.43.5200.443.30700	231.96
WELLS FARGO CREDIT CARD A...	Streichers Mpls Ben Madsen ...	02/29/2024	Holster and wedge	101.42.4000.421.60045	299.98
WELLS FARGO CREDIT CARD A...	Tactical Med Solutions Ben M...	02/29/2024	Misc medical supplies using fu...	101.42.4000.421.60065	3,658.46
WELLS FARGO CREDIT CARD A...	Target 00021899 Alexandra ...	02/29/2024	Target - Recycling Education S...	101.45.3000.420.60065	54.98
WELLS FARGO CREDIT CARD A...	Target 00025197 Cora Henke...	02/29/2024	Wellness Incentive - healthy s...	101.41.1120.413.60001	115.91
WELLS FARGO CREDIT CARD A...	Teleflex Llc Eric Bergu WF 01/...	02/29/2024	needle and stabilizer kits for t...	101.42.4200.423.60065	1,345.50
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	02/29/2024	gas for small equipment	101.44.6000.451.60016	44.88
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Eric B...	02/29/2024	miscellaneous station items a...	101.42.4200.423.60040	50.73

Expense Approval Report

Payment Dates: 2/21/2024 - 3/5/2024

Vendor Name	Payable Number	Post Date
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Eric B...	02/29/2024
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Eric B...	02/29/2024
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe H...	02/29/2024
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Ray R...	02/29/2024
WELLS FARGO CREDIT CARD A...	The Tavern On South Sh Eric B...	02/29/2024
WELLS FARGO CREDIT CARD A...	The Tavern On South Sh Eric B...	02/29/2024
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Kyle R...	02/29/2024
WELLS FARGO CREDIT CARD A...	Turitto S Pizza Judy Smith WF ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Turitto S Pizza Katrina Le WF ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Turitto S Pizza Rachel Mik WF ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Turitto S Pizza Rachel Mik WF ...	02/29/2024
WELLS FARGO CREDIT CARD A...	U Of M Contlearning Ol Judy ...	02/29/2024
WELLS FARGO CREDIT CARD A...	U Of M Contlearning Ol Steven...	02/29/2024
WELLS FARGO CREDIT CARD A...	Ua.Com 888-727-6687 Md Ste...	02/29/2024
WELLS FARGO CREDIT CARD A...	Uline Ship Supplies Daniel Ber...	02/29/2024
WELLS FARGO CREDIT CARD A...	Uspca Ryan Rose WF 01/24	02/29/2024
WELLS FARGO CREDIT CARD A...	Vcn Invergrovelicensec Joel Ja...	02/29/2024
WELLS FARGO CREDIT CARD A...	Vcn Quickservlicen035c Katrin...	02/29/2024
WELLS FARGO CREDIT CARD A...	Vistaprint Steven Joh WF 01/24	02/29/2024
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Kasey Schr W...	02/29/2024
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Monica Chi ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Monica Chi ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Monica Chi ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Wp Stylebooth Llc Chelsea Sw...	02/29/2024
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Katrin...	02/29/2024
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Melis...	02/29/2024
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Monica Chi WF ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Monica Chi WF ...	02/29/2024
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Monica Chi WF ...	02/29/2024

Fund: 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND

MOTOROLA SOLUTIONS, INC.	8281789623	02/29/2024
MOTOROLA SOLUTIONS, INC.	8281805177	02/29/2024

Fund: 205 - COMMUNITY CENTER-OPERATING FUND

AMERICAN RED CROSS	22655512	12/31/2023
MN DEPT OF REVENUE	January 2024	02/19/2024
TWIN SOURCE SUPPLY	00506617	02/22/2024
TWIN SOURCE SUPPLY	00506617	02/22/2024
R & R SPECIALTIES OF WI, INC.	0081392-IN	02/22/2024
NICKIE WELSH	1415	02/22/2024
SUPREME AUDIO INC	228510	02/22/2024
MN GLOVE & SAFETY, INC.	346047	02/22/2024
MN GLOVE & SAFETY, INC.	346047	02/22/2024
TOTAL CONSTRUCTION & EQU...	38632	02/22/2024
KULLY SUPPLY, INC.	635690	02/22/2024
COMCAST	8772105910127188X02122024	02/22/2024
INNOVATIVE OFFICE SOLUTIO...	IN4467076	02/22/2024
INNOVATIVE OFFICE SOLUTIO...	IN4467076	02/22/2024
INNOVATIVE OFFICE SOLUTIO...	IN4467076	02/22/2024
R & R SPECIALTIES OF WI, INC.	0081523-IN	02/29/2024
MICHELLE M SCHUTTA	101A	02/29/2024
MICHELLE M SCHUTTA	101IGH	02/29/2024
DANIEL BAUER	1249	02/29/2024
DANIEL BAUER	1249	02/29/2024
FIRST IMPRESSION GROUP	153665	02/29/2024
HUEBSCH SERVICES	20296711	02/29/2024
HUEBSCH SERVICES	20296711	02/29/2024
TAHO SPORTSWEAR	24TS0587	02/29/2024
PERFECTION PLUS, INC	315153	02/29/2024

Description (Item)	Account Number	Amount
miscellaneous station items a...	101.42.4200.423.60065	53.08
miscellaneous station supplies	101.42.4200.423.60065	178.83
safety equipment	101.44.6000.451.60045	68.64
Atomic drill/driver kit	101.43.5200.443.60016	119.23
lunch for Roger Ledoux and D...	101.42.4200.423.50075	39.35
lunch for Roger Ledoux and D...	101.42.4200.423.50075	37.42
ratchet straps and J hooks	101.44.6000.451.60040	104.93
Boat fires off 102nd. Out 5 ho...	101.42.4200.423.50075	139.63
Lunch for Public Works Depar...	101.42.4000.421.60068	209.37
Pizza party for wellness comm...	101.41.1120.413.60001	106.14
Pizza party for wellness comm...	101.41.1120.413.60001	243.60
Seminar Alisa Witte	101.43.5100.442.50080	130.00
Building Inspector license con...	101.45.3300.419.50080	1,905.00
Uniforms-inspector shirts bille...	101.45.3300.419.60045	407.30
2023 bulk storage racks	101.42.4200.423.60065	4,125.65
2024 Membership USPCA Rose	101.42.4000.421.50070	50.00
License Tabs for 1701 PD	101.43.5200.443.50070	190.25
Vehicle Title Transfer	101.42.4000.421.30700	29.62
Code compliance door hangers	101.45.3300.419.60065	101.51
USB Cable	101.42.4000.421.60065	7.88
dish soap for stations and tape	101.42.4200.423.60011	82.88
plug-ins, refills for plug-ins, an...	101.42.4200.423.60065	120.33
hangers to hand uniforms in s...	101.42.4200.423.60065	217.84
Partial Payment for photo boo...	101.44.6100.453.30700	150.00
Zoom Membership1.2024	101.42.4000.421.50070	12.79
Zoom Membership1.2024	101.42.4000.421.50070	15.99
welding apron, denim apron, s...	101.42.4200.423.60065	121.76
welding apron, denim apron, s...	101.42.4200.423.60065	12.32
welding apron, denim aprons, ...	101.42.4200.423.60065	246.33

Fund 101 - GENERAL FUND Total: 625,063.39

Microphones for new radios	102.42.4200.423.60040	1,149.12
chargers for new radios	102.240.2450100	3,510.00

Fund 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND Total: 4,659.12

Lifeguarding classes	205.44.6200.453.50080	196.00
Taxes	205.207.2070300	12,847.61
cleaning supplies	205.44.6220.475.60011	803.75
cleaning supplies	205.44.6240.478.60011	803.74
Zamboni blade sharpening	205.44.6240.478.40042	65.00
Speaker Fee for Online class A...	205.44.6200.453.30700	45.00
Cables for stereo in system an...	205.44.6200.453.60016	41.80
VMCC Tees	205.44.6220.475.60045	567.27
VMCC Tees	205.44.6240.478.60045	567.28
replace bad lamp in parking lot	205.44.6240.478.40047	404.47
pool vacuum parts	205.44.6220.475.60016	58.57
VMCC Cable TV	205.44.6210.470.50070	331.79
Cleaning supplies	205.44.6210.470.60010	37.71
Book Binders	205.44.6210.470.60010	32.39
Tape	205.44.6230.477.60010	49.14
Zamboni blade sharpening	205.44.6240.478.40042	65.00
replaced Pulsafeeder pump in ...	205.44.6240.478.40040	250.00
replaced cooling tower control..	205.44.6240.478.40040	750.00
repairs to leaking HVAC	205.44.6220.475.40040	1,389.75
repairs to leaking HVAC	205.44.6240.478.40040	1,389.75
Business Cards for T. Burger	205.44.6200.453.50030	65.00
lobby mats	205.44.6220.475.40065	400.56
lobby mats	205.44.6240.478.40065	100.15
Fitness Staff uniforms	205.44.6200.453.60045	162.00
Monthly Cleaning svcs 02.2024	205.44.6220.475.40040	6,912.70

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HAWKINS, INC.	6692095	02/29/2024	pool chemicals	205.44.6220.475.60024	4,981.93
CHEMSEARCH	8581602	02/29/2024	water conditioning for cooling ..	205.44.6240.478.40040	643.00
XCEL ENERGY	864095779	02/29/2024	Aquatic center natural gas cha...	205.44.6200.453.40010	13,884.98
XCEL ENERGY	864328032	02/29/2024	Ice arena load profile natural ...	205.44.6200.453.40010	7,845.75
XCEL ENERGY	864328032	02/29/2024	Aquatic center electric charges	205.44.6200.453.40020	11,972.10
XCEL ENERGY	864328032	02/29/2024	Ice arena load profile electric	205.44.6200.453.40020	16,200.56
GRAINGER	9018930652	02/29/2024	toilet seats	205.44.6220.475.60016	181.09
GRAINGER	9028449479	02/29/2024	valve rebuild kit	205.44.6240.478.40040	157.19
WELLS FARGO CREDIT CARD A... American Red Cross Suzie Sea...		02/29/2024	Manual for the CPR/First aid/...	205.44.6220.475.50080	60.57
WELLS FARGO CREDIT CARD A... American Red Cross Suzie Sea...		02/29/2024	CPR FIRST AID CLASS	205.44.6220.475.50080	82.00
WELLS FARGO CREDIT CARD A... American Red Cross Suzie Sea...		02/29/2024	Refund for class -cpr/first aid/...	205.44.6220.475.50080	-82.00
WELLS FARGO CREDIT CARD A... American Red Cross Teri O'Con...		02/29/2024	licensing for lifeguard enrollees	205.44.6220.475.50070	975.00
WELLS FARGO CREDIT CARD A... Amzn Mktp US H82h62ml3 Je...		02/29/2024	Deionizer cartridge replaceme...	205.44.6240.478.40042	182.00
WELLS FARGO CREDIT CARD A... Amzn Mktp US R25ds1l32 Suzi...		02/29/2024	OPEN SWIM WRIST BANDS	205.44.6220.475.60065	106.52
WELLS FARGO CREDIT CARD A... Amzn Mktp US Rt3i48vq2 Amy...		02/29/2024	clipboards for class use and cl...	205.44.6230.477.60065	38.98
WELLS FARGO CREDIT CARD A... Amzn Mktp US Rt4qb54a2 Suz...		02/29/2024	RED TABLECLOTH FOR CHECK-...	205.44.6220.475.60065	17.59
WELLS FARGO CREDIT CARD A... Amzn Mktp US Rt63t3xi0 Patri...		02/29/2024	Pool Blaster for spot cleaning ...	205.44.6220.475.60040	199.99
WELLS FARGO CREDIT CARD A... Amzn Mktp US Tk0kz3q20 Suz...		02/29/2024	AQ egg hunt blowup figure. Pu...	205.44.6220.475.60065	36.36
WELLS FARGO CREDIT CARD A... Amzn Mktp US Tk8qn5300 Suz...		02/29/2024	WRISTBANDS FOR OPEN SWIM	205.44.6220.475.60065	67.87
WELLS FARGO CREDIT CARD A... Amzn Mktp US Tk9ia7502 Suzi...		02/29/2024	SAFETY DAY BOOK FOR TEACH...	205.44.6220.475.60065	12.17
WELLS FARGO CREDIT CARD A... Amzn Mktp US Vx2b41dm3 Su...		02/29/2024	AQ EGG HUNT DECOR, tablecl...	205.44.6210.470.60010	21.99
WELLS FARGO CREDIT CARD A... Amzn Mktp US Vx2b41dm3 Su...		02/29/2024	AQ EGG HUNT DECOR, tablecl...	205.44.6220.475.60065	75.44
WELLS FARGO CREDIT CARD A... Amzn Mktp US Vx2b41dm3 Su...		02/29/2024	AQ EGG HUNT DECOR, tablecl...	205.44.6220.475.60065	22.99
WELLS FARGO CREDIT CARD A... Berkeley Springs Tradi Rick Ro...		02/29/2024	Fraud	205.44.6220.475.60065	1,250.11
INNOVATIVE OFFICE SOLUTIO... CIN121026		02/29/2024	sit/stand desk for Amy Crary	205.44.6230.477.60040	756.31
INNOVATIVE OFFICE SOLUTIO... CIN121026		02/29/2024	sit/stand desk for Terry Burger	205.44.6240.478.60040	756.32
WELLS FARGO CREDIT CARD A... City Of Ep Park Rec Suzie Seab...		02/29/2024	LGI recert for Suzie in EP	205.44.6220.475.50080	120.00
WELLS FARGO CREDIT CARD A... City Of Ep Park Rec Suzie Seab...		02/29/2024	RECERT FOR LGI- AMBER in EP	205.44.6220.475.50080	120.00
WELLS FARGO CREDIT CARD A... Combat Brands/Ringside Amy...		02/29/2024	25, 30 and 35 lb Dumbbells	205.44.6230.477.60040	326.74
WELLS FARGO CREDIT CARD A... Dickssportinggods.Com Chel...		02/29/2024	Skate trainers for open skate ...	205.44.6240.478.60040	378.33
WELLS FARGO CREDIT CARD A... Dollartree Suzie Seab WF 01/...		02/29/2024	AQ EGG HUNT-EGS AND DEC...	205.44.6220.475.60065	72.75
WELLS FARGO CREDIT CARD A... Fsp Cpr4life Suzie Seab WF 01...		02/29/2024	INSTRUCTOR TRAINING FOR C...	205.44.6220.475.50080	300.00
WELLS FARGO CREDIT CARD A... In A Better Connectio Olivia S...		02/29/2024	Basic listing in the MN Funeral...	205.44.6210.472.50025	100.00
WELLS FARGO CREDIT CARD A... Inver Grove Heights Ac Jeremy...		02/29/2024	Cleaning supplies	205.44.6240.478.60011	41.17
WELLS FARGO CREDIT CARD A... Kully Supply Rick Roach WF 01...		02/29/2024	Drinking fountain for Lap pool	205.44.6220.475.40040	2,406.75
WELLS FARGO CREDIT CARD A... Kully Supply Rick Roach WF 01...		02/29/2024	Supplies/Parts	205.44.6240.478.40040	492.84
WELLS FARGO CREDIT CARD A... Menards 3374 Amy Crary WF ...		02/29/2024	Return brackets for shelving	205.44.6230.477.60040	-9.98
WELLS FARGO CREDIT CARD A... Miama Teri O'Con WF 01/24		02/29/2024	2024 MN Ice Arena Mgr Assn...	205.44.6240.478.50070	250.00
WELLS FARGO CREDIT CARD A... Mn Recreation And Park Al Va...		02/29/2024	Annual Minnesota Association...	205.44.6250.480.50070	40.00
WELLS FARGO CREDIT CARD A... Oreilly 1767 Patrick To WF 01...		02/29/2024	battery terminal for zamboni	205.44.6240.478.40042	31.22
WELLS FARGO CREDIT CARD A... Sams Club #4738 Suzie Seab ...		02/29/2024	PLATES FOR BIRTHDAY PARTIES	205.44.6210.470.60065	143.00
WELLS FARGO CREDIT CARD A... Sams Club #4738 Suzie Seab ...		02/29/2024	PLATES FOR BIRTHDAY PARTIES	205.44.6220.475.60065	69.19
WELLS FARGO CREDIT CARD A... Sp Dri-Dek Jeremy Gil WF 01/...		02/29/2024	Matting for women's locker r...	205.44.6240.478.60065	1,721.65
WELLS FARGO CREDIT CARD A... Sp Gripstuds Jeremy Gil WF 01...		02/29/2024	Zamboni tire studs	205.44.6240.478.40042	143.94
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Jerem...		02/29/2024	Pump (x2), safety gloves	205.44.6220.475.60016	102.48
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Jerem...		02/29/2024	Security chain, shovel, hose n...	205.44.6220.475.60040	38.74
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Jerem...		02/29/2024	Pump (x2), safety gloves	205.44.6240.478.60011	102.49
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Jerem...		02/29/2024	Security chain, shovel, hose n...	205.44.6240.478.60040	38.74
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/29/2024	Stand up heater for communit...	205.44.6220.475.40040	99.00
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/29/2024	Stand up heater for the comm...	205.44.6240.478.40040	24.21
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/29/2024	Shovels for Zamboni pit area	205.44.6240.478.60040	25.94
WELLS FARGO CREDIT CARD A... Tvy Silversneakers Amy Crary...		02/29/2024	Dumbbells for fitness classes i...	205.44.6230.477.60040	120.00
WELLS FARGO CREDIT CARD A... Usa Clean By Jon-Don Rick Ro...		02/29/2024	Bathroom Cart Parts	205.44.6220.475.40042	406.45
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Amy Crary W...		02/29/2024	pipe cleaners for Yoga Kids	205.44.6230.477.60065	2.53
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Terry Burg W...		02/29/2024	child care seat	205.44.6210.471.60065	48.34
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Terry Burg W...		02/29/2024	Velcro for AV System cords an...	205.44.6250.481.60040	44.71
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Terry Burg W...		02/29/2024	child care seat	205.44.6210.471.60065	-48.34
WELLS FARGO CREDIT CARD A... Whentowork Inc Julie Dors WF...		02/29/2024	Scheduling software for VMCC...	205.44.6210.470.50072	97.00
WELLS FARGO CREDIT CARD A... Zumba Fitness Amy Crary WF ...		02/29/2024	Zumba License	205.44.6230.477.50070	38.99
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					96,672.12

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 401 - PARK CAPITAL REPLACEMENT					
WEBER, INC.	1/2/2024	12/31/2023	Pay Voucher #8, Proj 2021-14...	401.44.5900.744.80300	118,759.59
WEBER, INC.	2/5/2024	12/31/2023	Pay Voucher 9, Proj 2021-14 ...	401.44.5900.744.80300	12,434.08
Fund 401 - PARK CAPITAL REPLACEMENT Total:					131,193.67
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
WEBER, INC.	1/4/2024	12/31/2023	Pay Voucher #8, Proj 2021-15...	402.44.6000.451.80300	101,368.37
WEBER, INC.	2/5/2024 HV	12/31/2023	Pay Voucher 9, Proj 2021-15 ...	402.44.6000.451.80300	7,636.99
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Park Dedication Fees (4t...	402.44.6000.451.70600	989,406.00
WSB & ASSOCIATES, INC.	R-023629-000-5	02/29/2024	Heritage Village Phase V work	402.44.6000.451.30700	1,934.25
Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:					1,100,345.61
Fund: 436 - 117TH STREET RECONSTRUCTION					
SRF CONSULTING GROUP, INC	16424.00-9	02/22/2024	117th St. reconstruction Final...	436.73.5900.736.30300	32,040.90
Fund 436 - 117TH STREET RECONSTRUCTION Total:					32,040.90
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
GOODPOINTE TECHNOLOGY, ...	4441	12/31/2023	Pavement Condition Survey	440.74.5900.740.30340	2,145.00
SHORT ELLIOTT HENDRICKSON..	460931	02/08/2024	Final Design	440.74.5900.740.30300	12,465.07
WSB & ASSOCIATES, INC.	R-024055-000-3	02/29/2024	PMI Project Feasibility 1.2024	440.74.5900.740.30300	49,789.75
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					64,399.82
Fund: 510 - WATER-OPERATING FUND					
SOUTH ST PAUL, CITY OF	2/8/2024	12/31/2023	SSP Water Bill 10.30.2023-1.24..	510.50.7100.512.40005	363.62
ADVANCED ENGINEERING AN...	92773	02/13/2024	LSLI Consultant Services	510.50.7100.512.30700	4,462.25
MN DEPT OF REVENUE	January 2024	02/19/2024	Taxes	510.207.2070200	1,857.15
MN DEPT OF REVENUE	January 2024	02/19/2024	Taxes	510.207.2070300	30.21
SHERWIN-WILLIAMS CO.	1905-6	02/22/2024	Paint for well house	510.50.7100.512.40040	135.38
SHERWIN-WILLIAMS CO.	1948-6	02/22/2024	Paint for well house	510.50.7100.512.40040	56.39
LONE OAK COMPANIES	2/14/2024	02/22/2024	Reminder notice postage (50%..	510.50.7100.512.50035	301.25
LONE OAK COMPANIES	2/14/2024	02/22/2024	Utility bills postage (50%) 2.20...	510.50.7100.512.50035	756.25
CINTAS CORPORATION	4184009365	02/22/2024	Water treatment plant rugs	510.50.7100.512.40065	171.92
SHERWIN-WILLIAMS CO.	1933-0	02/29/2024	Paint for well house	510.50.7100.512.40040	306.43
CITY OF BLOOMINGTON	23299	02/29/2024	Bacteria Test	510.50.7100.512.30700	560.00
GOPHER STATE ONE-CALL	4010489	02/29/2024	Ticket locates	510.50.7100.512.30700	239.00
HAWKINS, INC.	6689336	02/29/2024	Chemicals for water treatment..	510.50.7100.512.60019	10.00
XCEL ENERGY	864095779	02/29/2024	Water natural gas charges	510.50.7100.512.40010	2,872.71
XCEL ENERGY	864095779	02/29/2024	Water electric charges	510.50.7100.512.40020	2,174.09
XCEL ENERGY	865546251	02/29/2024	Water natural gas charges	510.50.7100.512.40010	118.57
XCEL ENERGY	865546251 CR	02/29/2024	Water electric charges	510.50.7100.512.40020	-3,299.43
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/29/2024	Homeland Security Annual Re...	510.50.7100.512.30700	0.54
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/29/2024	Homeland Security Annual Re...	510.50.7100.512.30700	100.00
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/29/2024	Homeland Security Annual Re...	510.50.7100.512.30700	25.00
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/29/2024	Homeland Security Annual Re...	510.50.7100.512.30700	2.15
WELLS FARGO CREDIT CARD A...	Indco Inc Scott Guba WF 01/24	02/29/2024	chemical mixing gear box for ...	510.50.7100.512.60016	496.00
WELLS FARGO CREDIT CARD A...	Mnawwa Matt Johns WF 01/24	02/29/2024	Water School; Johnson	510.50.7100.512.50080	310.00
WELLS FARGO CREDIT CARD A...	Psn Minnesota Rwa Mn Eric K...	02/29/2024	MRWA 2024 Conference	510.50.7100.512.50080	275.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Matt ...	02/29/2024	Parts/Supplies to repair well h...	510.50.7100.512.40040	123.42
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Matt ...	02/29/2024	Parts/Supplies to repair well h...	510.50.7100.512.40040	44.94
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Matt ...	02/29/2024	paint for hydrant seat tool	510.50.7100.512.40042	23.43
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	02/29/2024	cleaning supplies for treatmen...	510.50.7100.512.60011	14.98
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	02/29/2024	shop towels	510.50.7100.512.60016	17.66
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	02/29/2024	water treatment plant shop s...	510.50.7100.512.60016	109.19
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	02/29/2024	electrical supplies for treatme...	510.50.7100.512.60040	40.78
Fund 510 - WATER-OPERATING FUND Total:					12,698.88
Fund: 511 - WATER-CAPITAL FUND					
W. W. GOETSCH ASSOCIATES, ...	112062	02/29/2024	North Side Booster Pump	511.50.7100.512.40043	25,991.00
CITY OF EAGAN	2/17/2024	02/29/2024	JPA Permit Connection Fees 1....	511.207.2070500	320,592.40
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Water Fees (Robert 4th)	511.50.7100.512.70600	91,660.50
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Water Fees (Robert 5th)	511.50.7100.512.70600	38,024.45
Fund 511 - WATER-CAPITAL FUND Total:					476,268.35

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 520 - SEWER-OPERATING FUND					
SOUTH ST PAUL, CITY OF	2/8/2024	12/31/2023	SSP Sewer Bill 10.30.2023-1.24..	520.51.7200.514.40016	704.46
LONE OAK COMPANIES	2/14/2024	02/22/2024	Reminder notice postage (50%..	520.51.7200.514.50035	301.25
LONE OAK COMPANIES	2/14/2024	02/22/2024	Utility bills postage (50%) 2.20...	520.51.7200.514.50035	756.25
ESS BROTHERS & SONS INC	EE1156	02/22/2024	MH Adjustment rings	520.51.7200.514.40042	1,141.80
DAKOTA ELECTRIC ASSN	200010048618 02/29/2024	02/29/2024	Electric	520.51.7200.514.40020	161.41
XCEL ENERGY	864095779	02/29/2024	Sewer natural gas charges	520.51.7200.514.40010	488.29
XCEL ENERGY	864095779	02/29/2024	Sewer electric charges	520.51.7200.514.40020	492.41
SAFE-FAST, INC.	INV287274	02/29/2024	Calibrate gas detectors	520.51.7200.514.40042	198.00
WELLS FARGO CREDIT CARD A...	Nte 5410 Matt Johns WF 01/24	02/29/2024	jet line for the main shop	520.51.7200.514.60040	256.96
Fund 520 - SEWER-OPERATING FUND Total:					4,500.83
Fund: 521 - SEWER-CAPITAL FUND					
EQUIX INTEGRITY, INC.	1/25/2024	12/31/2023	Pay Voucher #2, Proj 2023-06	521.51.7200.514.40043	188,887.50
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Sewer Fees (Robert 5th)	521.51.7200.514.70600	36,015.62
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Sewer Fees (Robert 4th)	521.51.7200.514.70600	87,876.00
Fund 521 - SEWER-CAPITAL FUND Total:					312,779.12
Fund: 530 - STORM WATER-OPERATING					
SOUTH ST PAUL, CITY OF	2/8/2024	12/31/2023	SSP Storm Bill 10.30.2023-1.24..	530.74.5900.741.40030	114.72
XCEL ENERGY	864095779 CR	02/29/2024	Storm water electric charges	530.74.5900.741.40020	-269.46
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 514d507c3 Ray..	02/29/2024	Field gear	530.74.5900.741.60045	12.99
WELLS FARGO CREDIT CARD A...	Eagan Exam Station Ray Rivera..	02/29/2024	CDL exam fee	530.74.5900.741.70600	26.75
WELLS FARGO CREDIT CARD A...	Elavon Srv Fee Eagan E Ray Ri...	02/29/2024	CDL exam fee	530.74.5900.741.70600	0.58
Fund 530 - STORM WATER-OPERATING Total:					-114.42
Fund: 531 - STORM WATER-CAPITAL FUND					
EQUIX INTEGRITY, INC.	1/25/2024	12/31/2023	Pay Voucher #2, Proj 2023-10	531.74.5900.741.40066	48,677.13
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Storm Water Fees (Rober..	531.74.5900.741.70600	89,768.45
CITY OF EAGAN	2/29/2024	02/29/2024	JPA - Storm Water Fees (Rober..	531.74.5900.741.70600	39,550.80
Fund 531 - STORM WATER-CAPITAL FUND Total:					177,996.38
Fund: 550 - INVER WOOD GOLF COURSE					
MTI DISTRIBUTING CO	1411662-00B	12/31/2023	Misc equipment repair shippi...	550.52.8600.527.40042	19.72
MTI DISTRIBUTING CO	1412013-00B	12/31/2023	Range picker repair	550.52.8100.522.40042	748.49
MTI DISTRIBUTING CO	1412495-00B	12/31/2023	Reels seal kit	550.52.8600.527.40042	607.22
MN DEPT OF REVENUE	January 2024	02/19/2024	Taxes	550.207.2070300	11,071.14
VERSATILE VEHICLES, INC.	120523001	02/22/2024	New utility cart	550.52.8600.527.80800	13,489.68
UNIFIRST CORPORATION	1410041395	02/22/2024	uniforms and towels	550.52.8600.527.60045	86.36
UNITED STATES GOLF ASSOCI...	3339	02/22/2024	USGA data collecting tool	550.52.8600.527.60040	2,973.45
TOTAL CONSTRUCTION & EQU...	60235029.1	02/22/2024	shop window replacement	550.52.8600.527.40040	14,998.00
TRI-STATE BOBCAT INC.	W03776	02/22/2024	chipper repair	550.52.8600.527.40042	827.05
UNIFIRST CORPORATION	1410042815	02/29/2024	uniforms and towels	550.52.8600.527.60045	84.96
UNIFIRST CORPORATION	1410044344	02/29/2024	uniforms and towels	550.52.8600.527.60045	80.09
MTI DISTRIBUTING CO	1415604-00	02/29/2024	equipment repair	550.52.8600.527.40042	1,771.39
MTI DISTRIBUTING CO	1416327-00	02/29/2024	equipment repair	550.52.8600.527.40042	1,553.01
MTI DISTRIBUTING CO	1416327-01	02/29/2024	equipment repair	550.52.8600.527.40042	105.81
MTI DISTRIBUTING CO	1416327-02B	02/29/2024	Equipment repair	550.52.8600.527.40042	178.29
MTI DISTRIBUTING CO	1416556-00B	02/29/2024	Small tools for reel repair	550.52.8600.527.60040	285.18
MTI DISTRIBUTING CO	1417810-00B	02/29/2024	Equipment repair	550.52.8600.527.40042	356.32
DAKOTA ELECTRIC ASSN	200002013605 02/29/2024	02/29/2024	Electric	550.52.8600.527.40020	231.21
XCEL ENERGY	864095779	02/29/2024	GC natural gas charges	550.52.8500.526.40010	242.66
XCEL ENERGY	864095779	02/29/2024	GC maintenance natural gas c...	550.52.8600.527.40010	295.77
XCEL ENERGY	864095779 CR	02/29/2024	GC electric charges	550.52.8500.526.40020	-221.47
XCEL ENERGY	864095779 CR	02/29/2024	GC maintenance electric char...	550.52.8600.527.40020	-757.24
WELLS FARGO CREDIT CARD A...	Containerstore.Com Joel Metz...	02/29/2024	update locker room	550.52.8600.527.40040	611.30
WELLS FARGO CREDIT CARD A...	Containerstore.Com Joel Metz...	02/29/2024	office shelves	550.52.8600.527.40040	453.33
WELLS FARGO CREDIT CARD A...	Dept Of Agriculture Joel Metz...	02/29/2024	Joel Cole pest applicators ren...	550.52.8600.527.50070	20.45
WELLS FARGO CREDIT CARD A...	In Great Places Minne Matt M...	02/29/2024	Marketing and advertising for ...	550.52.8500.526.50025	200.00
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Joel M...	02/29/2024	nuts and bolts	550.52.8600.527.60012	8.92
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Joel...	02/29/2024	restock paint brushes, and su...	550.52.8600.527.60012	232.19
WELLS FARGO CREDIT CARD A...	Minnesota Golf Course Joel M...	02/29/2024	Aaron 2024 MGCSA dues	550.52.8600.527.50070	165.00
WELLS FARGO CREDIT CARD A...	Minnesota Golf Course Joel M...	02/29/2024	2024 MGCSA dues Joel	550.52.8600.527.50070	165.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Timothy ...	02/29/2024	heater hose mower	550.52.8600.527.40042	126.24
WELLS FARGO CREDIT CARD A...	Napa Store 3279003 Timothy ...	02/29/2024	shop supplies	550.52.8600.527.60012	65.40
WELLS FARGO CREDIT CARD A...	Oreilly 3226 Timothy La WF O...	02/29/2024	fuel filters mowers	550.52.8600.527.40042	9.74
WELLS FARGO CREDIT CARD A...	Usps Kiosk 2683379552 Matt...	02/29/2024	STAMPS FOR MAILING LETTERS	550.52.8500.526.50035	19.80
Fund 550 - INVER WOOD GOLF COURSE Total:					51,104.46
Fund: 602 - RISK MANAGEMENT					
LEAGUE OF MN CITIES INS TR...	22129	02/29/2024	W/C Deductible: 00496797	602.00.2100.415.70210	298.02
Fund 602 - RISK MANAGEMENT Total:					298.02
Fund: 603 - CENTRAL EQUIPMENT					
MTI DISTRIBUTING CO	1412977-00B	12/31/2023	Push to close mower latch	603.00.5300.444.40042	102.29
BOYER TRUCKS	02/17/2023	02/20/2024	Tax for new dump truck	603.00.5300.444.80700	5,362.19
KIMBALL MIDWEST	101908313	02/22/2024	Shop Supplies	603.00.5300.444.60012	302.06
OVERHEAD DOOR CO OF THE ...	134796	02/22/2024	West gate repairs	603.00.5300.444.40040	309.45
UNIFIRST CORPORATION	1410038353	02/22/2024	Central Equipment Rentals	603.00.5300.444.40065	140.26
UNIFIRST CORPORATION	1410038353	02/22/2024	Central Equipment Uniforms	603.00.5300.444.60045	33.68
UNIFIRST CORPORATION	1410039893	02/22/2024	Central Equipment Rentals	603.00.5300.444.40065	136.62
UNIFIRST CORPORATION	1410039893	02/22/2024	Central Equipment Uniforms	603.00.5300.444.60045	36.52
UNIFIRST CORPORATION	1410041390	02/22/2024	Central Equipment Rentals	603.00.5300.444.40065	186.90
UNIFIRST CORPORATION	1410041390	02/22/2024	Central Equipment Uniforms	603.00.5300.444.60045	28.18
UNIFIRST CORPORATION	1410042811	02/22/2024	Central Equipment Fender Co...	603.00.5300.444.40065	148.43
UNIFIRST CORPORATION	1410042811	02/22/2024	Central Equipment Uniforms	603.00.5300.444.60045	28.18
MN GLOVE & SAFETY, INC.	345960	02/22/2024	Safety Supplies	603.00.5300.444.60065	59.90
CINTAS CORPORATION	4182558130	02/22/2024	Rug Rental	603.00.5300.444.40065	324.25
CINTAS CORPORATION	4184009357	02/22/2024	Rug Rental	603.00.5300.444.40065	324.25
BIG TOP RENTAL, INC.	76668	02/22/2024	Portable Rental	603.00.5300.444.40065	70.00
HANCO CORPORATION	82467-01	02/22/2024	Small tools	603.00.5300.444.60040	12.99
EMERGENCY AUTOMOTIVE TE...	DL011124-20	02/22/2024	Fire truck parts	603.00.5300.444.40041	256.36
MACQUEEN EMERGENCY GR...	P10454	02/22/2024	Fire truck LED lights & parts	603.00.5300.444.40041	84.90
MACQUEEN EMERGENCY GR...	P10483	02/22/2024	Fire truck auto pump timer	603.00.5300.444.40041	193.40
TRI-STATE BOBCAT INC.	P12542	02/22/2024	Skid loader wiper arm assemb...	603.00.5300.444.40042	82.57
NUSS TRUCK AND EQUIPMENT	PSO078541-1	02/22/2024	Valve for dump truck	603.00.5300.444.40041	310.22
NUSS TRUCK AND EQUIPMENT	PSO078968-2	02/22/2024	Valve for dump truck	603.00.5300.444.40041	60.66
R & R SPECIALTIES OF WI, INC.	0081388-IN	02/29/2024	Zamboni oil leak repairs	603.00.5300.444.40042	428.10
NORTH AMERICAN TRAILER S...	030004220221	02/29/2024	Dump truck air dryers and soft...	603.00.5300.444.40041	213.14
METRO JANITORIAL SUPPLY I...	11015960	02/29/2024	Shop supplies	603.00.5300.444.60012	217.53
MIDWAY FORD	134700	02/29/2024	2024 Ford F550 #513	603.00.5300.444.80700	59,012.75
UNIFIRST CORPORATION	1410044340	02/29/2024	Central Equipment Rentals	603.00.5300.444.40065	149.38
UNIFIRST CORPORATION	1410044340	02/29/2024	Central Equipment Uniforms	603.00.5300.444.60045	33.68
MTI DISTRIBUTING CO	1417951-00B	02/29/2024	Mower blades	603.00.5300.444.40042	813.84
FACTORY MOTOR PARTS COM...	1-234886	02/29/2024	Stock Battery	603.140.1450050	403.27
PERFECTION PLUS, INC	315153	02/29/2024	Monthly Cleaning svcs 02.2024	603.00.5300.444.40040	521.62
WORLD FUEL SERVICES	434868743817-41801	02/29/2024	Dump truck exhaust fluid	603.00.5300.444.40041	195.85
TOWMASTER TRAILERS INC	466812	02/29/2024	New Dump Truck (#312)	603.00.5300.444.80700	152,108.00
INVER GROVE FORD	5341147	02/29/2024	Fire truck parts	603.00.5300.444.40041	16.10
XCEL ENERGY	864095779	02/29/2024	PW natural gas charges	603.00.5300.444.40010	2,015.77
XCEL ENERGY	864095779	02/29/2024	PW electric charges	603.00.5300.444.40020	666.53
WELLS FARGO CREDIT CARD A...	Absolute Trailer Sale Joel Jacks..	02/29/2024	Receiver Hitch for #328	603.00.5300.444.60040	231.85
WELLS FARGO CREDIT CARD A...	Absolute Trailer Sale Joel Jacks..	02/29/2024	Receiver hitch for #328 Retur...	603.00.5300.444.60040	-231.85
WELLS FARGO CREDIT CARD A...	Amazon.Com R87ip79g2 Joel J...	02/29/2024	Chainsaw Sharpener tools for ...	603.00.5300.444.60040	125.18
WELLS FARGO CREDIT CARD A...	Amazon.Com Rt8m52hw0 Joel...	02/29/2024	Receiver Hitch #328	603.00.5300.444.60040	101.36
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Joel Jacks WF ...	02/29/2024	Chemical Valve	603.00.5300.444.60012	-27.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt86f3br2 Joel ...	02/29/2024	Chemical valve	603.00.5300.444.60012	27.98
INTERSTATE POWERSYSTEMS	C001204113-01	02/29/2024	Heavy flanged hex bolts for D...	603.00.5300.444.40041	105.75
CRYSTEEL TRUCK EQUIPMENT	F51558	02/29/2024	Equipment for New F250 #339	603.00.5300.444.80700	5,242.23
CRYSTEEL TRUCK EQUIPMENT	FP195048	02/29/2024	Pin kit - Hinge threaded pins	603.00.5300.444.40041	43.31
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Barry ...	02/29/2024	Minnesota Department of Pub...	603.00.5300.444.40025	25.00
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Barry ...	02/29/2024	Minnesota Department of Pub...	603.00.5300.444.40025	0.54
CENTENNIAL GLASS	I00013788	02/29/2024	Back window repair on Park's ...	603.00.5300.444.40041	320.00
INNOVATIVE OFFICE SOLUTIO...	IN4472947	02/29/2024	office supplies	603.00.5300.444.60010	59.50
WELLS FARGO CREDIT CARD A...	Inver Grove Heights Ac Joel Ja...	02/29/2024	Appliance Cord for Vacuum Cl...	603.00.5300.444.60016	31.99

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
EMERGENCY AUTOMOTIVE TE...	JP022124-42	02/29/2024	Fire truck power supply parts	603.00.5300.444.40041	351.00
MANSFIELD OIL COMPANY	MBINV-8839834	02/29/2024	Fuel	603.140.1450060	179.99
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Joel ...	02/29/2024	Wet Floor signs for Public Wor...	603.00.5300.444.60016	31.96
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Battery terminal	603.00.5300.444.40041	5.99
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Dump truck hydraulic fittings	603.00.5300.444.40041	34.47
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Car wipers	603.00.5300.444.40041	40.78
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Brake parts for F250	603.00.5300.444.40041	415.93
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Boom truck belt	603.00.5300.444.40041	47.92
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Relay's for FD's boat	603.00.5300.444.40042	24.22
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Mower battery	603.00.5300.444.40042	114.11
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Mower relay	603.00.5300.444.40042	10.50
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Shop Supplies Tape	603.00.5300.444.60012	38.40
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Shop Supplies zip ties	603.00.5300.444.60012	15.99
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Shop Supplies Silicone	603.00.5300.444.60012	26.60
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 01/...	02/29/2024	Stock oil filters	603.140.1450050	31.74
MACQUEEN EMERGENCY GR...	P10495	02/29/2024	Fire truck brake parts	603.00.5300.444.40041	1,139.12
MACQUEEN EMERGENCY GR...	P10507	02/29/2024	Fire truck brake parts	603.00.5300.444.40041	1,226.12
MACQUEEN EMERGENCY GR...	P10542	02/29/2024	Fire truckactuator magnetic p...	603.00.5300.444.40041	111.66
MACQUEEN EMERGENCY GR...	P10566	02/29/2024	Fire truck parts	603.00.5300.444.40041	128.92
NUSS TRUCK AND EQUIPMENT	PSO081305-1	02/29/2024	Dump truck parts	603.00.5300.444.40041	167.84
NUSS TRUCK AND EQUIPMENT	PSO082815-1	02/29/2024	Parts to repair dump truck	603.00.5300.444.40041	175.44
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joel J...	02/29/2024	Vent hose for prewet on trucks	603.00.5300.444.40041	56.66
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joel J...	02/29/2024	vent hose for prewet tank #312	603.00.5300.444.40042	7.85
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joel J...	02/29/2024	Degreaser	603.00.5300.444.60011	46.98
Fund 603 - CENTRAL EQUIPMENT Total:					235,874.87

Fund: 605 - CITY FACILITIES

GIP III ZEPHYR ACQUISITION P...	INVRGRV-12402	12/31/2023	Monthly solar garden fees 12....	605.00.7500.460.40021	8,952.02
GIP III ZEPHYR ACQUISITION P...	INVRGRV-22402	12/31/2023	Monthly solar garden fees 12....	605.00.7500.460.40021	2,328.24
MN GLOVE & SAFETY, INC.	346047	02/22/2024	City Facilities Tees	605.00.7500.460.60045	249.90
INNOVATIVE OFFICE SOLUTIO...	IN4460070	02/22/2024	batteries	605.00.7500.460.60016	11.32
DANIEL BAUER	1279	02/29/2024	repaired water leak	605.00.7500.460.40040	535.00
HUEBSCH SERVICES	20296710	02/29/2024	lobby mats	605.00.7500.460.40065	176.60
PERFECTION PLUS, INC	315153	02/29/2024	Monthly Cleaning svcs 02.2024	605.00.7500.460.40040	5,133.19
XCEL ENERGY	862479173	02/29/2024	City hall electric charges	605.00.7500.460.40020	9,893.79
XCEL ENERGY	864095779 CR	02/29/2024	Solar credits	605.46.0000.3653000	-13,234.98
XCEL ENERGY	864328032 CR	02/29/2024	Solar credits	605.46.0000.3653000	-17,067.80
XCEL ENERGY	865546251 CR	02/29/2024	Solar credits	605.46.0000.3653000	-391.89
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R05h66x30 Pat...	02/29/2024	New light sensor for city hall b...	605.00.7500.460.40040	219.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt1jt23d2 Patr...	02/29/2024	Mop heads for the VMCC	605.00.7500.460.60011	108.24
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Tk7nh3cl0 Patr...	02/29/2024	Power cord for treadmill at V...	605.00.7500.460.40042	16.98
WELLS FARGO CREDIT CARD A...	DISPUTE-AMAZON PRIME F17...	02/29/2024	Disputed charges	605.00.7500.460.60065	-16.15
WELLS FARGO CREDIT CARD A...	DISPUTE-AMZN MKTP US R12Y...	02/29/2024	Refund of disputed 12/2023 e...	605.00.7500.460.40040	-57.95
WELLS FARGO CREDIT CARD A...	DISPUTE-AMZN MKTP US TK7...	02/29/2024	Disputed charges	605.00.7500.460.40040	-16.98
WELLS FARGO CREDIT CARD A...	Interstate All Battery Patrick T...	02/29/2024	Batteries for floor scrubber	605.00.7500.460.60011	275.90
WELLS FARGO CREDIT CARD A...	Interstate All Battery Patrick T...	02/29/2024	Batteries for fire station 2 fire...	605.00.7500.460.60016	29.90
Fund 605 - CITY FACILITIES Total:					-2,854.68

Fund: 606 - TECHNOLOGY FUND

INSIGHT PUBLIC SECTOR	1101116798	12/31/2023	Office 365 monthly license 11...	606.00.1400.413.50072	2,577.50
INSIGHT PUBLIC SECTOR	1101120250	12/31/2023	Office 365 Monthly license 4....	606.00.1400.413.50072	2,577.50
INSIGHT PUBLIC SECTOR	1101124707	12/31/2023	Office 365 monthly license 12...	606.00.1400.413.50072	2,577.50
INSIGHT PUBLIC SECTOR	1101133244	02/22/2024	Office 365 Monthly license 1....	606.00.1400.413.50072	2,577.50
AT&T MOBILITY	287298707874X02032024	02/22/2024	FD Cell Phones 1.25.2024	606.00.1400.413.50020	974.74
AT&T MOBILITY	287298708193X02032024	02/22/2024	PD Cell phones 1.25.2024	606.00.1400.413.50020	2,934.27
AT&T MOBILITY	287299110577X02032024	02/22/2024	CH Cell Phones 1.25.2024	606.00.1400.413.50020	2,965.60
MARCO TECHNOLOGIES, LLC	35881537	02/22/2024	Printers & Copiers Contract 2....	606.00.1400.413.40050	1,861.28
VERIZON WIRELESS	9954990172	02/22/2024	Cell Phones monthly 1.2024	606.00.1400.413.50020	600.17
SPOK, INC.	H0317493N	02/22/2024	Monthly Translation Svcs 1.20...	606.00.1400.413.50072	5.31
CDW GOVERNMENT INC	LR87635	02/22/2024	Printer Ink	606.00.1400.413.60005	310.40
EXCEL AV GROUP	SI-153460	02/22/2024	PD Amp Replacement-CC Cha...	606.00.1400.413.80610	2,369.00
INSIGHT PUBLIC SECTOR	1101120244	02/29/2024	Office 365 monthly license 12...	606.00.1400.413.50072	2,167.85

Expense Approval Report

Payment Dates: 2/21/2024 - 3/5/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INSIGHT PUBLIC SECTOR	1101120245	02/29/2024	Office 365 monthly license 2....	606.00.1400.413.50072	2,167.85
INSIGHT PUBLIC SECTOR	1101120246	02/29/2024	Office 365 monthly license 6....	606.00.1400.413.50072	2,167.85
INSIGHT PUBLIC SECTOR	1101120247	02/29/2024	Office 365 monthly license 7....	606.00.1400.413.50072	2,167.85
INSIGHT PUBLIC SECTOR	1101120248	02/29/2024	Office 365 monthly license 8....	606.00.1400.413.50072	2,167.85
INSIGHT PUBLIC SECTOR	1101120249	02/29/2024	Office 365 monthly license 10...	606.00.1400.413.50072	2,167.85
CONSOLIDATED COMMUNICA...	2/15/2024	02/29/2024	Monthly phone bill 02.2024	606.00.1400.413.50020	989.15
ZAYO GROUP, LLC	20301930	02/29/2024	City Hall Phones 2.2024	606.00.1400.413.50020	861.32
ZAYO GROUP, LLC	20320309	02/29/2024	Multi-site Phones 03.2024	606.00.1400.413.50020	1,152.49
US INTERNET	4335752	02/29/2024	Email filtering system monthly...	606.00.1400.413.50072	230.00
WELLS FARGO CREDIT CARD A...	Amazon.Com Jo0fd5n83 Marc...	02/29/2024	Replacement monitors	606.00.1400.413.80610	428.88
WELLS FARGO CREDIT CARD A...	Amzn Mktp US R03h21h90 Ma..	02/29/2024	Power cords and zip ties	606.00.1400.413.60040	87.68
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Rt7kw8mn2 M...	02/29/2024	USB Cables	606.00.1400.413.60040	28.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Tk1t761g1 Ma...	02/29/2024	Laptop power adapter	606.00.1400.413.60040	36.99
INNOVATIVE OFFICE SOLUTIO...	IN4468541	02/29/2024	Printer Paper	606.00.1400.413.60005	187.52
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Marc ...	02/29/2024	VMCC virtual meeting software	606.00.1400.413.50072	31.98
Fund 606 - TECHNOLOGY FUND Total:					39,372.86
Fund: 702 - ESCROW FUND					
EMMONS & OLIVIER RESOUR...	00095-0074-33	02/22/2024	Erosion Control Inspections	702.229.2304103	184.27
SHORT ELLIOTT HENDRICKSON..	461050	02/22/2024	Status update on AT&T Expans..	702.229.2307803	272.50
Fund 702 - ESCROW FUND Total:					456.77
Grand Total:					3,362,756.07



Request for Council Action

SUBJECT: **Personnel Actions**

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

ACTION REQUESTED

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

BACKGROUND

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

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 3.11.24 (hires-terms)



Request for Council Action

SUBJECT: Resolution Authorizing an Amendment to the 2024 Budget of the Water Operating Fund

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Brian Connolly, Public Works Director, 651.450.2571
Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving an amendment to the 2024 Budget of the Water Operating Fund.

BACKGROUND

In 2023, the City's Water Utility experienced two key events that strained the budget for the Water Operating Fund (Fund 510). The first event was the radium concentration exceedance, which resulted in the City implementing additional chemical treatment measures that required additional chemicals to address the radium concentrations on a temporary basis, until the water treatment plant could receive a comprehensive rehabilitation starting in 2024. The second event was an increase in water demand due to drought conditions, resulting in the City pumping and treating approximately 8% more water than what was anticipated for a normal year. This increase in demand further increased chemical treatment needs, as well as expenditures required for intra-community water payments to the City of Eagan, due to more water being utilized by Inver Grove Heights residents who receive their water from Eagan.

Overall, the expenditure in Fund 510 was approximately \$52,000 over the approved budget of \$3,768,000 (1.4%) at year-end 2023. Fortunately, due to the increased water demand in 2023, combined with resumption of collection of past-due utility fees and upgrades to several large commercial water meters, water operating revenues exceeded budget estimates by more than \$300,000. However, staff does not have the authority to spend or carryover these funds without action by the Council.

The Water Utility Division had budgeted \$97,500 for maintenance and upgrade of existing SCADA control panels and flow meters at wells, water towers, and the Water Treatment Plant. These upgrades require the procurement of several electrical and computer system components that have experienced long lead times over the past few years. Although these items were originally ordered in 2023, the contractors performing the work have not yet received the necessary parts, and most of this work has been postponed for completion in 2024. Additionally, approximately \$10,500 in costs budgeted and authorized by the City Council for the Lead Service Line Inventory project (City Project No. 2023-17) were not spent in 2023, although this project continues into 2024. Since these items were budgeted in 2023 and not completed, and there is no more money remaining in the 2023 operating budget for carryover to 2024, staff are requesting a budget amendment to the 2024 Water Operating Fund Budget (Fund 510) to allow this work to be completed and paid for in 2024.

Staff is proposing to utilize \$108,000 of the higher than expected revenues from 2023 to pay for the ordered maintenance upgrades and a share of the Lead Service Line Inventory project work that was not completed in 2023.

In 2023, the Council approved Minimum Cash Reserve Policies for both the Water and Sewer Operating Funds which direct that cash balances in excess of certain budgetary thresholds be transferred annually to each funds' respective capital fund. The proposed 2023 Water Operating Fund cash transfer is also on tonight's agenda and takes into consideration both excess revenues and/or cash receipts from 2023 as well as the plan to utilize \$108,000 for the work referenced above.

FISCAL IMPACT

Adjusting the 2024 Water Operating Fund (Fund 510) budget gives staff the authority to spend this money for the explicit use of completing ongoing and incomplete 2023 maintenance obligations. If not approved, the City would overspend the Water Operating Fund budget for 2024 to complete these prior obligations, and that will prevent some of the scheduled 2024 maintenance obligations from being completed.

RECOMMENDATION

Staff recommends approval of the attached Resolution.

ATTACHMENTS

1. Resolution to Amend 2024 Water Operating Budget

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

RESOLUTION NO. _____

RESOLUTION AUTHORIZING A 2024 BUDGET AMENDMENT TO THE WATER OPERATING FUND

WHEREAS, the City's Water Utility experienced an increase in chemical treatment costs in 2023 due to additional treatment needs related to reducing radium concentrations in the City's treated water; and

WHEREAS, drought conditions experienced during the summer of 2023 resulted in an increased water demand of approximately 8% over the volume anticipated and budgeted for the year, resulting in additional increases in chemical treatment costs and intra-community water payments to the City of Eagan; and

WHEREAS, because of these factors, the City's Water Utility operating fund was \$52,383.85 over the approved budget of \$3,767,930 for 2023; and

WHEREAS, the City's Water Utility Division had budgeted \$108,000 in the 2023 budget for the maintenance and upgrade of SCADA control panels and flow meters at several water facilities, and a Lead Service Line Inventory contract (City Project No. 2023-17) that were initiated but not completed or fully paid for in 2023; and

WHEREAS, due to the increase in water usage during 2023, combined with the collection of past due utility fees and upgrades to several large commercial water materials, the City took in excess revenue of approximately \$300,000 in 2023 into the Water Operating Fund; and

WHEREAS, the excess revenue in 2023 is sufficient to cover the unfinished obligations in the amount of \$108,000 for work yet to be completed in 2024.

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

- 1) The Council hereby amends the 2024 Water Operating Fund budget by \$108,000 to cover the additional funds needed to complete maintenance and professional services obligations undertaken in the 2023 budget; and
- 2) That \$108,000 be transferred from the 2023 Water Operating Fund revenue account to cover this cost difference.

Adopted by the City Council of the City Inver Grove Heights, Minnesota on March 11, 2024.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolution Approving 2023 Water & Sewer Cash Reserve Transfers**

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, transferring excess cash balances in the Water and Sewer operating funds in accordance with the City's Minimum Cash Reserve Policies for those funds.

BACKGROUND

Throughout 2022, and into early 2023, the City worked with consultant AE2S on a comprehensive Utility Rate Study for the City's water and sewer systems. The Council accepted final reports at their May 2023 Council meeting and directed staff to utilize those reports and incorporate the recommendations contained therein. One of the recommendations was to establish minimum cash reserve targets for the City's Water and Sewer Operating Funds and those two policies (attached) were adopted by the City Council at their June 12, 2023 meeting.

Minimum Cash Reserve - Water Operating Fund

Per City Policy, the targeted year-end cash balance for the Water Operating Fund is 180 days, or 6 months, of the following year's budgeted operating costs. The Water Fund's 2024 Operating Budget, excluding depreciation which is a non-cash transaction, is \$4,075,370, which calculates out to a targeted year-end cash balance of \$2,037,685. The Cash Balance in the Water Operating Fund at year-end 2023 was \$2,609,647 which results in \$571,962 available for transfer to the Water Capital Fund, which pays for long-term capital improvements to the system.

On tonight's agenda, there is a budget amendment request for the Water Fund to utilize \$108,000 of the excess reserves to pay for the maintenance and upgrade of existing SCADA control panels and meters at wells, water towers, and the Water Treatment Plant, plus to finalize work on the Lead Service Line Inventory Project. Both projects were budgeted for in 2023 and not completed. However, the Water Fund lacked adequate expenditure balances at year-end due to other needs in 2023, so a budget amendment utilizing excess reserves rather than unspent expenditures is being offered for consideration.

Staff recommendation is to adjust the year-end cash reserve transfer by the amount of this budget amendment - so instead of a \$571,965 transfer from the Water Operating Fund to the Water Capital Fund, staff recommendation is to transfer \$463,962 for 2023.

Water Operating Fund - Minimum Balance Calculation

2024 Operating Budget	4,075,370	<i>excludes depreciation</i>
Minimum Balance Calculation (6 months)	2,037,685	
Cash Balance 12/31/2023	2,609,647	
Less: Carryovers/Budget Amendments	(108,000)	
Less: Minimum Cash Balance Target	<u>(2,037,685)</u>	
Cash Balance - transfer to Water Capital	\$ 463,962	

Minimum Cash Reserve - Sewer Operating Fund

Because the City only collects wastewater and then transmits it to the Met Council for treatment, there is less risk/exposure to the Sewer Operating Fund and city policy sets the targeted year-end cash balance for the Sewer Operating Fund at 90 days, or 3 months, of the following year's budgeted operating costs. The Sewer Fund's 2024 Operating Budget, excluding depreciation which is a non-cash transaction, is \$4,574,320, which calculates out to a targeted year-end cash balance of \$1,143,580. The Cash Balance in the Sewer Operating Fund at year-end 2023 was \$1,865,425, which results in \$721,845 available for transfer to the Sewer Capital Fund.

Since there were no budget carryovers and no budget amendments are proposed at this time, staff recommends transferring \$721,845 from the Sewer Operating Fund to the Sewer Capital Fund.

Sewer Operating Fund - Minimum Balance Calculation

2024 Operating Budget	4,574,320	<i>excludes depreciation</i>
Minimum Balance Calculation (3 months)	1,143,580	
Cash Balance 12/31/2023	1,865,425	
Less: Carryovers/Budget Amendments	-	
Less: Minimum Cash Balance Target	<u>(1,143,580)</u>	
Cash Balance - transfer to Sewer Capital	\$ 721,845	

FISCAL IMPACT

The minimum cash reserve policies are intended to provide improved transparency regarding financial resources available for each utility system's capital needs. There is no net fiscal impact as these balances remain available for each respective fund's use, regardless of whether they reside in the operating fund or the capital fund of the utility.

RECOMMENDATION

Staff recommend adoption of the attached Resolution transferring excess cash balances in the Water and Sewer operating funds to the Water and Sewer capital funds, in accordance with the City's Minimum Cash Reserve Policies for those funds.

ATTACHMENTS

1. Resolution Approving 2023 Water & Sewer Cash Reserve Transfers
2. Minimum Cash Reserve Policy-Water Operating Fund

3. Minimum Cash Balance Policy-Sewer Operating Fund

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

RESOLUTION NO. _____

RESOLUTION APPROVING 2023 WATER AND SEWER CASH RESERVE TRANSFERS

WHEREAS, the City Council adopted minimum cash reserve policies for the Water Operating Fund and Sewer Operating Fund at its June 12, 2023 Council Meeting, and;

WHEREAS, any funds in excess of these cash reserves targets are to be transferred to each fund's respective capital fund to meet ongoing and future capital needs, and;

WHEREAS, the Minimum Cash Reserve Policy for the Sewer Fund sets the minimum cash balance at 90 day, or 3 months of the following year's budgeted operating costs which results in \$721,845 available for transfer in 2023, and;

WHEREAS, the Minimum Cash Reserve Policy for the Water Fund sets the minimum cash balance at 180 days, or 6 months of the following year's budgeted operating costs which results in \$571,965 available for transfer in 2023, and;

WHEREAS, a 2024 budget amendment of \$108,000 has been approved for the Water Operating Fund Budget to pay for incomplete 2023 projects which reduces the dollars available for the Water Operating Fund transfer from \$571,962 to \$463,962, and;

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

- Transfer of \$721,845 in excess cash reserves from the Sewer Operating Fund (520) to the Sewer Capital Fund (521).
- Transfer of \$463,962 in excess cash reserves from the Water Operating Fund (510) to the Water Capital Fund (511).

Adopted this 11th day of March 2024 by the City Council of Inver Grove Heights, MN

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Minimum Cash Reserve Policy For Water Operating Fund



Purpose

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

Water Operating Fund

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

Minimum Cash Reserve

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

Minimum Cash Reserve Policy For Sewer Operating Fund



Purpose

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

Sewer Operating Fund

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

Minimum Cash Reserve

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



Request for Council Action

SUBJECT: Resolution Approving 2023 Year-End Community Center Operating Transfer

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521
Adam Lares, Parks & Recreation Director, 651.450.2587
Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to approve the attached Resolution, authorizing a 2023 year-end Community Center operating transfer of \$725,621 from the Host Community Fund.

BACKGROUND

Each year as part of the budgeting process, the Council approves the level of financial assistance that will be provided to the Veterans Memorial Community Center (VMCC) Fund by the Host Community Fund. This assistance is intended to fully cover capital expenses and then partially cover operating expenses to the extent that operating revenues do not. Within the 2023 budget, this arrangement was reflected by two transfers: one from the Host Community Fund (Fund 270) to the Community Center-Capital Fund (Fund 206) and another from the Host Community Fund (Fund 270) to the Community Center-Operating Fund (Fund 205).

Community Center-Capital Fund & Capital Transfer

Prior to 2023, the City Council would approve both the capital transfer and operating transfer once the year had closed. This changed in 2023 with the establishment of a 5-year capital plan for the Community Center as well as a separate fund to budget and report on those activities. By looking at the 5-year capital plan, the City could set a more "average" capital contribution that would be needed year over year to support that plan - keeping away from the volatile swings that can occur in years with larger capital projects. Staff are expected to manage the available resources to plan out long-term capital needs for the facility. In some years, the capital transfer will exceed that year's capital projects. This will allow the fund to grow and then support years when the opposite is true and capital projects are larger than that year's funding.

In 2023, the budgeted capital transfer of \$718,200 was transferred into the new Community Center Capital Fund in January 2023 as part of other planned/budgeted transfers. In 2024, the capital transfer was budgeted at \$700,000 and that amount has been transferred into the Community Center Capital Fund for use in 2024.

Community Center Operating Fund & Operating Transfer

At the beginning of each new year, staff looks back over the previous year's financial activities to determine how much of the planned funding is actually needed before making the transfer. In 2023, the Community Center reported revenues of \$3,182,509. This is 114% (or \$393,459 over) of the

operating revenue that was anticipated in the adopted budget - and, \$475,000 over 2022 revenues. This is a result of a number of significant increases in program revenue, with the major contributors being membership revenue, facility admissions, swim lessons, birthday parties, and Kids Rock revenue.

Operating expenses ended the year at \$3,908,130. This is 100.2% (or \$9,430 over) of the budgeted amount. If not for an unplanned and year-end emergency repair needed in the swimming pool/spa area, expenses would have fallen well below budget. This particular repair was approximately \$22,000 and, if not addressed, would have resulted in future safety issues.

In all, the operating transfer needed in 2023 to bridge the gap between operating revenues and operating expenditures is \$725,621, or \$384,029 *less* than the budgeted amount of \$1,109,650.

<u>Operating Transfer</u>	<u>Budget</u>	<u>Activity</u>	<u>Difference</u>
Operating Revenues	\$ 2,789,050	\$ 3,182,509	\$ 393,459
Operating Expenditures	3,898,700	3,908,130	(9,430)
Operating Transfer	\$ (1,109,650)	\$ (725,621)	\$ 384,029

FISCAL IMPACT

Approval of the proposed operating transfer provides the funding needed to cover 2023 operating costs incurred by the Community Center that were not covered by 2023 operating revenues.

RECOMMENDATION

Staff recommends the Council approve the attached Resolution, authorizing a 2023 year-end Community Center operating transfer of \$725,621 from the Host Community Fund.

ATTACHMENTS

1. Resolution Authorizing Transfer to Community Center-Operating Fund

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING 2023 OPERATING TRANSFER
FOR THE COMMUNITY CENTER-OPERATING FUND**

WHEREAS, each year the city sets a budget for operating and capital transfers to the Community Center-Operating Fund (Fund 205) and Community Center-Capital Fund (Fund 206) from the Host Community Fund (Fund 270) based on the annual financial needs of the Community Center; and

WHEREAS, with the establishment of a 5-year capital plan for the Community Center and creation of a separate fund to house those activities, the City is able to set an average capital contribution which can be transferred to the Community Center-Capital Fund at the beginning of each year, along with other budgeted transfers; and

WHEREAS, at year-end there continues to be a need to review operating activities to determine how much funding is needed for the operating transfer; and

WHEREAS, after completing the review for 2023, the operating funding needed from the Host Community Fund amounts to \$725,621; this amount being \$384,029 less than the 2023 budget of \$1,109,650.

<u>Operating Transfer</u>	<u>Budget</u>	<u>Activity</u>	<u>Difference</u>
Operating Revenues	\$ 2,789,050	\$ 3,182,509	\$ 393,459
Operating Expenditures	3,898,700	3,908,130	(9,430)
Operating Transfer	\$ (1,109,650)	\$ (725,621)	\$ 384,029

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby authorize a 2023 operating transfer of \$725,621 to the Community Center-Operating Fund from the Host Community Fund.

Adopted this 11th day of March 2024 by the City Council of Inver Grove Heights, MN

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Approval of Contract Amendment - Additional Professional Services for Heritage Village Park Phase 4 Project**

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to approve the attached contract amendment for ongoing construction administration and architectural support related to Heritage Village Park – Phase 4.

BACKGROUND

The City entered into a contract with WSB for construction administration and architectural components (to be completed by subcontractor Alliance Engineering) for the Heritage Village Phase 4 Project, which included construction of the picnic shelter and other various improvements at Heritage Village Park. Completion of the project was expected to take six months, with a final completion date in November of 2023. The project has not yet been completed, and as a result, additional construction administration and architectural services are required through project completion. WSB has provided the attached proposal for these services, and staff recommends approval of the attached proposal and authorization to execute the required contract amendment.

These additional services are required due to the Contractor's failure to complete the project by the deadline in the construction contract for the Heritage Village Park Phase 4 Project. The City Attorney's office is working to negotiate a contract amendment with the attorney for Weber, Inc., the contractor for the Heritage Village Phase 4 Project, to address the missed construction completion deadline, including reimbursing the City for these additional costs related to the project delays.

FISCAL IMPACT

The proposed contract amendment adds additional costs, in an amount not to exceed \$34,100. In the short-term, the City would use contingency funds within the overall project budget to cover these costs. However, as stated above, the City Attorney's office is working to negotiate a contract amendment with the attorney for Weber, Inc. to address the missed construction completion deadline, including payment for these additional costs related to the project delays.

RECOMMENDATION

Staff recommends Council approve the attached proposal for additional contract administration and architectural services and authorize the appropriate city officials and staff to execute a contract amendment with WSB for performance of the additional services outlined in the attached proposal.

ATTACHMENTS

1. WSB Proposal for Additional Services
2. Alliance Proposal for Additional Services



January 25, 2024

Mr. Adam Lares
Parks and Recreation Director
City of Inver Grove Heights
8055 Barbara Avenue East
Inver Grove Heights, MN 55076

Re: Professional Services Proposal – Heritage Village Park Phase 4 Construction
Administration Additional Services

Dear Mr. Lares:

I am pleased to submit this letter proposal on behalf of WSB & Associates, Inc. (Consultant) to the City of Inver Grove Heights (Client) for additional services for ongoing construction administration at Heritage Village Park – Phase 4 for the site and architectural components. This proposal includes the architectural firm, Alliance, as a sub-consultant.

PROJECT UNDERSTANDING

It is our understanding that the additional services for ongoing construction administration of the proposed site and building improvements are to be carried into 2024 with a construction timeline of up to six (6) weeks and ending by May 31, 2024. Ongoing management of the contract until closeout is anticipated to be completed by July 1, 2024.

SCOPE OF SERVICES

A. Construction Administration – Additional Services: WSB will undertake project administration and periodic observation of the construction progress for adherence to design intent as illustrated and described in construction documents to include:

- 1) Candace Amberg will be the project manager and will coordinate the project until its completion with the Client as well as the architectural sub-consultant, Alliance.
- 2) Administration of contract including preparation of change orders, substantial completion form, and payment applications along with review of shop drawings, submittals and test results. This includes additional administration services incurred during December and January.
- 3) Site observation on a periodic basis for the established duration of the construction project to ensure the design is being met. It is estimated WSB will attend one (1) coordination meeting with the City and Contractor in January, followed by up to (4) site construction progress meetings to begin in April 2024 and be complete by May 31, 2024.
- 4) One substantial completion meeting and one final punch list review meeting to be held following construction completion is included under the original contract.

B. Construction Survey Staking: WSB will provide a 2-man survey crew for one additional set of layout and grade stakes (to be completed in one trip) for construction for site pavements included under original contract.

C. Construction Testing & Inspections: WSB will provide a construction inspector to be on site as needed for limited observations, inspections and testing during the project to ensure

construction materials and techniques meet all necessary standards. This is envisioned for remaining concrete testing and is included under the original contract.

D. Architectural Sub-Consultant: See attachment for scope of services.

E. Additional Services: Services other than those listed in the Scope of Services above and requested and authorized in writing by the Client. These services shall be billed on an hourly basis according to the current Hourly Rate Schedule at the time of request.

ASSUMPTIONS

- A. Assumed Client responsibilities for this project:
- Full program coordination with one individual representing the Client's interests.
 - Coordination of all meetings with City staff, stakeholders, Commissions, and City Council.
 - Any contamination oversight or remediation efforts that may be necessary through Barr Engineering.

FEES FOR PROFESSIONAL SERVICES

It is proposed that Tasks be billed on an hourly basis according to the following breakdowns:

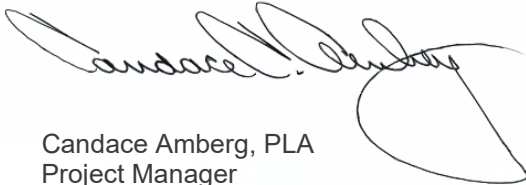
Task A (WSB Construction Administration):	\$ 9,400
Task B (Construction Survey Staking):	\$ 0
Task C (Testing & Inspections):	\$ 0
Task D (Alliance Contract)	\$24,700
Total:	\$34,100

This letter and the attachment represent our entire understanding of the project scope. If the City of Inver Grove Heights is in agreement, the necessary contract amendment documents can be provided and signed. WSB will start work upon receipt of a signed contract.

If you should have any questions regarding this proposal, please contact me at 612-518-3694 or camberg@wsbeng.com

Sincerely,

WSB



Candace Amberg, PLA
Project Manager

Attachments: Alliance Scope of Services

WSB



Jason Amberg, PLA
Director of Landscape Architecture

ALLIANCE

~~2023.12.22~~ 2024.01.24

400 Clifton Avenue
Minneapolis, MN 55403

COMMUNICATION
P 612.874.4100
F 612.871.7212

WEBSITE
www.alliance.us

Candace Amberg, PLA, Senior Landscape Architect

WSB

701 Xenia Avenue South, Suite 300

Minneapolis, MN 55416

Re: Proposal for Additional Services

Heritage Village Park

Extended Construction Schedule

Dear Candace,

Thank you for the opportunity to submit this proposal to provide professional design services related to extending the construction administration phase of Heritage Village Park.

Scope of Services

Provide architectural, structural and MEP engineering construction administration services for an extended construction administration duration for Heritage Village Park, located at 4321 65th Street East, Inver Grove Heights, MN 55076. Additional services include the eight-week period from November 2, 2023 through December 31, 2023 and a six-week period from mid-April and extend through the end of May 2024. The project will go on-hold from January 1, 2024 through mid-April 2024 due to winter conditions, no work is anticipated during this time.

Schedule Changes

Original duration of services: 05 01 23 through 11 01 23 (6 months)

Revised project completion (estimated): 05 31 2024

Compensation

Alliance's original compensation for construction administration was \$33,400 with \$500 in reimbursable expenses for a total of \$33,900

As of November 1, 2023 (the original construction completion date) approximately 41% of the construction had been completed. To provide design services to complete the remainder of the project we are requesting an additional \$24,200 on an hourly-not-to-exceed basis. Our proposed fee includes architectural, structural, and MEP professional design services. *See attached for a breakdown of fees.*

Additional reimbursable expenses are additional, are estimated to be \$500

Fee Proposal
Extended Construction Administration Services
~~2023.12.22~~ 2024.01.24
Page 2

Thank you very much for the opportunity to provide this fee proposal. We look forward to our continued collaboration with you on this important and exciting project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken A. Sheehan", with a stylized flourish at the end.

Ken Sheehan AIA, LEED AP
Principal

Description of Extended Construction Administration Services	Fee
1. Architectural Services	
a. Work completed beyond November 1, 2023, prior to winter break	\$11,900
2. Construction Administration in 2024	
a. Site Meetings/Reports	\$4,760
b. Review Submittals	\$2,380
c. Respond to RFIs	\$2,380
d. Proposal Requests/Change Orders	\$0
3. Structural Engineering (BKBM)	\$780
4. Mech/Elec/Plumbing Engineering (EDI)	\$2,000
Total	\$24,200



Request for Council Action

SUBJECT: **Resolution Approving Lawful Charitable Gambling Premises Permit at Applebee's**

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The City Council is asked to approve a premises permit for St Thomas Academy Alumni Association to conduct lawful charitable gambling operations at Applebee's Neighborhood Bar & Grill, 5855 Blaine Ave.

BACKGROUND

The St Thomas Academy Alumni Association has submitted an application for premises permit to conduct lawful charitable gambling operations at Applebee's Neighborhood Bar & Grill, subject to approval by the State Charitable Gambling Board and the IGH City Council. The St Thomas Academy Alumni Association also conducts charitable gambling at Mallard's Restaurant. The organization's gambling manager, Jodie Whaley, has reviewed the city's local gambling ordinance and can confirm that their organization would fulfill the intent of the ordinance, which is to continue to maintain the use of the proceeds within the defined trade area.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends approval of the Lawful Gambling Premises permit at Applebee's Neighborhood Bar & Grill.

ATTACHMENTS

1. Resolution Approving Gambling Premise Permit - Applebee's
2. LG214 & LG215 Premise Permit Application & Lease - STAAA - Applebees

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE APPLICATION OF THE ST. THOMAS ACADEMY ALUMNI
ASSOCIATION FOR A PREMISES PERMIT TO CONDUCT LAWFUL PURPOSE GAMBLING
AT APPLEBEE'S NEIGHBORHOOD BAR & GRILL LOCATED AT 5855 BLAINE AVE,
INVER GROVE HEIGHTS, MINNESOTA**

WHEREAS, Minnesota Statutes require premises on which lawful gambling is conducted to be licensed by the Minnesota Charitable Gambling Control Board, and

WHEREAS, the St. Thomas Academy Alumni Association has submitted an application for a Lawful Gambling Premises Permit at Applebee's Neighborhood Bar & Grill, 5855 Blaine Ave, Inver Grove Heights, and

WHEREAS, the City of Inver Grove Heights has conducted the required background investigation on the application which has not developed any facts that would constitute the basis for denial.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights, Minnesota, hereby approves the application of the St. Thomas Academy Alumni Association for a lawful gambling premises permit at Applebee's Neighborhood Bar & Grill, 5855 Blaine Ave, Inver Grove Heights, subject to compliance with the provisions of the City's Gambling Ordinance and Minnesota Statutes relating to charitable gambling.

BE IT FURTHER RESOLVED, that staff is directed to forward a copy of this Resolution to the Minnesota Charitable Gambling Control Board.

Adopted this 11th day of March, 2024.

John Murphy, Acting Mayor

Attest:

Rebecca Kiernan, City Clerk

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113**Questions?** Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**Organization Name: Saint Thomas AcademyLicense Number: 94509Chief Executive Officer (CEO) Joe SchultzDaytime Phone: 651-500-7988Gambling Manager: Jodie WhaleyDaytime Phone: 612-810-3067**GAMBLING PREMISES INFORMATION**Current name of site where gambling will be conducted: Applebee's

List any previous names for this location:

Street address where premises is located: 5855 Blaine Avenue East

(Do not use a P.O. box number or mailing address.)

City: **OR** Township:

County:

Zip Code:

Inver Grove HeightsDakota55076

Does your organization own the building where the gambling will be conducted?

☐

Yes

☒

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☐

Yes

☒

No

☐

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☐

Yes

☒

No

☐

Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTABank Name: [REDACTED]Bank Account Number: [REDACTED]Bank Street Address: [REDACTED]City: [REDACTED]State: **MN** Zip Code: [REDACTED]**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number):

City:

State: Zip Code:

TMB PROPERTIES, LLC 1870 50TH STREET EASTInver Grove Heights**MN**55077**MN****MN**

LG214 Premises Permit Application

6/15 Page 2 of 2

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
Local unit of government must sign.	TOWNSHIP NAME: _____
	Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)
	Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|---|---|
| <ol style="list-style-type: none"> I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. I have read this application and all information submitted to the Board is true, accurate, and complete. All required information has been fully disclosed. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> I assume full responsibility for the fair and lawful operation of all activities to be conducted. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. I understand the fee is non-refundable regardless of license approval/denial. |
|---|---|

Signature of Chief Executive Officer (designee may not sign) _____

Date _____

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

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

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

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

An equal opportunity employer

LG215 Lease for Lawful Gambling Activity**LEASE INFORMATION**

Organization:	License/Site Number:	Daytime Phone:
Saint Thomas Academy Alumni Association	94509	612-810-3067
Address:	City:	State: Zip:
949 Mendota Heights Road	Mendota Heights	MN 55120
Name of Leased Premises:	Street Address:	
Applebee's	5855 Blaine Avenue East	
City:	State: Zip:	Daytime Phone:
Inver Grove Heights	MN 55076	651-451-9029
Name of Legal Owner:	Business/Street Address:	
Apple Minnesota LLC	6200 Oak Tree Blvd. Suite 250	
City:	State: Zip:	Daytime Phone:
Independence	Ohio 44131	216-525-2775
Name of Lessor (if same as legal owner, write "SAME"):	Address:	
City:	State: Zip:	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: 3-1-2024. Submit changes at least ten days **before** the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- | | |
|--|---|
| ☐ Pull-Tabs (paper) | ☒ Electronic Pull-Tabs |
| ☒ Pull-Tabs (paper) with dispensing device | ☒ Electronic Linked Bingo |
| ☐ Bar Bingo ☐ Bingo | Electronic games may only be conducted: |
| ☐ Tipboards | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or |
| ☐ Paddlewheel ☐ Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750**.
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15 %, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20 %, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____ %, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

6/15 Page 2 of 2

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, Item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Any Equipment owned by STAAG is property of STAAG and will be returned in the event of termination.

Signature of Lessor:

Date:

Signature of Organization Official (Lessee):

Date:

Print Name and Title of Lessor:

Print Name and Title of Lessee:

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113

Fax: 651-639-4032



Request for Council Action

SUBJECT: **Resolution Approving Lawful Charitable Gambling Premises Permit at Los Portales Bar & Grill**

MEETING DATE: March 11, 2024

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The City Council is asked to approve a premises permit for the Spartan End Zone Club to conduct lawful charitable gambling operations at Los Portales Bar & Grill, 5816 Blaine Ave.

BACKGROUND

The Spartan End Zone Club has submitted an application for a premises permit to conduct lawful charitable gambling operations at Los Portales Bar & Grill, subject to approval by the State Charitable Gambling Board and the IGH City Council. The Spartan End Zone Club also conducts charitable gambling at Mississippi Pub. The organization's gambling manager, Dianne Rasmussen, has reviewed the city's local gambling ordinance and can confirm that their organization would fulfill the intent of the ordinance, which is to continue to maintain the use of the proceeds within the defined trade area.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends approval of the Lawful Gambling Premises permit at Los Portales Bar & Grill.

ATTACHMENTS

1. Resolution Approving Gambling Premise Permit - Los Portales
2. LG214 & LG215 Premise Permit Application and Lease - Spartan - Los Portales

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE APPLICATION OF SPARTAN END ZONE CLUB FOR A
PREMISES PERMIT TO CONDUCT LAWFUL PURPOSE GAMBLING AT LOS PORTALES BAR
& GRILL LOCATED AT 5816 BLAINE AVE, INVER GROVE HEIGHTS, MINNESOTA**

WHEREAS, Minnesota Statutes require premises on which lawful gambling is conducted to be licensed by the Minnesota Charitable Gambling Control Board, and

WHEREAS, the Spartan End Zone Club has submitted an application for a Lawful Gambling Premises Permit at Los Portales Bar & Grill, 5816 Blaine Ave, Inver Grove Heights, and

WHEREAS, the City of Inver Grove Heights has conducted the required background investigation on the application which has not developed any facts that would constitute the basis for denial.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Inver Grove Heights, Minnesota, hereby approves the application of the Spartan End Zone Club for a lawful gambling premises permit at Los Portales Bar & Grill, 5816 Blaine Ave, Inver Grove Heights, subject to compliance with the provisions of the City's Gambling Ordinance and Minnesota Statutes relating to charitable gambling.

BE IT FURTHER RESOLVED that staff is directed to forward a copy of this resolution to the Minnesota Charitable Gambling Control Board.

Adopted this 11th day March, 2024.

John Murphy, Acting Mayor

Attest:

Rebecca Kiernan, City Clerk

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113**Questions?** Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**

Organization Name: SPARTAN END ZONE CLUB License Number: 93697
Chief Executive Officer (CEO) JASON BRYANT Daytime Phone: 651-302-8334
Gambling Manager: DIANNE RASSMAN Daytime Phone: 651-459-6090

GAMBLING PREMISES INFORMATIONCurrent name of site where gambling will be conducted: LOS PORTALES BAR & GRILL

List any previous names for this location:

Street address where premises is located: 5816 BLAINE AVE E.
(Do not use a P.O. box number or mailing address.)

City:	OR	Township:	County:	Zip Code:
<u>INVER GROVE HTS</u>			<u>DAKOTA</u>	<u>55076</u>

Does your organization own the building where the gambling will be conducted?

☐ Yes ☒ No If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☐ Yes ☒ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☒ No ☐ Don't know**GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA**

Bank Name: VERMILION STATE BANK Bank Account Number: [REDACTED]
Bank Street Address: 2975 80th ST E City: INVER GROVE HTS State: **MN** Zip Code: 55076

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>ABC RENTAL</u> <u>460 VILLAMME AVE.</u>	<u>St. PAUL</u>	MN	<u>55075</u>
		MN	
		MN	

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION
**CITY APPROVAL
for a gambling premises
located within city limits**

City Name: _____

Date Approved by City Council: _____

 Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel: _____

Title: _____ Date Signed: _____

**Local unit of government
must sign.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

County Name: _____

Date Approved by County Board: _____

 Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel: _____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.

On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
3. I have read this application and all information submitted to the Board is true, accurate, and complete.
4. All required information has been fully disclosed.
5. I am the chief executive officer of the organization.
6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.
7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
10. I understand the fee is non-refundable regardless of license approval/denial.

Signature of Chief Executive Officer (designee may not sign)

Date

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

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

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

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

An equal opportunity employer

LG215 Lease for Lawful Gambling Activity**LEASE INFORMATION**

Organization: <u>SPARTAN END ZONE CLUB</u>	License/Site Number: <u>93697-</u>	Daytime Phone: <u>651-459-6090</u>
Address: <u>P.O. Box 2212</u>	City: <u>INVER GROVE HIGTS</u>	State: Zip: <u>MN 55076</u>
Name of Leased Premises: <u>Los Portales Bar Grill</u>	Street Address: <u>5816 Blaine E Invergrove Heights</u>	
City: <u>Inver Grove Heights</u>	State: Zip: <u>MN 55076</u>	Daytime Phone: <u>651-200-3349</u>
Name of Legal Owner: <u>Edgar Obed Penaloza Portillo</u>	Business/Street Address: <u>5816 Blaine Ave. E Inver Grove Heights</u>	
City: <u>Inver Grove Heights</u>	State: Zip: <u>MN 55076</u>	Daytime Phone:
Name of Lessor (if same as legal owner, write "SAME"): <u>Edgar Obed Penaloza Portillo</u>	Address:	
City: <u>Inver Grove Heights</u>	State: Zip: <u>MN 55076</u>	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: APRIL 1, 24. Submit changes at least ten days **before** the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- | | |
|---|---|
| ☒ Pull-Tabs (paper) | ☒ Electronic Pull-Tabs |
| ☒ Pull-Tabs (paper) with dispensing device | ☒ Electronic Linked Bingo |
| ☒ Bar Bingo ☐ Bingo | Electronic games may only be conducted: |
| ☒ Tipboards | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or |
| ☒ Paddlewheel ☐ Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750**.
- The rent cap does not include **BAR OPERATION** rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

6/15 Page 2 of 2

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:

Date:

Edgar O.P.P.

02-15-24

Signature of Organization Official (Lessee):

Date:

Dianne Rassman

2-12-24

Print Name and Title of Lessor:

Edgar Obed Penaloza Portillo

Print Name and Title of Lessee:

DIANNE RASSMAN
GAMBLING MANAGER

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032



Request for Council Action

SUBJECT: **Dakota County Presentation on Veterans Memorial Greenway and Resolution of Support for Phase 3 Alignment**

MEETING DATE: March 11, 2024

ITEM TYPE: Regular Business

CONTACT: Brian Connolly, Public Works Director, 651.450.2571
Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to receive a presentation from Dakota County on the current status of the Veterans Memorial Greenway, and then consider a resolution of support for the proposed Phase 3 alignment.

BACKGROUND

In 2017, the Inver Grove Heights City Council adopted Resolution 17-133, supporting Dakota County's master plan for the Rich Valley Greenway. The Dakota County Board adopted the Rich Valley Greenway Master Plan in September of 2017 and then undertook a preliminary engineering study from 2018-2020, to explore alignment options and identify a preferred alignment. At the conclusion of the preliminary engineering study, the Rich Valley Greenway was renamed the Veterans Memorial Greenway.

Preliminary design and engineering on the Veterans Memorial Greenway commenced in September 2020, and has been ongoing since. Two open houses have been hosted (February 2022 and June 2022) to review the project design. Following a project update presentation to the City Council in May 2023, and a request from the City Council that the County perform further outreach to solicit feedback from property owners along the proposed trail alignment, particularly along 105th Street, Dakota County sent a direct mailing to adjacent property owners, requesting feedback on the proposed design. The County also hosted a table at the August 2023 Inver Grove Heights Food Truck Day at Rich Valley Park, to discuss the project design options and solicit further feedback from local property owners.

Presently, the Veterans Memorial Greenway construction is scheduled to be phased over the next three years:

- **2024 - Middle Segment / Phase 1** (Alameda Path to Rich Valley Park, parallel to Cliff Road/Rich Valley Blvd, all within Inver Grove Heights)
- **2025 - West Segment / Phase 2** (Dodd Road in Eagan to Alameda Path in Inver Grove Heights, through easements located north of Southern Hills Park)

- **2026 - East Segment / Phase 3** (Rich Valley Park to US 52, mainly along 105th Street, all within Inver Grove Heights)

Dakota County has developed a project website for the Veterans Memorial Greenway, where information regarding open house materials and past study data is available for view:

<https://www.co.dakota.mn.us/Transportation/PlannedConstruction/VeteransGreenway/Pages/default.aspx>

Dakota County staff wish to provide an update to the City Council regarding the current design progress, with a specific focus on the “Phase 3” alignment, the County’s reasoning for recommending that alignment, and review what benefits and/or drawbacks might be experienced by the City and adjacent property owners as a result of the alignment. At the conclusion of the presentation, the County wishes to receive City Council feedback, and the Council is requested to take any feedback from the public.

Through reviews of the project design efforts to-date, City staff have provided guidance to the County and their design consultants related to stormwater management and street maintenance and design requirements. County staff have been receptive to the City's design requirements, and have worked to try to meet and accommodate such requirements through their preliminary design. A primary benefit seen by City staff to a revised alignment that utilizes 105th Street is the opportunity to have 105th Street upgraded from a gravel road to a paved surface, and eliminating one of the longest segments of gravel road remaining within the City, at no cost to the City or the adjacent residents. Gravel roads require more annual maintenance through aggregate replacement and grading, dust control, and mowing and maintenance of ditches and culverts than most paved streets, while plowing of gravel roads often cannot occur at the desired service level during spring snow events due to the damage caused by plows on the partially-thawed gravel surface.

Staff have prepared and attached a Resolution for the City Council to consider supporting the revised “Phase 3” alignment of the Veterans Memorial Greenway.

FISCAL IMPACT

None

RECOMMENDATION

Staff are supportive of the Resolution providing City support to the alignment revisions of the Veterans Memorial Greenway. Approval of this Resolution will allow Dakota County to proceed with final design for the "Phase 3" component of the Veterans Memorial Greenway, and allow City staff to further coordinate and provide detailed design review for this segment of work to meet City design standards. Should this Resolution not be adopted, the County will likely need to re-assess the advancement of Phase 3, and determine a reasonable course of action to proceed with the project.

ATTACHMENTS

1. Resolution Supporting VMG Alignment
2. Revised VMG Alignment Map

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

RESOLUTION NO. _____

**RESOLUTION SUPPORTING AN AMENDED ALIGNMENT TO THE VETERANS MEMORIAL
GREENWAY (FORMERLY THE RICH VALLEY REGIONAL GREENWAY)**

WHEREAS, the City of Inver Grove Heights approved Resolution 17-133 supporting Dakota County's plan for the Rich Valley Regional Greenway in July, 2017; and

WHEREAS, in January 2020, the Dakota County Board renamed the Rich Valley Regional Greenway to the Veterans Memorial Greenway (VMG); and

WHEREAS, the proposed VMG is an identified unit of the Metropolitan Regional Park System Plan and will establish a link between Lebanon Hills Regional Park and the Mississippi River Regional Trail through the communities of Eagan and Inver Grove Heights; and

WHEREAS, the proposed VMG has been included in the City's 2030 and 2040 Comprehensive Plans, along with proposed future trail connections located along 105th Street and portions of Barnes Ave. to connect the VMG to Rich Valley Park; and

WHEREAS, through the preliminary design stage, Dakota County has reviewed alternative alignment options for portions of the VMG, and have determined a recommended alignment along 105th Street from Barnes Ave. to US 52, as defined in the attached exhibit; and

WHEREAS, Dakota County has indicated a desire to work with City staff to design and construct a trail facility that exists in the 105th Street right-of-way, and would provide for an upgrade of 105th Street from a gravel to a paved surface as part of the VMG construction at no cost to the City; and

WHEREAS, the City of Inver Grove Heights agrees to continue to work with Dakota County to complete one or more Joint Powers Agreements to complete the construction of the VMG, and to identify the requirements for ongoing maintenance responsibility for the County and City owned infrastructure associated with the project.

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

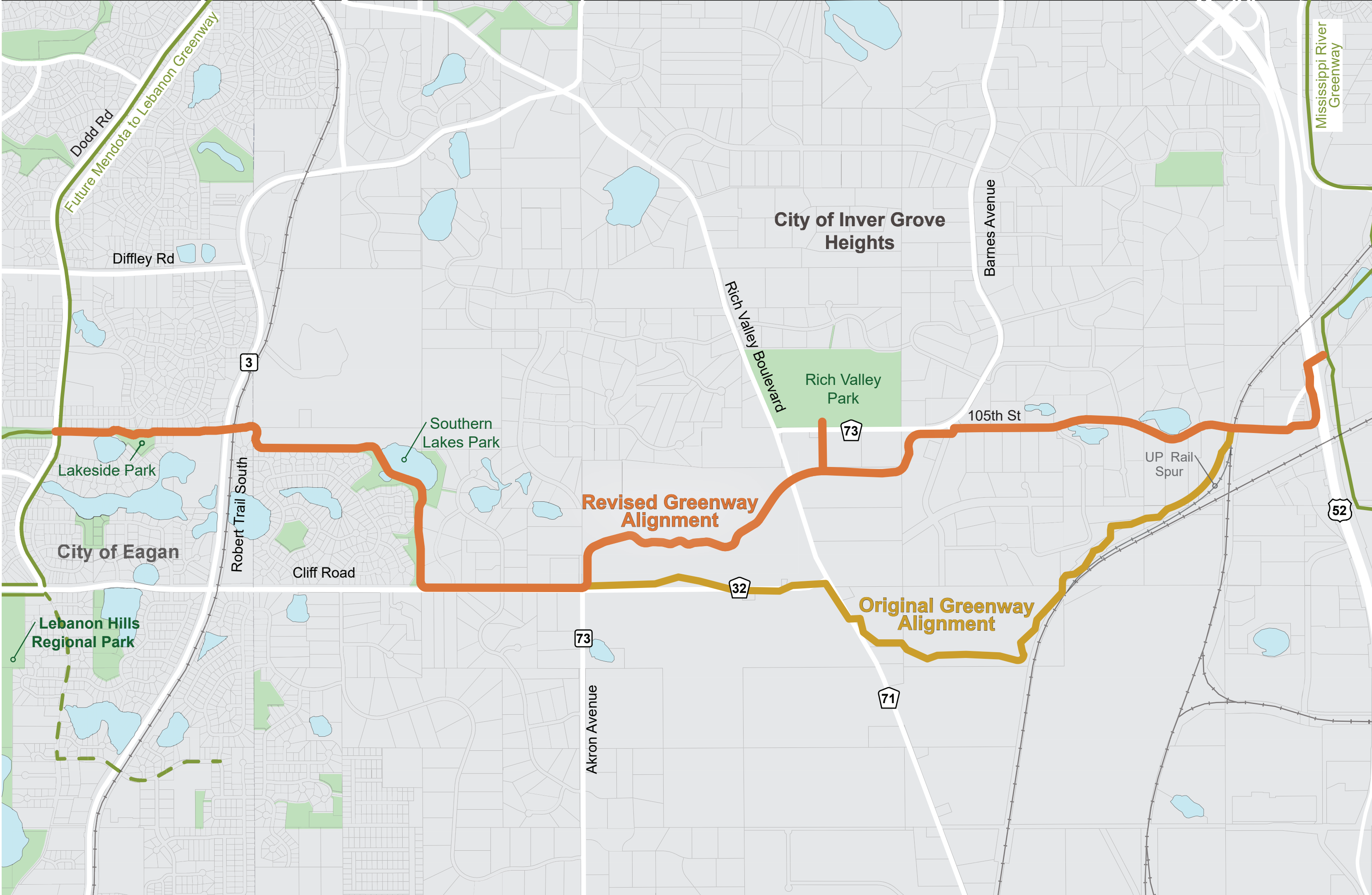
- 1) The City of Inver Grove Heights supports the revised alignment of the Veterans Memorial Greenway (formerly the Rich Valley Greenway) between Dodd Road and TH 52 that includes a connection to Rich Valley Park and to follow a revised alignment along 105th Street east of Barnes Ave.
- 2) Staff is authorized to work with Dakota County to complete design review for this segment of the Veterans Memorial Greenway, and to draft necessary agreements with Dakota County related to the design and construction of the Veterans Memorial Greenway, to be brought forth for future City Council consideration.

Adopted by the City Council of the City Inver Grove Heights, MN on this 11th day of March 2024.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Dodd Rd
Future Mendota to Lebanon Greenway

Diffley Rd

3

Robert Trail South

Lakeside Park

City of Eagan

Lebanon Hills Regional Park

Cliff Road

Southern Lakes Park

Revised Greenway Alignment

73

Akron Avenue

Rich Valley Boulevard

Rich Valley Park

73

32

Original Greenway Alignment

71

City of Inver Grove Heights

Barnes Avenue

105th St

UP Rail Spur

52

Mississippi River Greenway

Request for Council Action

SUBJECT: **Consider a Comprehensive Plan Amendment for 6050 Cahill Avenue**

MEETING DATE: March 11, 2024

ITEM TYPE: Regular Business

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to consider a request to amend the Comprehensive Plan land use designation from Medium Density Residential (MDR) to High Density Residential (HDR) for parcels located at 6050 Cahill Avenue (Lupe Development Partners, LLC - Case No. 24-02CPA).

- Requires 4/5th vote
- 60- days: March 22, 2024 (1st 60-days)

BACKGROUND

The applicant is proposing to change the land use designation of two parcels, which are 6.3-acres combined, from medium density residential (8 - 12 units an acre) to high density residential (12 - 35 units an acre) for an apartment project. The concept plan for the site demonstrates two, four-story apartment buildings with a total of approximately 220 housing units. Building #1 would be workforce housing and Building #2 would be affordable senior living.

The property in question currently has contradictory land use guiding and zoning. It is guided for medium-density residential (8-12 units per acre), but zoned R-3C (12+ units per acre). In order for the property to develop, it either needs to be reguided or rezoned, as the two designations need to be consistent. In this case, the applicant is requesting that the current zoning be left in place and the comprehensive plan be amended to correspond with that existing zoning.

If the comprehensive plan amendment is approved, an application for platting, conditional use permit and possible variances would be required before development can occur. This subsequent process would provide for public review and comment on the actual site design.

The developed area around the proposed parcels contains high-density housing and a church to the west, single-family to the south, and medium-density to the north, east, and south. A change from medium to high-density residential would be a compatible transitional use next to the existing multi-family in the area, the abutting church and industrial uses across the street to the east.

The development would be consistent with the City's Comprehensive Plan, in that it helps maintain a balanced housing supply by providing additional workforce and affordable senior housing. The unit types would appear to meet varying life-cycle needs of Inver Grove Heights residents. Secondly, the comprehensive plan calls for a housing pattern that respects the natural environment, i.e. cluster

development, while striving to meet local housing needs and the community's share of metropolitan area housing growth. There is over 50 feet of elevation change on the property. The proposed high-density development protects the steep topography in the south-west portion of the property, whereas a medium-density development, which would most likely be townhomes, would require significant grading of the site.

However, the proposed concept plan demonstrates a development that would have the tallest buildings in the area along with some of the densest development in the city. This may be seen as inconsistent with the Comprehensive Plan provisions that call for new development areas to be compatible in size and scale with existing, adjacent neighborhoods.

FISCAL IMPACT

Not Applicable

RECOMMENDATION

Planning Commission: At its February 20, 2024 meeting, the Planning Commission voted 6-0 to recommend approval of the comp plan amendment.

ATTACHMENTS

1. Resolution of Approval
2. Planning Commission Recommendation
3. Planning Report

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A COMPREHENSIVE PLAN MAP AMENDMENT TO CHANGE
THE LAND USE DESIGNATION FROM MDR, MEDIUM DENSITY RESIDENTIAL TO HDR,
HIGH DENSITY RESIDENTIAL**

**CASE NO. 24-02CPA
(Lupe Development Partners, LLC)**

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 from MDR, Medium Density Residential to HDR, High Density Residential for the real property (Property) legally described as;

Parcel 1:

That part of NW (1/4) of Section 3, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows: Beginning at a point on the North line of said NW1/4 of said Section 3, distant 365 feet East of the Northwest Corner of said Section 3 thence South parallel to the West line of said NW1/4 of said Section 3, 660 feet more or less to the North line of the plat of [Dakota Park](#), thence Easterly 310 feet to a point on the North line extended of the plat of Dakota Park thence North, parallel to the West line of said NW1/4 of said Section 3, 660 feet more or less to the North line of said NW1/4 of said Section 3 thence Westerly along the North line of said NW1/4 of said Section 3, 310 feet to the point of beginning.

Parcel 2:

Lot One (1), Block One (1), [Southeast Metro Industrial Park - Plat No. 2](#), except the southerly (S'ly) one hundred fifty (150) feet thereof, according to the recorded plat thereof, Dakota County, Minnesota.

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 February 20, 2024, held a public hearing regarding the application following posted and published notice of the same, and recommended approval 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 consistent with the existing and proposed uses in the area, beneficial to the City, and in the best interest of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Comprehensive Plan Map Amendment amending the City's future land use plan to regulate the property from MDR, Medium Density Residential to HDR, High Density Residential is hereby approved subject to the following conditions:

1. The Metropolitan Council shall not require any significant modifications to the Comprehensive Plan Amendment.
2. 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.
3. Approval of this comprehensive plan amendment shall not become effective until a plat and development plan have been approved by the City Council. A complete final plat application must be submitted to the City prior to one year after the adoption of this Resolution.

Adopted by the City Council of Inver Grove Heights on this 11th day of March, 2024.

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: February 20, 2024

SUBJECT: A. Comprehensive Plan Amendment request to change the land use designation from the current MDR, Medium Density Residential to HDR, High Density Residential on property at 6050 Cahill Ave (Lupe Development Partners, LLC – Case No. 24-02CPA).

Reading of Public Notice

Vice-Chair Clancy read the Public Hearing Notice. Notices were mailed to 22 property owners on February 2, 2024.

Presentation of Request

Associate Planner Botten presented a summary of the staff report.

Planning Commission Discussion

Commissioner Clancy inquired what the maximum building height is under the HDR, High Density Residential designation. Botten stated that under the R-3C designation it would be 35 feet but is allowed to go higher with a Conditional Use Permit.

Commissioner Schaefer inquired whether individual renters received the public hearing notice. Botten stated that the notice would have been sent to the property owner.

Commissioner Teiken questioned if there are any other distinctions, besides units per acre, between MDR and HDR that might be relevant to this item. Botten stated that usually HDR has more apartment building uses and MDR is usually more townhome uses.

Opening of Public Hearing

Aaron Diederich, 1801 County Road B West, Suite 201, Roseville, Lupe Development Partners, LLC, Applicant, stated he has read and understands the report. Local developers develop a lot of affordable housing, but Lupe prides themselves on their developments not looking or feeling affordable.

Commissioner Clancy questioned if affordable housing would include subsidized housing and government assistance. Mr. Diederich stated that the project would not be subsidized or section 8 housing, it is all independent, affordable living.

Alexis Reis, inquired about the design of the apartment buildings and process of the developer's application process with the city.

Dustin Haberland, 5982 Cahill Ave, stated that he owns property nearby and is in favor of the proposal and will eventually like the same change on their property as well.

Commissioner Heidenreich stated that on the submitted proposal the applicant labeled building one as workforce/affordable housing and inquired if that is the same definition used by Dakota County Community Development. Mr. Diederich stated that they don't use the Dakota County definition, the rents and income levels are determined by HUD and based by County.

Commissioner Schaefer questioned why the property couldn't stay at MDR, Medium Density Residential. Mr. Diederich stated that at 8-12 units per acre they wouldn't be able to move the

development forward with the current land price. They are under contract with the sellers, the per unit cost for the land wouldn't work.

Chair Weber closed the public hearing.

Planning Commission Discussion

Commissioner Schaefer questioned if there are other similarly sized lots within the city that are zoned HDR, High Density Residential. City Planner Hunting stated that the only properties that are guided for that zoning density are in the Northwest Area and scattered in a couple other areas. Schaefer inquired if a change to high density would help if we're in a situation where there is a need for more. Hunting stated that there have not been situations that have lowered the density. Schaefer questioned how the city would benefit from making this change. Hunting stated that the change would provide affordable housing goals.

Chair Weber stated that when reviewing the 2040 Comprehensive Plan for the Cahill Avenue area it was reviewed that bringing in the density would be beneficial for the businesses in the area.

Commissioner Clancy stated that as the city grows and utilizes this area of Cahill Ave this is a smart choice and supports the high density in this area, on this lot.

Commissioner Teiken stated that the definition of affordable housing and what it is and how necessary it is. We can address it by the housing supply and having more affordable housing available. Likes that the proposed development includes apartments and senior housing. Supportive of the change as well.

Commissioner Schaefer stated that she supports the change but is concerned about where the additional kids will play outside.

Commissioner Twedt stated that the proposed change makes sense and is in support.

Planning Commission Recommendation

Motion by Clancy, Second by Teiken, to Approve the Comprehensive Plan Amendment from MDR, Medium Density Residential to HDR, High Density Residential subject to the condition's listed in the staff report.

Ayes: 6

Nays: 0 Motion Carried.

The item is tentatively scheduled to go before the City Council on March 11, 2024.



Planning Commission Report

MEETING DATE:	February 20, 2024
CASE NO:	24-02CPA
APPLICANT:	Lupe Development Partners, LLC
PROPERTY OWNER:	Richard & Patricia Stadt
REQUEST:	Comprehensive Plan Amendment to change land use from MDR, Medium Density Residential to HDR, High Density Residential.
LOCATION:	6050 Cahill Avenue
COMPREHENSIVE PLAN:	MDR, Medium Density Residential
ZONING:	R-3C, Multiple-Family Residential
STAFF CONTACT:	Heather Botten, 651.450.2569

ACTION REQUESTED

Consider a Comprehensive Plan Amendment to change the guided land use from MDR, Medium Density Residential to HDR, High Density Residential for the property located at 6050 Cahill Avenue.

BACKGROUND

The applicant is proposing to change the land use designation of a 6.3-acre area to High Density Residential for a future apartment project consisting of approximately 220 dwelling units. The property is currently zoned R-3C, Multiple-Family Residential.

If the Comprehensive Plan Amendment is successful, an application for Platting, Conditional Use Permit and possible Variances would be required before development can occur. This subsequent process would provide for public review and comment on the proposed site plan.

The applicant has submitted a conceptual development plan for the site which demonstrates two, four-story apartment buildings with a total of approximately 220 affordable housing units. Building #1 would be workforce housing and Building #2 would be senior living. The proposed units vary from studio, one and two bedrooms, with the majority being one bedroom. Surface and below grade parking are proposed. The concept plan shows two (2) access points, one from Carmen Avenue (residential access) and the other from Cahill Avenue (emergency services and deliveries).

SURROUNDING USES

A variety of uses are adjacent to the property, including an apartment, church, townhomes, single-family home, and industrial businesses.

The following Land Uses, Zoning Districts, and Comprehensive Plan designations surround the property:

<u>North:</u>	Townhomes	<u>Zoned:</u> R-3C, Multiple-Family Residential	<u>Guided:</u> MDR, Medium Density Residential
<u>East:</u>	Townhome/Group Home/Industrial Uses	<u>Zoned:</u> R-3C, Multiple-Family Residential and I-1, Limited Industrial	<u>Guided:</u> MDR, Medium Density Residential and IOP, Industrial Office Park
<u>West:</u>	Apartment and Church	<u>Zoned:</u> R-3C, Multiple-Family Residential and P, Public Institutional	<u>Guided:</u> HDR, High Density Residential and P/I, Public Institutional
<u>South:</u>	Townhomes and Single-Family Residential	<u>Zoned:</u> R-3C, Multiple-Family Residential and R-1C, Single-Family Residential	<u>Guided:</u> MDR, Medium Density Residential and Low Density Residential

EVALUATION OF REQUEST

COMPREHENSIVE PLAN AMENDMENT

The subject parcel is currently guided MDR, Medium Density Residential (8-12 units/acre).

MDR, Medium Density Residential is defined in the 2040 Comprehensive Plan as:

"Medium Density Residential accommodates somewhat higher residential densities ranging from 8 to 12 dwelling units per net acre. Uses in this classification include higher density townhome developments and apartments, all with full public utility service."

The applicant is proposing to change the Land Use Designation to HDR, High Density Residential (12 - 35 units/acre) to fit the proposed concept plan.

High Density Residential is defined in the 2040 Comprehensive Plan as:

"Areas designated as High Density Residential are intended to accommodate multi-family housing at densities exceeding 12 units per net acre. Uses in this category will be principally limited to higher density apartments or condominium buildings for either general occupancy or for special segments of the population such as senior housing."

The area of the city that this parcel is located within is referred to in the 2040 Comprehensive Plan as the Established Development Areas. Established Development Areas represent portions of the community which are mostly built out. Policy directions focus on preservation and maintenance of existing neighborhoods. Some of the Established Development Area Policies include:

- Allow infill development in a manner that protects the character of existing residential neighborhoods.
- Provide a broad range of housing opportunities.
- Ensure that new development areas are compatible in size and scale with existing, adjacent neighborhoods.
- Provide appropriate buffers to allow density transitions and to accommodate a range of housing types.
- Conduct long-term planning to ensure existing neighborhood infrastructure is well maintained and reliable.

- Disperse affordable housing throughout the area rather than creating concentrations in specific locations.
- Continually monitor the vitality and viability of existing commercial nodes and encourage the integration of supporting residential uses where necessary.

The following provides some rationale for the Approval or Denial of the proposed Land Use change.

RATIONALE FOR THE LAND USE CHANGE

- The developed area around the proposed parcels already contains high density housing to the west and medium density to the north, east, and south. A change from medium to high density residential would be a compatible transitional use next to the existing multi-family in the area, the abutting church and industrial uses across the street.

ESTABLISHED DEVELOPMENT AREA POLICIES

- Allow infill development in a manner that protects the character of existing residential neighborhoods.
- Provide a broad range of housing opportunities.
- Provide appropriate buffers to allow density transitions and to accommodate a range of housing types.

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.
- Establish a housing pattern that respects the natural environment, i.e. cluster development, while striving to meet local housing needs and the community's share of metropolitan area housing growth. *There is over 50 feet of elevation change on the property. The high-density development protects the steep topography in the south-west portion of the property.*
- Partner with housing development agencies to assist with the development of affordable housing in locations of the community that have (or will have) transit options and are in close proximity to employment centers. *A metro transit bus route runs along Carmen Avenue, east of the proposed property.*

Life cycle housing is one aspect of a balanced housing supply. One of the objectives of life cycle housing is to provide housing options for all points in a person's life. One of the housing types typical to life cycle housing includes rental housing for working adults without the interest or financial capacity of homeownership. Senior living is another type of life cycle housing, often seen when the aging population wants to downsize their living arrangements or can no longer maintain the responsibilities and costs of single-family homeownership. The Concept Plan depicts the project as having both of these types of housing opportunities.

RATIONALE AGAINST THE LAND USE CHANGE

ESTABLISHED DEVELOPMENT AREA POLICIES

- Ensure that new development areas are compatible in size and scale with existing, adjacent neighborhoods. *The proposed concept plan demonstrates a development that would have the tallest buildings in the area along with the densest development.*
- Disperse affordable housing throughout the area rather than creating concentrations in specific locations. *There is currently subsidized housing to the west and affordable housing to the south of this development.*

DENSITY

The Comprehensive Plan states the High Density Residential Land Use category allows gross densities of 12–35 units per acre. The applicant's concept plan identifies construction of two, four-story apartment complexes with a total of 220 units. Based on the site area of 6.3 acres, the proposed density of 220 units equals 35 units/acre. This is consistent with the proposed High Density land use designation.

While the High Density land use category has a maximum of 35 units per acre, the proposed project's density would exceed the current R-3C density standards of the zoning code. The R-3C zone requires a minimum lot area of 2,000 square feet per unit, which would result in a maximum of approximately 137 units on 6.3 acres, or 21.78 dwelling units per acre. The City is currently reviewing the multiple-family zoning ordinance. One of the proposed changes is to amend the R-3C ordinance to be compatible with the High Density Residential land use designation. If the Comprehensive Plan Amendment is successful, and the Plat and Conditional Use Permit applications are submitted prior to the multiple-family zoning ordinance amendments being completed, a Variance would be required from the density zoning standard.

ALTERNATIVES

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

A. Approval. If the Planning Commission finds the application acceptable, the Commission should make the following recommendation:

- Approving the Comprehensive Plan Amendment from MDR, Medium Density Residential to HDR, High Density Residential subject to the following conditions:
 1. The Metropolitan Council shall not require any significant modifications to the Comprehensive Plan Amendment.
 2. The Metropolitan Council shall not make a finding that the Comprehensive Plan Amendment has a substantial impact or contains a substantial departure from any metropolitan systems plan.
 3. Approval of this Comprehensive Plan Amendment shall not become effective until a plat and development plan have been approved by the City Council. A complete final plat application must be submitted to the City prior to one year after the adoption of this Resolution.

B. Denial. If the Planning Commission does not favor the Comprehensive Plan Amendment, a recommendation of denial should be forwarded to the City Council. With a recommendation of denial, findings or the basis for the denial should be given.

RECOMMENDATION

The primary question to answer is what the most appropriate land use for the property should be. Would a change to High Density Residential be a benefit to the city and, if so, should the land use plan be changed for the parcels from Medium Density to High Density Residential?

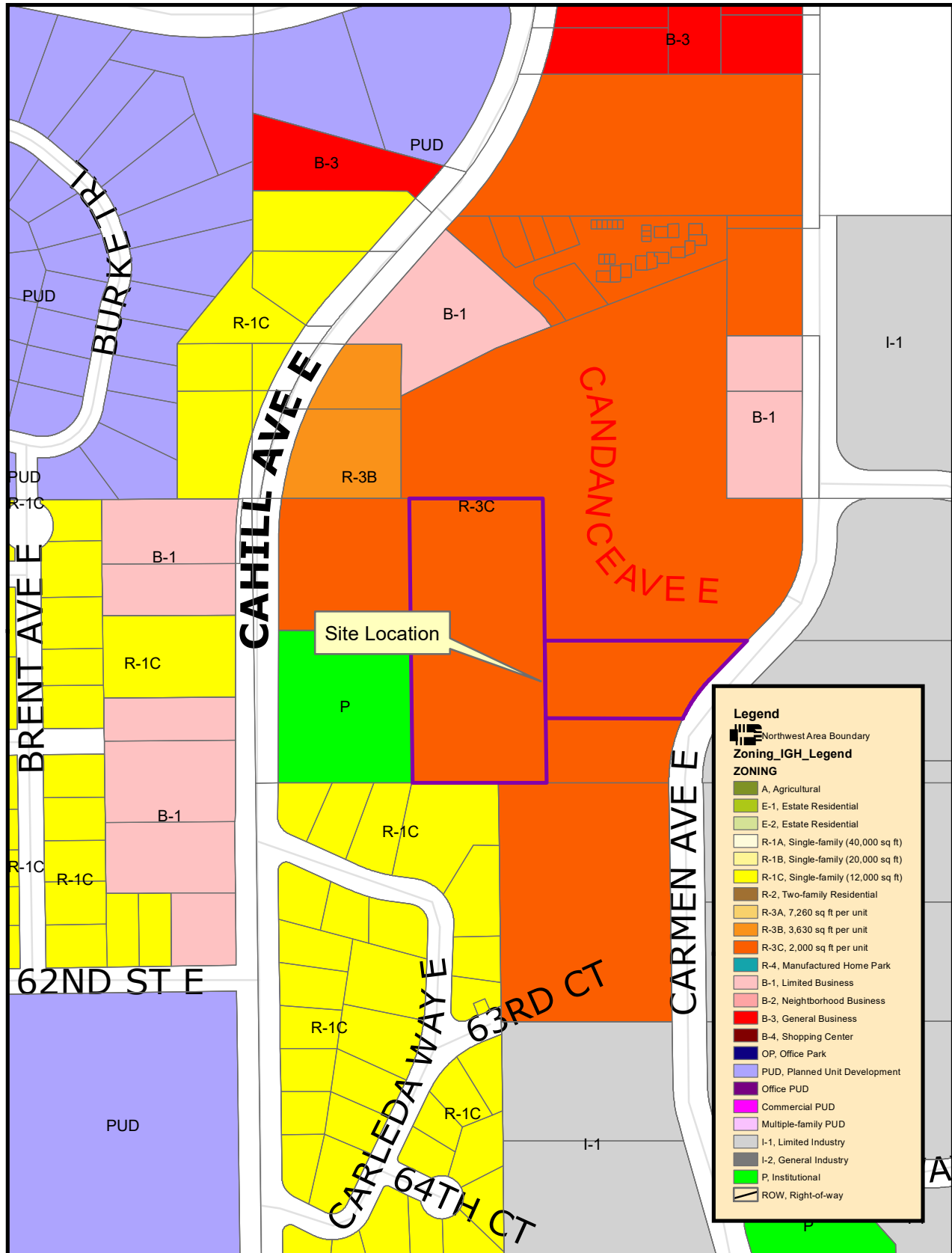
The Planning Commission is asked to make a recommendation to the City Council on this land use change request.

ATTACHMENTS

1. Zoning & Location Map
2. Existing & Proposed Land Use Map
3. Applicant Narrative
4. Concept Plan
5. Neighbor Comment



6050 Cahill Avenue Case No. 24-02CPA



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

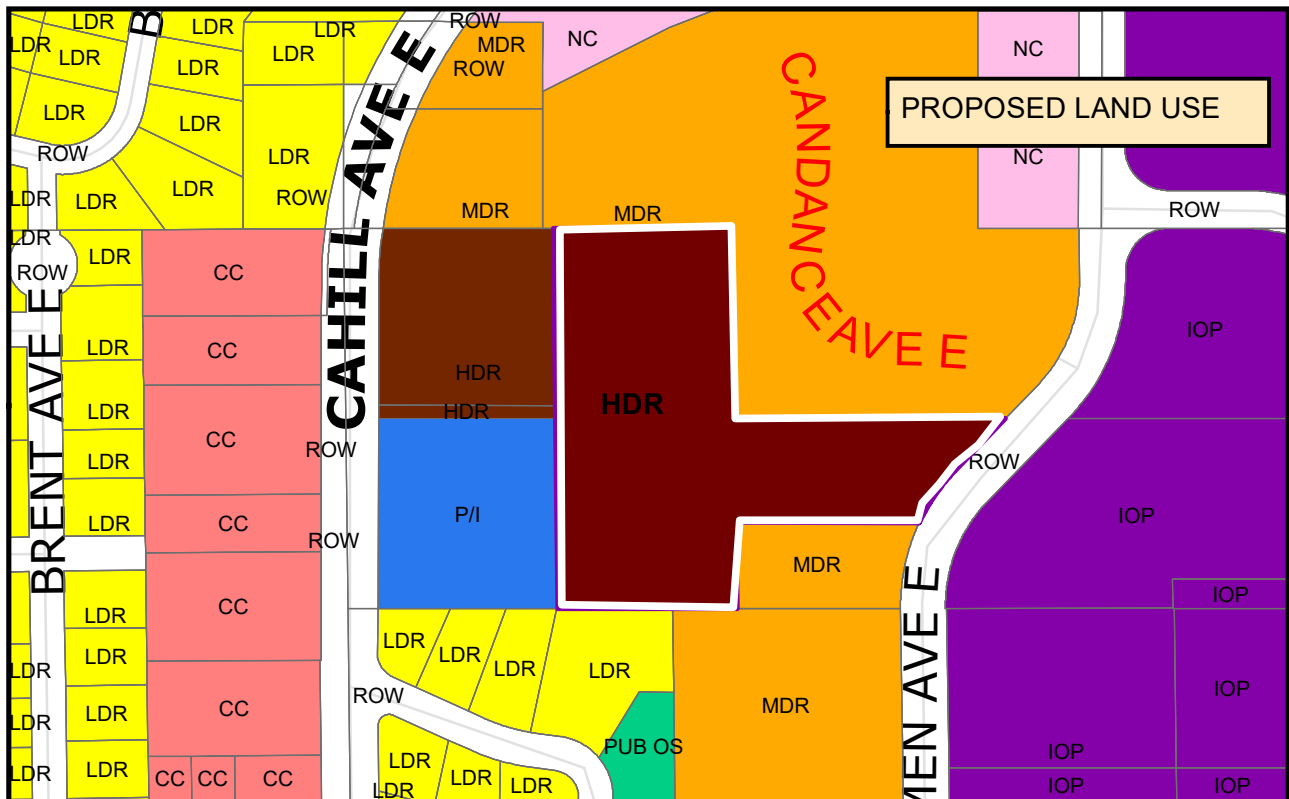
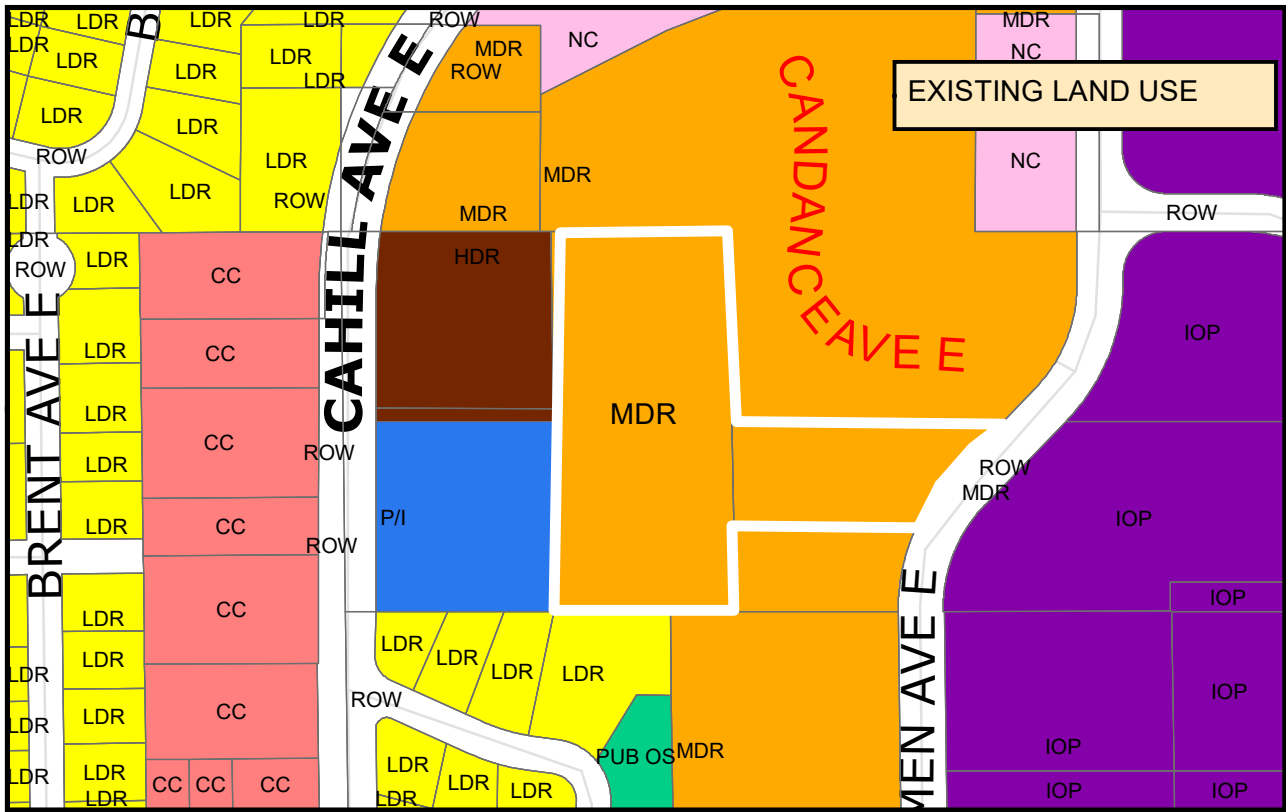
Map produced by the City of Inver Grove Heights GIS Dept.
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Exhibit A
Zoning and Location Map



6050 Cahill Avenue Case No. 24-02CPA



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Exhibit B
Existing and Proposed Land Use



January 22, 2024

**6050 Cahill Avenue
Comprehensive Plan Amendment**

Lupe Development Partners, LLC is seeking to develop the property commonly known as 6050 Cahill Avenue. The project includes two PIDs: 20-00300-26-020 & 20-71251-01-011 (legal description attached).

The properties are currently zoned R-3C and are guided as Medium Density Residential in the 2040 Comprehensive Plan. The developer is requesting a comprehensive plan amendment for the properties to be guided as High Density Residential.

Developer

Lupe Development Partners, LLC is a Roseville-based development firm with over 35 years of experience in the Twin Cities market. Lupe specializes in multi-family developments and has produced over 2,400 units of quality housing, of which 1,500 units are affordable. Lupe works with the best property management firms in the industry to ensure that the properties are well maintained and well run. Lupe is local, hands-on and is committed to every project it develops. We take pride in building affordable properties with little to no difference in construction program and quality to that of our market rate projects. www.lupedevelopment.com

Project Overview

The developer is proposing a two-building site plan consisting of approximately 220 affordable units on a 6.3-acre site. This equates to approximately 35 units per acre, which is near the maximum density allowed under High Density Residential. This 100% affordable project will transform underutilized farmland into much needed affordable housing at 50%-60% AMI, serving both general population and seniors. The project will likely be built in two phases. Building #1 is 140 units of general workforce housing and Building #2 will be 80 units of affordable senior (55+). Both structures will be 4-stories over enclosed parking below, with a mix of studios, 1-bedroom and 2-bedroom units. Amenities include; a community room, fitness center, business center, bike storage, package management systems, shared courtyard, walking trails, a pickleball court and onsite management.

The property is surrounded by other multi-family rental units and a church. There is only one single family home adjacent to the subject parcel at the southwest corner of the site. The proposed development is consistent with the other uses in the immediate area.

Sustainability Features

The project will include substantial stormwater management infrastructure. Stormwater will be addressed with a combination of Best Management Practices (BMPs) and creative Low-Impact Development (LID) components. Stormwater will be collected and managed in an underground vault system located below the surface parking. Lupe projects have a history of high-performance storm control engineering and building envelope design that far exceeds code requirements.

1801 County Road B-West Ste 201

Roseville, MN 55113

612.436.3200 Office

612.436.3201 Fax

Additional green features will include the following:

- Erosion control measures with resource recovery during construction
- Sustainable & recycled construction materials
- Low site waste due to panelized construction
- Low VOC adhesion materials and paints
- Low-E Insulated Glass
- High Efficiency HVAC system(s)
- LED fixtures with occupancy & daylighting control lighting
- Efficient, high R-value building envelope (roof & walls)
- Energy Star Rated Appliances
- WaterSense plumbing fixtures
- Drought resistant plantings to reduce irrigation demand

The construction program will incorporate the most aggressive panelizing and pre-fabrication methods available to permit faster framing and exterior assembly. The pre-fabrication methods deployed significantly reduces scrap waste and costs for disposal, landfill and site clean-up. The development team will select a disposal contractor that source separates and recycles construction tonnage rather than landfill discarding, and report tonnage diverted for recycling during construction progress.

Community Engagement

On January 18, 2024, the development team held an informational session at the Community Center. The developer and its architect presented a summary of the proposed project and the need for a comprehensive plan amendment. Furthermore, the developer answered questions and concerns from the neighbors. The team stressed our commitment to quality housing and gave an overview of the target market and tenant mix for this project.

The development team will hold additional neighborhood meetings during the entitlement process and as the project advances to the next steps. It is our goal to maintain transparency throughout the entire development process.

Community Benefits

The development will create a host of community benefits for the city and neighborhood. Some of those benefits include:

- Provide a variety of housing options at a variety of affordable price points to serve the community.
- Provides seniors an opportunity to age in place in their community.
- Creating an intergenerational campus near transit, shopping and commerce.
- Investment generating ongoing tax base and sales tax revenue.
- Transforms an underutilized parcel to meet housing needs in a growing community.
- Expands customer base to local businesses.
- Creates construction and permanent jobs.
- Safe and stable housing leads to home ownership and financial freedom.

Conclusion

There is a need for quality, affordable housing throughout the metropolitan area. Inver Grove Heights is a growing community with housing needs that mirror the metropolitan area as a whole. The applicant is requesting that the Planning Commission and City Council approve this request to amend the 2040 Comprehensive Plan in order to permit high density housing in the City of Inver Grove Heights.

Lupe Development Partners, LLC

Aaron Diederich

612-843-4070

Aaron.diederich@lupedevelopment.com

LEGAL DESCRIPTION

Parcel 1:

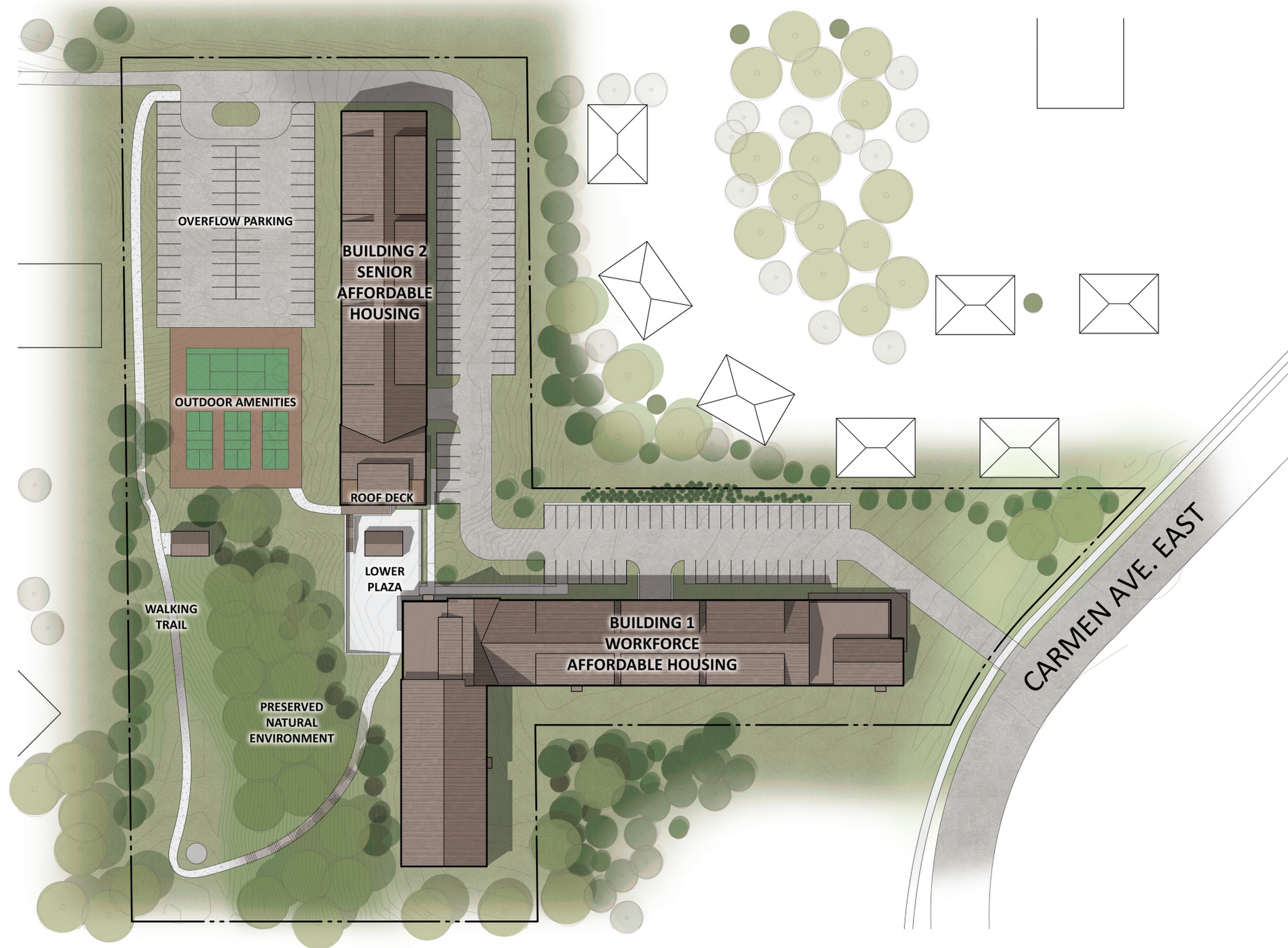
That part of NW (1/4) of Section 3, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows: Beginning at a point on the North line of said NW1/4 of said Section 3, distant 365 feet East of the Northwest Corner of said Section 3 thence South parallel to the West line of said NW1/4 of said Section 3, 660 feet more or less to the North line of the plat of [Dakota Park](#), thence Easterly 310 feet to a point on the North line extended of the plat of Dakota Park thence North, parallel to the West line of said NW1/4 of said Section 3, 660 feet more or less to the North line of said NW1/4 of said Section 3 thence Westerly along the North line of said NW1/4 of said Section 3, 310 feet to the point of beginning.

(Abstract Property)

Parcel 2:

Lot One (1), Block One (1), [Southeast Metro Industrial Park - Plat No. 2](#), except the southerly (S'ly) one hundred fifty (150) feet thereof, according to the recorded plat thereof, Dakota County, Minnesota.

(Abstract Property)



SITE PLAN
1" = 40'-0"

From: [Todd Ahrens](#)
To: [Stacy Bodsberg](#)
Subject: CASE NO 24-02CPA
Date: Monday, February 12, 2024 8:46:20 AM
Attachments: [image001.png](#)

TODD AHRENS 6160 CARLEDA WAY E I AM AGAINST CHANGING TO HDR IT IS ZONED MDR AND SHOULD STAY THAT WAY I COULD GO ON AND ON WITH REASONS BUT WILL NOT THANK U 30 YEARS LIVING THERE AND A IGH RESIDENT ALL MY LIFE

TODD AHRENS | SHIPPING & RECIEVING
Allstate Peterbilt of South St. Paul
558 Villaume Ave, South St. Paul, MN 55075



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Request for Council Action

SUBJECT: **First Reading of an Ordinance Amending City Code Title 8, Chapter 4 Related to Connection to Public Sewer System**

MEETING DATE: March 11, 2024

ITEM TYPE: Regular Business

CONTACT: Brian Connolly, Public Works Director, 651.450.2571

ACTION REQUESTED

The Council is asked to consider the first reading of the attached Ordinance, amending City Code, Title 8, Chapter 4, Section 4 related to connection to the public sewer system.

BACKGROUND

The current City Code Title 8, Chapter 4, Section 4 provides connection requirements for existing and new buildings to connect to public sanitary sewer when it becomes available. The current Code requires that existing buildings with access to sanitary sewer connect within one year following the sanitary sewer service becoming available to the property. No such requirement for connection exists in City Code for connecting to public watermain.

The code, as written, dates to 1974, which predated the existence of several building and plumbing code requirements related to Sanitary Sewer Treatment Systems (SSTS) (a.k.a. – septic systems). SSTS must be inspected regularly for operational compliance and be repaired or replaced if found to be non-compliant. Maintenance records for individual SSTS must be submitted by property owners on a regular basis to Dakota County, and the City's Building Inspection Division regularly reviews these reports for compliance through various building permit application processes.

The revision to this Code is intended to allow for properties with SSTS that are inspected on a regular basis and found to be compliant to continue to operate these systems until they become non-compliant, either through age or other deficiency, prior to being required to connect to an available public sanitary sewer system. Properties with non-compliant systems that have access to a public sanitary sewer system will not be given permits to repair or replace the SSTS and will be required to connect in a timeframe of 30 days (if the SSTS is deemed an imminent threat to public health), or within 10 months (if the SSTS is found to be impacting existing groundwater). The revisions also provide clarity as to when the City's Building Official may require a compliance inspection of an existing SSTS.

The primary impetus for this City Code modification is twofold:

1. The City has not consistently enforced the requirement that existing buildings connect when sanitary sewer becomes available; and

2. As part of the Argena Trail reconstruction project (City Project No. 2023-09E) being proposed in conjunction with the City of Eagan (tentative construction in 2025), the extension of sanitary sewer is proposed for four properties within the Metropolitan Council's 2040 Municipal Urban Service Area (MUSA). While some of these properties are known to have non-compliant septic systems and would benefit immediately from sanitary sewer being extended to this area, some properties have invested in the installation of new, compliant septic systems within the past 5-7 years and may have 15-20 years of anticipated service life remaining.

From a staff perspective, requiring properties to remove and/or abandon compliant SSTS and connect to the City's sanitary sewer system appears to be overly burdensome from a fiscal perspective, while not providing properties a full return on their investment in their SSTS.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval of the first reading of the attached ordinance amending the City Code related to connection to the public sewer system. Given that the changes contained in this ordinance are primarily administrative in nature and they loosen existing restrictions, the Council may wish to consider waiving the requirement for three readings of this ordinance.

ATTACHMENTS

1. Sewer Connection Ordinance (First Reading)

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 8,
CHAPTERS 4 AND 5 RELATED TO CONNECTION TO PUBLIC SANITARY
SEWER SYSTEM**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Title 8, Chapter 4, Section 4 of the Inver Grove Heights City Code is hereby amended as follows. The deleted language is shown with ~~striketrough~~ and the added language is underlined:

8-4-4: CONNECTION TO AND CONSTRUCTION OF PUBLIC SEWER:

A. Connection Required:

1. Existing Buildings: Any building used for human habitation or occupancy and located on property adjacent to a public sanitary sewer main, or in a block through or to which the public sanitary sewer system extends, shall be connected to the city sanitary sewer system as follows:
 - a. Properties without compliant subsurface sewage treatment systems (SSTS) shall be connected to the public sanitary sewer system as follows:
 - i. Systems posing an imminent threat to public health and safety shall connect to the public sanitary sewer system within thirty (30) days of issuance of a Notice of Noncompliance to the owner of the property where the noncompliant SSTS is located.
 - ii. Systems that have been identified as failing to protect groundwater shall connect to the public sanitary sewer system within ten (10) months of issuance of a Notice of Noncompliance to the owner of the property where the noncompliant SSTS is located.
 - b. Properties with compliant SSTS systems at the time the public sanitary sewer system becomes available are not required to connect to the public sanitary sewer system until such time as the existing SSTS becomes noncompliant. The City will not issue a permit or otherwise authorize the repair or replacement of an SSTS that becomes noncompliant if the property where the SSTS is located

has access to the public sanitary sewer system. Property owners will have until the end of the calendar year after the SSTS becomes noncompliant to connect to the public sanitary sewer system, unless the SSTS is subsequently issued a Notice of Noncompliance for failing to protect groundwater or as an imminent threat to public health and safety, in which case the property shall connect to the public sanitary sewer system as outlined in Section 8-4-4-A-1(a).

~~c. by the end of the calendar year next following the year within which such connection became available to any such property. Provided, however, that upon petition of the property owner, the city council, in its discretion, may waive the requirement that an existing building be connected within the time prescribed herein if the existing building is removed from the property within a time period set by the city council, which time period shall not exceed twelve (12) months.~~

2. The Building Official may require a compliance inspection on an existing SSTS where extension of the public sanitary sewer system enables connection of the property or any building on the property to the system to determine compliance of the SSTS with all applicable SSTS standards.
3. For purposes of this Section, a compliant SSTS shall mean an SSTS that is in compliance with all state, county, and City statutes, rules and regulations for SSTS. A noncompliant SSTS means an SSTS that is not in compliance with all applicable state, county, and City statutes, rules, and regulations for SSTS.

2. New Buildings: All buildings hereafter constructed within the city on property adjacent to a public sewer main, or in a block through or to which the public sanitary sewer system extends, shall be connected to the city sanitary sewer system for the disposal of all human wastes. (1974 Code § 710.03)

B. Connections From Outside City Limits: No buildings located on property lying outside the limits of the city shall be connected to the sanitary sewer system unless express authorization therefor is obtained from the council. (1974 Code § 710.17)

C. Use Of Cesspools And Septic Tanks Discontinued: When connection is made to the sewer system, all cesspools and septic tanks situated upon the property served by said sewer connection must be pumped and filled. If the sewer connection passes over such cesspools or septic tanks, cast iron, ductile iron, or gasketed PVC pipe must be used to bridge such span. (1974 Code § 710.19)

D. Permit To Construct: No person shall proceed with the construction, enlargement, alteration, or repair, or make any type of connection to the city sanitary sewer system except upon making an application therefor on a form provided by the city and receiving a permit issued by the city for such purposes. (1974 Code § 710.05)

Section Two. Amendment. Title 8, Chapter 5, Section 9(2)(C)(1) of the Inver Grove Heights City Code is hereby amended to add the following language:

- i. When required by the Building Official pursuant to Section 8-4-4-A(2) of this Code.

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 on the ____ day of _____, 2024.

CITY OF INVER GROVE HEIGHTS

By:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Approval of Letter to Legislative Delegation Regarding Local Zoning Preemption Bills**

MEETING DATE: March 11, 2024

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council will be asked to make any desired edits and then authorize the Mayor to sign a letter to the City's legislative delegation regarding pending legislation that would preempt local zoning controls in numerous ways.

BACKGROUND

At its March 4 work session, the Council received a presentation and discussed pending legislation that would preempt cities' authority over local zoning. The bill(s) would require that multi-family housing be permitted in commercial zoning districts and at heights and setbacks different than those established by the City's zoning code. The legislation would also mandate that cities allow greater density on residential lots currently zoned for single family housing, establish lower minimum lot sizes and not enforce architectural and aesthetic mandates, among other things.

Following its March 4 discussion, the Council directed staff to draft a letter to the City's legislative delegation outlining its concerns with the bills. Staff is currently working on this draft and will provide it to the Council in advance of Monday's meeting.

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None



Request for Council Action

SUBJECT: **CLOSED SESSION: Attorney-Client Privilege**

MEETING DATE: March 11, 2024

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to make a motion pursuant to Minn. Stat. Sec. 13D.05, subd. 3(b) to move into closed session pursuant to the attorney-client privilege regarding *IN RE: AQUEOUS FILM-FORMING FOAMS PRODUCTS LIABILITY LITIGATION*, AFFF Multi-District Litigation No. 2873, and potential PFAS-related litigation and class action settlements.

BACKGROUND

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None