



Inver Grove Heights City Council
Monday, April 1, 2024 at 6:00 PM
8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to 4:00 p.m. on Monday, April 1, 2024, will be provided to the Council at or before the April 1, 2024 meeting.

1. **Call to Order**
2. **Roll Call**
3. **Consent Item**
 - A. Charitable Gambling Permit for U of M Ducks Unlimited Bingo & Raffle
4. **Discussion Items**
 - A. Upcoming Dakota County 80th Street Roadway and Pedestrian Crossing Improvements
 - B. Police Department Updates on 2024 Community Safety Survey, Staffing and Traffic Enforcement
 - C. City Administrator Updates
 - D. Closed Session Pursuant to Minn. Stat. Sec. 13D.05, subd. (3)(c)(3)
5. **Adjourn**

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



Request for Council Action

SUBJECT: Charitable Gambling Permit for U of M Ducks Unlimited Bingo & Raffle

MEETING DATE: April 1, 2024

ITEM TYPE: Consent Item

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to approve a Charitable Gambling exempt permit for U of M Ducks Unlimited to hold bingo and a raffle at the Loyal Order of the Moose Lodge #1088, 5927 Concord Blvd, Inver Grove Heights, MN 55076 on April 5, 2024.

BACKGROUND

The University of Minnesota Ducks Unlimited, a non-profit group, is raising funds for conservation, restoration and management of wetlands and associated habitats for North America's waterfowl and seeks to hold bingo and a raffle at the Moose Lodge in Inver Grove Heights on Friday, April 5. Proceeds from this fundraiser will benefit wetland conservation.

FISCAL IMPACT

RECOMMENDATION

Staff recommends approval of the attached LG220 Application for Exempt Permit for U of M Ducks Unlimited.

ATTACHMENTS

1. LG220 - U of M Ducks Unlimited 4-5-2024 Bingo/Raffle

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: _____ Previous Gambling Permit Number: X- _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Name of Chief Executive Officer (CEO): _____

CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

____ Fraternal ____ Religious ____ Veterans ____ Other Nonprofit Organization

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

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

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

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

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

Secretary of State website, phone numbers:

www.sos.state.mn.us

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

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

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

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

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

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

GAMBLING PREMISES INFORMATION

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

Physical Address (do not use P.O. box): _____

Check one:

____ City: _____ Zip: _____ County: _____

____ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): _____

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

____ Bingo ____ Paddlewheels ____ Pull-Tabs ____ Tipboards ____ Raffle

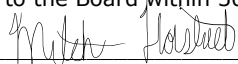
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized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

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

CITY APPROVAL for a gambling premises located within city limits The application is acknowledged with no waiting period. _____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). _____ The application is denied. Print City Name: _____ Signature of City Personnel: _____ Title: _____ Date: _____ The city or county must sign before submitting application to the Gambling Control Board.	COUNTY APPROVAL for a gambling premises located in a township The application is acknowledged with no waiting period. The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. The application is denied. Print County Name: _____ Signature of County Personnel: _____ Title: _____ Date: _____ TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: _____

(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and

☒ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

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

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

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

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

Checklist for Exempt Raffle

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

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

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



Request for Council Action

SUBJECT: Upcoming Dakota County 80th Street Roadway and Pedestrian Crossing Improvements

MEETING DATE: April 1, 2024

ITEM TYPE: Discussion Items

CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to received an informational presentation from Dakota County representatives regarding the planned road and pedestrian crossing improvements along 80th St., which are scheduled for completion in 2025.

BACKGROUND

Dakota County is in the development phase for a combined roadway and pedestrian crossing improvement project along 80th Street East (County Road 28) between Babcock Trail (County Road 73) and Bowman Avenue. These improvements include converting 80th Street from four to three lanes in the project area and improving non-motorized vehicle and pedestrian access. In addition, the overall project includes school safety improvements near Simley High School/Inver Grove Heights Middle School which were identified as part of a Safe Routes to School plan.

FISCAL IMPACT

There is no current fiscal impact to the City.

RECOMMENDATION

It is recommended that the Council provide feedback on information shared by Dakota County regarding the planned project scope and configuration.

ATTACHMENTS

1. Dakota Co Public Information Meeting (80th St.)

Welcome



80th Street

(CSAH 28)

ROADWAY & SAFETY IMPROVEMENTS

Public Input Meeting • March 28 • 4:30 – 6:30 pm



PROJECT OVERVIEW

- Converting the roadway to three-lanes from Babcock Trail to Bowman Avenue.
- Improving pedestrian crossings and accessibility throughout the corridor.
- Revising signals at Blaine Ave., Broderick Blvd., and Barnes Ave.

Timeline

DESIGN will continue through the end of 2024.

2024

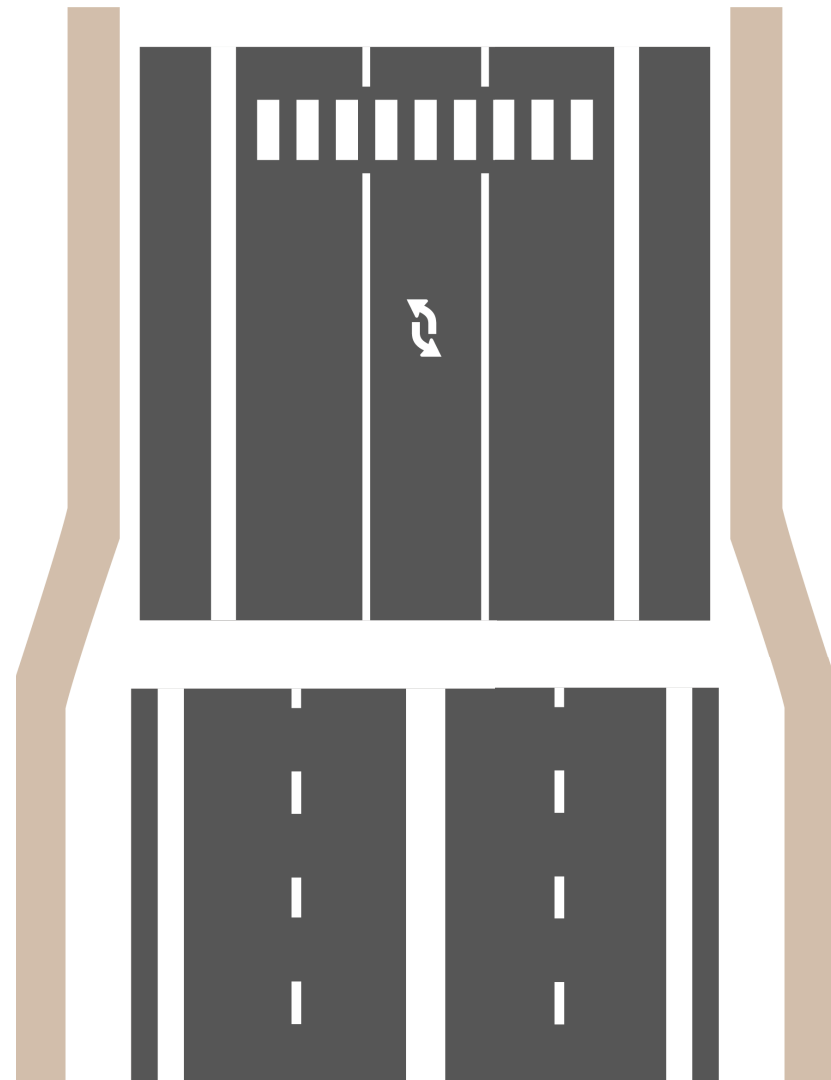
2025

CONSTRUCTION will begin in the summer of 2025 and will be substantially complete prior to school starting in the fall of 2025.



4-LANE TO 3-LANE CONVERSION

- Current and projected traffic volumes do not support the need for four-lanes.
- Provides consistency with previous three-lane conversion of 80th Street east of Bowman Avenue.
- Three-lane roadways typically have lower crash and severity rates than multi-lane roads.
- Three-lane roadways allow for safer pedestrian crossings due to shorter crossing distances.



SAFE ROUTES TO SCHOOL & PEDESTRIAN IMPROVEMENTS

Pedestrian Crossing Safety Assessment

Recommendations	How this project will address
Add 80th St & Barbara Avenue pedestrian crossing. Improvement location was selected due to crash history, number of lanes, and proximity to offices and public buildings.	Add marked pedestrian crossing, reduce crossing distance with curb modification, and add lighting.
Improve pedestrian movements.	Reduce the number of travel lanes and modify curb lines to reduce pedestrian crossing distances throughout the corridor.

80TH ST (CSAH 28) & BARBARA AVENUE CONCEPT developed as part of study

HIGH-LEVEL CONCEPTUAL DESIGN (further analysis required, subject to change)



Inver Grove Middle & Simley High Infrastructure Recommendations

Recommendations	How this project will address
Install RRFB at 80th and Boyd and pedestrian-scale lighting; consider extending landing space and curb cut on northwestern corner of intersection to be able to walk/bike from Boyd to the 80th Street crossing.	Further improve pedestrian crossings. Provide pedestrian access along Boyd Avenue and improve pedestrian crossing directionality.
Reconstruct school driveway on 80th to improve pedestrian comfort and safety (ISD lead)	Narrow driveways and tighten curve radius to reduce pedestrian crossing distances.



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COUNTY
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Request for Council Action

SUBJECT: **Police Department Updates on 2024 Community Safety Survey, Staffing and Traffic Enforcement**

MEETING DATE: April 1, 2024

ITEM TYPE: Discussion Items

CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to receive an update from Chief Chiodo on the findings of the 2024 Safety Survey, department staffing levels and trends and traffic enforcement, and then discuss and provide feedback as necessary.

BACKGROUND

For the past five years, the IGH Police Department has conducted a yearly safety survey with those that live, work and visit the City of Inver Grove Heights. The results of the survey have been used when developing the policing goals for that year. The Chief of Police brings the results of the survey to the Council to seek feedback on potential policing strategies. Traffic concerns such as speeding and accidents is usually one of the concerns that stands out in the survey. The Chief will be sharing some of the traffic details that the Department has done to try and make the roads safer.

The Chief will also update the Council on the current staffing needs and trends in policing and specifically for Inver Grove Heights.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

This is an informational item only.

ATTACHMENTS

None



Request for Council Action

SUBJECT: **City Administrator Updates**

MEETING DATE: April 1, 2024

ITEM TYPE: Discussion Items

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to receive several brief, verbal updates from the City Administrator regarding legislative proposals the City is tracking and several development-related matters working their way through the approval process and anticipated to come before the Council in the coming months.

BACKGROUND

The City Administrator will share brief, verbal updates regarding the following:

1. Progress on Legislative Proposals / Issues
2. Upcoming development items & anticipated timelines for Council action
3. Bridge Builder Coin Award Nominees

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None



Request for Council Action

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

MEETING DATE: April 1, 2024

ITEM TYPE: Discussion Items

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to move into a closed session to develop or consider offers or counteroffers for the purchase of real property.

BACKGROUND

The Council is asked to make a motion to close the meeting pursuant to Minnesota Statutes, Section 13D.05, subdivision 3(c) (3) in order to develop or consider offers or counteroffers for the purchase of property for park uses.

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends a motion to close the meeting as described above.

ATTACHMENTS

None