



Inver Grove Heights City Council
Monday, July 8, 2024 at 6:00 PM
8150 Barbara Ave, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to **12:00 p.m.** on Monday, July 8, 2024, will be provided to the Council at or before the July 8, 2024 meeting.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Presentations**
 - A. Award of Excellence - Minnesota Recreation and Parks Association
 - B. Parks and Recreation Month Proclamation
5. **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 Minutes of the June 10, 2024, City Council Meeting
 - B. Approval of Disbursements
 - C. Personnel Actions
 - D. Temporary Off-Site Gambling Permit for Moose Lodge #1088
 - E. Resolution Approving Lawful Charitable Gambling Premises Permit at Pizza Pub
 - F. Resolution Appointing Election Judges for the 2024 State Primary and General Election
 - G. Resolution Awarding a Contract to WSB for Final Design and Bidding Services for City Project No. 2025-09D and 2025-09E
 - H. Resolution Scheduling Public Hearing for 2025 Pavement Management Project 2025-09G
 - I. Resolution Retaining Bucket Truck #307
 - J. Resolution of Support for Livable Communities Grant Application - Lupe Development, 6050 Cahill Ave.
6. **Public Hearing**
 - A. Temporary One-Day Liquor License for IGH Parks and Recreation Department

7. **Regular Business**

A. Rental Housing Licenses

B. Ordinance Amending Various Provisions of Title 10, Zoning Regulations

8. **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.

9. **Mayor and Council Comments**

10. **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: **Award of Excellence - Minnesota Recreation and Parks Association**

MEETING DATE: July 8, 2024

ITEM TYPE: Presentations

CONTACT: Julie Dorshak, Recreation Superintendent, 651.450.2588
Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

n/a

BACKGROUND

IGH Parks and Recreation and ISD 199's SPARC program have been honored with the Minnesota Recreation and Parks Association (MRPA) Award of Excellence for the 5th Quarter Event in the category of Sponsorships & Partnerships. The 5th Quarter Event was selected from 41 applications from around the state for this award.

The inaugural 5th Quarter event took place on September 22, 2023, from 9:30 to 11:30 pm at the Veterans Memorial Community Center. Designed to provide a safe space for middle school students to spend time with friends after the Simley Football game, this event was made possible through the Park & Rec Department's partnership with SPARC. The program served an often-overlooked age group, enhancing their experience and promoting safe choices over teen drinking, smoking, or vaping. A total of 186 students attended in 2023, and planning is underway for the second annual 5th Quarter event on September 13, 2024.

FISCAL IMPACT

n/a

RECOMMENDATION

n/a

ATTACHMENTS

None



PROCLAMATION

CITY of INVER GROVE HEIGHTS, MINNESOTA

WHEREAS, parks and recreation services contribute to the social and economic wellbeing of communities throughout this country, including Inver Grove Heights; and

WHEREAS, a robust parks and recreation system promotes physical and mental health through physical activity, and promotes stronger neighborhoods through the connection of diverse communities; and

WHEREAS, parks and recreation increases the City's economic prosperity through increased property values, and strengthens our community by providing opportunities for all to access natural areas and green space; and

WHEREAS, residents of Inver Grove Heights enjoy access to nearly 800 acres of City-owned park land, plus recreation amenities such as the Veterans Memorial Community Center and Inver Wood Golf Course; and

WHEREAS, the Parks and Recreation Department for the City of Inver Grove Heights consists of a team of full-time, part-time and seasonal staff whose knowledge, commitment and creativity build a stronger sense of community and belonging for residents of IGH; and

WHEREAS, the National Recreation and Parks Association celebrates the month of July as Park and Recreation Month, with a 2024 theme of "Where You Belong."

NOW, THEREFORE, BE IT PROCLAIMED by the City Council of the City of Inver Grove Heights, Minnesota that the month of July be recognized as "Park and Recreation Month" and that July 19, 2024 be recognized as "Park and Recreation Professionals Day" in Inver Grove Heights; and

BE IT FURTHER RESOLVED that the public be invited to join the City Council in extending its deepest appreciation to the hardworking members of the Inver Grove Heights Parks and Recreation Department for the many ways in which they help make the IGH community a great place to live, work and play.

PROCLAIMED this 8th day of July, 2024.

Brenda Dietrich, Mayor

INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, June 10, 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, June 3, 2024. 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, T’Kach, Gliva and Scales
Staff Present: City Clerk Kiernan, Public Works Director Connolly, City Engineer Merchlewicz, City Attorney Mikhail, City Planner Hunting and Environmental Specialist Sutherland

3. PRESENTATIONS:

4. CONSENT AGENDA:

- A.** Approval of the Minutes of the May 13, 2024, City Council Meeting
- B.** Approval of the Minutes of the May 28, 2024, City Council Meeting
- C.** Approval of Disbursements
- D.** Personnel Actions
- E.** Resolution Approving Application to the Public Facilities Authority for a Drinking Water Revolving Fund Loan for City Project No. 2023-03
- F.** Exempt Charitable Gambling Permit for the Church of St. Patrick
- G.** Approval of Storm Water Facilities Agreement for 5904 Robert Trail
- H.** Approval of Property Access and Indemnity Agreement with BFI Waste Systems of North America
- I.** Approval of Sustainable IGH Award Recommendations
- J.** Adoption of Written Findings of Fact and Reasons of Rezoning Application

Motion to approve consent agenda items 4A - 4J by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

6. REGULAR BUSINESS:

7. PUBLIC COMMENT:

Kelly Kayser – 1953 59th Court E – said she was assessed for a street reconstruction project in 2016 and there was not a set process in place, and it was not resident friendly. She was the chairperson of the pavement management citizens’ taskforce. Kayser said what is happening beneath the surface of the street is more important than what is seen. Effective pavement management requires a two-pronged approach. The first is to preserve and extend the life of the existing pavement and the second is replacing pavement and infrastructure that has no

further life. The cost to wait to repave all roads when they reach the end of their lifespan is too high.

Kayser said there were a lot of comments about chip sealing and prior re-pavement efforts suggesting poor city planning or improper application by contractors. There is new data causing many cities to re-evaluate chip sealing. There were also concerns about property taxes increasing but the assessment does not have a direct impact on property taxes. Kayser did a comparison between the projects discussed at the previous meeting. The first project at Barbara Avenue and 46th Street has 119 single family homes. The assessments for these homes were a little over \$13,200 for full reconstruction and a little over \$10,200 for reclamation. Kayser reviewed 50 parcels in the northern area and 93% of the parcels were under .3 acres and the 2024 estimated value for 92% was under \$350,000. These are more affordable "starter" homes. Residents from 30 of the single family residences in this area attended the open house and only three residents spoke against the project at the open hearing, not including any written correspondence.

Kayser also reviewed the 102nd Street and Akron area project that had either a mill and overlay assessment just under \$20,000 or a partial reconstruction assessment just over \$17,200. 24 residents spoke at the public hearing representing 21 residences. The average 2024 total estimated value of the 21 properties is \$808,595 with the lowest value \$530,000 and the highest \$1.5 million. The parcel sizes ranged from 2.5 acres to 5.83 acres with the majority between 2.5 - 2.75 acres. Residents from eight single family residences attended the open house and only two from the open house attended the public hearing. The 24 residents that spoke against the project at the public hearing make up 19.8% of the single family properties in the project area. 80% of the residents either did not object strongly enough to attend the public hearing, were in favor of the project or did not have an opinion either way.

Kayser said one of the overall goals from the pavement management citizens' taskforce was to remove the need for petitions and individual neighborhoods having strong input on what roads are done. Anyone that wanted to be on the taskforce could be and Staff has done a much better job communicating with residents since the taskforce. They also hear about precedence a lot and turning down the project felt like it was potentially setting a precedence. City resources were wasted in preparing for this project including staff time and paying for the geological reports that needed to be done. If the project is not done for a significant amount of time, it will require more in depth rehabilitation, which will require more work and a higher cost for the City.

There was a project on 60th Street east of Babcock that was originally intended to be done when Kayser's project was done. Approximately half of the residents wanted it to be done and in 2019 residents were requesting that the road be done. The assessment increased almost \$5,000 from the original assessment in 2016 to the new assessment in 2020. Turning down projects could potentially mean the City does not meet the amount of pavement miles they intended to complete in 2025 and slow the momentum of the pavement management initiative. Preserving the functioning of the pavement is as important as replacing the terrible payment. Assessment amounts should not be the only consideration when evaluating the

impact to residents. Property values and neighborhood demographics have an impact as well. Attendance at the open houses is relatively low but based on the

Attendance at the open house was relatively low and the majority of the residents that attended the open house did not attend the public hearing to object. An important item for the taskforce was providing as much information and providing it early to residents. Educational slides included in the public hearing presentation could be helpful for residents that did not attend the open house. Kayser said Public Works Director Connolly provided a great summary on how these projects come together and why. Kayser has been involved in this process for over ten years and said it is moving in a positive direction.

8. MAYOR AND COUNCIL COMMENTS:

Council Member Murphy said projects one and three during the Council's last meeting had similar objections from residents and Council approved project one and denied project three. Murphy asked if that is an issue, or if the Council can arbitrarily say no to one project and yes to another.

City Attorney Mikhail said legally the Council can approve or deny any projects as long as they have enough votes.

Council Member Murphy asked if there is a path for residents on project one to further object to their project proceeding because of the decision the Council made on project three.

Attorney Mikhail said that project three not passing does not give residents from either of the other projects that passed a legal option to object to their project passing.

Council Member Scales said the projects were three separate projects with different road conditions for each project and he voted based on his understanding of the road conditions not on whether the residents wanted the project or not.

Council Member Murphy said he is concerned that the surface of the road appears to be in good condition while underneath is not and deciding not to do the project is a crack in the dam. Murphy asked if it was possible to call for another public hearing on this project if the majority of the Council wanted to.

Attorney Mikhail said they would need to have a unanimous vote to change the agenda and make it an item on the agenda. Then by a majority vote it move to reconsider the last decision and if the majority wanted to reconsider the decision a new public hearing would need to be called and revisit after a second public hearing.

Council Member Murphy asked if it is possible to be notice the public and brought back for another public hearing.

Attorney Mikhail said in order to revisit the decision there has to be a motion to reconsider the decision brought by someone who voted no on the original decision and a majority would have to approve to reconsider. Before a motion to provide notice and another public hearing the item needs to be added to the agenda for this meeting by a unanimous vote. He

does not have a time frame on what code requires for timing on bringing back a decision that was already made and referred to discuss later with Attorney Nason.

Council Member Murphy asked if reopening the decision would be done without public notice.

Attorney Mikhail said there is no public notice needed to reconsider a decision but if the motion to reconsider passes there will need to be public notice and a public hearing and the Council will vote again.

Council Member Murphy asked if the Council would like to reconsider.

Mayor Murphy asked if Council Members Scales or T'Kach would like to make a motion to reconsider. There was no motion to reconsider.

Council Member Murphy asked if Council has any recourse when it is clear a Council Member is not doing their job.

Attorney Mikhail said he would need to defer to Attorney Nason.

Mayor Dietrich asked Council Member Scales if part of his reasoning for denying the project was visually what the condition was or what the pavement index was.

Council Member Scales said it was a combination of both. Residents in rural roads tend to be more forgiving of their roads. He did not hear any support from residents until after the vote failed based on the condition of the road as they see and use it.

Mayor Dietrich asked if Director Connelly had the PCI ratings for the three projects discussed at the May 28th Council Meeting.

Director Connelly said the PCI ratings will vary as it was provided based on each street and there was not an average given but he will retrieve the information from the feasibility report.

Mayor Dietrich said the majority of homeowners did not voice concern with the 102nd and Akron are project as it was presented. She previously asked Director Connolly what the implications of this project being denied were for the City as a whole. The policymakers represent Inver Grove Heights as a whole, not based on specific areas or parcels. The Capital Improvement Plan that the citizens' taskforce worked on for over 12 months is an important document to reference. Staff time was used to choose and develop this project and now additional staff time will be required to shift to other projects. A few departments that will be impacted by this decision are GIS, finance, engineering, and utilities. The additional staff time is our tax dollars not being used efficiently. The Capital Improvement Plan was developed to balance pavement, utilities, assessments, and external funding. Shifting one project has an effect on financing and budgeting projections and requires diligence to ensure they are not put into a fiscal challenge in future years. They are not sure if they will be able to find a project to take the place of this one and if they do it will require additional time. Due to staff's time being redirected to find another project other projects such as delayed starts to the 2026 PMI project feasibility studies and stormwater planning.

There have been projects in the recent years that were shelved by staff. They provided the reasons why they were being delayed. The residents, staff, and citizens' taskforce deserve to have the reasons the project was denied. Mayor Dietrich asked Council Member T'Kach to provide her reasoning.

Council Member T'Kach said one of the reasons she voted against the project was the perception of the roadway and the volume of traffic that is on the roads. There is very little traffic on the roads. There are other roads in the city that could use repair before this road.

Council Member Gliva said there were three public hearings at the last meeting and two of the three were passed. There was an open discussion and Council Member Scales was the only member who was on the fence about the project. She voted in favor and Council Member Gliva is disappointed in the resolution not being passed.

Council Member Murphy said they are a representative democracy and have a greater responsibility to all of Inver Grove Heights. Any project that is delayed will cost all of the taxpayers more and they should take that very seriously. They cannot do all of the bad roads at the same time, and it has to be balanced. It should not make any difference if a vote requires a 4/5th vote. Many people thought the project passed.

Council Member T'Kach said she was surprised the vote needed 4/5th to pass and the evening of the public hearing she was not sure which way she would vote. Hearing from the residents about the condition of the road and their perception of it she chose to deny the vote and hearing from residents and thinking about it for the last few weeks feels she made the right vote. She said she was not influenced by the economic status of the residents or the value of their homes.

Mayor Dietrich asked Director Connolly if he was able to retrieve the PCI information.

Director Connolly said the PCI ratings for the Barbara Avenue and 46th Street Area was between 7 and 50, the 50th Street Area was between 8 and 18, and the 102nd Street and Akron Avenue was between 7 and 74. PCI is one of several things that they look at, but it is not the top of their determining factors. It is greatly affected if a seal coat is done. A seal coat on a road with a PCI of 50 can inflate the PCI to 80 or 90 which would rapidly decrease. Seal coats were done on several of these roads in 2020 and the PCI range prior to 2020 was between 30 and 50.

Mayor Dietrich asked if in the future staff could put the required vote in the agenda.

Director Connolly said staff has discussed this and anything other than a 3/5th vote will be notated on the agenda.

Mayor Dietrich said there were several residents that asked where their tax dollars go. She asked if staff could put a pie chart or something similar in Insights and continually available on the City's website.

Director Connolly said most cities do something similar and they would work with Administrator Wilson and Finance Director Hove about putting something together.

Council Member Murphy said the 4/5th vote should not be necessary on the agenda because it should not matter but it appeared it did on project three. He would like a discussion prior to it being added to the agenda.

Council Member Scales said it would not have mattered to him if it was a 3/5th or 4/5th vote. He will always vote for what he feels is best for the residents of Inver Grove Heights.

Mayor Dietrich said she wants consistency because it is listed on some items but not on others.

Council Member T'Kach asked if Staff was able to make any progress on finding a different project to take the place of the 102nd Street and Akron Avenue area project.

Director Connolly said they have not found a project and he does not think he will be able to find one.

Mayor Dietrich said finding an additional project will take additional staff time at the residents' expense.

9. ADJOURN:

Motion to adjourn the meeting at 6:50 p.m. by Murphy, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sara Lyons



Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: July 8, 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 June 19 – July 2, 2024.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of June 19 – July 2, 2024. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$233,608.79
Special Revenue	45,299.27
Debt Service	3,100.00
Capital Projects	159,506.95
Enterprise	89,033.10
Internal Service	131,602.23
Escrows	37,307.02
Total - All Funds	\$699,457.36

FISCAL IMPACT

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

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution 7.8.2024
2. Disbursements Listing (6.19.2024 - 7.2.2024)

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

RESOLUTION NO. ____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF June 19, 2024 -
July 2, 2024.**

WHEREAS, a detailed listing of disbursements for the period of June 19, 2024 - July 2, 2024 was presented to council for approval.

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	\$233,608.79
Special Revenue	45,299.27
Debt Service	3,100.00
Capital Projects	159,506.95
Enterprise	89,033.10
Internal Service	131,602.23
Escrows	37,307.02
Total - All Funds	\$699,457.36

Approved by the City of Inver Grove Heights, Minnesota this 8th day of July 2024.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights

Expense Approval Report By Fund

Payment Dates 6/19/2024 - 7/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
LELS	INV0192885	06/14/2024	UNION DUES (LELS LIEUTENA...	101.0000.000.2041	282.00
INTERNATIONAL UNION OF O...	INV0192889	06/14/2024	UNION DUES IUOE-49 REGUL...	101.0000.000.2041	245.00
INTERNATIONAL UNION OF O...	INV0192890	06/14/2024	UNION DUES IUOE-49 WORKI...	101.0000.000.2041	121.31
IUOE	INV0192891	06/14/2024	UNION DUES IUOE-70	101.0000.000.2041	1,912.00
LELS	INV0192905	06/14/2024	UNION DUES (LELS SGT)	101.0000.000.2041	493.50
MINNEAPOLIS OXYGEN CO.	00126892	06/20/2024	Large medical oxygen cylinder ..	101.2200.000.5310	218.68
TYLER TECHNOLOGIES, INC	025-469004	06/20/2024	COA Progress Billing 5.10-5.29...	101.1800.000.5310	1,196.25
BEACON ATHLETICS	0587669-IN	06/20/2024	Field tools - measuring tape a...	101.4200.000.5160	462.00
BEACON ATHLETICS	0587669-IN	06/20/2024	In-gorund home plates	101.4200.000.5190	910.00
BEACON ATHLETICS	0591134-IN	06/20/2024	Field tools - tamper handle an...	101.4200.000.5160	264.00
BEACON ATHLETICS	0591134-IN	06/20/2024	Foldable batter's box template	101.4200.000.5190	539.00
HOLIDAY	080901062400	06/20/2024	5.2024 Squad Car Washes	101.2000.000.5410	330.00
MARINE DOCK & LIFT	13785	06/20/2024	Reviewed docks at Lions & Sim...	101.4200.000.5310	738.00
UNIFIRST CORPORATION	1410066202	06/20/2024	Uniforms - Streets	101.3200.000.5175	52.21
UNIFIRST CORPORATION	1410066202	06/20/2024	Uniforms - Parks	101.4200.000.5175	22.00
MN LIFE INSURANCE CO	15202551-00	06/20/2024	Retro Prem Adj. 4.2024	101.0000.000.2022	-49.72
MN LIFE INSURANCE CO	15202551-00	06/20/2024	6.2024 Premium	101.0000.000.2022	4,039.26
CULLIGAN	157984591006X053124	06/20/2024	Bottled water for fire station 1	101.2200.000.5190	59.28
CULLIGAN	157984591188X053124	06/20/2024	Bottled water for fire station 3	101.2200.000.5190	56.95
CULLIGAN	157986034674X053124	06/20/2024	Bottled water for fire station 2	101.2200.000.5190	134.79
MINNEAPOLIS OXYGEN CO.	20319976	06/20/2024	Medical grade oxygen bottle fi...	101.2200.000.5405	85.54
NORTH DAKOTA RECREATION...	2108	06/20/2024	Facilities Supt. job posting	101.1120.000.5330	125.00
GERTENS	222421/12	06/20/2024	Grass blade attachment	101.3200.000.5160	109.95
DAKOTA AWARDS & ENGRAV...	27917	06/20/2024	New PRAC commissioner plaq...	101.4200.000.5190	17.00
DAKOTA AWARDS & ENGRAV...	27919	06/20/2024	Name badge	101.1300.000.5190	12.00
CIVICPLUS	291638	06/20/2024	Virtual Webmaster - Civic Plus	101.1300.000.5310	3,896.24
M & J SERVICES, LLC	2932	06/20/2024	Pedestrian ramp installed at SV	101.4200.000.5310	2,142.00
CIVICPLUS	300820	06/20/2024	Virtual Webmaster - Civic Plus	101.1300.000.5310	3,896.24
MN GLOVE & SAFETY, INC.	347246	06/20/2024	Clothing (Go to Pant)	101.3200.000.5175	59.00
MN GLOVE & SAFETY, INC.	347299	06/20/2024	Rain suits	101.3200.000.5175	123.00
KENISON, TERRI	5/31/2024	06/20/2024	Monthly cleaning for all 3 fire ...	101.2200.000.5310	1,600.00
VOLUNTEER FIREFIGHTERS BE...	6/12/2024	06/20/2024	Annual dues for VFBA of MN	101.2200.000.5335	280.00
TRINITY AT RIVER RIDGE	6/5/2024	06/20/2024	Refund for tax - customer is ta...	101.0000.000.2205	60.52
TRINITY AT RIVER RIDGE	6/5/2024	06/20/2024	Baseball field rental refund	101.4300.000.4362	110.00
MADDEN GALANTER HANSEN,...	6/6/2024	06/20/2024	Legal services 5.2024	101.1120.000.5305	1,936.28
BINDER HEATING	6/7/2024	06/20/2024	Refund permit #PRMH202400...	101.0000.000.2207	1.00
DOUGLAS JOSEPH JAKACKI	6/7/2024	06/20/2024	Adult Softball League Umpire ...	101.4300.455.5190	510.00
JEREMY CARLSON	6/7/2024	06/20/2024	Adult Softball League Umpire ...	101.4300.455.5190	510.00
BINDER HEATING	6/7/2024	06/20/2024	Refund permit #PRMH202400...	101.5200.000.4188	79.20
DAJ ENTERPRISES LLC (ECO W...	8296	06/20/2024	Uniforms - shirts w/embroide...	101.4200.000.5175	1,208.00
BOUND TREE MEDICAL LLC	85375938	06/20/2024	triage ribbons for medical bags...	101.2200.000.5190	79.90
COMCAST	8772105910359526X060524	06/20/2024	Cable invoice for fire station 1	101.2200.000.5310	10.92
XCEL ENERGY	879261762	06/20/2024	New meter at 4321 65th St E -...	101.4200.000.5355	18.53
GRAINGER	9138234720	06/20/2024	Spray gun	101.4200.000.5160	33.59
RCM SPECIALTIES, INC.	9584	06/20/2024	Spray Patching Services	101.3200.000.5415	26,250.00
EMERGENCY AUTOMOTIVE TE...	BA052324-31	06/20/2024	Underseat lockbox	101.2000.000.5160	474.05
DIAMOND VOGEL PAINT	CD99079708	06/20/2024	Traffic Marking Paint	101.3200.000.5125	12,248.00
DIAMOND VOGEL PAINT	CD99082828	06/20/2024	Traffic Marking Paint	101.3200.000.5125	2,982.50
DAKOTA 911	IG2024-07	06/20/2024	DCC 911 general fund fee 7.2...	101.2000.000.5313	66,849.30
DAKOTA 911	IG2024-07	06/20/2024	DCC 911 general fund fee 7.2...	101.2200.000.5313	7,427.70
INNOVATIVE OFFICE SOLUTIO...	IN4558223	06/20/2024	Stapler & staples	101.4300.459.5105	21.57
INNOVATIVE OFFICE SOLUTIO...	IN4559061	06/20/2024	Refill cartages for laminator	101.4300.459.5105	32.16
INNOVATIVE OFFICE SOLUTIO...	IN4565200	06/20/2024	Color cardstock	101.1140.000.5105	25.84

Expense Approval Report

Payment Dates: 6/19/2024 - 7/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MACQUEEN EMERGENCY GR...	P30488	06/20/2024	Repair parts for SCBA breathi...	101.2200.000.5405	40.15
MACQUEEN EMERGENCY GR...	P30562	06/20/2024	Repair parts for SCBA breathi...	101.2200.000.5405	581.00
CORE & MAIN LP	V017087	06/20/2024	Piping for water plant	101.3200.000.5125	180.40
OCCUPATIONAL HEALTH CEN...	103968637	06/27/2024	Pre-employment and DOT ran...	101.1120.000.5310	393.00
AMBITEC, INC	1111702	06/27/2024	Tactical Mini Shield	101.2000.000.5190	764.99
EXPERT TREE SERVICE AND SC...	11250	06/27/2024	Remove & grind dying cotton...	101.4200.000.5425	3,025.00
LANGUAGE LINE SERVICES	11306972	06/27/2024	Interpretation Services 5.2024	101.2000.000.5310	738.37
MINNESOTA SODDING COMP...	12532	06/27/2024	Rich Valley soccer fields layouts	101.4200.000.5310	514.10
4IMPRINT	12582013	06/27/2024	IGH PD Swag Items	101.2000.000.5182	829.48
MTI DISTRIBUTING CO	1434873-00	06/27/2024	Fuel & Oil Filters	101.4200.000.5125	203.68
FIRST IMPRESSION GROUP	158273	06/27/2024	Business Cards - John Murphy ...	101.1000.000.5105	60.00
MINNESOTA CHIEFS OF POLICE...	15837	06/27/2024	Handgun acquisition permits (...)	101.2000.000.5333	77.00
FIRST IMPRESSION GROUP	158604P	06/27/2024	Summer 2024 insights postage	101.1300.000.5325	3,202.73
MINNEAPOLIS OXYGEN CO.	20320445	06/27/2024	Fill Oxygen Bottles at Fire Stat...	101.2200.000.5405	150.79
NORTHWEST LASERS, INC.	22002	06/27/2024	Pink Paint, Measuring Tape, G...	101.3100.000.5190	426.40
GERTENS	222921/12	06/27/2024	Fertilizers	101.4200.000.5135	625.00
GERTENS	222921/12	06/27/2024	Fertilizers	101.4200.000.5135	1,209.53
FRATTALONE COMPANIES INC	2406011	06/27/2024	Construction debris disposal	101.4200.000.5389	48.00
THE APPAREL LAB, LLC.	248311	06/27/2024	Fishing Event Jerseys	101.2000.000.5182	340.00
DAKOTA AWARDS & ENGRAV...	27916	06/27/2024	Name Plates for Planning Co...	101.5100.000.5190	17.00
DAKOTA AWARDS & ENGRAV...	27918	06/27/2024	Name plates for environmenta...	101.5000.000.5190	17.00
ASPEN MILLS	334729	06/27/2024	Alterations done on uniform	101.2200.000.5310	198.25
MN GLOVE & SAFETY, INC.	347334	06/27/2024	Ear plugs, safety glasses and l...	101.4200.000.5175	187.66
BUREAU OF CRIMINAL APPRE...	35444	06/27/2024	DMT-G Certification - Lindell	101.2000.000.5340	375.00
SOCCER SHOTS	5/28/2024	06/27/2024	Contract Services - Preschool ...	101.4300.454.5310	4,200.00
CAMPBELL KNUTSON, P.A.	5/31/2024	06/27/2024	Legal Services 5.2024	101.2000.000.5306	21,751.92
HOLMES DESIGN, INC.	5542	06/27/2024	Marketing and designs for CH ...	101.1300.000.5310	1,496.25
HOLMES DESIGN, INC.	5543	06/27/2024	Marketing & graphic design fo...	101.4300.459.5310	1,022.00
HOLMES DESIGN, INC.	5544	06/27/2024	Marketing and Designs for CH...	101.1300.000.5310	1,102.50
HOLMES DESIGN, INC.	5545	06/27/2024	Marketing & Graphic Designs ...	101.4300.459.5310	1,050.00
STREET FLEET	556020	06/27/2024	Courier Service to Madden Ga...	101.1120.000.5325	40.19
MIDLAND HVAC LLC	6/20/2024	06/27/2024	Refund permit #PRMH202400...	101.0000.000.2207	1.00
MIDLAND HVAC LLC	6/20/2024	06/27/2024	Refund permit #PRMH202400...	101.5200.000.4188	79.20
SHERWIN-WILLIAMS CO.	6606-5	06/27/2024	Paint for building touch ups	101.4200.000.5125	42.48
NDC4	6624-A	06/27/2024	Partner share of operating cos...	101.1000.000.5395	8,806.00
TOTAL TOOL SUPPLY, INC	77104759	06/27/2024	Parts for new squad car	101.2200.000.5410	55.59
ENTERPRISE FM TRUST	FBN5059726	06/27/2024	Fleet Leases 6.2024	101.2000.000.5430	9,396.11
BRITTANY MISKOWIEC	IGHPD-06102024	06/27/2024	Dept Covered Therapy Session...	101.2000.000.5178	866.25
INNOVATIVE OFFICE SOLUTIO...	IN4564013	06/27/2024	Copier paper & packing tape	101.4300.459.5105	83.14
INFINITE HEALTH COLLABORA...	TCOINV08324	06/27/2024	Heart Health Testing	101.2000.000.5178	675.00
BERTELSON BROTHERS	WO-1301407-1	06/27/2024	Binder clips, sticky notes and ...	101.2000.000.5105	49.31
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Eric Bergu...	06/30/2024	nails needed at station 2	101.2200.000.5190	13.99
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Joe Hawkin...	06/30/2024	shop towels, cable ties, WD40	101.4200.000.5125	28.97
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Kyle Ravn ...	06/30/2024	squeegees	101.4200.000.5190	99.98
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Mike Sperl...	06/30/2024	Lock parts	101.4200.000.5125	19.28
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Tara Allen...	06/30/2024	General Purpose Cleaner	101.2000.000.5190	16.98
WELLS FARGO CREDIT CARD A...	Afp Macia Katrina Le WF 05/24	06/30/2024	Yearly Membership Heidelberg	101.2000.000.5335	75.00
WELLS FARGO CREDIT CARD A...	Amazon Mar 114-917637 Rac...	06/30/2024	Chalk, Storage box, Paint & Br...	101.4300.453.5190	89.91
WELLS FARGO CREDIT CARD A...	Amazon Ret 111-193355 Rach...	06/30/2024	Microphone and Air Tag for JB...	101.4300.453.5190	174.94
WELLS FARGO CREDIT CARD A...	Amazon Retail Streets Joel Jac...	06/30/2024	PPE FORESTRY SAFETY HELME...	101.3200.000.5175	112.35
WELLS FARGO CREDIT CARD A...	Amazon.Com C01gp60x3 Acc...	06/30/2024	Plstic 2-Pocket Binder Dividers...	101.1800.000.5105	49.66
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 4m7az8x33 M...	06/30/2024	door mat for deck at Station 2	101.2200.000.5190	22.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 6012147r3 Teri...	06/30/2024	American flags for Cahill Ave ...	101.4200.000.5190	531.24
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 6h6cl6uy3 Rac...	06/30/2024	Sand buckets	101.4300.453.5190	25.64
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 770vr3at3 Mon...	06/30/2024	Tourniquet holders for trucks	101.2200.000.5190	226.97
WELLS FARGO CREDIT CARD A...	Amzn Mktp US A22795043 Ra...	06/30/2024	Crayons, coloring book & boa...	101.4300.453.5190	59.22
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Chelsea Sw WF...	06/30/2024	Storage supplies for event cag...	101.4300.459.5190	-94.89
WELLS FARGO CREDIT CARD A...	Amzn Mktp US D74bb4vp3 M...	06/30/2024	Presenter remote (Powerpoint)	101.2200.000.5105	31.13
WELLS FARGO CREDIT CARD A...	Amzn Mktp US D74bb4vp3 M...	06/30/2024	Life preserver for FD boat and...	101.2200.000.5190	156.25
WELLS FARGO CREDIT CARD A...	Amzn Mktp US D74bb4vp3 M...	06/30/2024	LED Lights for FD Boat	101.2200.000.5410	34.12

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Amzn Mktp US HI2f04z33 Teri...	06/30/2024	balance of American flags for ...	101.4200.000.5190	135.75
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Ma01f36z3 Ac...	06/30/2024	Picture Frames (x8)	101.1000.000.5190	44.10
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Ma01f36z3 Ac...	06/30/2024	2x-Sided Adhesive Dots	101.1300.000.5105	5.79
WELLS FARGO CREDIT CARD A...	Amzn Mktp Us Monica Chi WF...	06/30/2024	Returned rug ordered through...	101.2200.000.5190	-22.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Pu6by2ya3 M...	06/30/2024	replacement cartridge for resp...	101.2200.000.5405	62.67
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Qn11413i3 Che...	06/30/2024	Prize wheel for all Parks and R...	101.4300.459.5190	38.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US S41ye1uo3 M...	06/30/2024	Tourniquets for the trucks	101.2200.000.5190	96.15
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zp8hs6nw3 M...	06/30/2024	packages of tourniquets for tr...	101.2200.000.5190	959.75
WELLS FARGO CREDIT CARD A...	Associated Cab/Allied Rebecca...	06/30/2024	Cab ride to hotel 5/18/2024	101.1140.000.5340	55.96
WELLS FARGO CREDIT CARD A...	Bca Training Education Tara Al...	06/30/2024	Winget CANAM Conference R...	101.2000.000.5340	225.00
WELLS FARGO CREDIT CARD A...	Bp#9266974hemlock Bqps Me...	06/30/2024	Fuel Purchase 5.4.2024	101.2000.000.5340	50.33
WELLS FARGO CREDIT CARD A...	Cafe Alchemist Rebecca Ki WF...	06/30/2024	Breakfast IIMC Conference 5-...	101.1140.000.5340	6.57
WELLS FARGO CREDIT CARD A...	Cafe Zupas Accounts P WF 05...	06/30/2024	Food for Council Meeting 5.20...	101.1000.000.5340	128.46
WELLS FARGO CREDIT CARD A...	Caribou Coffee Co #120 Barry...	06/30/2024	Breakfast meeting discussing ...	101.3100.000.5340	43.18
WELLS FARGO CREDIT CARD A...	Checker Cab Rebecca Ki WF 0...	06/30/2024	Ride from Hotel to Airport 5.2...	101.1140.000.5340	53.62
WELLS FARGO CREDIT CARD A...	Crown Trophy Cora Henke WF...	06/30/2024	Gold Plague for Bowling Trop...	101.1120.000.5178	15.00
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Eric Bergu ...	06/30/2024	Pop and water for badging cer...	101.2200.000.5190	46.96
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Monica Chi...	06/30/2024	Cake and plates for badging fo...	101.2200.000.5190	55.55
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Monica Chi...	06/30/2024	cake and pop for awards cere...	101.2200.000.5190	78.13
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Tara Allen ...	06/30/2024	Cake for Swearing In Reception	101.2000.000.5182	64.99
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Tara Allen ...	06/30/2024	Beverages for Swearing In Rec...	101.2000.000.5182	13.61
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Terry Burg ...	06/30/2024	Food for Guest Services dinner...	101.4300.459.5190	35.95
WELLS FARGO CREDIT CARD A...	David Clark Company, I Monic...	06/30/2024	repairs to a headset for one of...	101.2200.000.5405	83.00
WELLS FARGO CREDIT CARD A...	Delta 000642156866621 Rebe...	06/30/2024	1 bag checked	101.1140.000.5340	35.27
WELLS FARGO CREDIT CARD A...	Delta 00622358358543 Julie ...	06/30/2024	NRPA Conference Flight for A. ...	101.4200.000.5340	313.10
WELLS FARGO CREDIT CARD A...	Delta 00622358358543 Julie ...	06/30/2024	NRPA Conference Flight for A. ...	101.4300.459.5340	62.62
WELLS FARGO CREDIT CARD A...	Delta 00622358358554 Julie ...	06/30/2024	J Dorshak Flight to NRPA Conf...	101.4300.459.5340	626.20
WELLS FARGO CREDIT CARD A...	Delta 00642159339216 Rebec...	06/30/2024	1 bag checked - flight into Cal...	101.1140.000.5340	35.00
WELLS FARGO CREDIT CARD A...	Dollartree Rachel Mik WF 05/...	06/30/2024	Pitchers for special events, pe...	101.4300.459.5190	5.00
WELLS FARGO CREDIT CARD A...	Dollartree Tara Allen WF 05/24	06/30/2024	Certificate frames for Citizens...	101.2000.000.5182	15.00
WELLS FARGO CREDIT CARD A...	Dollartree Tara Allen WF 05/24	06/30/2024	Tablecloths for Open House	101.2000.000.5182	15.00
WELLS FARGO CREDIT CARD A...	Dollartree Tara Allen WF 05/24	06/30/2024	Items for Dept Dinner 4/30/24	101.2000.000.5190	25.00
WELLS FARGO CREDIT CARD A...	Ecomm Most Dependable Joe...	06/30/2024	parts for Simley Lake/Lions Pa...	101.4200.000.5125	322.78
WELLS FARGO CREDIT CARD A...	Eig Constantcontact.Co Amy L...	06/30/2024	email marketing	101.1300.000.5335	20.00
WELLS FARGO CREDIT CARD A...	Ernies On Gull Lake Katrina Le...	06/30/2024	Dinner during LEAP Conference	101.2000.000.5340	55.10
WELLS FARGO CREDIT CARD A...	Fastsigns 270701 Olivia Ske W...	06/30/2024	Two signs with disc golf course...	101.4200.000.5190	227.66
WELLS FARGO CREDIT CARD A...	Fedex Offic62000006205 Joel ...	06/30/2024	Map laminated for officer use	101.3200.000.5190	41.28
WELLS FARGO CREDIT CARD A...	Fun Jumps Entertainmen Tara...	06/30/2024	Bounce House for Open House	101.2000.000.5182	271.70
WELLS FARGO CREDIT CARD A...	Government Finance Off Teri ...	06/30/2024	GFOA Award Program Fee	101.1800.000.5310	530.00
WELLS FARGO CREDIT CARD A...	Greek Xpress Rebecca Ki WF 0...	06/30/2024	Lunch: RK 5.22.2024	101.1140.000.5340	10.02
WELLS FARGO CREDIT CARD A...	Harman/Jbl/Akg/Inf Rachel Mi...	06/30/2024	JBL speaker for special events	101.4300.459.5160	599.95
WELLS FARGO CREDIT CARD A...	Hilton Club Sea Wrld Scott Os...	06/30/2024	Lodg NFPA Conf: Oswald 6.16-...	101.2200.000.5340	177.75
WELLS FARGO CREDIT CARD A...	Holiday Inn & Suites Monica C...	06/30/2024	Lodg: McNamara 4.30 - 5.3.20...	101.2200.000.5340	331.11
WELLS FARGO CREDIT CARD A...	Holiday Inn & Suites Monica C...	06/30/2024	Lodg: Oswald 4.30 - 5.3.2024	101.2200.000.5340	331.11
WELLS FARGO CREDIT CARD A...	Holiday Stations 0090 Katrina ...	06/30/2024	Fuel Purchase during LEAP Co...	101.2000.000.5340	30.50
WELLS FARGO CREDIT CARD A...	Holiday Stations 0198 Ryan Ro...	06/30/2024	Fuel Purchase	101.2000.000.5340	35.30
WELLS FARGO CREDIT CARD A...	Holiday Stations 0198 Ryan Ro...	06/30/2024	Fuel Purchase 5.13 - 5.14.2024	101.2000.000.5340	28.10
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Melissa...	06/30/2024	Fuel Purchase	101.2000.000.5340	51.39
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Melissa...	06/30/2024	Fuel Purchase	101.2000.000.5340	46.87
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Melissa...	06/30/2024	Fuel Purchase 5.11, 5.18 & 5.2...	101.2000.000.5340	41.70
WELLS FARGO CREDIT CARD A...	Hon Analytics Inc. Monica Chi...	06/30/2024	Annual POSI Check Calibration	101.2200.000.5405	1,155.00
WELLS FARGO CREDIT CARD A...	Hydrocad Software Solu Judy...	06/30/2024	Hyrdocad membership renewal	101.3100.000.5335	300.00
WELLS FARGO CREDIT CARD A...	Intl Code Council Inc Steven J...	06/30/2024	2024 Minnesota Energy Code ...	101.5200.000.5105	492.00
WELLS FARGO CREDIT CARD A...	Jimmy Johns 1436 Eric Bergu...	06/30/2024	Food for South Metro stand by...	101.2200.000.5190	80.79
WELLS FARGO CREDIT CARD A...	Kwik Trip #1168 Melissa Ch W...	06/30/2024	Fuel Purchase 5.7.2024	101.2000.000.5340	50.74
WELLS FARGO CREDIT CARD A...	Mac Parking Reservatio Rebec...	06/30/2024	Parking at MSP for 2024 IIMC ...	101.1140.000.5340	130.00
WELLS FARGO CREDIT CARD A...	Mallards Restaurant Accounts...	06/30/2024	Lunch - City of IGH IUOE-70 Un...	101.5200.000.5340	80.38
WELLS FARGO CREDIT CARD A...	Marriott Calgary Banqu Rebec...	06/30/2024	Dinner on 5/22/2024 - IIMC C...	101.1140.000.5340	9.34
WELLS FARGO CREDIT CARD A...	Milestones Calgary #52 Rebec...	06/30/2024	Dinner on 5/20/2024 - IIMC c...	101.1140.000.5340	32.04
WELLS FARGO CREDIT CARD A...	Msp Twinburger And Tap Reb...	06/30/2024	Dinner while waiting for flight ...	101.1140.000.5340	19.26

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Nfpa Natl Fire Protect Scott O...	06/30/2024	NFPA guidebook for FM	101.2200.000.5179	154.09
WELLS FARGO CREDIT CARD A...	Nrpa Operating Adam Lares ...	06/30/2024	Reg: NRPA Conf: Lares	101.4200.000.5340	347.50
WELLS FARGO CREDIT CARD A...	Nrpa Operating Adam Lares ...	06/30/2024	Reg: NRPA Conf: Lares	101.4300.459.5340	69.50
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	101.4200.000.5335	81.50
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	101.4300.459.5335	234.31
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Conference Registration...	101.4300.459.5340	695.00
WELLS FARGO CREDIT CARD A...	Palliser Hotel Rebecca Ki WF O...	06/30/2024	Lodg: IIMC Conf: Kiernan 5.18 ...	101.1140.000.5340	1,218.64
WELLS FARGO CREDIT CARD A...	Paypal Dakota Coun Judy Won...	06/30/2024	Dakota County SWCD No-Loss...	101.3100.000.5310	500.00
WELLS FARGO CREDIT CARD A...	Paypal Millctysign Monica Chi...	06/30/2024	Now hiring signs in front of St...	101.2200.000.5190	740.00
WELLS FARGO CREDIT CARD A...	Paypal Otis Joshua Oti WF 05/...	06/30/2024	Popcorn Machine	101.2000.000.5190	200.00
WELLS FARGO CREDIT CARD A...	Paypal Whitecastle Barry Unde...	06/30/2024	Breakfast meeting with Consul...	101.3100.000.5190	259.36
WELLS FARGO CREDIT CARD A...	Pioneer Press Circ Amy Looze...	06/30/2024	pioneer press subscription - ...	101.1300.000.5335	14.00
WELLS FARGO CREDIT CARD A...	Play Again Sp 11816 Al Vande...	06/30/2024	pickleballs	101.4300.455.5190	69.98
WELLS FARGO CREDIT CARD A...	Play Again Sp 11816 Al Vande...	06/30/2024	pickleballs	101.4300.455.5190	47.96
WELLS FARGO CREDIT CARD A...	Post Board Licensing Tara Alle...	06/30/2024	Post license renewals	101.2000.000.5335	270.00
WELLS FARGO CREDIT CARD A...	Py Advanced Sportswea Joel J...	06/30/2024	Seasonal T-shirts	101.3200.000.5175	90.00
WELLS FARGO CREDIT CARD A...	Py Advanced Sportswea Joel J...	06/30/2024	T-shirts for Seasonal workers	101.3200.000.5175	205.00
WELLS FARGO CREDIT CARD A...	Py Advanced Sportswea Joel J...	06/30/2024	FT Employee Uniforms - Shirts...	101.3200.000.5175	1,942.00
WELLS FARGO CREDIT CARD A...	Py Advanced Sportswea Joel J...	06/30/2024	Decals	101.3200.000.5310	90.00
WELLS FARGO CREDIT CARD A...	Rascals Bar & Grill Steven Joh...	06/30/2024	ND County Building Inspector...	101.5200.000.5340	73.25
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.23...	101.1140.000.5340	0.54
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.20...	101.1140.000.5340	0.32
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.18...	101.1140.000.5340	0.56
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.22...	101.1140.000.5340	0.10
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.23...	101.1140.000.5340	0.09
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.22...	101.1140.000.5340	0.09
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.22...	101.1140.000.5340	0.35
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.23...	101.1140.000.5340	12.19
WELLS FARGO CREDIT CARD A...	Rebecca Ki WF 05/24	06/30/2024	Foreign Currency CC Fees 5.21...	101.1140.000.5340	0.07
WELLS FARGO CREDIT CARD A...	Red Wing Shoe #728 Judy Wo...	06/30/2024	Shoes for Intern - Dylan Hawj	101.3100.000.5175	135.00
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Tara Allen WF...	06/30/2024	Grocery Items for Open House	101.2000.000.5182	193.74
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Tara Allen WF...	06/30/2024	Items for Dept Dinner 4/30/24	101.2000.000.5190	144.47
WELLS FARGO CREDIT CARD A...	Samsclub.Com Barry Unde WF...	06/30/2024	Breakfast meeting with consul...	101.3100.000.5190	127.44
WELLS FARGO CREDIT CARD A...	Samsclub.Com Rachel Mik WF...	06/30/2024	Snacks & Water for event	101.4300.453.5190	85.05
WELLS FARGO CREDIT CARD A...	Spee-Dee Delivery Serv Monic...	06/30/2024	shipping Posi Chek to Honeyw...	101.2200.000.5325	67.60
WELLS FARGO CREDIT CARD A...	Sq Impression Signs A Monica...	06/30/2024	now hiring yard signs	101.2200.000.5310	592.50
WELLS FARGO CREDIT CARD A...	Sq Mik Mart Ice Cream Cora H...	06/30/2024	Wellness Ice Cream Truck 7.24...	101.1120.000.5178	100.00
WELLS FARGO CREDIT CARD A...	Sq Roundhouse Brewery Katri...	06/30/2024	Dinner: Heidelberg & Allen 5.9...	101.2000.000.5340	23.20
WELLS FARGO CREDIT CARD A...	Sq Wakota Caer Eric Bergu WF...	06/30/2024	meals for CAER 2024 annual l...	101.2200.000.5340	41.20
WELLS FARGO CREDIT CARD A...	Starbucks Intl. Post S Rebecca ...	06/30/2024	Breakfast during IIMC	101.1140.000.5340	8.87
WELLS FARGO CREDIT CARD A...	Starbucks Store 09479 Rachel...	06/30/2024	Coffee for drivers for Touch-A...	101.4300.453.5190	45.00
WELLS FARGO CREDIT CARD A...	Superamerica 04846 220 Katri...	06/30/2024	Fuel Purchase: LEAP Conf 5.10...	101.2000.000.5340	22.02
WELLS FARGO CREDIT CARD A...	Target 00025197 Accounts P ...	06/30/2024	Beverages CC Meeting 5.20.2...	101.1000.000.5190	40.88
WELLS FARGO CREDIT CARD A...	Target 00025197 Cora Henke...	06/30/2024	Wellness Snacks & Prizes	101.1120.000.5178	54.54
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	06/30/2024	non-oxy gas for small engines ...	101.4200.000.5125	142.03
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	06/30/2024	non-oxy gas for small engines ...	101.4200.000.5125	137.96
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	06/30/2024	non-oxy gas for small engines ...	101.4200.000.5125	74.69
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	06/30/2024	non-oxy gas for small engines ...	101.4200.000.5125	125.71
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	06/30/2024	non-oxy gas for small engines ...	101.4200.000.5125	137.96
WELLS FARGO CREDIT CARD A...	The Corner Store Joe Hawkin...	06/30/2024	non-oxy gas for small engines ...	101.4200.000.5125	135.19
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Cory ...	06/30/2024	Detergant, weed killer & fertili...	101.2200.000.5190	208.33
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe S...	06/30/2024	pipe elbow & terminal adapter	101.4200.000.5125	4.16
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe S...	06/30/2024	saw blades & hose adapter	101.4200.000.5160	19.14
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe S...	06/30/2024	wood for repairs - buckets, util...	101.4200.000.5190	815.84
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe S...	06/30/2024	cable ties	101.4200.000.5190	12.97
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe S...	06/30/2024	wood for repairs - buckets, util...	101.4200.000.5190	73.68
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joe S...	06/30/2024	paint for building touchups	101.4200.000.5400	19.92
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Mike ...	06/30/2024	super glue	101.4200.000.5190	7.98
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Haugl...	06/30/2024	Pellets for Grill	101.2000.000.5190	12.99
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Joe S...	06/30/2024	hitch receivers	101.4200.000.5160	44.98

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Joe S...	06/30/2024	lock pin for hitches	101.4200.000.5160	46.68
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Joe S...	06/30/2024	hose coupler	101.4200.000.5160	19.98
WELLS FARGO CREDIT CARD A...	Tractor-Supply-Co #019 Mike ...	06/30/2024	plastic bonding glue	101.4200.000.5190	9.99
WELLS FARGO CREDIT CARD A...	Usps Po 2688010540 Monica ...	06/30/2024	Postage for returning uniforms	101.2200.000.5325	25.80
WELLS FARGO CREDIT CARD A...	Usps Po 2688010540 Monica ...	06/30/2024	mailing package to Honeywell ...	101.2200.000.5325	45.40
WELLS FARGO CREDIT CARD A...	Usps Po 2688010540 Tara All...	06/30/2024	Postage Stamps	101.2000.000.5325	68.00
WELLS FARGO CREDIT CARD A...	Vcn Quickservlicen035c Katrin...	06/30/2024	Transfer Vehicle Title for Forfe...	101.2000.000.5335	29.62
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Daniel Ber W...	06/30/2024	Snacks and water for NDTA fire	101.2200.424.5190	76.48
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Monica Chi ...	06/30/2024	toilet bowl cleaner for the stat...	101.2200.000.5190	77.70
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Monica Chi ...	06/30/2024	water and snacks for NDTA	101.2200.424.5190	62.04
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Tara Allen WF...	06/30/2024	Ice and misc items for open h...	101.2000.000.5182	24.92
WELLS FARGO CREDIT CARD A...	Wendy S 440 Katrina Le WF O...	06/30/2024	Lunch during LEAP Conference...	101.2000.000.5340	21.82
WELLS FARGO CREDIT CARD A...	Wildcats Bar & Grill Steven Joh..	06/30/2024	License Achievement Recognit...	101.5200.000.5340	48.17
WELLS FARGO CREDIT CARD A...	Www.Apwa.Net Judy Wonic ...	06/30/2024	Membership Renewal: PW Dir...	101.3100.000.5335	512.70
WELLS FARGO CREDIT CARD A...	Www.Apwa.Net Judy Wonic ...	06/30/2024	Membership Renewal: PW Dir...	101.3200.000.5335	170.90
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Katrin...	06/30/2024	Monthly Subscription Fee Lee	101.2000.000.5335	12.79
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Melis...	06/30/2024	Zoom Monthly Subscription	101.2000.000.5335	15.99
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Monica Chi WF ...	06/30/2024	Hose nozzles for Station2	101.2200.000.5190	70.56
WELLS FARGO CREDIT CARD A...	Zoro Tools Inc Monica Chi WF ...	06/30/2024	Hose nozzles for Station2	101.2200.000.5190	205.50
Fund 101 - GENERAL FUND Total:					233,263.79

Fund: 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND

LAW ENFORCEMENT AND NA... 7302 06/27/2024

DVR Key Fob for SRG 102.2000.000.5160 345.00

Fund 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND Total: 345.00**Fund: 201 - C.V.B. FUND**

LILLYANNA ELAINE SMITH 6/6/2024 06/20/2024
LILLYANNA ELAINE SMITH 6/6/2024 06/20/2024
RIVER HEIGHTS CHAMBER OF ... 103505 06/27/2024
RIVER HEIGHTS CHAMBER OF ... 103506 06/27/2024
RIVER HEIGHTS CHAMBER OF ... 103506 06/27/2024
RIVER HEIGHTS CHAMBER OF ... 103506 06/27/2024
RIVER HEIGHTS CHAMBER OF ... 103506 06/27/2024
RIVER HEIGHTS CHAMBER OF ... 103506 06/27/2024
HOUR MEDIA 6-24-AAA1009 06/27/2024
CATHERINE PIEPER 8774 06/27/2024

Mailing postage for Visitor Gu... 201.5600.000.5325 16.85
Lunch: Meeting with Discover ... 201.5600.000.5340 44.43
Monthly Office Rent 6.2024 201.5600.000.5430 600.00
Contract / Personnel Costs 5.2... 201.5600.000.5310 6,023.99
Service Contract / Admin Exp... 201.5600.000.5310 300.00
CVB Health Insurance Reimbu... 201.5600.000.5310 250.00
CVB Cell Phone Reimburseme... 201.5600.000.5320 75.00
Digital Advertising-Member N... 201.5600.000.5330 2,252.00
Design Spring Ad 201.5600.000.5330 570.42

Fund 201 - C.V.B. FUND Total: 10,132.69**Fund: 205 - COMMUNITY CENTER-OPERATING FUND**

R & R SPECIALTIES OF WI, INC. 0082256-IN 06/20/2024
HUEBSCH SERVICES 20324876 06/20/2024
HUEBSCH SERVICES 20324876 06/20/2024
PERFECTION PLUS, INC 315392 06/20/2024
FIRST SUPPLY LLC 3614802-00 06/20/2024
FIRST SUPPLY LLC 3614802-00 06/20/2024
AEP ONSITE PARTNERS, LLC 419-21498449 06/20/2024
AEP ONSITE PARTNERS, LLC 419-21498449 06/20/2024
INNA LIPATKINA 6/5/2024 06/20/2024
SHERWIN-WILLIAMS CO. 6509-3 06/20/2024
INNOVATIVE OFFICE SOLUTIO... IN4558223 06/20/2024
INNOVATIVE OFFICE SOLUTIO... IN4558223 06/20/2024
INNOVATIVE OFFICE SOLUTIO... IN4558223 06/20/2024
INNOVATIVE OFFICE SOLUTIO... IN4559061 06/20/2024
AMERICAN RED CROSS 22696494 06/27/2024
AMERICAN RED CROSS 22701072 06/27/2024
TAHO SPORTSWEAR 24TS2554 06/27/2024
TAHO SPORTSWEAR 24TS2555 06/27/2024
TAHO SPORTSWEAR 24TS2772 06/27/2024
PUSH PEDAL PULL 384344 06/27/2024
TOTAL CONSTRUCTION & EQU...39643 06/27/2024
HOLMES DESIGN, INC. 5543 06/27/2024
HOLMES DESIGN, INC. 5545 06/27/2024
COMCAST 8772105910127188X061224 06/27/2024

Zamboni blade sharpening 205.4440.000.5405 90.00
lobby mats 205.4420.000.5430 245.68
lobby mats 205.4440.000.5430 163.80
6.2024 cleaning svcs 205.4420.000.5310 6,912.70
Auger & drill bit 205.4420.000.5160 31.50
Auger & drill bit 205.4440.000.5160 31.49
5.2024 Solar panels 205.4420.000.5355 6,297.49
5.2024 Solar panels 205.4440.000.5355 6,424.10
Refund Class Registration 205.4430.000.4374 70.00
paint for touch-ups 205.4420.000.5150 32.67
Stapler & staples 205.4410.470.5105 21.57
window & desktop sign frames 205.4410.470.5190 236.80
filters for rental room coffee ... 205.4450.481.5190 8.51
Refill cartages for laminator 205.4410.470.5105 48.24
Lifeguarding and Waterpark Sk... 205.4420.000.5340 784.00
Lifeguarding and Waterpark Sk... 205.4420.000.5340 98.00
PA/BPH shirts 205.4420.000.5175 245.65
Swim Instructor Shirts 205.4420.000.5175 217.95
Kids ROCK T-Shirts 205.4450.483.5190 1,293.50
Elliptical repair 205.4430.000.5405 132.98
Repairs to women's sauna 205.4420.000.5400 1,425.16
Marketing & graphic design fo... 205.4410.472.5310 1,533.00
Marketing & Graphic Designs ... 205.4410.472.5310 1,575.00
VMCC cable TV svcs 205.4410.470.5335 265.63

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INNOVATIVE OFFICE SOLUTIO...	IN4564014	06/27/2024	Copier paper	205.4410.470.5105	140.64
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Rick Roach...	06/30/2024	Stainless Screws	205.4420.000.5150	25.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Bj2eq2ct3 Suzi...	06/30/2024	Water table for sensory swim	205.4420.000.5190	109.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US E043p4w03 Su...	06/30/2024	Lifeguard tools - backboard a...	205.4420.000.5160	102.65
WELLS FARGO CREDIT CARD A...	Amzn Mktp US E043p4w03 Su...	06/30/2024	Table decorations	205.4420.000.5190	20.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US G836q6np3 Su...	06/30/2024	Trial lifeguard uniforms	205.4420.000.5175	67.21
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Pr8if2i23 Suzie...	06/30/2024	Safetec SaniZide Plus Cleaner	205.4420.000.5150	101.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Yk9ac4ns3 Suz...	06/30/2024	Trial of LG uniform tops	205.4420.000.5175	31.27
WELLS FARGO CREDIT CARD A...	Assoc Of A Reg0ma1bon Suzie...	06/30/2024	Aquatics Conference Registrat...	205.4420.000.5340	467.72
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Suzie Seab ...	06/30/2024	Food for lifeguard recertificati...	205.4420.000.5190	71.65
WELLS FARGO CREDIT CARD A...	Daxko Llc Chelsea Sw WF 05/24	06/30/2024	Payment to GroupX Pro softw...	205.4430.000.5395	1,480.00
WELLS FARGO CREDIT CARD A...	Delta 00622358358543 Julie ...	06/30/2024	NRPA Conference Flight for A. ...	205.4410.470.5340	125.24
WELLS FARGO CREDIT CARD A...	Delta 00622358358565 Julie ...	06/30/2024	J. Muscha Flight to NRPA Conf...	205.4410.470.5340	626.20
WELLS FARGO CREDIT CARD A...	Dominos 1975 Suzie Seab WF ...	06/30/2024	Gluten free pizza for AQ staff...	205.4420.000.5190	21.38
WELLS FARGO CREDIT CARD A...	Hk Grand Casino Hotel Al Van...	06/30/2024	Lodg MASS Conf: Vandehoef 5...	205.4450.480.5340	169.00
WELLS FARGO CREDIT CARD A...	Jimmy Johns 1436 Terry Burg...	06/30/2024	Dinner meeting for Guest Serv...	205.4410.470.5190	146.54
WELLS FARGO CREDIT CARD A...	Little Caesars 3505-00 Suzie S...	06/30/2024	Staff meeting pizzas	205.4420.000.5190	97.18
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Rick ...	06/30/2024	Defoamer	205.4420.000.5150	5.99
WELLS FARGO CREDIT CARD A...	Mn Recreation And Park Suzie...	06/30/2024	Aq Manager Bootcamp	205.4420.000.5340	80.00
WELLS FARGO CREDIT CARD A...	Nrpa Operating Adam Lares ...	06/30/2024	Reg: NRPA Conf: Lares	205.4410.470.5340	173.75
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	205.4410.470.5335	81.50
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	205.4410.472.5335	61.12
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	205.4420.000.5335	61.13
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	205.4430.000.5335	61.13
WELLS FARGO CREDIT CARD A...	Nrpa Operating Julie Dors WF ...	06/30/2024	NRPA Agency Membership Du...	205.4450.480.5335	30.56
WELLS FARGO CREDIT CARD A...	Sp Swimoutlet.Com Suzie Seab..	06/30/2024	Tank Tops for LG's	205.4420.000.5175	65.43
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Rick ...	06/30/2024	Weed killers	205.4420.000.5150	114.94
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Rick ...	06/30/2024	Hooks for hanging lifeguard e...	205.4420.000.5400	82.82
WELLS FARGO CREDIT CARD A...	The Lifeguard Store, I Suzie Se...	06/30/2024	Swim bars, short guard, guard ...	205.4420.000.5175	169.86
WELLS FARGO CREDIT CARD A...	The Lifeguard Store, I Suzie Se...	06/30/2024	Lifeguard tube and uniform s...	205.4420.000.5190	-12.78
WELLS FARGO CREDIT CARD A...	Walmart.Com Amy Crary WF ...	06/30/2024	Tax refund	205.4430.000.5160	-48.42
WELLS FARGO CREDIT CARD A...	Wristbandexpresscom Terry B...	06/30/2024	Wristbands for different events	205.4410.471.5190	169.50
WELLS FARGO CREDIT CARD A...	Zumba Fitness Amy Crary WF ...	06/30/2024	Zumba License	205.4430.000.5335	38.99
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					33,126.58
Fund: 270 - HOST COMMUNITY FUND					
GREENE ESPEL PLLP	90469	06/20/2024	Legal advice & representation...	270.5900.000.5305	2,040.00
Fund 270 - HOST COMMUNITY FUND Total:					2,040.00
Fund: 365 - G.O. IMPR BONDS 2015A					
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2015A	365.6000.000.5720	516.66
Fund 365 - G.O. IMPR BONDS 2015A Total:					516.66
Fund: 367 - G.O. CAPITAL IMPR REF BONDS, 2016A					
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2016A	367.6000.000.5720	516.66
Fund 367 - G.O. CAPITAL IMPR REF BONDS, 2016A Total:					516.66
Fund: 369 - G.O. IMPR BONDS 2017B					
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2017B	369.6000.000.5720	516.67
Fund 369 - G.O. IMPR BONDS 2017B Total:					516.67
Fund: 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION					
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2018A	392.6000.000.5720	516.67
Fund 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION Total:					516.67
Fund: 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION					
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2019A	393.6000.000.5720	516.67
Fund 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION Total:					516.67
Fund: 394 - G.O. REFUND BONDS 2020A (2010B)					
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2020A	394.6000.000.5720	516.67
Fund 394 - G.O. REFUND BONDS 2020A (2010B) Total:					516.67
Fund: 401 - PARK CAPITAL REPLACEMENT					
HOISINGTON KOEGLER GROUP..	021-002-36	06/20/2024	Bidding Support & Constructi...	401.4210.000.5310	1,847.09
SHORT ELLIOTT HENDRICKSON..	468168	06/20/2024	5.2024 RISB lighting project	401.4210.000.5310	29,459.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PRO-TEC DESIGN INC.	114773	06/27/2024	Card Readers for South Valley...	401.4210.000.5615	12,661.65
WELLS FARGO CREDIT CARD A...	Titan Distributors Inc Teri O'C...	06/30/2024	fire pit grate tax refund - wro...	401.4210.000.5190	-12.53
Fund 401 - PARK CAPITAL REPLACEMENT Total:					43,955.61
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
PRO-TEC DESIGN INC.	114772	06/27/2024	Card Readers for Heritage Vill...	402.4210.000.5615	9,796.75
DCA TITLE	DC241158-CO	06/27/2024	Title Work - 7020, 7034 & 704...	402.4210.000.5310	100.00
Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:					9,896.75
Fund: 436 - 117TH STREET RECONSTRUCTION					
SRF CONSULTING GROUP, INC	16424.00-13	06/20/2024	117th St. Reconstruction Final...	436.3210.000.5310	58,156.32
Fund 436 - 117TH STREET RECONSTRUCTION Total:					58,156.32
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
SHORT ELLIOTT HENDRICKSON..	467696	06/20/2024	Babcock Trail Final Design	440.3210.000.5310	30,590.77
EHLERS AND ASSOCIATES, INC.	97881	06/20/2024	Finalize FMP Projections 5.24...	440.3210.000.5310	285.00
WSB & ASSOCIATES, INC.	R-024458-000-3	06/20/2024	Feasibility Study - Bacardi Ave...	440.3210.000.5310	16,622.50
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					47,498.27
Fund: 510 - WATER-OPERATING FUND					
MINNESOTA DEPARTMENT OF...	05/16/2024	06/20/2024	Water Connection Fee 4/1-6/...	510.0000.000.2207	20,718.00
BAUER SERVICES OF WELCH L...	06032024-6109	06/20/2024	Water Main Repair	510.7100.000.5415	4,950.00
PRO-TEC DESIGN INC.	114207	06/20/2024	Add card reader to lower west...	510.7100.000.5400	3,458.86
WATER CONSERVATION SERV...	14089	06/20/2024	Leak Detection for Main Break	510.7100.000.5310	345.07
GERLACH OUTDOOR POWER ...	268277	06/20/2024	Lawn mower blades (x6)	510.7100.000.5150	126.00
GOPHER STATE ONE-CALL	4050489	06/20/2024	Locate tickets	510.7100.000.5310	901.80
CINTAS CORPORATION	4189764967	06/20/2024	Rugs at water plant	510.7100.000.5430	171.92
DIMKE EXCAVATING	6/7/2024	06/20/2024	Permit #2406- Less Sales Tax	510.0000.000.2205	-6.10
DIMKE EXCAVATING	6/7/2024	06/20/2024	Permit #2406 - Original Deposit	510.0000.000.2350	1,500.00
DIMKE EXCAVATING	6/7/2024	06/20/2024	Permit #2406-Less Water Usa...	510.7100.000.4720	-85.60
LONE OAK COMPANIES	94721	06/20/2024	5.2024 Cycle 2 Regular Billing ...	510.7100.000.5310	543.97
DELEGARD TOOLS	K92170/1	06/20/2024	2 1/2" drive x 5/8" deep socke...	510.7100.000.5160	40.83
CORE & MAIN LP	V028347	06/20/2024	Water Meter	510.7100.000.5158	451.84
CORE & MAIN LP	V051426	06/20/2024	Handheld meter reader repair	510.7100.000.5405	615.20
HAWKINS, INC.	6783654	06/27/2024	WTP Chemicals	510.7100.000.5135	10.00
LONE OAK COMPANIES	95013	06/27/2024	Replenish Prepaid Postage 6.2...	510.0000.000.1405	6,000.00
CORE & MAIN LP	V097873	06/27/2024	Meters	510.7100.000.5158	5,096.78
WELLS FARGO CREDIT CARD A...	Gertens Commercial Sal Matt ...	06/30/2024	Sod to cover main break after ...	510.7100.000.5415	155.70
WELLS FARGO CREDIT CARD A...	Sensaphone Scott Guba WF O...	06/30/2024	Back up dialer annual subscrip...	510.7100.000.5335	299.40
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Matt ...	06/30/2024	Hydrant Repair tools	510.7100.000.5160	167.26
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Matt ...	06/30/2024	ear protection for seasonals	510.7100.000.5160	157.14
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	06/30/2024	parts for water treatment plant	510.7100.000.5150	14.26
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	06/30/2024	water treatment plant parts	510.7100.000.5150	51.41
WELLS FARGO CREDIT CARD A...	Wpy American Public Wo Matt...	06/30/2024	APWA public work cert. class f...	510.7100.000.5340	729.66
WELLS FARGO CREDIT CARD A...	Wwww.Apwa.Net Judy Wonic ...	06/30/2024	Membership Renewal: PW Dir...	510.7100.000.5335	170.90
Fund 510 - WATER-OPERATING FUND Total:					46,584.30
Fund: 511 - WATER-CAPITAL FUND					
STICKS AND BRICKS CONSTRU...	6/10/2024	06/20/2024	Refund permit #PRBD202400...	511.7110.000.4755	1,060.00
STICKS AND BRICKS CONSTRU...	6/10/2024	06/20/2024	Refund permit #PRBD202400...	511.7110.000.4760	2,225.00
STICKS AND BRICKS CONSTRU...	6/10/2024	06/20/2024	Refund permit #PRBD202400...	511.7110.000.4765	945.00
EHLERS AND ASSOCIATES, INC.	97880	06/20/2024	PFA Loan application Prep 5.2...	511.7110.000.5310	2,066.25
Fund 511 - WATER-CAPITAL FUND Total:					6,296.25
Fund: 520 - SEWER-OPERATING FUND					
AUTOMATIC SYSTEMS CO.	041660	06/20/2024	Pine Bend LS Service Repairs	520.7200.000.5310	348.75
FERGUSON WATERWORKS	0531167	06/20/2024	Uniforms for seasonals	520.7200.000.5175	229.30
LONE OAK COMPANIES	94721	06/20/2024	5.2024 Cycle 2 Regular Billing ...	520.7200.000.5310	543.96
MACQUEEN EMERGENCY GR...	P58280	06/20/2024	Vactor Parts	520.7200.000.5405	158.64
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	06/30/2024	forest haven lift station blower..	520.7200.000.5405	35.14
Fund 520 - SEWER-OPERATING FUND Total:					1,315.79
Fund: 521 - SEWER-CAPITAL FUND					
STICKS AND BRICKS CONSTRU...	6/10/2024	06/20/2024	Refund permit #PRBD202400...	521.0000.000.2207	2,485.00
STICKS AND BRICKS CONSTRU...	6/10/2024	06/20/2024	Refund permit #PRBD202400...	521.7210.000.4755	610.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
STICKS AND BRICKS CONSTRU...	6/10/2024	06/20/2024	Refund permit #PRBD202400...	521.7210.000.4760	735.00
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2015B	521.7210.000.5720	516.66
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees - 2017A	521.7210.000.5720	516.67
EHLERS AND ASSOCIATES, INC.	97879	06/27/2024	2024 Disclosure Fees -2021A	521.7210.000.5720	516.67
Fund 521 - SEWER-CAPITAL FUND Total:					5,380.00

Fund: 530 - STORM WATER-OPERATING

WELLS FARGO CREDIT CARD A... Menards West St Paul M Ray R... 06/30/2024
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Ray R... 06/30/2024

Field supplies	530.7300.000.5420	34.34
Field equipment	530.7300.000.5190	21.97
Fund 530 - STORM WATER-OPERATING Total:		56.31

Fund: 550 - INVER WOOD GOLF COURSE

YAMAHA GOLF & UTILITY, INC. 01-305745 06/20/2024
YAMAHA GOLF & UTILITY, INC. 01-305779 06/20/2024
ARAMARK REFRESHMENT SER... 06043047 06/20/2024
DRAFT TECHNOLOGIES 06122401 06/20/2024
COLLEGE CITY BEVERAGE 1031510 06/20/2024
COLLEGE CITY BEVERAGE 1033840 06/20/2024
COLLEGE CITY BEVERAGE 1033841 06/20/2024
HANCO CORPORATION 115978-00 06/20/2024
BREAKTHRU BEVERAGE MINN... 116150622 06/20/2024
BREAKTHRU BEVERAGE MINN... 116234297 06/20/2024
BREAKTHRU BEVERAGE MINN... 116235997 06/20/2024
HARTMAN COMPANIES, INC. 13569 06/20/2024
UNIFIRST CORPORATION 1410064591 06/20/2024
UNIFIRST CORPORATION 1410066204 06/20/2024
UNIFIRST CORPORATION 1410066205 06/20/2024
MTI DISTRIBUTING CO 1432819-00 06/20/2024
MTI DISTRIBUTING CO 1433653-00 06/20/2024
GERTENS 178022/1 06/20/2024
MINNESOTA LIQUOR RETAILE... 2010073 06/20/2024
GERTENS 221798/12 06/20/2024
GERTENS 222184/12 06/20/2024
DENNY'S 5TH AVENUE BAKERY 30034 06/20/2024
DENNY'S 5TH AVENUE BAKERY 30216 06/20/2024
DENNY'S 5TH AVENUE BAKERY 30217 06/20/2024
DENNY'S 5TH AVENUE BAKERY 30218 06/20/2024
SHAMROCK GROUP 3025531 06/20/2024
SHAMROCK GROUP 3027715 06/20/2024
SHAMROCK GROUP 3029556 06/20/2024
SHAMROCK GROUP 3031763 06/20/2024
DENNY'S 5TH AVENUE BAKERY 30596 06/20/2024
DENNY'S 5TH AVENUE BAKERY 30687 06/20/2024
ARTISAN BEER COMPANY 3687561 06/20/2024
COCA COLA BOTTLING COMP... 41665427014 06/20/2024
HEGGIES PIZZA 465360 06/20/2024
CINTAS CORPORATION 5214346841 06/20/2024
CINTAS CORPORATION 5214346841 06/20/2024
SOUTH BAY DESIGN 6/1/2024 06/20/2024
PHILLIPS WINE & SPIRITS 6795003 06/20/2024
PHILLIPS WINE & SPIRITS 6795004 06/20/2024
PHILLIPS WINE & SPIRITS 6798556 06/20/2024
PERFORMANCE FOOD GROUP ... 72325683 06/20/2024
GERTENS 794994/6 06/20/2024
CLEVELAND GOLF/SRIXON 7955254 06/20/2024
TITLEIST 918162812 06/20/2024
TITLEIST 918189704 06/20/2024
TITLEIST 918203431 06/20/2024
TITLEIST 918205579 06/20/2024
TITLEIST 918235923 06/20/2024
TITLEIST 918245425 06/20/2024
DAVIS EQUIPMENT CORPORAT... EI19316 06/20/2024

Golf cart parts	550.7600.000.5405	173.87
Golf cart parts	550.7600.000.5405	343.77
Coffee for resale	550.7600.000.5197	287.41
Beer line cleaning - 4 faucets	550.7600.000.5405	75.00
Beer for resale	550.7600.000.5199	253.60
Alcohol for resale	550.7600.000.5199	500.70
Alcohol for resale	550.7600.000.5199	120.00
Tires for golf carts & equipme...	550.7700.000.5150	187.48
Alcohol for resale	550.7600.000.5199	274.20
Alcohol for resale	550.7600.000.5199	464.90
Alcohol for resale	550.7600.000.5199	340.00
Hole 18 bunker repair	550.7700.000.5310	5,600.00
Uniforms and towels	550.7700.000.5175	59.78
Uniforms and towels	550.7700.000.5175	38.16
Uniforms and towels	550.7700.000.5175	45.34
Parts for quad repair	550.7700.000.5405	74.45
Damper springs for equipment...	550.7700.000.5405	94.41
Flowers	550.7700.000.5125	44.33
2024 general membership du...	550.7600.000.5335	360.00
New string trimmer small tools	550.7700.000.5160	497.36
Mulch delivery	550.7700.000.5125	685.78
Buns, subs and donuts for resa..	550.7600.000.5197	110.21
Buns, subs and donuts for resa..	550.7600.000.5197	181.91
Buns, subs and donuts for resa..	550.7600.000.5197	110.21
Buns, subs and donuts for resa..	550.7600.000.5197	110.21
Ice for bev resale	550.7600.000.5197	212.35
Ice for bev. resale	550.7600.000.5197	119.75
Ice for bev resale	550.7600.000.5197	156.79
Ice for bev resale	550.7600.000.5197	263.28
Buns, subs and donuts for resa..	550.7600.000.5197	152.41
Buns, subs and donuts for resa..	550.7600.000.5197	118.65
Alcohol for resale	550.7600.000.5199	332.35
Returned CO2 tank	550.7600.000.5197	-75.00
Pizzas for resale	550.7600.000.5197	155.15
Paid meds & Body fluid clean...	550.7600.000.5190	91.35
Service charges - equipment &...	550.7600.000.5310	22.95
6.2024 online site updates	550.7600.000.5310	24.00
Alcohol for resale	550.7600.000.5199	44.54
Alcohol for resale	550.7600.000.5199	461.16
Alcohol for resale	550.7600.000.5199	643.99
food for resale	550.7600.000.5197	1,014.29
Timber for step repair	550.7700.000.5125	115.96
Golf bags for resale	550.7600.000.5195	374.00
Golf club for resale	550.7600.000.5195	214.78
Golf clubs for resale	550.7600.000.5195	1,328.65
Apparel for resale	550.7600.000.5193	161.70
Golf balls for resale	550.7600.000.5195	994.99
Apparel for resale	550.7600.000.5193	58.80
Apparel for resale	550.7600.000.5193	58.80
Carburetor to repair topdress...	550.7700.000.5405	128.27

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GERTENS	K77670/1	06/20/2024	Flowers	550.7700.000.5125	174.01
YAMAHA GOLF & UTILITY, INC.	01-305871	06/27/2024	Golf cart parts	550.7600.000.5405	108.62
COLLEGE CITY BEVERAGE	1036432	06/27/2024	Alcohol for resale	550.7600.000.5199	233.00
COLLEGE CITY BEVERAGE	1036433	06/27/2024	Alcohol for resale	550.7600.000.5199	68.00
BREAKTHRU BEVERAGE MINN...	116346078	06/27/2024	Alcohol for resale	550.7600.000.5199	487.10
UNIFIRST CORPORATION	1410067711	06/27/2024	Uniforms and towels	550.7700.000.5175	38.16
SMOOT ENTERPRISES ADVAN...	21095	06/27/2024	Staff uniforms - hooded sweat...	550.7700.000.5175	300.00
SHAMROCK GROUP	3032235	06/27/2024	Ice for bev resale	550.7600.000.5197	124.38
SHAMROCK GROUP	3034644	06/27/2024	Ice for bev resale	550.7600.000.5197	82.71
ARAMARK REFRESHMENT SER...	3058161	06/27/2024	Water filters	550.7600.000.5190	149.86
DENNY'S 5TH AVENUE BAKERY	30795	06/27/2024	Buns, subs and donuts for res...	550.7600.000.5197	110.21
DENNY'S 5TH AVENUE BAKERY	30950	06/27/2024	Buns, subs and donuts for res...	550.7600.000.5197	118.65
DENNY'S 5TH AVENUE BAKERY	31095	06/27/2024	Buns, subs and donuts for res...	550.7600.000.5197	118.65
ARTISAN BEER COMPANY	3689305	06/27/2024	Alcohol for resale	550.7600.000.5199	373.90
M. AMUNDSON LLP	384892	06/27/2024	Snacks for resale	550.7600.000.5197	442.95
COCA COLA BOTTLING COMP...	41897274010	06/27/2024	Pop & water for resale	550.7600.000.5197	2,170.91
COCA COLA BOTTLING COMP...	41897274012	06/27/2024	Return CO2 cylinders	550.7600.000.5197	-75.00
PHILLIPS WINE & SPIRITS	6802341	06/27/2024	Alcohol for resale	550.7600.000.5199	557.44
PERFORMANCE FOOD GROUP ...	72410134	06/27/2024	Club house supplies	550.7600.000.5125	336.28
PERFORMANCE FOOD GROUP ...	72410134	06/27/2024	Food items for resale	550.7600.000.5197	883.67
PERFORMANCE FOOD GROUP ...	72490092	06/27/2024	Club house & F&B supplies	550.7600.000.5190	206.84
PERFORMANCE FOOD GROUP ...	72490092	06/27/2024	Foods for resale	550.7600.000.5197	585.14
TITLEIST	918304201	06/27/2024	Apparel for resale	550.7600.000.5193	58.80
TITLEIST	918335931	06/27/2024	golf balls for resale	550.7600.000.5195	756.74
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Leon Otnes...	06/30/2024	Water softener salt	550.7600.000.5190	45.35
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 1e6v87x83 Joel...	06/30/2024	new time clock	550.7700.000.5105	186.78
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Matt Moyni...	06/30/2024	club soda, tonic water, ziploc ...	550.7600.000.5197	27.31
WELLS FARGO CREDIT CARD A...	Cub Foods #1695 Matt Moyni...	06/30/2024	club soda and tonic water	550.7600.000.5197	12.98
WELLS FARGO CREDIT CARD A...	Delta 00622358358543 Julie ...	06/30/2024	NRPA Conference Flight for A. ...	550.7600.000.5340	62.62
WELLS FARGO CREDIT CARD A...	Dollar Tree Matt Moyni WF 05...	06/30/2024	envelopes	550.7600.000.5105	1.35
WELLS FARGO CREDIT CARD A...	Jirik Sod Farm Joel Metz WF 0...	06/30/2024	sod	550.7700.000.5125	372.16
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Joel...	06/30/2024	timbers for steps	550.7700.000.5125	230.29
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Joel...	06/30/2024	menards return wood timbers ..	550.7700.000.5125	-230.29
WELLS FARGO CREDIT CARD A...	Metro Cash Register, I Matt ...	06/30/2024	thermal receipt printer rolls	550.7600.000.5105	230.00
WELLS FARGO CREDIT CARD A...	Nicollet Ace Hardware Timoth...	06/30/2024	locks and keys for gas tank	550.7700.000.5125	47.93
WELLS FARGO CREDIT CARD A...	Nrpa Operating Adam Lares ...	06/30/2024	Reg: NRPA Conf: Lares	550.7600.000.5340	34.75
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Matt Moyni...	06/30/2024	turkey	550.7600.000.5197	16.96
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Matt Moyni...	06/30/2024	breakfast sandwich and towels	550.7600.000.5197	46.32
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Matt Moyni...	06/30/2024	breakfast sandwich	550.7600.000.5197	13.98
WELLS FARGO CREDIT CARD A...	Samsclub #4738 Matt Moyni ...	06/30/2024	breakfast sandwiches	550.7600.000.5197	27.96
WELLS FARGO CREDIT CARD A...	Super Care Appliance Matt M...	06/30/2024	refrigerator repair-compressor	550.7600.000.5405	1,382.85
WELLS FARGO CREDIT CARD A...	Target 00025197 Matt Moyni...	06/30/2024	cleaning supplies, zip loc bags...	550.7600.000.5105	49.48
WELLS FARGO CREDIT CARD A...	Target 00025197 Matt Moyni...	06/30/2024	phone chargers for the new b...	550.7600.000.5190	101.58
WELLS FARGO CREDIT CARD A...	Target 00025197 Matt Moyni...	06/30/2024	tonic water	550.7600.000.5197	12.36
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Joel ...	06/30/2024	PVC cap slips and Eye bolts	550.7700.000.5125	62.44
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Timot...	06/30/2024	gravel bagged for drainage ho...	550.7700.000.5125	47.23

Fund 550 - INVER WOOD GOLF COURSE Total: 29,400.45

Fund: 602 - RISK MANAGEMENT

MINNESOTA SODDING COMP...	12489	06/20/2024	Claim: 334557 Rich Valley Turf	602.8200.000.5472	4,789.29
LEAGUE OF MN CITIES INS TR...	22780	06/20/2024	W/C Deductible #504014	602.8200.000.5474	659.24
LEAGUE OF MN CITIES INS TR...	22795	06/20/2024	W/C Deductible #504423	602.8200.000.5474	562.71
LEAGUE OF MN CITIES INS TR...	22797	06/20/2024	W/C Deductible #504440	602.8200.000.5474	601.77
LEAGUE OF MN CITIES INS TR...	22800	06/20/2024	W/C Deductible #504500	602.8200.000.5474	257.86
HEPPNER'S AUTO BODY	400997	06/20/2024	Claim: 327292 Squad 22 Rear...	602.8200.000.5472	9,994.36
TWIN CITY GARAGE DOOR	2273832	06/20/2024	Claim: 355549 PD backed into...	602.8200.000.5472	327.50

Fund 602 - RISK MANAGEMENT Total: 17,192.73

Fund: 603 - CENTRAL EQUIPMENT

NORTH AMERICAN TRAILER S...	030004225691	06/20/2024	Fire truck battery	603.8300.000.5410	1,100.44
NORTH AMERICAN TRAILER S...	030004225729	06/20/2024	Credit - Fire Truck Battery Ret...	603.8300.000.5410	-194.70
BEAUDRY OIL & SERVICE INC	1113559	06/20/2024	Unleaded gas	603.8300.000.5130	15,227.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
UNIFIRST CORPORATION	1410066202	06/20/2024	Uniforms - Mechanics	603.8300.000.5175	28.18
UNIFIRST CORPORATION	1410066202	06/20/2024	Rentals - Shop Towels, Roll T...	603.8300.000.5430	134.36
MTI DISTRIBUTING CO	1430262-00	06/20/2024	Alternator & belt for mower	603.8300.000.5405	1,618.55
MTI DISTRIBUTING CO	1431573-00	06/20/2024	Adapters for mower	603.8300.000.5405	9.26
MTI DISTRIBUTING CO	1431573-01	06/20/2024	Belt & pulley kit for mower	603.8300.000.5405	139.12
MTI DISTRIBUTING CO	1431574-01	06/20/2024	Prong rake	603.8300.000.5405	25.27
MTI DISTRIBUTING CO	1433486-00	06/20/2024	Credit for returned V-belt	603.8300.000.5405	-79.58
REED'S SALES & SERVICE	171920	06/20/2024	Parts for fire saw	603.8300.000.5405	53.50
FACTORY MOTOR PARTS COM...1-9727575		06/20/2024	Spark plugs and air filter panel...	603.8300.000.5410	94.52
FACTORY MOTOR PARTS COM...1-9789971		06/20/2024	stock filters	603.8300.000.5410	145.70
HOTSY EQUIPMENT OF MINN... 21390		06/20/2024	Pressure washer repair (parts...	603.8300.000.5405	376.60
PERFECTION PLUS, INC	315392	06/20/2024	6.2024 cleaning svcs	603.8300.000.5310	521.62
MN GLOVE & SAFETY, INC.	347305	06/20/2024	High visibility clothing	603.8300.000.5175	99.99
CINTAS CORPORATION	4195496947	06/20/2024	Lobby mats	603.8300.000.5430	324.25
WORLD FUEL SERVICES	465574055482-41801	06/20/2024	Diesel exhaust fluid for fire tru...	603.8300.000.5410	197.50
BEAUDRY OIL & SERVICE INC	5/31/2024	06/20/2024	Finance Charge - Late Fee	603.8300.000.5130	41.09
INVER GROVE FORD	5344340	06/20/2024	Seat belt & buckle assembly fo...	603.8300.000.5410	89.21
INVER GROVE FORD	5345151	06/20/2024	Switch Assembly for F150	603.8300.000.5410	28.75
FACTORY MOTOR PARTS COM...74-333156		06/20/2024	Auto trans filter kit	603.8300.000.5410	24.75
GRAINGER	9138234738	06/20/2024	Auto drain valve	603.8300.000.5150	106.68
POMP'S TIRE SERVICE, INC.	980119224	06/20/2024	Tires for F150	603.8300.000.5410	600.28
EMERGENCY AUTOMOTIVE TE...AW052024-1		06/20/2024	Bobcat skid steer mountable b...	603.8300.000.5405	446.76
ALTERNATORS STARTERS & P... M000026008		06/20/2024	Starter motor for fire truck	603.8300.000.5410	44.15
TRI-STATE BOBCAT INC.	P18347	06/20/2024	Copper washer and socket plu...	603.8300.000.5405	22.18
TRI-STATE BOBCAT INC.	P18348	06/20/2024	Rewind spring for saw	603.8300.000.5405	15.39
TRI-STATE BOBCAT INC.	P18548	06/20/2024	Beacon light switch for bobcat	603.8300.000.5405	29.14
ROAD MACHINERY & SUPPLIES..S5469801		06/20/2024	Hydraulic hose for roller	603.8300.000.5405	142.40
ZIEGLER INC	SI000493798	06/20/2024	Fire truck engine repairs	603.8300.000.5410	337.95
WELLS FARGO CREDIT CARD A... Ace Hardware 693 Rick Jacks ...		06/30/2024	Parts to repair mower	603.8300.000.5405	15.46
WELLS FARGO CREDIT CARD A... Ace Hardware 693 Rick Jacks ...		06/30/2024	Parts for trailer	603.8300.000.5405	17.98
WELLS FARGO CREDIT CARD A... Ace Hardware 693 Rick Jacks ...		06/30/2024	Parts to repair fire truck	603.8300.000.5410	9.05
WELLS FARGO CREDIT CARD A... Amzn Mktp US At3lw9xv3 Rick...		06/30/2024	Parts to repair fire truck	603.8300.000.5410	507.61
WELLS FARGO CREDIT CARD A... Amzn Mktp US Ma90a11a3 Ba...		06/30/2024	Cord for shop computer	603.8300.000.5105	16.87
WELLS FARGO CREDIT CARD A... Amzn Mktp US Um86s8cp3 Ba...		06/30/2024	Marking Tool for Otto	603.8300.000.5160	24.44
WELLS FARGO CREDIT CARD A... Mn Pollution Control A Barry ...		06/30/2024	MPCA Hazardous Waste Fees	603.8300.000.5389	375.28
WELLS FARGO CREDIT CARD A... Mn Pollution Control S Barry ...		06/30/2024	MPCA Hazardous Waste Fees ...	603.8300.000.5389	8.07
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Misc supplies for the shop	603.8300.000.5125	8.49
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Misc supplies for the shop	603.8300.000.5125	50.70
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	shop supplies	603.8300.000.5150	32.50
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Fuel hose.	603.8300.000.5150	32.80
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Hose clamp	603.8300.000.5160	6.90
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Megacrimps (5)	603.8300.000.5160	52.40
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	oil for parks bobcat	603.8300.000.5405	59.95
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	parts for road paver	603.8300.000.5405	98.56
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Parts to repair mower	603.8300.000.5405	6.90
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Parts for GMC 2500	603.8300.000.5410	30.00
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	stock oil filters	603.8300.000.5410	15.87
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Parts to repair ford ranger	603.8300.000.5410	14.01
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	Parts for trailer	603.8300.000.5410	172.36
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 05/...		06/30/2024	light bulbs	603.8300.000.5410	61.47
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Rick J...		06/30/2024	S5 wire for lights	603.8300.000.5410	199.00
Fund 603 - CENTRAL EQUIPMENT Total:					23,567.95

Fund: 605 - CITY FACILITIES

TOTAL CONSTRUCTION & EQU...038805		06/20/2024	PD locate work in conference ...	605.8500.000.5400	815.52
APEC	125707	06/20/2024	FS #2 HVAC filters	605.8500.000.5150	416.94
DANIEL BAUER - TRUE MECH... 1444		06/20/2024	Repairs to fire station #1 RTU ...	605.8500.000.5400	2,375.50
DANIEL BAUER - TRUE MECH... 1449		06/20/2024	PD heat pump repairs	605.8500.000.5400	1,108.00
HUEBSCH SERVICES	20324875	06/20/2024	lobby mats	605.8500.000.5430	176.60
PERFECTION PLUS, INC	315392	06/20/2024	6.2024 cleaning svcs	605.8500.000.5310	5,133.19
AEP ONSITE PARTNERS, LLC	419-21498449	06/20/2024	5.2024 Solar panels	605.8500.000.5355	3,395.98

Expense Approval Report

Payment Dates: 6/19/2024 - 7/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SHERWIN-WILLIAMS CO.	5829-6	06/20/2024	Paint for City Hall patching	605.8500.000.5125	293.19
GRAINGER	9128732675	06/20/2024	Drain kit for water fountain	605.8500.000.5150	56.43
GRAINGER	9140646705	06/20/2024	light bulbs	605.8500.000.5150	97.70
BILL RASCHER MECHANICAL I...	9858	06/20/2024	2024 RPZ testing & repairs at 3...	605.8500.000.5400	1,197.98
GIP III ZEPHYR ACQUISITION P...	INVRGRV-12406	06/20/2024	Solar Gardens 4.2024	605.8500.000.5357	27,928.86
APEC	125706	06/27/2024	HVAC filters - CH & PD	605.8500.000.5150	162.26
TOTAL CONSTRUCTION & EQU...	39640	06/27/2024	Reworked bathroom exhaust ...	605.8500.000.5400	271.84
TOTAL CONSTRUCTION & EQU...	39642	06/27/2024	Replaced feed to roof exhaust ..	605.8500.000.5400	851.72
LAURENTINA DEJONG	6/17/2024	06/27/2024	Summer 2024 plantings	605.8500.000.5310	2,250.00
GRAINGER	9151710937	06/27/2024	light bulbs/pins	605.8500.000.5150	515.56
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Lu1c56wc3 Pat...	06/30/2024	Tv mount for Michael Li's office	605.8500.000.5190	39.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Ol9py1wg3 Pat...	06/30/2024	Ajax dish soap	605.8500.000.5125	13.47
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Ol9py1wg3 Pat...	06/30/2024	Micrometer for measurements	605.8500.000.5160	25.99
WELLS FARGO CREDIT CARD A...	Delta 00622358358543 Julie ...	06/30/2024	NRPA Conference Flight for A. ...	605.8500.000.5340	62.62
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Patri...	06/30/2024	Flex seal tape for patching lea...	605.8500.000.5150	57.87
WELLS FARGO CREDIT CARD A...	Nrpa Operating Adam Lares ...	06/30/2024	Reg: NRPA Conf: Lares	605.8500.000.5340	69.50
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Patric...	06/30/2024	Stain for staining fire station 3...	605.8500.000.5400	13.47
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Patric...	06/30/2024	Door stops for Fire station 3 B...	605.8500.000.5400	12.54
Fund 605 - CITY FACILITIES Total:					47,342.72

Fund: 606 - TECHNOLOGY FUND

INSIGHT PUBLIC SECTOR	1101170649	06/20/2024	Office 365 Monthly license 5....	606.8600.000.5395	2,577.50
PRO-TEC DESIGN INC.	114630	06/20/2024	Help Desk Services 5.30.2024	606.8600.000.5310	51.00
LOCAL GOVERNMENT INFOR...	18013	06/20/2024	Entrust Token - Soft & Fiber P...	606.8600.000.5395	1,067.02
LOCAL GOVERNMENT INFOR...	18013	06/20/2024	Laserfiche License 2024	606.8600.000.5395	13,928.00
AT&T MOBILITY	287298707874X05032024	06/20/2024	FD Cell Phones 4.2024	606.8600.000.5320	973.49
AT&T MOBILITY	287298707874X06032024	06/20/2024	FD Cell Phones 5.2024	606.8600.000.5320	969.05
AT&T MOBILITY	287298708193X05032024	06/20/2024	PD Cell Phones 4.2024	606.8600.000.5320	2,969.83
AT&T MOBILITY	287298708193X06032024	06/20/2024	PD Cell Phones 5.2024	606.8600.000.5320	2,969.83
AT&T MOBILITY	287299110577X05032024	06/20/2024	CH Cell Phones 4.2024	606.8600.000.5320	3,102.47
AT&T MOBILITY	287299110577X06032024	06/20/2024	CH Cell Phones 5.2024	606.8600.000.5320	3,565.20
MARCO TECHNOLOGIES, LLC	36742064	06/20/2024	Printers & Copiers contract 6....	606.8600.000.5430	6,555.80
US INTERNET	4497496	06/20/2024	Email filtering system 6.2024	606.8600.000.5395	230.00
CONSOLIDATED COMMUNICA...	5/15/2024	06/20/2024	Monthly Phone bill 5.2024	606.8600.000.5320	1,010.44
VERIZON WIRELESS	9964934279	06/20/2024	Monthly Cell Phone 5.2024	606.8600.000.5320	600.17
SPOK, INC.	H0317493R	06/20/2024	Monthly Translation Svcs 5.31...	606.8600.000.5395	5.22
CDW GOVERNMENT INC	RP44585	06/20/2024	Large Format Printer Paper	606.8600.000.5105	149.96
CDW GOVERNMENT INC	RS62487	06/20/2024	Apple Ipad	606.8600.000.5615	319.13
CDW GOVERNMENT INC	RT14540	06/20/2024	Wall Mount for Video Bars	606.8600.000.5190	75.05
WELLS FARGO CREDIT CARD A...	Amazon.Com Zh4ae8ho3 Marc..	06/30/2024	Monitor	606.8600.000.5160	269.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 234qz7ks3 Ma...	06/30/2024	Mouse and USB adapter	606.8600.000.5160	29.80
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 3k6888if3 Mar...	06/30/2024	USB Cable	606.8600.000.5190	246.00
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 4o98c6gx3 Ma...	06/30/2024	Monitor Arm	606.8600.000.5160	35.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 5z8hv3373 Ma...	06/30/2024	Monitors	606.8600.000.5160	229.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 6t2cg9k23 Mar...	06/30/2024	Extension cables	606.8600.000.5190	33.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US 732c79ry3 Ma...	06/30/2024	Ethernet & USB Cables	606.8600.000.5190	71.37
WELLS FARGO CREDIT CARD A...	Amzn Mktp US C95w24wg3 M...	06/30/2024	Case and ink	606.8600.000.5105	98.08
WELLS FARGO CREDIT CARD A...	Amzn Mktp US E07h84mc3 M...	06/30/2024	Monitors	606.8600.000.5160	533.10
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Ik7yl53j3 Marc...	06/30/2024	Monitor Arm	606.8600.000.5160	35.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Oo9nz7xv3 Ma...	06/30/2024	High Speed HDMI Cables	606.8600.000.5190	81.96
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Pw31x6qz3 Ma...	06/30/2024	Monitor arm	606.8600.000.5160	35.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Qt7wy3m13 ...	06/30/2024	Ball Point Pen	606.8600.000.5105	20.45
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Qt7wy3m13 ...	06/30/2024	USB Cables	606.8600.000.5190	61.52
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Uh06o8rm3 M...	06/30/2024	Drawer Organizers	606.8600.000.5105	31.22
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Uh06o8rm3 M...	06/30/2024	4-Port HDMI Splitter	606.8600.000.5190	21.23
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Z62hg2ht3 Ma...	06/30/2024	Power bricks	606.8600.000.5190	27.95
WELLS FARGO CREDIT CARD A...	World Data Products Marc Ga...	06/30/2024	Hard drives	606.8600.000.5160	483.11
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Marc ...	06/30/2024	Parks & Rec Zoom	606.8600.000.5395	31.98
Fund 606 - TECHNOLOGY FUND Total:					43,498.83

Fund: 702 - ESCROW FUND

ETERNITY HOMES LLC	5/29/2024	06/20/2024	Refund permit #PRBD202200...	702.5200.001.2050	2,500.00
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Expense Approval Report

Payment Dates: 6/19/2024 - 7/2/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMBERWOOD, LLC	5/30/2024	06/20/2024	Escrow Refund - Amberwood ...	702.3100.165.2050	15,000.00
ISD #199	5/30/2204	06/20/2024	Escrow Refund - ISD 199 Salem..	702.3100.313.2050	19,807.02
Fund 702 - ESCROW FUND Total:					37,307.02
Grand Total:					699,457.36



Request for Council Action

SUBJECT: **Personnel Actions**

MEETING DATE: July 8, 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 7.8.24 (hires-terms) revised



Request for Council Action

SUBJECT: **Temporary Off-Site Gambling Permit for Moose Lodge #1088**

MEETING DATE: July 8, 2024

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the application of the Loyal Order of Moose Lodge #1088 for a temporary off-site gambling (Tipboards) permit for a Soldier 6 Fundraising event on July 27, 2024 at the Veterans Memorial Community Center, 8055 Barbara Ave.

BACKGROUND

The Loyal Order of Moose Lodge #1088 has submitted an application for off-site gambling for the July 27, 2024, Soldier Fundraiser. The Moose Lodge is seeking approval from the City in order to conduct meat tip boards.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends adoption of the attached Resolution, approving the application to conduct off-site gambling.

ATTACHMENTS

1. Resolution Approving LOOM #1088 Temporary Off-Site Gambling Permit (1)
2. 2024-07-08 LG230 Off-Site Gambling Application - Moose Lodge #1088

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE APPLICATION OF
LOYAL ORDER OF MOOSE LODGE 1088
TO CONDUCT OFF-SITE GAMBLING – TIPBOARDS
AT THE VETERANS MEMORIAL COMMUNITY CENTER,
8055 BARBARA AVE**

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

WHEREAS, Loyal Order of Moose Lodge 1088 has submitted an application to Conduct Off-Site Gambling – Tip Boards at 8055 Barbara Avenue Inver Grove Heights on the date of July 27, 2024.

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Inver Grove Heights, County of Dakota, State of Minnesota, hereby approves the application of Loyal Order of Moose 1088 to conduct Off-Site Gambling – Tipboards.

FURTHER, to direct staff to forward a copy of this resolution to the Minnesota Charitable Gambling Control Board.

Passed by the City Council of Inver Grove Heights this 8th day of July, 2024.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: Moose Lodge 1088 License Number: 00110

Address: 5927 Concord Blvd City: Inver Grove Heights, MN Zip: 55076

Chief Executive Officer (CEO) Name: Kieth Momper Daytime Phone: 6514552142

Gambling Manager Name: Peter Gaarder Daytime Phone: 6512708468

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 07 / 27 / 24 to 07 / 27 / 24

Check the type of games that will be conducted:

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

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Veteran Memorial Community Center

Street address and
City (or township): 8055 Barbara Avenue Zip: 55077 County: Dak

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

☐ **Yes** If yes, a lease is not required.

☒ **No** If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Meat tipboards for veterans event

Lessor's Signature: *Al Vandevoort* Date: 6/18/24

Print Lessor's Name: Al Vandevoort - VMCC

CONTINUE TO PAGE 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: <u>Inver Grove Heights</u> Date Approved by City Council: <u>July 8, 2024</u> Resolution Number: _____ (If none, attach meeting minutes.) Signature of City Personnel: _____ Title: <u>City Clerk</u> Date Signed: _____	County Name: _____ Date Approved by County Board: _____ Resolution Number: _____ (If none, attach meeting minutes.) Signature of County Personnel: _____ 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: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.

Keith Meyer 6-17-24
Signature of CEO (must be CEO's signature; designee may not sign) Date

Mail or fax to:

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

No attachments required.

Questions? Contact a Licensing Specialist 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 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.



Request for Council Action

SUBJECT: **Resolution Approving Lawful Charitable Gambling Premises Permit at Pizza Pub**

MEETING DATE: July 8, 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 Pizza Pub, 5660 Bishop Ave, Inver Grove Heights.

BACKGROUND

The Spartan End Zone Club has submitted an application for a premises permit to conduct lawful charitable gambling operations at Pizza Pub, 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, IGH Brewing, and Los Portales. The organization's gambling manager, Dianne Rassman, 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 Pizza Pub.

ATTACHMENTS

1. Resolution Approving Gambling Premise Permit - Pizza Pub
2. 2024-06-27 LG214 Premise Permit Application - Spartan End Zone - Pizza Pub

**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 PIZZA PUB LOCATED
AT 5660 BISHOP 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 Pizza Pub, 5660 Bishop 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 Pizza Pub, 5660 Bishop 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 8th day July, 2024.

Brenda Dietrich, 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: [REDACTED]
 Chief Executive Officer (CEO) JASON BRYANT Daytime Phone: 651-302-8334
 Gambling Manager: DIANNE RASSMAN (BESS) Daytime Phone: 651-459-6090

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: PIZZA PUB
 List any previous names for this location:
OLD WORLD PIZZA
 Street address where premises is located: 5660 BISHOP AVE. INVER GROVE Hgts
(Do not use a P.O. box number or mailing address.)

City: INVER GROVE Hgts **OR** Township: _____ County: DAKOTA Zip Code: 55076

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****ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>ABC RENTAL 460 VILLAGE AVE SO</u>	<u>ST PAUL</u>	<u>MN</u>	<u>55076</u>
<u>PUBLIC STORAGE 9725 SO ROBERT TRAIL</u>	<u>INVER GROVE Hgts</u>	<u>MN</u>	<u>55077</u>
		<u>MN</u>	

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"> 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. | <ol style="list-style-type: none"> 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.

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

Organization: SPARTAN END ZONE CLUB	License/Site Number: 93697	Daytime Phone: 651-459-6090
Address: P.O. Box 2212	City: INVERGROVE Hgts MN	State: Zip: 55076
Name of Leased Premises: Pizza Pub of IGH LLC	Street Address: 5460 Bishop Ave	
City: Inver Grove Heights	State: Zip: MN 55076	Daytime Phone:
Name of Legal Owner: [REDACTED]	Business/Street Address: 5460 Bishop Ave	
City: Inver Grove Heights	State: Zip: MN 55076	Daytime Phone:
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: _____. 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:

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 Appointing Election Judges for the 2024 State Primary and General Election**

MEETING DATE: July 8, 2024

ITEM TYPE: Consent Agenda

CONTACT: Katie Malott, Deputy City Clerk, 651.450.2470

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, appointing election judges for the State Primary on August 13, 2024 and the General Election on November 5, 2024.

BACKGROUND

Minnesota Statue 204B.21 provides that election judges for precincts in a municipality shall be appointed by the governing body of the municipality and the appointments shall be made at least 25 days before the election at which they will serve.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends approval of the attached Resolution.

ATTACHMENTS

1. Resolution Appointing Election Judges (2024-07-08)

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

RESOLUTION NO. 2024-_____

A RESOLUTION APPOINTING ELECTION JUDGES

WHEREAS, Minnesota Statute provides that election judges for precincts in a municipality shall be appointed by the governing body of the municipality; and

WHEREAS, the appointments shall be made at least 25 days before the election at which the election judges will serve;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Inver Grove Heights, Minnesota, that the individuals listed on the attached Exhibit A are hereby appointed to serve as election judges for the August 13, 2024 Minnesota State Primary and the November 5, 2024 General Election at the hourly rate of \$12.88 for election judges and \$15.19 for head judges; and

BE IT FURTHER RESOLVED that the election judges hereby appointed shall be in addition to those previously appointed by action of the City Council and may be further supplemented by subsequent action of the City Council; and

BE IT FURTHER RESOLVED that the City Clerk and/or the Deputy Clerk are hereby authorized to assign duly appointed election judges to individual precincts and to specific tasks and duties as needed for the effective and efficient conduct of election operations and to designate Head Election Judges from within those election judges appointed by the City Council.

DATED this 8th day of July 2024.

Brenda Dietrich, Mayor

Attest:

Rebecca Kiernan, City Clerk

EXHIBIT A: 2024 ELECTION JUDGES FOR THE CITY OF INVER GROVE HEIGHTS, MN

Nicola Abbott	Warner Gouin	Patricia Mikulski
Annette Adam	Jeffrey Gould	Kathleen Miles
Frank Alexander	Richard Graves	James Mitchell
Kathleen Alexander	Chris Grinsteinner	Danielle Moynihan
Theresa Allen	Julie Hammons	Madeline Ngo
Cheryl Anderson	Lyn Hartman	Michele Nyberg
Linda Baker	Mary Hartman	Michael Overturf
Susan Barry	John Hauser	Daniel Passer
Jerry Biese	Kaitlyn Heisick	Kymn Paulson
Linda Both	Hannah Heiss	Jeffrey Pelletier
Gregory Boyle	Sharon Hinrichs	Jack Pence
Frank Brewer	Ashley Hogenson	Sophia Peterson
Renee Briguët	Sandra Honerbrink	Heather Pickett
Karen Bryngelson	Shelly Hooper	Dian Piekarski
Colin Cain	Elizabeth Hovland	Amy Powers-Johnson
Anna Cheyne	Marci Jacobson	Linnea Raessler
Rita Clare	Eugene Jensen	Warren Robinson
Daniel Collins	Patrice Johnson	Allison Rogich
Margaret Conner-Messer	Thomas Johnson	Katherine Rother
Jason Cooke	Ben Johnston	Madison Sampson
Virjeanne Cornwell	Jerome Jugovich	Mark Sampson
Dan Dahlke	Debra Kammerer	Stephanie Savoie
Joan Davenport	James Kellgren	Emily Schiltz
Lori DeMaio	Mahbubur Khan	Kathy Schowalter
Maria Dols	Jordan Khang	Jacquelyn Schreiber
Roxanne Donnelly	Leslie Krona	Teresa Schultz
Katherina Dosh	Candyce Kuehn	JoEllen Schwake
Nancy Duescherl	David Leick	Ashley Scott
JoAnn Dwornicki	Alice Lesney	Boris Shtern
Cynthia Edwards	Susan LeVahn	Judy Solarz
Alan Egging	Gary Lothenbach	Ann Stallons
Mary Egging	Clifford MacDonald	Mary Sullivan
Joan Elbert	Peter MacInnes	William Thornton
Sharon Elumba	Greg Malecha	Sue Titel
Paula Gabay	Ramy Mansur	Anne Todd
Mary Garfield	Susan Marcotte	Megan Torgerson
Karen Geene	Jon Marsden	Kevin Trandem
Mary Gisch	Bradley Mathison	Robin Trow
Larry Gonier	Mary McArdle	Jeanne Tschida
Melissa Goski	Shelley McLees	Len Tschida

EXHIBIT A: 2024 ELECTION JUDGES FOR THE CITY OF INVER GROVE HEIGHTS, MN

Judith Gouin	Patricia Orgas	
Taisha Turner	Susan Peterson	
Lance Twedt	John Rohleder	
Janet Ulve	Kari Schuch	
Mahesh Varadiah	Joan Seterstrom	
Dawn Vorderbruggen Gaetke	Paulette Stark	
Richard Webb	Catherine Tuione	
Jane Weber	Charles Turner	
Alan Wentkiewicz	Lynn Waska	
Kaye Wohlwend	Milo Komatsu	
Marsha Workman	Dylan Novacek	
Manal Youssef	Jane Cain	
Scott Zemke		
Jeanne Zimmer		
Khadji Ahmed		
Suzette Allaire		
Anna Amundson		
Suzanne Aten		
Amy Biermaier		
Nicole Briguet		
Carol Brunzell		
David Corniea		
Mary DiMarco		
Bruce Ekholm		
Yvonne Erhart		
Theresa GanglGhassemlouei		
Nora Gottwalt		
Matthew Hager		
Diane Hawkins		
Angela High-Pippert		
Betty Hockinson		
Lori Jaeger		
Jerry Johnson		
Tom Kieffer		
Janet Lindblad		
Amara Malekebu		
Kathy Michels		
Mary Miller		
Ryan Morisette		
Blong Moua		
Jenelle Ollerich (Suchy)		



Request for Council Action

SUBJECT: **Resolution Awarding a Contract to WSB for Final Design and Bidding Services for City Project No. 2025-09D and 2025-09E**

MEETING DATE: July 8, 2024

ITEM TYPE: Consent Agenda

CONTACT: Steve Dodge, Assistant City Engineer, 651.450.2541

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, awarding a contract to WSB, LLC for final design and bidding services for City Project Nos. 2025-09D - Barbara Avenue and 46th Street Area and 2025-09E - 50th Street (Babcock Trail to TH 3).

BACKGROUND

On November 11, 2023, the City Council authorized preparation of a feasibility report and awarded a contract to WSB, LLC (WSB) (Resolution No. 2023-274) for 2025 Pavement Management Initiative projects which included City Project Nos. 2025-09D – Barbara Avenue and 46th Street Area and 2025-09E - 50th Street Area (Babcock Trail to TH 3).

On May 28, 2024, the Council received the feasibility report (Resolution No. 2024-111) and ordered improvements associated with these two projects, including preparation of the associated plans and specifications. Staff recommends continuing to work with WSB to complete the final design effort for this project, given that they provided their expertise to the feasibility report and are knowledgeable of the project's parameters, geotechnical report, and drainage report. Maintaining continuity in design staff who are familiar with the project specifics and unique design challenges is important to creating effective plans and specifications. WSB will be able to provide the continuity needed to assist the City in preparing contract documents and meeting necessary deadlines for advertisement, bidding, award and construction timelines.

FISCAL IMPACT

WSB has submitted a proposal for \$466,778.00 to assist the City with final design and bidding services. These efforts are funded on an interim basis through Pavement Management - Local Project Fund (Fund 440). These costs will be reimbursed through several project funding sources, including the Pavement Management - Local Streets Fund (Fund 440), Special Assessments, Water Capital Fund (Fund 511), Sewer Capital Fund (Fund 521), and Stormwater Capital Fund (Fund 531), as part of the overall legal, engineering, administration, and finance (LEAF) costs for the project.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, approving the contract with WSB, LLC for final design and bidding services for City Project Nos. 2025-09D - Barbara Avenue and 46th Street Area and 2025-09E - 50th Street (Babcock Trail to TH 3).

ATTACHMENTS

1. Resolution - Approve Consulting Services Contract - Projects 2025-09D and 2025-09E
2. 2025 PMI Design and Bidding Services Contract - WSB [Signed]

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

RESOLUTION NO. _____

**RESOLUTION APPROVING CONSULTANT SERVICES CONTRACT WITH WSB, LLC FOR FINAL
DESIGN AND BIDDING SERVICES FOR CITY PROJECT NOS. 2025-09D AND 2025-09E**

WHEREAS, On November 11, 2023, the City Council authorized preparation of a feasibility report and awarded a contract to WSB, LLC (WSB) (Resolution No. 2023-274) for 2025 Pavement Management Initiative projects. The feasibility report included City Project Nos. 2025-09D – Barbara Avenue and 46th Street Area and 2025-09E - 50th Street Area (Babcock Trail to TH 3); and

WHEREAS, On May 28, 2024, Council received the Feasibility Report (Resolution No. 2024-111) and ordered improvements associated with City Project Nos. 2025-09D and 2025-09E (Resolutions 2024-112 and 2024-113), including the preparation of the associated plans and specifications; and

WHEREAS, City staff recommends WSB for the Project's engineering services due to their expertise, knowledge of the project's parameters, and their work on the feasibility report, ensuring continuity, efficiency, and adherence to the design, bidding, and construction schedule; and

WHEREAS, the City has provided a scope of work, and requested and received an engineering services proposal from WSB to provide a negotiated final cost and contract for final design and bidding services for the Project.

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

1. The proposal from WSB, LLC's proposal dated June 24, 2024, in the amount of \$446,778.00 is hereby accepted.
2. As part of the final design fee for the project, the Director of Public Works is authorized to direct the use of contingency funds up to \$22,000 for changes in scope that may occur through the final design efforts.
3. Interim funding for these services will be through the Pavement Management - Local Project Fund (Fund 440) and reimbursed through the Pavement Management - Local Streets Fund (Fund 440), Special Assessments, Water Capital Fund (Fund 511), Sewer Capital Fund (Fund 521), and the Stormwater Capital Fund (Fund 531).
4. The Mayor and City Clerk are hereby authorized and directed to enter a Work Order Contract for the scope of work included by reference as part of the current Master Professional Services Agreement with WSB, LLC.

Adopted by the City Council of the City of Inver Grove Heights, Minnesota on this 8th day of July 2024.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



June 24, 2024

Steve Dodge
Assistant City Engineer
Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: Proposal - 2025 Pavement Management Initiative Final Design Services
City Project No. 2025-09D, 2025-09E
WSB Project No. 024055-000

Dear Mr. Dodge:

On behalf of WSB, thank you for this opportunity to submit our qualifications for the project referenced above.

As requested, the attached proposal outlines the scope of services, assumptions, and the associated engineering fees necessary to complete the 2025 Pavement Management Initiative Final Design Services.

We look forward to working with you on this project. If you agree with this proposal, please sign where indicated and return one copy to our office. WSB will start work upon receipt of a signed contract. Please do not hesitate to contact me at 608.632.1432 with any questions.

Sincerely,

WSB

A handwritten signature in black ink that reads "Kyle Hoff". The signature is fluid and cursive, with the first name "Kyle" and last name "Hoff" clearly distinguishable.

Kyle Hoff
Project Manager

Attachments

2025 Pavement Management Initiative Design and Support

Project Identification: This work involves providing design and bidding support services for one project in the 2025 Pavement Management Initiative; 2025-09D, Barbara Avenue and 46th Street Area, including surface work in the Groveland Park area, and additional support services for the City's design efforts for 2025-09E, 50th Street Area (TH 3 to Babcock Trail).

This written authorization to proceed and work order contract (work order contract) is between the City of Inver Grove Heights (City) and **WSB LLC**, a Corporation, Address: **701 Xenia Ave Suite 300 Minneapolis, MN 55416** ("Contractor"). This work order contract is issued under the authority of the City of Inver Grove Heights Master Professional Services Agreement between the City and Contractor ("Master Services Agreement") and is subject to all applicable provisions of the Master Services Agreement, which is incorporated herein by reference.

Recitals

1. The Contractor will furnish all products and perform all services defined in Article 2 of this Work Order Contract, Scope of Work and Deliverables, below.
2. The City needs a Contractor to provide professional services for design and bidding of project 2025-09D as part of the 2025 Pavement Management Initiative.
3. The City needs a Contractor to provide additional professional services to assist the City's design and bidding for project 2025-09E as part of the 2025 Pavement Management Initiative.

Work Order Contract

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

1.1. Effective Date:

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

1.2. Expiration Date:

This work order contract will expire on **December 31, 2026**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3. Exhibits:

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

Exhibit A = Specifications, Duties, and Scope of Work

Exhibit B = Progress Report Form

2. Scope of Work and Deliverables:

- 2.1. The Contractor, who is not a city employee, will provide the following services under this work order contract: complete the tasks listed in **Exhibit A**. The Contractor's assumptions for the work required to deliver the identified scope are included as part of this Contract

Attachment 1. The Contractor's assumptions or estimate of work will not supersede or take precedence over the requirements to deliver the specific scope items listed in this contract.

- 2.2. Deliverables are defined as the work product created or supplied by the Contractor pursuant to the terms of this work order contract.

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

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

4. Consideration of Payment:

4.1. Consideration:

The City will pay for all services performed by Contractor under this contract as follows:

4.1.1. Compensation:

Contractor will be paid for hours worked during each invoice period on a Unit Rate basis not to exceed a maximum aggregate value greater than the Total Obligation shown in Section 4.1.5:

Labor Rate Costs*: **\$ 466,778.00**

Direct Expense Costs: **\$ 0.00**

* Labor Rate includes direct labor, overhead and profit

4.1.2. Overtime:

The City will not pay directly for any overtime worked by a Contractor or a subcontractor.

4.1.3. Direct Expense Costs:

Allowable direct expense costs include project specific costs and are items not otherwise included in overhead costs. Travel expenses and open house materials specific to this project are examples of Direct Expense Costs. Any Direct Expense Costs that are necessary for Contractor to reasonably conduct day to day work

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

4.1.4. Travel Expenses:

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

4.1.5. Total Obligation:

The total obligation of City for all compensation and reimbursements to Contractor under this contract will not exceed **\$ 466,778.00**

5. Terms of Payment:

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

6. Contractor's Project Manager:

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

Name/Title: **Kyle Hoff**
Address: **178 E. 9th Street Suite 200, St. Paul, MN 55101**
Telephone: **608.632.1432**
E-Mail: **khoff@wsbeng.com**

7. City's Project Manager and Authorized Representative:

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

Authorized Representative		Project Manager	
Name/Title:	Paul Merchlewicz, P.E.	Name/Title:	Steve Dodge, P.E.
Address:	8150 Barbara Ave Inver Grove Heights MN, 55077	Address:	8150 Barbara Ave Inver Grove Heights MN, 55077
Telephone:	651-450-2572	Telephone:	651-450-2541
E-Mail:	pmerchlewicz@ighmn.gov	E-Mail:	sdodge@ighmn.gov

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

8. Termination and Suspension

8.1. Termination by the City

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

8.2. Termination for Insufficient Funding

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

8.3. Suspension

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

9. Plain Language; Accessibility Standards

9.1. Plain Language

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

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

City Contract No.: 23-27_IGHMSA_E_WO_21

City Project: 2025 Pavement Management Initiative Design and Support

In witness whereof, Consultant and City and caused this Agreement to be executed on their behalf by the proper officers.

Date: _____, 20__

CITY OF INVER GROVE HEIGHTS

BY: _____

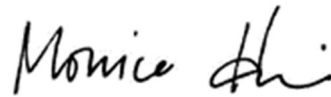
Brenda Dietrich, Mayor

ATTEST: _____

Rebecca Kiernan, City Clerk

Date: June 24, 2024

CONSULTANT



BY: Monica Heil

IT'S: Vice President of Municipal Services

Exhibit A: Scope of Work

1. Project Overview

1.1. General Statement of Scope of Work

- 1.1.1. The delivery of this contract includes providing final design, survey, and bidding support services for City Project 2025-09D (Barbara Avenue and 46th Street Area). Groveland Park trails, sidewalks and parking lot reconstruction will be included as part of the overall plan set. This project includes City funds and is required to comply with all City standards.
- 1.1.2. The delivery of this contract also includes additional professional support services for the City’s final design, survey, and bidding of City Project 2025-09E (50th Street Area, TH3 to Babcock Trail) to include but not limited to:
 - a. Topo Survey
 - b. TH 3 signal intersection topo, design, specs, plan sheets, and coordination with MnDOT

1.2. Project Background

- 1.2.1. Project information for proposed improvements is included in the document “2025 Pavement Management Initiative Feasibility Report.” The Study includes information specific to project scope for City Projects 2025-09D, 2025-09E, 2025-09F.
- 1.2.2. For the purposes of this document, the “Project” includes 2025-09D and 2025-09E and all components as required whether separate or combined.

1.3. Project Deliverables

- 1.3.1. As part of the final project deliverables, the Contractor will provide electronic copies of all documents and source information produced during the preparation of the project.
- 1.3.2. The Contractor will:
 - a. Provide CAD base files used to develop project plans
 - b. Provide project plans in CAD format. The Contractor may bind all references to create a stand-alone plan sheet for each plan.
 - c. Provide any model information used for the design. Examples of model information may include hydraulic, traffic, or other.

1.4. Project Schedule

Items	Date Due
Expected Notice to Proceed	July 2024
Project Kick-Off Meeting	July 2024
60% Design Plans, Specifications, Estimates	September 2024
90% Design Plans, Specifications, Estimates	December 2024
Final Contract Documents	January 2025
Bidding Services	January - March 2025
<i>Not in this contract:</i>	
Construction	April - October 2025
Assessments	September - October 2025

Final Project

October 2025

2. Project Management

2.1. Project Coordination and Administration

- 2.1.1. Project management includes work necessary for communicating and completing the project tasks on time and within budget. The Contractor must not reassign the project manager or their primary duties without the written consent of the City's project manager. The Contractor's staff must have the training and expertise necessary for the work tasks to which they are assigned.
- 2.1.2. Meeting summaries must be submitted no later than **three** business days after each meeting. Final meeting summaries must be submitted no later than **one** business day after receiving comments on draft summaries.
- 2.1.3. The Contractor will:
 - a. Prepare invoices accompanied by:
 - i. Progress report form (**Exhibit B**).
 - ii. Supporting data for direct expenses.
 - iii. Manage, coordinate, direct, and monitor subcontractor services, including reviewing progress reports, deliverables, schedule, and invoices.
 - b. Update the City's project manager on the status of the project schedule, budget, and general status/progress at the weekly progress meetings.
 - c. Store all deliverables in an organized electronic document management system and make deliverables available to the City's project manager as needed whether the file is incomplete, in draft form, or the final deliverable.
 - d. Track issues and action items that develop during the project that either need resolution or implementation. The Contractor will review project issues and action items with the City's project manager at the weekly progress meetings.

2.2. Project Meetings

- 2.2.1. Kickoff Meeting
 - a. The Contractor will schedule and facilitate a project kickoff meeting to confirm the basic project objectives, solidify a work plan, and obtain consensus on the project requirements. This meeting must occur no later than **five** business days after notice to proceed. The meeting will be held via **Microsoft Teams** or at **Inver Grove Heights City Hall** and will include up to **two** Contractor staff.
- 2.2.2. Project Management Team (PMT) Meetings
 - a. The Contractor will facilitate **weekly** PMT meetings with the City's project manager and other personnel as identified by the City's project manager. The PMT meetings are intended to provide a management-level view of project development.
 - b. Coordination for both projects may be combined into each weekly PMT meeting.
 - c. The Contractor will:
 - i. Meet with the City's project manager weekly to review progress of deliverables, issues, and team effectiveness.

- ii. Solicit feedback from the City's project manager to assess whether all services meet the requirements of the project.
 - iii. Identify needs and issues and discuss steps.
- d. Progress meeting attendees may vary depending on issues that need discussion. The Contractor's project manager must attend these meetings.
- e. PMT meetings may be used to address City comments for each of the review submittals (60%, 90%, Bid Package) to discuss City comments and provide resolution before finalizing all deliverables necessary for bidding.

3. Utility Coordination

This task is for utility coordination only and does not include subsurface utility engineering.

This scope of work references and follows the *MnDOT Utility Accommodation and Coordination Manual* and assumes the contractor understands these steps.

This work will happen and be coordinated with all other projects being delivered with the 2025 Pavement Management Initiative being designed and delivered by the City.

3.1. Standards and Guidance

3.1.1. Specific utility coordination activities must be handled in compliance with:

- a. For the purpose of this Contract, "designate" refers to finding the presence and horizontal location of underground utilities using surface geophysical prospecting techniques (equivalent to quality level B)
- b. For the purpose of this Contract, "locate" means to obtain the precise horizontal and vertical position of subsurface utilities by non-destructive excavating techniques (equivalent to quality level A).
- c. Statute 216D requires utility locations according to CI/ASCE 38-02 Standard Guideline for the Collection and Designation of Existing Subsurface Utility Data.
- d. Quality Level (QL) D accuracy will be required, except as surveyed for above-ground features.

3.2. Items Provided by the City

3.2.1. Any City provided data should be considered draft and in need of verification by the Contractor as part of this scope for the defined project study area.

- a. Previous plan sets with utility information
- b. Previous Gopher State One Call (GSOC) ticket responses
- c. Available utility information
- d. Survey information for above ground and overhead utility
- e. Topographic survey completed during the Feasibility for surface features within right-of-way, streets, sanitary, storm sewer and watermain.
- f. Televising information related to sanitary and storm sewer.

3.3. Conduct Utility Design Meeting

3.3.1. The purpose of this meeting is to review the project design with utility owners and discuss potential conflicts. Project plans that depict the resulting utility information will facilitate decision making at the meeting.

- 3.3.2. The Contractor will meet with the City, prior to the meeting with utility owners, to review the identified conflicts and propose potential design solutions.
- 3.3.3. The Contractor will:
 - a. Plan and conduct the Utility Design Meeting, which often takes place between the 60 percent and 75 percent plan completion.
 - b. Invite the City's PM, designers, and utility owners to this meeting.
 - c. Prepare a draft utility conflict resolution matrix in advance of the meeting based on utility owner input. The conflict matrix will be used to develop the draft utility tabulation sheet.
 - d. Facilitate the meeting such that solutions to utility conflicts are addressed to form an efficient design. Design modifications that minimize utility conflicts must be considered and documented.
- 3.3.4. The Contractor will create the roadway plan utility sheet for review with the City and utility owners. The utility plan sheet must consider excavation areas, and conflicts with proposed drainage, ditch grading. The tabulation sheet also must consider areas potentially affected by the project's traffic control and construction phases.
- 3.3.5. Deliverables:
 - a. Meeting agendas, materials, and summaries
 - b. Draft utility conflict resolution matrix
 - c. Draft roadway plan utility sheets

3.4. Obtain and Review Utility Relocation Plans, Schedules, Estimate and Permit Applications by Utility Company

- 3.4.1. The Contractor will:
 - a. Perform review of marked-up plans and information provided by the utility owners.
 - b. Identify potential utility conflicts
 - c. Request utility owners that need to relocate facilities to develop utility relocation plans. The utility owner submittals must include detailed plans, schedules, and estimates.
- 3.4.2. Deliverables:
 - a. Updated map of utility locations that includes the size, type, and ownership of facilities
 - b. Utility Relocation Plans received from utility owners

3.5. Prepare and send GSOC Utility Verifications Letters

- 3.5.1. The Contractor will perform the GSOC and send verification letters to utility owners. Utility verification information only letters must be sent to utility owners with facilities in the project limits that are not affected. Utility Verification Letters must be sent to affected utility owners.
- 3.5.2. Deliverables:
 - a. GSOC ticket
 - b. Utility verification letters
 - c. Utility verification information only letters

3.6. Verification Letter Responses

3.6.1. The Contractor will perform review of utility plans, schedules, and permit submissions and update the conflict resolution matrix, relocation plans, and utility tabulation sheets accordingly. The revised utility conflict resolution matrix must be used to revise the utility tabulation sheets.

3.6.2. Deliverables:

- a. Revised utility relocation plans
- b. Revised utility conflict resolution matrix
- c. Revised utility tabulation sheets
- d. Revised permit reviews

3.7. Prepare and Send Draft Utility Notice & Orders

3.7.1. City staff will prepare and send Utility Notice and Orders. The Contractor will provide supporting information to City for the writing of draft Notice and Orders, including:

- a. Utility relocation dates
- b. Construction dates
- c. Utility facility information
- d. Utility owner information

3.7.2. Deliverables:

- a. Supporting information for the draft Notice and Orders

3.8. Utility Coordination Follow Up:

3.8.1. The Contractor will perform follow up communications and field reviews with utility owners, including:

- a. Develop a communication log to track communications
- b. Produce the final conflict resolution matrix

3.8.2. Deliverables:

- a. Communication log
- b. Final conflict resolution matrix

3.9. Utility Design Change Meeting

3.9.1. Sometimes changes are needed during the final design. The Contractor will plan and conduct one utility design change meeting. This meeting must communicate to the utility owners any major design changes to the project.

3.9.2. If design changes are minor, the Contractor may opt for coordinating utility design changes directly with each individual utility.

3.9.3. Deliverables:

- a. Meeting invitations and meeting minutes
- b. Summary of design changes

3.10. Reimbursement and Utility Agreements

3.10.1. If utility agreements are necessary, the City will write the utility agreements. The Contractor will provide supporting information for the revised utility agreements, including:

- a. Utility relocations dates
- b. Construction dates
- c. Cost information

3.10.2. Deliverables:

- a. Revised final utility relocation dates, construction dates and costs

3.11. Utility Information in Contract Documents

3.11.1. The Contractor will submit complete utility plans and specifications based on the proper and most up-to-date information from the final plans.

3.11.2. Deliverables:

- a. Final utility plans and specifications

4. Wetland Delineation (Metro)

4.1. Standards and Guidance

- 4.1.1. This scope includes the Level 1 and Level 2 wetland delineations for the project including preparation of a wetland delineation report and work necessary to obtain concurrence/approval for the wetland type and boundary delineation from the appropriate regulatory agencies.
- 4.1.2. For the purposes of this contract, the study area will be defined as everything within the existing right-of-way, proposed right-of-way, and easements within the project limits, unless otherwise noted. Level 1 wetland boundaries must be extended 25 feet beyond the study area to provide landscape context.
- 4.1.3. Level 1 (off-site) delineations may be completed outside of the growing season. Verification must occur during the growing season, unless approved by the City's project manager. Level 2 delineation and approvals must take place during the growing season (roughly April 15 to October 15) or as allowed by regulatory agencies.
- 4.1.4. No field flagging is required if Global Positioning System (GPS) survey includes wetland boundary points, transect sample points, and relevant reference points. Otherwise, pin flags must be placed and left in place for delineated boundaries on the roadway edges. No pin flags will be placed in the center median. Center median ditch wetlands must be delineated from aerial photos, and no sampling will take place in the median. If access is needed to delineate wetland basins (not ditch wetland) in the center median, it must be coordinated through the State.
- 4.1.5. Wetlands must be delineated using:
 - a. The determination methodology and procedures described by the U.S. Army Corps of Engineers (USACE) per authority given by Section 404 of the Clean Water Act and as required by the Minnesota Wetland Conservation Act (WCA)
 - b. Wetlands Delineation Manual (USACE 1987) and its regional supplements
 - c. State of Minnesota 2016 Wetland Plant List (USACE 2016)

- d. Guidance for Submittal of Delineation Reports to the St. Paul District Army Corps of Engineers and Wetland Conservation Act Local Governmental Units in Minnesota, Version 2.0 (USACE and BWSR 2015) and Eggers and Reed Plant Communities
- e. Minnesota Rules, chapter 8420
- f. Minnesota Routine Assessment Method, or agreed upon method for wetland function evaluation, if needed

4.2. Items Provided by the State

4.2.1. The City will provide the following items:

- a. Culvert location files (if any) and any existing managed stormwater features within the study area
- b. Any prior Level 1 and Level 2 wetland delineations within the project study area

4.3. Perform Level 1 Field Prep (Wetlands)

4.3.1. The Contractor will conduct off-site wetland delineation to:

- a. Identify all aquatic resources within the study area, including lakes, streams, ponds, ditches, and wetlands using resources such as National Wetlands Inventory (NWI) mapping, Minnesota Department of Natural Resources (DNR) Public Waters Inventory (PWI) mapping, DNR Minnesota Land Cover Classification System (MLCCS) mapping, county soil survey mapping, floodplain mapping, U.S. Geological Survey topographic mapping, current aerial photos, and historical aerial photos
- b. Create appropriate existing condition exhibits for delineation report to illustrate these resources within the project area

4.3.2. Deliverables:

- a. Level 1 aquatic resource exhibits for the wetland delineation report

4.4. Perform Level 1 Field Review (Wetlands)

4.4.1. Perform Level 1 Field Work. The Contractor will field verify Level 1 aquatic resource mapping with a field walk, during which vegetation and topography will be analyzed to determine if estimated wetland boundary lines were drawn in the correct location and make changes as needed.

4.4.2. Perform Level 1 Post Field. The Contractor will update Level 1 mapping to reflect field observations. The final Level 1 wetland delineation must be reviewed by State wetland staff before the Level 2 delineation commences and/or before the early coordination meeting.

4.4.3. Deliverables:

- a. **Field-verified Level 1 wetland delineation exhibits**

4.5. Review Level 1 Delineation for Permanent Impacts (Wetlands)

4.5.1. The Contractor will identify all temporary and permanent aquatic resource impacts, including:

- a. In table format, data for each wetland, specifically the type, location, size, and potential impact amount (permanent/temporary and cut/fill)

- b. Any exhibits that illustrate each impact area, type and locations, differentiating between permanent and temporary, and cut and fill
- c. Labels on ditch bottom wetlands in the tables and exhibits (wetlands located in the bottoms of ditches that are under USACE jurisdiction without an Approved Jurisdictional Determination)

4.5.2. Deliverables:

- a. Level 1 aquatic resources impact exhibits and tables

4.6. Early Coordination Meeting with Regulators (Wetlands)

- 4.6.1. Meeting invitations must be sent to the City's project manager, Contractor's wetland delineator, Board of Soil and Water Resources (BWSR) Technical Evaluation Panel (TEP) representative, soil and water conservation district (SWCD) TEP representative, DNR TEP representative.
- 4.6.2. The Contractor will arrange, coordinate, and facilitate an early coordination/TEP meeting, including:
 - a. Schedule meeting time and send invites
 - b. Prepare presentation to explain where all the aquatic resources are located on the project, detailed design description, and how impacts were minimized (using the USACE coordination meeting checklist)
 - c. Document any initial concerns considering the information presented and provide meeting summary
 - d. Determine with regulators if future TEP meetings are necessary

4.6.3. Deliverables:

- a. **Meeting materials, agenda, and summary for an early coordination/TEP meeting**

4.7. Perform Level 2 Field Work

- 4.7.1. The Contractor will:
 - a. Complete Routine On-site Determination Method (RODM) for each wetland with the potential for permanent impacts
 - b. Survey each delineation with a GPS to sub-meter accuracy during the growing season (generally April 15 to October 15)
 - c. Prepare data sheets for all wetland and non-wetland areas evaluated

4.7.2. Deliverables:

- a. **Level 2 wetland field delineation including data sheets**

Updated wetland boundary exhibits per GPS survey

4.8. Perform Level 2 Post Field (Wetlands)

- 4.8.1. The Contractor will describe the delineation findings based on the field data sheets and:
 - a. Classify wetlands per RODM standards
 - b. Perform function and values analysis, if deemed necessary by State staff
 - c. Revise exhibits to show updated wetland boundaries

4.8.2. Deliverables:

- a. Wetland exhibits showing wetland boundaries and types

4.9. Write Report Documentation (Wetlands)

4.9.1. The Contractor will prepare a wetland delineation report documenting findings.

4.9.2. The report must be prepared in accordance with State guidelines and checklist and include a description of all wetlands and other aquatic resources on site. The delineated wetland boundaries and sample transects must be illustrated on an aerial photograph and included as an attachment with other GIS maps and wetland delineation data sheets.

4.9.3. The Contractor will arrange, coordinate, and facilitate a TEP meeting to obtain final approval of delineated wetland boundaries in coordination with OES and the district wetland coordinator, including:

- a. Sending invitations to the City's project manager, Contractor's wetland delineator, City's WCA LGU representative, BWSR TEP representative, SWCD TEP representative, DNR TEP representative.
- b. Documenting meeting conclusions

4.9.4. Deliverables:

- a. Draft Wetland Delineation Report and completed wetland delineation review checklist for Minnesota
- b. Meeting materials, agenda, and meeting summary for TEP wetland boundary review
- c. TEP approved wetland boundaries in ARC GIS shapefile format
- d. Final Wetland Delineation Report per TEP boundary and type approval

5. Roadway Design Plans

5.1. File Format

5.1.1. All plans must be in the City plan format and correct coordinates and will contain all necessary design information including Quantity, Signature Block, Abbreviations, Symbols, Details (standard & special), Removals, and "For Information Only" Plan Sheet(s). All special needs must be incorporated into the design, as needed.

5.2. Standards and Guidance

5.2.1. The final plans must be prepared in accordance with current City standards or State Aid standards where applicable.

5.2.2. The plan set must comply with the form, sequence, and content of the City's and State's (where not superseded by City) current:

- a. Project Item List (AASHTOWare) from the current MnDOT Standard Specifications for Construction (<http://transport.dot.state.mn.us/Reference/refItem.aspx>)

5.2.3. The proposed roadway and public utility improvement construction plans must be consistent with identified work, limits, features, and constraints identified in the project feasibility report(s).

5.2.4. Plan sheets may be combined with the prior consent of the City's project manager.

5.3. Prepare 60 Percent Plans

5.3.1. The Contractor will:

- a. Prepare and submit the 60 percent design package, including sheets as noted in the City's 60 percent review checklist.
- b. Prepare and submit a draft special provisions write-up for items not covered in the boilerplate. This includes:
 - i. Coordinate with the City to develop a list of, or draft of, special provisions that modify or supplement the Standard Specifications for Construction to communicate project specific needs during construction operations
 - ii. Replace, modify, or supplement existing sections in MnDOT Standard Specifications for Construction based on project need
 - iii. Provide a list to the City for incorporate of all requirements that are not included in Standard Specifications for Construction
 - iv. Discuss modifications needed with City prior to modifying Division 1 and/or Division 3 of the Standard Specifications for Construction with Special Provisions
- c. Develop a project cost estimate incorporating all major contract items. Cost estimate will include a reasonable contingency allowance.
- d. Identify preliminary contract time details to identify construction timeframes, citywide coordination, and timing. Contract time details will be used to identify needs for later stage special provision information.

5.3.2. Deliverables:

- a. 60 percent design package
- b. Draft special provisions write-up for time and traffic
- c. Draft cost estimate including all major pay items at a minimum and expected contingencies
- d. Preliminary contract time estimation

5.4. Conduct 60 Percent Plan Review

5.4.1. The Contractor will host a Bluebeam Studio session to distribute the plans to City staff for comment and provide the comments to the Contractor.

5.4.2. Deliverables:

- a. Summary of review comments and response documentation

5.5. Prepare 90 Percent Plans

5.5.1. The Contractor will prepare and deliver the 90 percent design package, which must incorporate comments from the 60 percent plans and include:

- a. Full construction plan set
- b. Final construction cost estimate
- c. Any Division S special provisions required solely for this project

5.5.2. Deliverables:

- a. 90 percent design package
- b. Full construction plan set of original, signed, reproducible plans
- c. Final construction cost estimate with the cost participation breakdown

- d. Specific Division S Special provisions to this project
- e. Final Contract Time determination and special provisions

5.6. District Review of 90 Percent Plans

5.6.1. The Contractor will host a Bluebeam Studio session to distribute the plans to City staff for comment and provide the comments to the Contractor.

5.6.2. Deliverables:

- a. Summary of review comments and responses
- b. Access to 90 percent plans with markups to indicate that all comments have been resolved

5.7. Prepare Final Bid Package

5.7.1. The Contractor will assist in the preparation of and delivery of the final bid package, which must incorporate the 90 percent comments and include:

- a. Full construction plan set with review comments addressed
- b. Final construction cost estimate
- c. Division S special provisions

5.7.2. Deliverables:

- a. Final construction cost estimate with the cost participation breakdown

5.8. Prepare Special Provisions

5.8.1. The Contractor will:

- a. Assist the City in compilation of a final special provisions document based on project need and City input from Draft Special Provision review and coordination. This will include all special provision divisions prepared as part of the project.

6. Traffic Analysis and Intersection Design

This work includes the study and analysis of traffic patterns and volumes in the Groveland project area to determine the need for alterations of vehicular traffic, specifically in the Audrey Avenue/August Way/46th Street East and Groveland Park areas. The final intersection design and configuration will be incorporated into the final project design.

6.1. Standards and Guidance

6.2. Existing Intersection and Streets Review

6.2.1. The Contractor will conduct existing intersection conditions review that includes the following information for all study intersections:

- a. Documentation of a field assessment including intersection geometry, utilities, operations, access, and other factors that may influence the design alternatives.
- b. A large-scale map (1 inch = 500 feet) showing the intersection in relationship to nearby roadways, access points, or other significant land uses.
- c. An existing aerial layout (1 inch = 50 feet) of the intersection identifying lane configuration, shoulders, medians, pedestrian and bicycle facilities, right-of-way limits, access driveways, buildings, drainage structures, posted speed limits, and current intersection traffic control.

- d. A review of historical crash data and safety analysis.
- e. AM and PM peak hour traffic operations analyses for existing conditions.

6.2.2. Deliverables:

- a. Field assessment documentation
- b. Intersection exhibits
- c. Crash analysis summary
- d. Existing traffic operations summary

6.3. Alternatives Analysis

The Contractor will complete an analysis of intersection geometric improvements for up to two alternatives for the Audrey Avenue/46th Street intersection and analyze the alternatives for recommendation to and approval by the City.

6.3.1. The Contractor will:

- a. Conduct AM and PM peak hour intersection capacity analyses for all alternatives for the forecast year. Document key measures of effectiveness.
- b. Analyze and document the pros and cons of the alternative in terms of pedestrian and bicyclist accommodations, safety, and accessibility.

6.3.2. Deliverables:

- a. Alternatives analysis summary
- b. Summary of multi-modal pros and cons for each alternative

6.4. Concept Layouts and Cost Estimates

6.4.1. The Contractor will develop concept sketches to support the alternatives screening process for up to two alternatives at the study intersection. The concepts will attempt to minimize impacts to right-of-way, cost, and other factors.

6.4.2. The Contractor will:

- a. Create an in-place topography file based upon an aerial photo. Right-of-way limits will be estimated based upon City and County records. Review in-place topographic, right-of-way, and utility information to determine design constraints.
- b. Generate up to two conceptual layouts (1 inch = 50 feet) meeting City design standards based on recommendations from the alternatives analysis. Conceptual layouts will include preliminary line work (plan only), property impacts, access modifications, and traffic control. Note: due to the limited survey and topography information, the concept layouts will not be able to evaluate profile, drainage, utility, or construction limits.
- c. Prepare and submit a preliminary construction cost estimate for each concept layout. Each preliminary cost estimate will include costs for major construction items, project contingency representing expected but non-quantified costs, and risk assumptions. The preliminary cost estimate will be used as a tool to help determine a preferred project alternative.

6.4.3. Deliverables:

- a. Two conceptual layout(s) based on recommendations from the alternatives analysis at the study intersection(s)

- b. Concept construction cost estimates for concept layout(s) developed

7. Project Bidding

7.1. Bidding

- 7.1.1. The City uses electronic bidding (QuestCDN) for posting Project Manual and acceptance of required project documents and bids from potential construction contractors.
- 7.1.2. The Contractor will assist the City in setting up and posting all applicable project bidding information required by State statute.
- 7.1.3. The Contractor will help prepare and post all necessary public notices prior to, and during, the project advertisement.

7.2. Create Plan Addenda and Clarifications

- 7.2.1. The Contractor will help the City prepare addenda to construction plans as directed by the City based on questions during project bidding.
- 7.2.2. Question responses that do not require addenda or changes to project documents will be posted as project clarifications and distributed to all plan holders.
- 7.2.3. Deliverables:
 - a. Any updated items for the bidding design package as it relates to this project
 - b. Project clarifications as necessary as they relate to this project

7.3. Bid Opening

- 7.3.1. The Contractor will be available and present to open bids electronically. Bid opening will be at City Hall. City's Project Manager, or applicable delegate, must be present for the bid opening.

8. Design Survey

8.1. File Format

- 8.1.1. Deliverable format for survey data will be an ASCII file in State format using linework and comment coding for inclusion into AutoCAD files, using the current versions of AutoCAD.

8.2. Standards and Guidance

- 8.2.1. Survey work must meet best management practices (BMPs) for surveying.
- 8.2.2. All work shall be completed using the Dakota County Coordinate System North American Datum (NAD) 83, 1986 adjustment and North American Vertical Datum (NAVD) 88 vertical datum.

8.3. Items Provided by the City

- a. Known drainage infrastructure information within project area (note: drainage structure information may not be all inclusive).
- b. Horizontal and vertical datum requirements.
- c. Apparent high-water information or requirements when available.
- d. Existing topography shot during feasibility of surface features within right-of-way, including utilities.

8.4. Conduct Topography

8.4.1. The Contractor will:

- a. Contractor will review existing topographic survey information and identify additional survey necessary to complete the design.
- b. The Contractor will send out a mass mailing to notify landowners of survey intention.
- c. Prepare a topo survey work plan and schedule for all survey activities and will review work progress with the City at scheduled PMT meetings.
- d. Collect survey data necessary to complete design and provide information necessary for construction field work.

8.4.2. Deliverables:

- a. Topo survey work plan and project schedule
- b. ASCII file with all survey data, including header Information containing horizontal and vertical datum
- c. Field shots imported into a AutoCAD
- d. Survey report

8.4.3. For 50th Street Area there is additional survey needed beyond the storm and sanitary structures surveyed in the feasibility stage:

- a. four intersections (including signal appurtenances at TH 3) surveyed out to ROW
 - i. 50th Street and Ashley Lane (south leg)
 - ii. 50th Street and Ashley Lane (north leg)
 - iii. Babcock Trail and 50th Street
 - iv. 50th Street from TH 3 signaled intersection to Lamettry's driveway (including signal appurtenances), approximately 245 feet of road ROW
- b. watermain system
- c. three pedestrian ramps areas
- d. eight designated commercial driveways (including Lamettry's). End rads, mid rads, flow line, and center of driveway.

8.4.4. Provided by the City:

- a. The City will provide feasibility level electronic data used to develop the project documents including CAD files and any survey data that may have been collected. "Printed Plan" information will always govern over any electronic plan information provided.

Exhibit B: Progress Report Form

For Invoice No.: _____

City Finance ID:

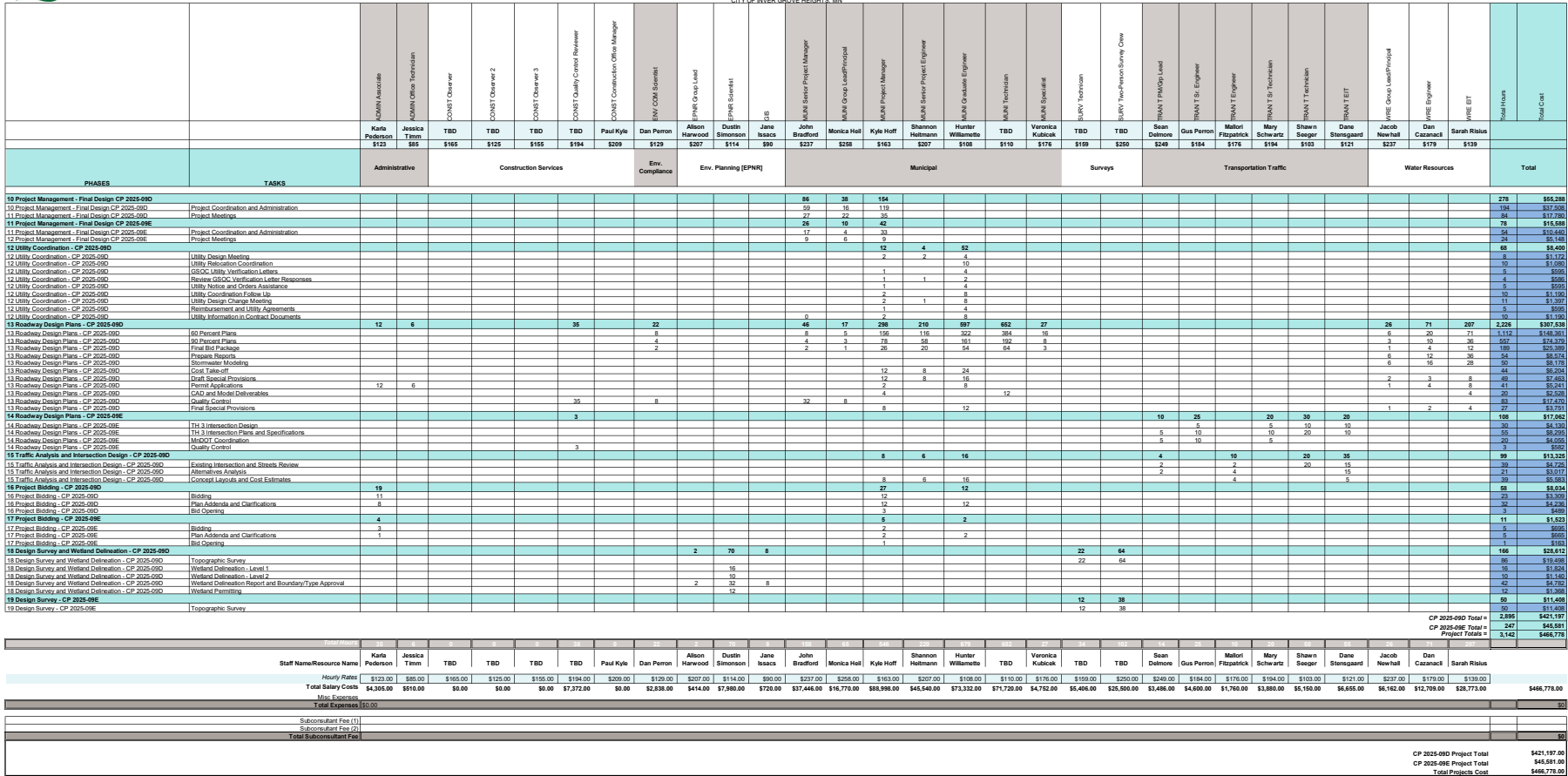
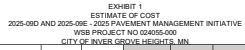
Contract Expiration Date: []

[]

Contractor Project No. 024055-000

Notes	Description	Contract Value		Amount Billed to Date	Previous Amount Billed	Current Amount Due
		2025-09D	2025-09E			
	Project Management	\$ 55,288	\$15,588			
	Utility Coordination	\$ 8,400	\$ 0			
	Design Plans (Roads & Utilities)	\$ 307,538	\$ 17,062			
	Traffic Analysis & Intersection Design	\$ 13,325	\$ 0			
	Project Bidding	\$ 8,034	\$ 1,523			
	Design Survey	\$ 28,612	\$ 11,408			
	Subtotal	\$ 421,197	\$ 45,581			

Date





Request for Council Action

SUBJECT: **Resolution Scheduling Public Hearing for 2025
Pavement Management Project 2025-09G**

MEETING DATE: July 8, 2024

ITEM TYPE: Consent Agenda

CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, scheduling a public hearing for 2025 Pavement Management Project 2025-09G for Monday, August 12, 2024.

BACKGROUND

As part of the 2025 Pavement Management Initiative, the Council initiated City Project 2025-09G for Bacardi Avenue on January 22, 2024. The feasibility report for this project is nearing completion and will be presented as part of the public improvement hearing to be held on August 12, 2024.

Staff will be hosting a public open house for this project on July 24, 2024, in the Council Chambers. The open house will provide a summary of the feasibility report recommendations to adjacent property owners ahead of the proposed public hearing.

FISCAL IMPACT

There are no fiscal impacts associated with this Council action of calling a public hearing. Fiscal impacts of the construction of the project will be presented as part of the scheduled public hearing.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, ordering the publication and scheduling the public hearing for Project 2025-09G for Bacardi Avenue on August 12, 2024, where details of the feasibility report will be presented, resident comments will be heard, and the Council will be asked to consider ordering the project.

ATTACHMENTS

1. Resolution - Schedule Public Hearing for 2025-09G

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

RESOLUTION NO. _____

**RESOLUTION SCHEDULING A PUBLIC HEARING FOR 2025 PAVEMENT MANAGEMENT
PROJECT 2025-09G**

WHEREAS, on January 22, 2024, City Council authorized the preparation of a feasibility report for Project 2025-09G – Bacardi Avenue (Resolution No. 2024-12); and

WHEREAS, Staff and Consultants have prepared a draft feasibility report, will meet with property owners, incorporate feedback into the report, and present the final feasibility report to Council for acceptance prior to the public improvement hearing for the following project:

<u>Project No.</u>	<u>Location</u>	<u>Improvement</u>
2025-09G	Bacardi Avenue	Full Reconstruction

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

1. A public hearing will be held on such improvements at 6:00 PM on Monday, August 12, 2024, in the City Council Chambers at 8150 Barbara Avenue, Inver Grove Heights, MN, 55077.
2. The Council hereby directs the City Clerk to mail and publish notice of such hearing and improvements as required pursuant to Chapter 429 of Minnesota Statute.

Approved by the City Council of the City of Inver Grove Heights, Minnesota this 8th day of July 2024.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Resolution Retaining Bucket Truck #307**

MEETING DATE: July 8, 2024

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing the City to retain Bucket Truck #307, rather than trading it in as originally proposed.

BACKGROUND

A 2012 Ford F550 Aerial Bucket Truck allocated to the Streets Division (Asset #307) was scheduled for replacement in 2023. The 2023 budget included \$125,250 for the new vehicle, accounting for the trade-in value of the current truck, as presented to the City Council in 2022. However, the Parks Department has identified a need for an additional bucket truck in the City's fleet and proposes retaining Asset #307 rather than trading it in.

This aerial bucket truck is extensively used across multiple departments, including Streets, Utilities, Parks, VMCC, and Inverwood Golf Course, for various high-elevation maintenance tasks such as tree trimming, hanging Cahill banners, installing holiday decorations, changing streetlights, and maintaining parking lot and athletic field lights. The high demand for this truck often results in operational delays, particularly during storm damage events and the winter tree trimming season.

Given the truck's good condition and its estimated trade-in value of only \$30,000, the Parks Department is seeking to retain the truck so that the City will have two bucket trucks available during critical times. Considering the cost of a new bucket truck is \$175,000, retaining the existing truck provides a cost-effective solution to meet the City's needs for two bucket trucks. Additionally, the Streets Department has sufficient funds allocated (\$177,509) to replace the truck without relying on the trade-in value.

Retaining the current truck would improve operational efficiency and ensure better availability for multiple departments, addressing the high demand and minimizing delays in critical maintenance tasks.

FISCAL IMPACT

For the 2024 budget, a 2023 carryover of \$104,500 was approved to purchase and install the remaining items needed to fully equip the new bucket truck. This amount is sufficient to cover the remaining \$98,325 required to complete the truck's equipment. Therefore, staff propose a full allocation/purchasing authority of \$177,509 (instead of \$125,250) to allow for the purchase of the new truck/equipment without the trade-in.

Currently, the new budgeted truck has been purchased, but it is not yet fully equipped as indicated

above, so the trade-in for our current bucket truck has not transpired. Given this situation, as indicated above, staff recommends retaining the existing bucket truck.

Furthermore, for future replacements, we could consider a pro-rated funding approach for each department that utilizes the bucket truck. This would ensure that the Parks Department contributes to the funding of the next truck purchase and receives the “handed down” bucket truck when the time comes for replacement. In addition, adding another truck to our fleet will increase some of the park's operating costs (fuel, maintenance, insurance, etc.).

RECOMMENDATION

Staff recommends approval of attached resolution.

ATTACHMENTS

1. Resolution - Retaining Bucket Truck (#307) - Parks Department

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

RESOLUTION NO. _____

RETAINING BUCKET TRUCK #307

WHEREAS, as part of the adopted 2023 budget for the Central Equipment Fund, the City Council authorized the purchase and outfitting of a new bucket truck for the Streets Division, at a cost of \$125,250; and

WHEREAS, the trade-in of the City's 2012 Ford F550 Aerial Bucket Truck (Asset #307) was approved and factored in to the above purchase price of a new bucket truck, and

WHEREAS, the Parks Department has subsequently identified a need for an additional bucket truck in the City's fleet and proposes retaining Asset #307 rather than trading it; and

WHEREAS, there is sufficient funding allocated for the new bucket truck within the Central Equipment Fund to complete the acquisition and outfitting of the new truck, without the \$30,000 trade-in credit that was originally anticipated;

WHEREAS, the existing bucket truck is in good condition and retaining it would be a cost effective solution to the City's fleet needs, when compared to the estimated cost of a new bucket truck at \$175,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that Asset #307, a 2012 Ford F550 Aerial Bucket Truck, shall be retained for use by the Parks Department, and other City divisions as needed, and not traded in as originally planned.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Resolution of Support for Livable Communities Grant Application - Lupe Development, 6050 Cahill Ave.**

MEETING DATE: July 8, 2024

ITEM TYPE: Consent Agenda

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to adopt the attached Resolution of support for a Livable Communities Grant Application to the Metropolitan Council for Lupe Development's proposed multi-family and senior housing development at 6050 Cahill Ave.

BACKGROUND

Lupe Development recently applied for, and received, a Comprehensive Plan Amendment to reguide the property located at 6050 Cahill Ave to high-density residential in order to construct two multiple-family residential buildings, one of which would be specifically for seniors. The developer is now working to put together the financing package for this development and believes it would be a good candidate for the Metropolitan Council's Livable Communities Grant program. The developer has prior experience with this grant program and is willing to do all of the work involved in compiling the grant application, but the City of Inver Grove Heights would have to be the official grant applicant and a resolution of support is needed from the City Council.

Lupe Development has submitted the attached letter of request for the Council's support and staff has drafted and attached the necessary Resolution.

FISCAL IMPACT

There is no officially required local or city match for the Livable Communities Grant program. Projects that do have local funding may rank higher in the grant review process, but at this time the developer has not formally requested any direct financial assistance from the City.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Request for Council Support of Grant Application
2. Resolution of Support for Grant Application



June 27, 2024

City of Inver Grove Heights
City Council
8150 Barbara Avenue
Inver Grove Heights, MN 55077

RE: Request for Resolution in Support
of a Livable Communities Grant

Dear City Council Members,

An affiliate of Lupe Development Partners, LLC is pleased to be developing 6050 Cahill Avenue. The project will include two affordable apartment buildings totaling 220 units. As you are aware, the development team recently submitted an application to amend the comprehensive plan in order to allow for the density needed to make the project feasible. That amendment was approved by the city and the Metropolitan Council.

Later this summer, the developer will submit a formal land use application for the project. Concurrently, the developer would like to submit a grant application to the Metropolitan Council's Livable Communities program. Affordable housing projects require a complicated financing stack in order to get built. This stack *typically* includes; tax exempt bonds, 4% tax credit equity, county assistance, TIF or other city assistance and grants through the Metropolitan Council.

The developer is hereby requesting that the City Council adopt a resolution in support of a Livable Communities grant for the project in an amount of \$1.5M to be used for the general construction of affordable housing. This grant source does not require a local match, nor will it include any costs or negative impacts to the city. The city will be the formal applicant for the grant, but the development team will prepare all the relevant deliverables for the application.

Lupe Development Partners has extensive experience with Livable Communities grants and has developed numerous projects with Metropolitan Council assistance. The City of Inver Grove Heights will directly benefit by adding much needed housing stock to the community and adding additional tax base to the parcels.

We look forward to working with the city and adding value to the neighborhood. Please contact me with any questions. I can be reached at 612-843-4070.

1801 County Road B-West Ste 201
Roseville, MN 55113
612.436.3200 Office
612.436.3201 Fax

Sincerely,

LUPE DEVELOPMENT PARTNERS, LLC

A handwritten signature in dark ink, appearing to read "Aaron Diederich". The signature is fluid and cursive, with a prominent initial "A" and a long, sweeping underline.

Aaron Diederich
Vice President

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

RESOLUTION NO. _____

**RESOLUTION IDENTIFYING THE NEED FOR
LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT FUNDING
AND AUTHORIZING APPLICATION FOR GRANT FUNDS**

WHEREAS the City of Inver Grove Heights is a participant in the Livable Communities Act's Local Housing Incentives Account Program for 2024 as determined by the Metropolitan Council, and is therefore eligible to apply for Livable Communities Demonstration Account funds; and

WHEREAS the City has identified a proposed project (or projects) within the City that meets the Demonstration Account's purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City agrees to act as legal sponsor for the project(s) contained in the grant application(s) submitted on or about August 12, 2024; and

WHEREAS the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed project(s) or key components of the proposed project(s) can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that, after appropriate examination and due consideration, the governing body of the City:

- Finds that it is in the best interests of the City's development goals and priorities for the proposed project or projects to occur at these particular sites and at this particular time.
- Finds that the project components for which Livable Communities Demonstration Account funding is sought:
 - will not occur solely through private or other public investment within the reasonably foreseeable future; and will occur within three years after a grant award only if Livable

Communities Demonstration Account funding is made available for this project at this time.

- o Represents that the City has undertaken reasonable and good faith efforts to procure funding for the project components for which Livable Communities Demonstration Account funding is sought but was not able to find or secure from other sources funding that is necessary for project component completion within three years and states that this representation is based on the following reasons and supporting facts:
XXXXXXXXXX

List project or projects applied for here:

Project Name	Amount Requested

BE IT FURTHER RESOLVED, that the City Council authorizes its City Administrator to submit on behalf of the City an application for Metropolitan Council Livable Communities Demonstration Account grant funds for the project component(s) identified in the application(s), and to execute such agreements as may be necessary to implement the project(s) on behalf of the City.

Adopted this 8th day of July, 2024.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Temporary One-Day Liquor License for IGH Parks and Recreation Department**

MEETING DATE: July 8, 2024

ITEM TYPE: Public Hearing

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to hold a public hearing and then consider approval of an application for a temporary, one-day liquor license for the IGH Parks and Recreation Department for the premises located at Rich Valley Athletic Complex, 1841 105th Street E, Inver Grove Heights, MN, 55077.

BACKGROUND

The IGH Parks and Recreation Department has applied for a temporary, one-day liquor license for July 18, 2024, in conjunction with the annual Food Truck Event at Rich Valley Athletic Complex.

A public hearing is required, and notice of such was published in the June 28, 2024, issue of the Pioneer Press.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends approval of the temporary license following the public hearing.

ATTACHMENTS

1. Temporary Onsale Intoxicating Application



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date of organization		Tax exempt number	
Organization Address (No PO Boxes)		City	State	Zip Code	
Name of person making application		Business phone		Home phone	
Date(s) of event	Type of organization ☐ Microdistillery ☐ Small Brewer				
	☐ Club ☐ Charitable ☐ Religious ☐ Other non-profit				
Organization officer's name	City	State	Zip Code		
Organization officer's name	City	State	Zip Code		
Organization officer's name	City	State	Zip Code		

Location where permit will be used. If an outdoor area, describe.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license		Date Approved	
Fee Amount		Permit Date	
Event in conjunction with a community festival ☐ Yes ☐ No		City or County E-mail Address	
Current population of city			

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Request for Council Action

SUBJECT: Rental Housing Licenses

MEETING DATE: July 8, 2024

ITEM TYPE: Regular Business

CONTACT: Mary Lein, Assistant to the Chief Building Official, 651-450-2552

ACTION REQUESTED

The Council is asked to consider approval of rental housing licenses.

BACKGROUND

The City Council adopted a rental licensing ordinance that requires all rental property owners to obtain a rental license every two years. The purpose of the ordinance is to assure proper maintenance of structures to preserve neighborhood stability, protect the quality of existing rental housing stock and maintain property values. The ordinance provides for basic safety and living standards for rentals.

The following rental license applications have been submitted:

RENTAL ADDRESS	PROPERTY OWNER	PROPERTY MANAGER
7007 River Rd	Samuel & Jerica Gomez Woodbury, MN	Samuel & Jerica Gomez Woodbury, MN
7299 Babcock Trail	Holly Zschokke Inver Grove Heights, MN	Holly Zschokke Inver Grove Heights, MN

The above applications have been found to be complete. The applications include the necessary fee payments, and BCA background checks. The City of Inver Grove Heights Police Chief/Designee has also reviewed and approved the license applications.

FISCAL IMPACT

None

RECOMMENDATION

Community Development and Police Department staff recommend approval of the licenses listed above.

ATTACHMENTS

None



Request for Council Action

**SUBJECT: Ordinance Amending Various Provisions of Title 10,
Zoning Regulations**

MEETING DATE: July 8, 2024
ITEM TYPE: Regular Business
CONTACT: Allan Hunting, City Planner, 651.450.2554

ACTION REQUESTED

The Council is asked to adopt the attached Ordinance amending the City Code as it relates to multiple family residential developments and parking standards, and to adopt the attached Summary Publication Resolution for the ordinance.

BACKGROUND

The current set of guidelines regulating multiple family developments are in a few different sections of the City Code. This creates unnecessary complexity for staff, property owners and developers. Because there are regulations found in multiple sections of the code, inconsistencies have been found because of changes that have occurred over the years to some, but not all needed sections.

Another primary need for an update is to bring the multiple-family zoning districts (R-3A, R-3B and R-3C) into compliance with the density allowed in the different multiple family land use categories of the City's Comprehensive Plan.

The Council discussed the changes proposed in this Ordinance at its March 4, 2024 work session. The ordinance has subsequently been finalized by staff and the City Attorney and was presented for a public hearing before the Planning Commission on June 18, 2024.

The Code changes contained in the attached Ordinance focus on the following:

1. Combining sections for ease and clarity. Multiple family regulations are currently found in different sections of the code. All the regulations for all types of multiple family developments are now located in the base R-3 district sections.
2. Definitions. Definitions for single-family and multiple-family have been updated and simplified.
3. Density. The purpose is to make the densities allowed in the R-3A, R-3B and R-3C districts consistent with those allowed in the comprehensive plan. The focus is now on maximum density and therefore the ordinance removes most restrictions on the number of units per building.
4. Permitted Use vs. Conditional Use. Currently all multiple family development is a conditional use in the R-3 districts, even those these districts are the City's multiple-family zoning districts. The attached ordinance would make multiple-family development a permitted use in these

districts. Any multiple family development still requires the land to be platted and a site plan review conducted which includes notice to neighbors, a public hearing before the Planning Commission and action by the City Council. Staff is recommending that multiple-family developments no longer be a conditional use because the Conditional Use Permit (CUP) process can create a false sense that the Council may deny the use, when in fact it must allow it with reasonable conditions.

5. Parking. Based on current trends in parking standards, the amendment includes a reduction in the parking requirement for multiple-family developments from 2.5 down to 2 parking spaces per unit. A provision has been added that requires guest parking for each development.
6. Northwest Area Overlay District density/categories. All development in the NWA is required to be reviewed through the Planned Unit Development (PUD) process. The intent of a PUD is to allow flexibility in design, unit type, density and other performance standards. The current NWA overlay district sets a maximum amount of each unit type and density per zoning district. This has become an issue with actual development as the standards are more rigid than staff believes was originally intended. The regulations were created in 2006/2007 at a time when project types were different than they are now. The attached Ordinance removes the allowable percentages table to allow more flexibility in design and unit type mix. Any project must still meet the minimum and maximum density allowed based on the comprehensive plan designation for that particular parcel.

FISCAL IMPACT

N/A

RECOMMENDATION

After conducting a public hearing, the Planning Commission recommended approval of the ordinance as presented (4-2). Staff also recommends approval of the ordinance.

ATTACHMENTS

1. Ordinance Amending Title 10, Zoning Regulations (With Line Numbers)
2. Ordinance Amending Title 10, Zoning Regulations
3. Summary Publication Resolution
4. Planning Commission Recommendation
5. Staff Report

1 CITY OF INVER GROVE HEIGHTS

2 DAKOTA COUNTY, MINNESOTA

3 ORDINANCE NO. _____

4 AN ORDINANCE AMENDING VARIOUS PROVISIONS OF INVER GROVE HEIGHTS
5 CITY CODE TITLE 10, ZONING REGULATIONS

6
7 THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
8 FOLLOWS:

9
10 **Section 1. AMENDMENT.** Inver Grove Heights City Code Title 10 Zoning
11 Regulations, Chapter 2, Section 10-2-2, DEFINITIONS is hereby amended as follows.
12 The deleted language is shown with ~~strikethrough~~ and the new language is shown
13 underlined:

14 DWELLING/DWELLING UNIT:

- 15 A. ~~A building, or one or more portions thereof, occupied or intended to be occupied~~
16 ~~exclusively for residential purposes, which includes a bathroom and complete~~
17 ~~toilet facilities, which are arranged, designed or used as living quarters for one~~
18 ~~family or household, but not including rooms in motels, hotels, nursing homes,~~
19 ~~boarding houses, nor trailers, tents, cabins, trailer coaches, recreational vehicles,~~
20 ~~or any type of lodging rooms.~~ A residential building or portion thereof intended for
21 occupancy by one family but not including hotels, motels, or the like. A single-
22 family ~~one-family~~ detached dwelling shall include a manufactured home, as
23 defined in this section, provided the manufactured home has received HUD
24 certification and meets the construction and safety standards promulgated by the
25 United States Department of Housing and Urban Development (HUD) in effect at
26 the time application is made for a building permit. All single-family ~~one-family~~,
27 detached dwellings, including manufactured homes that meet the definition of
28 dwelling, shall comply with the following:
- 29 1. A permanent, full perimeter foundation system that complies with the
 - 30 Minnesota state building code.
 - 31 2. Sheet metal siding is not permitted.
 - 32 3. Siding shall be at least six inches (6") above finished grade.
 - 33 4. A minimum width of twenty-four feet (24').
 - 34 5. A minimum of one thousand (1,000) square feet of usable floor area for
 - 35 human habitation, excluding garage space.
- 36 B. Subsection A2 of this definition shall not apply to approved earth sheltered homes.
37 Dwellings other than manufactured homes shall comply with the Minnesota state
38 building code. Manufactured homes shall comply with the HUD standards in effect

at the time application is made for building permit and with the Minnesota state building code insofar as the foundation is concerned.

C. There are ~~three (3) principal types of dwellings: two (2) principal types of "dwelling units", single-family and multiple-family. Multiple-family dwelling units are grouped into two-family, duplex, twin home, townhouse, condominium, cooperative and apartment groups.~~

1. *Single-family detached*: A freestanding residential building designed for or occupied by one family only.

2. *Single-family attached*: A residential building containing two dwelling units with at least one common wall.

a. *Duplex*: A residential building designed for occupancy by two families, located on one lot, with separate housekeeping and cooking facilities for each.

b. *Twin Home*: A residential building designed for occupancy by two families, with separate housekeeping and cooking facilities for each, with each unit located on a separate, single parcel of record, with the party wall separating the units acting as a dividing line.

3. *Multiple-family*: A residential building containing multiple dwelling units designed for occupancy by three or more families with separate housekeeping and cooking facilities for each family. Multiple-family dwellings include townhomes, which are defined as a residential building containing three or more horizontally attached dwelling units with at least one common wall, each unit so oriented as to have all exits open to the outside.

a. ~~*Apartment*: A room or suite of rooms, available for rent which is occupied as a residence by a single family, or a group of individuals living together as a single-family unit.~~

b. ~~*Condominium*: A form of individual ownership within a multi-family building with joint responsibility for maintenance and repairs of the land or other common property.~~

c. ~~*Cooperative*: A multi-unit development operated for and owned by its occupants. Individual occupants do not own their specific housing unit outright as in a condominium, but they own shares in the enterprise.~~

~~Condominium: A form of individual ownership within a multi-family building with joint responsibility for maintenance and repairs of the common property. In a condominium, each apartment or townhouse is owned outright by its occupant, and each occupant also owns a share of the land and other common property.~~

~~Cooperative: A multi-unit development operated for and owned by its occupants. Individual occupants do not own their specific housing unit outright as in a condominium, but they own shares in the total enterprise.~~

~~Multiple Dwelling Unit Building/ Apartment: A residential building containing three (3) or more dwelling units, most commonly occupied by tenants in a rental arrangement, with common walls, and separate housekeeping and cooking facilities for each.~~

~~Single-Family Dwelling: A freestanding residence structure designed for or occupied by one family only. In addition to a single family occupying a single-family dwelling, supervised student housing may occupy the dwelling as an interim use subject to:~~

- ~~1. Up to eight (8) students, with the number determined by the formula in the interim use section of this code, under the general supervision of the single family occupying the dwelling, pursuant to a program sponsored by an organization, holding a tax status of 501(c)(3) that promotes education provided students are participating in an educational program located in Dakota County.~~

~~Townhouse: Three (3) or more horizontally attached townhouse dwelling units, separated by party walls, and shall not exceed eight (8) such townhouse dwelling units per structure.~~

~~Twin Home: A building designed exclusively for or occupied exclusively by no more than two (2) families living independently of each other, with each unit located on a separate, single parcel of record, with the party wall separating the units acting as a dividing line.~~

~~Two-Family Dwelling Or Duplex: A residence designed for or occupied by two (2) families only, with separate housekeeping and cooking facilities for each.~~

NURSING HOME:

~~A state licensed facility building or that part of a with facilities facility which provides nursing care to five or more persons. A nursing home does not include a facility or part of a facility that is a hospital, clinic, doctor's office, diagnostic or treatment center or a residential program licensed by the State of Minnesota. for the care of children, the aged, and infirm, or place of rest for those suffering bodily disorder. Said nursing home shall be licensed by the commissioner of health.~~

Section 2. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 9, Section 10-9C-1 is hereby repealed and replaced in its entirety as follows:

10-9C-1: R-3A MULTIPLE-FAMILY RESIDENTIAL DISTRICT:

A. Purpose: The R-3A multiple-family residential district is established in areas which are provided with full urban services for single family and multiple-family residential buildings containing no more than four dwelling units per building, with densities ranging from four (4) to eight (8) dwelling units per net acre.

B. Allowable Uses: See table in Section 10-6-1 of this title for a listing of allowable uses within the R-3A multiple-family residential district.

C. Site Plan Review: All development within the R-3A multiple-family residential district shall comply with Title 10, Chapter 15, Article J, Site Plan Review.

D. Minimum Standards: The following standards apply in the R-3A multiple-family residential district and are the minimum requirements unless otherwise noted:

1. Bulk Standards:

Lot area	5,445 square feet per dwelling unit
Lot width	100 feet
Height (maximum)	35 feet or by CUP
Building coverage (maximum)	20 percent
Impervious surface (maximum)	40 percent

2. Minimum Setbacks:

	Principal Structure	Accessory Buildings
Front yard setback except if adjacent to a principal arterial, minor arterial, or collector road as noted below. (If site abuts more than one public street, each public side street shall be treated as frontage)	30 feet	30 feet
Side yard setback	20 feet	15 feet
Rear yard setback	30 feet	15 feet
Any yard setback along a principal arterial	50 feet	50 feet
Any yard setback along a minor arterial or collector street	40 feet	30 feet
Any yard setback along a private road easement	20 feet	15 feet

3. Minimum Distance Between Structures: In addition to the setback requirements of Section 10-9C-2 of this article, the following minimum distances shall be maintained between structures:
- A minimum of twenty feet (20') shall be maintained between the sidewalls of end units.
 - Where the rear of a structure faces the rear of an adjoining structure, the minimum distance between structures shall be sixty feet (60').

138 c. Where the rear of a structure faces the sidewall or front of an adjoining
139 structure, the minimum distance between structures shall be forty feet
140 (40').

141 E. Platted Additions: The following platting standards apply in the R-3A multiple-family
142 residential district:

- 143 1. Density: All developments shall be built in platted additions to the city having a
144 maximum density of eight (8) dwelling units per net acre.
145 2. Recreational Space: At least twenty percent (20%) of the open space shall be
146 reserved for playgrounds and/or recreational space.

147
148 F. Other Requirements:

- 149
150 1. The developer of each multiple-family development shall be responsible for
151 grading and planting open space areas disturbed during the development
152 process and for building the playground and/or recreational space required in
153 E2.
154 2. All internal private roadways shall be a minimum width of twenty-eight feet (28'),
155 as measured from the back of curb to the back of curb, with parking allowed on
156 one side only; or twenty-four feet (24'), as measured from the back of curb to the
157 back of curb, with no parking allowed.
158 3. All parking and driving surfaces shall be surfaced with concrete or asphalt and
159 shall be defined by continuous concrete perimeter curbing.
160 4. Sidewalks shall be provided from parking areas, loading zones, and recreation
161 areas to the entrances of the buildings.
162 5. Garages and other accessory structures shall be architecturally compatible in
163 construction and appearance with the main building.
164 6. Any dumpster, garbage or waste container shall comply with Section 10-15-9.
165 7. All exterior vertical surfaces of a residential principal structure or residential
166 accessory structure shall comply with Section 10-15-17.

167 **Section 3. AMENDMENT.** Inver Grove Heights City Code Title 10 Zoning
168 Regulations, Chapter 9C, Section 2, is hereby repealed and replaced in its entirety as
169 follows:

170 10-9C-2: R-3B MULTIPLE-FAMILY RESIDENTIAL DISTRICT:

171 A. Purpose: The R-3B multiple-family residential district is established in areas which
172 are provided with full urban services for multiple-family residential developments with
173 densities of eight (8) to twelve (12) dwelling units per net acre.

174 B. Allowable Uses: See table in Section 10-6-1 of this title for a listing of allowable uses
175 within the R-3B multiple-family residential district.

176 C. Site Plan Review: All development within the R-3B multiple-family residential district
177 shall comply with Title 10, Chapter 15, Article J, Site Plan Review.

D. Minimum Standards: The following standards apply in the R-3B multiple-family residential district and are the minimum requirements unless otherwise noted:

1. Bulk Standards:

Lot area	3,630 square feet per dwelling unit
Lot width	100 feet
Height (maximum)	35 feet or by CUP
Building coverage (maximum)	20 percent
Impervious surface (maximum)	40 percent

2. Minimum Setbacks:

	Principal Structure	Accessory Buildings
Front yard setback except if adjacent to a principal arterial, minor arterial, or collector road as noted below. (If site abuts more than one public street, each public side street shall be treated as frontage)	30 feet	30 feet
Side yard setback	20 feet	15 feet
Rear yard setback	30 feet	15 feet
Any yard setback along a principal arterial	50 feet	50 feet
Any yard setback along a minor arterial or collector street	40 feet	30 feet
Any yard setback along a private road easement	20 feet	15 feet

3. Minimum Distance Between Structures: In addition to the setback requirements of Section 10-9C-2 of this article, the following minimum distances shall be maintained between structures:

- 191 a. A minimum of twenty feet (20') shall be maintained between the sidewalls
192 of end units.
193 b. Where the rear of a structure faces the rear of an adjoining structure, the
194 minimum distance between structures shall be sixty feet (60').
195 c. Where the rear of a structure faces the sidewall or front of an adjoining
196 structure, the minimum distance between structures shall be forty feet
197 (40').

198 E. Platted Additions: The following platting standards apply in the R-3B multiple-family
199 residential district:

- 200 1. Density: All developments shall be built in platted additions to the city having a
201 maximum density of twelve (12) dwelling units per net acre.
202 2. Recreational Space: At least twenty percent (20%) of the open space shall be
203 reserved for playgrounds and/or recreational space.

204 F. Other Requirements:

- 205
206 1. The developer of each multiple-family development shall be responsible for
207 grading and planting open space areas disturbed during the development
208 process and for building the playground and/or recreational space required in
209 E2.
210 2. All internal private roadways shall be a minimum width of twenty-eight feet (28'),
211 as measured from the back of curb to the back of curb, with parking allowed on
212 one side only; or twenty-four feet (24'), as measured from the back of curb to the
213 back of curb, with no parking allowed.
214 3. All parking and driving surfaces shall be surfaced with concrete or asphalt and
215 shall be defined by continuous concrete perimeter curbing.
216 4. Sidewalks shall be provided from parking areas, loading zones, and recreation
217 areas to the entrances of the buildings.
218 5. Garages and other accessory structures shall be architecturally compatible in
219 construction and appearance with the main building.
220 6. Any dumpster, garbage or waste container shall comply with Section 10-15-9.
221 7. All exterior vertical surfaces of a residential principal structure or residential
222 accessory structure shall comply with Section 10-15-17.

223 **Section 4. AMENDMENT.** Inver Grove Heights City Code Title 10 Zoning
224 Regulations, Chapter 9C, Section 10-9C-3 is hereby repealed and replaced in its
225 entirety as follows:

226 10-9C-3: R-3C MULTIPLE-FAMILY RESIDENTIAL DISTRICT:

227 A. Purpose: The R-3C multiple-family residential district is established in areas which
228 are provided with full urban services for multiple-family residential developments with
229 densities of twelve (12) to thirty-five (35) dwelling units per net acre.

230 B. Allowable Uses: See table in Section 10-6-1 of this title for a listing of allowable uses
231 within the R-3C multiple-family residential district.

232 C. Site Plan Review: All development within the R-3 multiple-family residential district
233 must comply with Title 10, Chapter 15, Article J, Site Plan Review.

234 D. Minimum Standards: The following standards apply in the R-3C multiple-family
235 residential district and are the minimum requirements unless otherwise noted:

236 1. Bulk Standards:

Lot area	1 acre minimum
Lot width	100 feet
Height (maximum)	35 feet or higher by CUP
Building coverage (maximum)	20 percent
Impervious surface (maximum)	40 percent

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238 3. Minimum Setbacks:

	Principal Structure	Accessory Buildings
Front yard setback except if adjacent to a principal arterial, minor arterial, or collector road as noted below. (if site abuts more than one public street, each public side street shall be treated as frontage)	30 feet	30 feet
Side yard setback	20 feet	15 feet
Rear yard setback	30 feet	15 feet
Any yard setback along a principal arterial.	50 feet	50 feet
Any yard setback along a minor arterial or collector street.	40 feet	30 feet
Any yard setback along a private road easement	20 feet	15 feet

3. Minimum Distance Between Structures: In addition to the setback requirements of Section 10-9C-2 of this article, the following minimum distances shall be maintained between structures:
 - a. A minimum of thirty feet (30') shall be maintained between the sidewalls of end units.
 - b. Where the rear of a structure faces the rear of an adjoining structure, the minimum distance between buildings shall be sixty feet (60').
 - c. Where the rear of a structure faces the sidewall or front of an adjoining structure, the minimum distance between buildings shall be forty feet (40').

E. Platted Additions: The following platting standards apply in the R-3C multiple-family residential district:

1. Density: All developments shall be built in platted additions to the city having a maximum density of thirty-five (35) units per acre.
2. Recreational Space: At least twenty percent (20%) of the open space shall be reserved for playgrounds and/or recreational space.

F. Other Requirements:

1. The developer of each multiple-family development shall be responsible for grading and planting open space areas disturbed during the development process and for building the playground and/or recreational space required in E2.
2. All internal private roadways shall be a minimum width of twenty-eight feet (28'), as measured from the back of curb to the back of curb, with parking allowed on one side only; or twenty-four feet (24'), as measured from the back of curb to the back of curb, with no parking allowed.
3. All parking and driving surfaces shall be surfaced with concrete or asphalt and shall be defined by continuous concrete perimeter curbing.
4. Sidewalks shall be provided from parking areas, loading zones, and recreation areas to the entrances of the buildings.
5. Garages and other accessory structures shall be architecturally compatible in construction and appearance with the main building.
6. Any dumpster, garbage or waste container shall comply with Section 10-15-9.
7. All exterior vertical surfaces of a multiple residential structure and accessory structure shall comply with Section 10-15-17.

Section 5. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 15, Articles B and C are hereby amended as follows.

Articles B and C are deleted in their entirety and shall be listed in the code with the words "Intentionally Omitted."

Section 6. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 15, Article A, Section 3 is hereby amended as follows. The deleted language is shown with strikethrough and the new language is shown underlined:

ARTICLE A. OFF STREET PARKING AND LOADING

10-15A-3: OFF STREET PARKING REGULATIONS:

B. Location: Required off-street parking in the E and R districts shall be on the same lot as the principal building. Required off street parking shall meet the following setback requirements:

~~3. Within the B-1 district, parking spaces and/or garages shall be located in areas other than a required yard, except that parking may be located in a rear yard to within eight feet (8') of the rear lot line and in a side yard to within five feet (5') of an interior lot line.~~

~~4. Within the B-2, B-3 and B-4 and P districts, off street parking spaces shall not be less than ten feet (10') from a street right of way line nor less than five feet (5') from any interior side lot line or rear lot, except where a side lot line or~~

rear lot line is abutting an E or R district, then off street parking shall be not less than ten feet (10') from said lot lines.

5. Within I-1 districts, off street parking spaces shall be not less than ten feet (10') from any street right of way line nor less than five feet (5') from any interior side lot line or rear lot line, except when a side or rear lot line is abutting an R, E or P district, then off street parking shall be not less than ten feet (10') from said lot lines.

6. Within any I-2 district, off street parking spaces shall be not less than ten feet (10') from any street right of way nor less than five feet (5') from any interior side or rear yard; except where a front, side or rear yard is across the street from or abutting an E, R, or P district, no parking shall be less than twenty feet (20') from said lot lines. (Ord. 1098, 11-8-2004; amd. Ord. 1279, 6-9-2014, eff. 11-1-2014)

G. Design And Maintenance Requirements:

1. Parking Space And Aisle Size And Related Setbacks

b. Parking and related facilities shall have the following minimum setbacks:

*All measurements are in feet.

Front yard setback of parking to Right-of-Way or lot line	R-3 and MF-PUD districts	30 <u>10</u>
	B-1 districts	30
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	10
	OP and OFFICE-PUD districts	30
	Industrial districts	10, 20 feet when opposite R, P or E districts or uses

Side and rear yard setback of parking to Right-of-Way or lot line	R-3 and MF-PUD districts	5 <u>10</u>
	B-1 districts	5 side, 8 rear
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	5, 10 feet when abutting E or R uses or districts
	I-1 districts	5, 10 feet when abutting E, P or R uses or districts
	I-2 districts	5, 20 feet when abutting E, P or R uses or districts
Front lot line to drive lane(s) and parking area(s)	R-3 and MF-PUD districts	10
	B-1 districts	30
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	10
	OP and OFFICE-PUD districts	30
	Industrial districts	10
Side and rear lot line to drive <u>lane(s)</u> and <u>parking area(s)</u> ^A	R-3 and MF-PUD districts	5 <u>10</u>

	B-1 districts	5 side, 8 rear
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	5, 10 feet when abutting E or R uses or districts
	Industrial districts	5, 10 feet when abutting E or R uses or districts
Parking <u>lot</u> or drive aisle setback to principal structure	<u>Non-Residential</u> districts	5
	<u>R-3 and MF-PUD</u> districts	<u>10</u>

Note:

4A. Joint or combined parking facilities on separate lots, as authorized and when constructed adjacent to a common lot line separating 2 or more parking areas, are not required to observe the parking area setback from such common lot line.

J. Minimum Number Of Required Parking Spaces: The minimum number of required parking spaces for allowed uses in the city shall be as established in the following table. When a use is not specifically listed in the table, the required number of parking spaces shall be established by the most similar use listed in the table, as determined by the city. (Ord. 1098, 11-8-2004)

Principal Use or Structure Served	Required Number of Parking Spaces (Open or Enclosed)
Residential	
Single-and two-family dwelling	2 spaces per dwelling unit

Structure containing 3 or more dwelling units	Two spaces per dwelling unit, one of which must be enclosed garage parking. A driveway leading to a garage for an individual townhome may be counted as a parking space, provided the driveway is at least nine feet by twenty feet (9'x20') in size. Guest parking shall be provided within the overall multiple-family development at one (1) stall per six (6) units and must be available for use by all multiple-family dwelling units. For townhouse developments, enclosed garage spaces required to satisfy off-street parking requirements shall be attached to the unit.
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344 **Section 7. AMENDMENT.** Inver Grove Heights City Code Title 10 Zoning
345 Regulations, Chapter 6, Section 1 is hereby amended as follows. The deleted
346 language is shown with ~~strikethrough~~ and the new language is shown underlined:

347

Use	Zoning District												
	A	E-1	E-2	R-1A	R-1B	R-1C	R-2	R-3A	R-3B	R-3C	R-4	MF-PUD	MU-PUD
Multiple-family dwellings:													
<u>3 to 4 units Up to 4 units in a building; 4 to 8 units per net acre</u>									G <u>P</u>			G <u>P</u>	P
<u>3 to 7 units 8 to 12 units per net acre</u>									G <u>P</u>			G <u>P</u>	P

7+ units <u>12 to 35</u> units per net acre										<u>C</u> <u>P</u>		<u>C</u> <u>P</u>	P
<u>Single-Family Dwellings:</u>													
<u>Detached single-family dwellings, 1 per lot</u>	P	P	P	P	P	P	P	<u>P</u>					
<u>Attached Single-Family Dwellings:</u>													
Twin homes							P	P ⁺					
<u>Duplex Two-family dwellings</u>							P	P					
Off street parking ³¹													

348 Notes:

349 ~~1. Regulations found in chapter 15, article B of this title apply.~~

350 1. Off street parking regulated in chapter 15, Article A of this title

351 2. Size, type, location, number and other details are regulated in chapter 15, article
352 E of this title.

353 ~~3. Off street parking regulated in chapter 15, article A of this title.~~

354 **Section 8. AMENDMENT.** Inver Grove Heights City Code Title 10 Zoning Regulations,
355 Chapter 13, Article J, Section 5 is hereby amended as follows. The deleted
356 language is shown with ~~strikethrough~~ and the new language is shown underlined:

357 **10-13J-5**

358

359 **F. Allowed Uses:**

360 1. Except those uses identified in subsection G of this section as interim uses, all
361 permitted, conditional, and accessory uses, as defined, regulated and
362 administered for the underlying zoning districts, shall ~~continue and remain in~~
363 effect be allowed within the northwest area overlay district. If a final PUD plan is
364 approved by the city council, the underlying zoning for the subject property shall
365 remain as zoned, but within the Northwest Area Overlay District. ~~be amended to~~

~~be consistent with according to the approved PUD plan, though the overlay district shall remain the northwest area overlay district. The permitted, conditional, and accessory uses shall then be those found in the amended underlying zoning district except that single family detached and single family attached uses are allowed uses in the R-3B and R-3C multiple family residential districts within the Northwest Area provided the overall development density for the PUD remains consistent with the densities allowed for the applicable land use categories identified in the City's comprehensive plan. PUD developments in the northwest area overlay district are allowed to have an increased mixture of housing types, provided that the provisions of this article are met. Table 13J-2 of this section identifies which uses are permitted and the maximum percentage of the total development units which can be of that housing type. The total number and location of housing units and housing types for a specific property shall be established by the city council at the time of final PUD plan approval for that specific property. The location and number of housing units approved on the final PUD development plan shall not be altered without approval of the city council. Density for a specific development may be calculated using a blended density across the various zoning districts located within the PUD if approved by the City Council.~~

Section 9. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 13, Article J, Section 5 is hereby amended as follows. The deleted language is shown with strikethrough and the new language is shown underlined:

~~TABLE 13J-2~~

~~— MAXIMUM PERCENTAGE MIX OF USES BY DISTRICT~~

Uses	Zoning District (Percentages Represent Maximums)				
	R-1C	R-2	R-3A or R-3B	R-3C	MU-PUD
Single-family <u>attached dwellings</u>	100 percent	100 percent	10 percent	10 percent	10 percent
Twin homes/two-family dwellings <u>duplexes</u>	30 percent	100 percent	30 percent	10 percent	15 percent

Multiple dwelling unit buildings (4 or fewer units)	10 percent Allowed, but no more than 4 units/building	30 percent Allowed, but no more than 4 units/building	100 percent	40 percent	100 percent
Multiple dwelling unit building (5+ units)	0 percent	0 percent	50 percent	100 percent	100 percent

~~Note: The percentages in the above table represent the total maximum percent of units allowed by unit type or use in each district. For example, in the R-1C district, up to 30 percent of the total units in the proposed PUD may be twin homes or two-family dwellings, or alternatively, the entire PUD could consist of all (100 percent) single-family housing.~~

~~2. Within the overlay district, multiple dwelling units, including townhouses, shall be a permitted use, provided they follow the performance standards as specified in chapter 15 of this title (specifically those in articles B and C), those specified in this article, the requirements of the underlying zoning districts, and the approved final PUD plans.~~

Section Ten. 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

CITY OF INVER GROVE HEIGHTS

DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

**AN ORDINANCE AMENDING VARIOUS PROVISIONS OF INVER GROVE HEIGHTS
CITY CODE TITLE 10, ZONING REGULATIONS**

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

Section 1. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 2, Section 10-2-2, DEFINITIONS is hereby amended as follows. The deleted language is shown with ~~strike through~~ and the new language is shown underlined:

DWELLING/DWELLING UNIT:

- A. ~~A building, or one or more portions thereof, occupied or intended to be occupied exclusively for residential purposes, which includes a bathroom and complete toilet facilities, which are arranged, designed or used as living quarters for one family or household, but not including rooms in motels, hotels, nursing homes, boarding houses, nor trailers, tents, cabins, trailer coaches, recreational vehicles, or any type of lodging rooms.~~ A residential building or portion thereof intended for occupancy by one family but not including hotels, motels, or the like. A single-family one-family detached dwelling shall include a manufactured home, as defined in this section, provided the manufactured home has received HUD certification and meets the construction and safety standards promulgated by the United States Department of Housing and Urban Development (HUD) in effect at the time application is made for a building permit. All single-family one-family, detached dwellings, including manufactured homes that meet the definition of dwelling, shall comply with the following:
1. A permanent, full perimeter foundation system that complies with the Minnesota state building code.
 2. Sheet metal siding is not permitted.
 3. Siding shall be at least six inches (6") above finished grade.
 4. A minimum width of twenty-four feet (24').
 5. A minimum of one thousand (1,000) square feet of usable floor area for human habitation, excluding garage space.
- B. Subsection A2 of this definition shall not apply to approved earth sheltered homes. Dwellings other than manufactured homes shall comply with the Minnesota state building code. Manufactured homes shall comply with the HUD standards in effect

at the time application is made for building permit and with the Minnesota state building code insofar as the foundation is concerned.

C. There are ~~three (3) principal types of dwellings: two (2) principal types of "dwelling units", single-family and multiple-family. Multiple-family dwelling units are grouped into two-family, duplex, twin home, townhouse, condominium, cooperative and apartment groups.~~

1. *Single-family detached:* A freestanding residential building designed for or occupied by one family only.
2. *Single-family attached:* A residential building containing two dwelling units with at least one common wall.
 - a. *Duplex:* A residential building designed for occupancy by two families, located on one lot, with separate housekeeping and cooking facilities for each.
 - b. *Twin Home:* A residential building designed for occupancy by two families, with separate housekeeping and cooking facilities for each, with each unit located on a separate, single parcel of record, with the party wall separating the units acting as a dividing line.
3. *Multiple-family:* A residential building containing multiple dwelling units designed for occupancy by three or more families with separate housekeeping and cooking facilities for each family. Multiple-family dwellings include townhomes, which are defined as a residential building containing three or more horizontally attached dwelling units with at least one common wall, each unit so oriented as to have all exits open to the outside.
 - a. *Apartment:* A room or suite of rooms, available for rent which is occupied as a residence by a single family, or a group of individuals living together as a single-family unit.
 - b. *Condominium:* A form of individual ownership within a multi-family building with joint responsibility for maintenance and repairs of the land or other common property.
 - c. *Cooperative:* A multi-unit development operated for and owned by its occupants. Individual occupants do not own their specific housing unit outright as in a condominium, but they own shares in the enterprise.

~~Condominium: A form of individual ownership within a multi-family building with joint responsibility for maintenance and repairs of the common property. In a condominium, each apartment or townhouse is owned outright by its occupant, and each occupant also owns a share of the land and other common property.~~

~~Cooperative: A multi-unit development operated for and owned by its occupants. Individual occupants do not own their specific housing unit outright as in a condominium, but they own shares in the total enterprise.~~

~~Multiple Dwelling Unit Building/ Apartment: A residential building containing three (3) or more dwelling units, most commonly occupied by tenants in a rental arrangement, with common walls, and separate housekeeping and cooking facilities for each.~~

~~Single-Family Dwelling: A freestanding residence structure designed for or occupied by one family only. In addition to a single family occupying a single-family dwelling, supervised student housing may occupy the dwelling as an interim use subject to:~~

- ~~1. Up to eight (8) students, with the number determined by the formula in the interim use section of this code, under the general supervision of the single family occupying the dwelling, pursuant to a program sponsored by an organization, holding a tax status of 501(c)(3) that promotes education provided students are participating in an educational program located in Dakota County.~~

~~Townhouse: Three (3) or more horizontally attached townhouse dwelling units, separated by party walls, and shall not exceed eight (8) such townhouse dwelling units per structure.~~

~~Twin Home: A building designed exclusively for or occupied exclusively by no more than two (2) families living independently of each other, with each unit located on a separate, single parcel of record, with the party wall separating the units acting as a dividing line.~~

~~Two-Family Dwelling Or Duplex: A residence designed for or occupied by two (2) families only, with separate housekeeping and cooking facilities for each.~~

NURSING HOME:

~~A state licensed facility building or that part of a with facilities facility which provides nursing care to five or more persons. A nursing home does not include a facility or part of a facility that is a hospital, clinic, doctor's office, diagnostic or treatment center or a residential program licensed by the State of Minnesota. for the care of children, the aged, and infirm, or place of rest for those suffering bodily disorder. Said nursing home shall be licensed by the commissioner of health.~~

Section 2. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 9, Section 10-9C-1 is hereby repealed and replaced in its entirety as follows:

10-9C-1: R-3A MULTIPLE-FAMILY RESIDENTIAL DISTRICT:

A. Purpose: The R-3A multiple-family residential district is established in areas which are provided with full urban services for single family and multiple-family residential buildings containing no more than four dwelling units per building, with densities ranging from four (4) to eight (8) dwelling units per net acre.

B. Allowable Uses: See table in Section 10-6-1 of this title for a listing of allowable uses within the R-3A multiple-family residential district.

C. Site Plan Review: All development within the R-3A multiple-family residential district shall comply with Title 10, Chapter 15, Article J, Site Plan Review.

D. Minimum Standards: The following standards apply in the R-3A multiple-family residential district and are the minimum requirements unless otherwise noted:

1. Bulk Standards:

Lot area	5,445 square feet per dwelling unit
Lot width	100 feet
Height (maximum)	35 feet or by CUP
Building coverage (maximum)	20 percent
Impervious surface (maximum)	40 percent

2. Minimum Setbacks:

	Principal Structure	Accessory Buildings
Front yard setback except if adjacent to a principal arterial, minor arterial, or collector road as noted below. (If site abuts more than one public street, each public side street shall be treated as frontage)	30 feet	30 feet
Side yard setback	20 feet	15 feet
Rear yard setback	30 feet	15 feet
Any yard setback along a principal arterial	50 feet	50 feet
Any yard setback along a minor arterial or collector street	40 feet	30 feet
Any yard setback along a private road easement	20 feet	15 feet

3. Minimum Distance Between Structures: In addition to the setback requirements of Section 10-9C-2 of this article, the following minimum distances shall be maintained between structures:
- A minimum of twenty feet (20') shall be maintained between the sidewalls of end units.
 - Where the rear of a structure faces the rear of an adjoining structure, the minimum distance between structures shall be sixty feet (60').

- c. Where the rear of a structure faces the sidewall or front of an adjoining structure, the minimum distance between structures shall be forty feet (40').

E. Platted Additions: The following platting standards apply in the R-3A multiple-family residential district:

1. Density: All developments shall be built in platted additions to the city having a maximum density of eight (8) dwelling units per net acre.
2. Recreational Space: At least twenty percent (20%) of the open space shall be reserved for playgrounds and/or recreational space.

F. Other Requirements:

1. The developer of each multiple-family development shall be responsible for grading and planting open space areas disturbed during the development process and for building the playground and/or recreational space required in E2.
2. All internal private roadways shall be a minimum width of twenty-eight feet (28'), as measured from the back of curb to the back of curb, with parking allowed on one side only; or twenty-four feet (24'), as measured from the back of curb to the back of curb, with no parking allowed.
3. All parking and driving surfaces shall be surfaced with concrete or asphalt and shall be defined by continuous concrete perimeter curbing.
4. Sidewalks shall be provided from parking areas, loading zones, and recreation areas to the entrances of the buildings.
5. Garages and other accessory structures shall be architecturally compatible in construction and appearance with the main building.
6. Any dumpster, garbage or waste container shall comply with Section 10-15-9.
7. All exterior vertical surfaces of a residential principal structure or residential accessory structure shall comply with Section 10-15-17.

Section 3. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 9C, Section 2, is hereby repealed and replaced in its entirety as follows:

10-9C-2: R-3B MULTIPLE-FAMILY RESIDENTIAL DISTRICT:

A. Purpose: The R-3B multiple-family residential district is established in areas which are provided with full urban services for multiple-family residential developments with densities of eight (8) to twelve (12) dwelling units per net acre.

B. Allowable Uses: See table in Section 10-6-1 of this title for a listing of allowable uses within the R-3B multiple-family residential district.

C. Site Plan Review: All development within the R-3B multiple-family residential district shall comply with Title 10, Chapter 15, Article J, Site Plan Review.

D. Minimum Standards: The following standards apply in the R-3B multiple-family residential district and are the minimum requirements unless otherwise noted:

1. Bulk Standards:

Lot area	3,630 square feet per dwelling unit
Lot width	100 feet
Height (maximum)	35 feet or by CUP
Building coverage (maximum)	20 percent
Impervious surface (maximum)	40 percent

2. Minimum Setbacks:

	Principal Structure	Accessory Buildings
Front yard setback except if adjacent to a principal arterial, minor arterial, or collector road as noted below. (If site abuts more than one public street, each public side street shall be treated as frontage)	30 feet	30 feet
Side yard setback	20 feet	15 feet
Rear yard setback	30 feet	15 feet
Any yard setback along a principal arterial	50 feet	50 feet
Any yard setback along a minor arterial or collector street	40 feet	30 feet
Any yard setback along a private road easement	20 feet	15 feet

3. Minimum Distance Between Structures: In addition to the setback requirements of Section 10-9C-2 of this article, the following minimum distances shall be maintained between structures:

- a. A minimum of twenty feet (20') shall be maintained between the sidewalls of end units.
- b. Where the rear of a structure faces the rear of an adjoining structure, the minimum distance between structures shall be sixty feet (60').
- c. Where the rear of a structure faces the sidewall or front of an adjoining structure, the minimum distance between structures shall be forty feet (40').

E. Platted Additions: The following platting standards apply in the R-3B multiple-family residential district:

1. Density: All developments shall be built in platted additions to the city having a maximum density of twelve (12) dwelling units per net acre.
2. Recreational Space: At least twenty percent (20%) of the open space shall be reserved for playgrounds and/or recreational space.

F. Other Requirements:

1. The developer of each multiple-family development shall be responsible for grading and planting open space areas disturbed during the development process and for building the playground and/or recreational space required in E2.
2. All internal private roadways shall be a minimum width of twenty-eight feet (28'), as measured from the back of curb to the back of curb, with parking allowed on one side only; or twenty-four feet (24'), as measured from the back of curb to the back of curb, with no parking allowed.
3. All parking and driving surfaces shall be surfaced with concrete or asphalt and shall be defined by continuous concrete perimeter curbing.
4. Sidewalks shall be provided from parking areas, loading zones, and recreation areas to the entrances of the buildings.
5. Garages and other accessory structures shall be architecturally compatible in construction and appearance with the main building.
6. Any dumpster, garbage or waste container shall comply with Section 10-15-9.
7. All exterior vertical surfaces of a residential principal structure or residential accessory structure shall comply with Section 10-15-17.

Section 4. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 9C, Section 10-9C-3 is hereby repealed and replaced in its entirety as follows:

10-9C-3: R-3C MULTIPLE-FAMILY RESIDENTIAL DISTRICT:

A. Purpose: The R-3C multiple-family residential district is established in areas which are provided with full urban services for multiple-family residential developments with densities of twelve (12) to thirty-five (35) dwelling units per net acre.

B. Allowable Uses: See table in Section 10-6-1 of this title for a listing of allowable uses within the R-3C multiple-family residential district.

C. Site Plan Review: All development within the R-3 multiple-family residential district must comply with Title 10, Chapter 15, Article J, Site Plan Review.

D. Minimum Standards: The following standards apply in the R-3C multiple-family residential district and are the minimum requirements unless otherwise noted:

1. Bulk Standards:

Lot area	1 acre minimum
Lot width	100 feet
Height (maximum)	35 feet or higher by CUP
Building coverage (maximum)	20 percent
Impervious surface (maximum)	40 percent

3. Minimum Setbacks:

	Principal Structure	Accessory Buildings
Front yard setback except if adjacent to a principal arterial, minor arterial, or collector road as noted below. (if site abuts more than one public street, each public side street shall be treated as frontage)	30 feet	30 feet
Side yard setback	20 feet	15 feet
Rear yard setback	30 feet	15 feet
Any yard setback along a principal arterial.	50 feet	50 feet
Any yard setback along a minor arterial or collector street.	40 feet	30 feet
Any yard setback along a private road easement	20 feet	15 feet

3. Minimum Distance Between Structures: In addition to the setback requirements of Section 10-9C-2 of this article, the following minimum distances shall be maintained between structures:
 - a. A minimum of thirty feet (30') shall be maintained between the sidewalls of end units.
 - b. Where the rear of a structure faces the rear of an adjoining structure, the minimum distance between buildings shall be sixty feet (60').
 - c. Where the rear of a structure faces the sidewall or front of an adjoining structure, the minimum distance between buildings shall be forty feet (40').

E. Platted Additions: The following platting standards apply in the R-3C multiple-family residential district:

1. Density: All developments shall be built in platted additions to the city having a maximum density of thirty-five (35) units per acre.
2. Recreational Space: At least twenty percent (20%) of the open space shall be reserved for playgrounds and/or recreational space.

F. Other Requirements:

1. The developer of each multiple-family development shall be responsible for grading and planting open space areas disturbed during the development process and for building the playground and/or recreational space required in E2.
2. All internal private roadways shall be a minimum width of twenty-eight feet (28'), as measured from the back of curb to the back of curb, with parking allowed on one side only; or twenty-four feet (24'), as measured from the back of curb to the back of curb, with no parking allowed.
3. All parking and driving surfaces shall be surfaced with concrete or asphalt and shall be defined by continuous concrete perimeter curbing.
4. Sidewalks shall be provided from parking areas, loading zones, and recreation areas to the entrances of the buildings.
5. Garages and other accessory structures shall be architecturally compatible in construction and appearance with the main building.
6. Any dumpster, garbage or waste container shall comply with Section 10-15-9.
7. All exterior vertical surfaces of a multiple residential structure and accessory structure shall comply with Section 10-15-17.

Section 5. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 15, Articles B and C are hereby amended as follows.

Articles B and C are deleted in their entirety and shall be listed in the code with the words "Intentionally Omitted."

Section 6. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 15, Article A, Section 3 is hereby amended as follows. The deleted language is shown with ~~strikethrough~~ and the new language is shown underlined:

ARTICLE A. OFF STREET PARKING AND LOADING

10-15A-3: OFF STREET PARKING REGULATIONS:

B. Location: Required off-street parking in the E and R districts shall be on the same lot as the principal building. Required off street parking shall meet the following setback requirements:

~~3. Within the B-1 district, parking spaces and/or garages shall be located in areas other than a required yard, except that parking may be located in a rear yard to within eight feet (8') of the rear lot line and in a side yard to within five feet (5') of an interior lot line.~~

~~4. Within the B-2, B-3 and B-4 and P districts, off street parking spaces shall not be less than ten feet (10') from a street right of way line nor less than five feet (5') from any interior side lot line or rear lot, except where a side lot line or~~

~~rear lot line is abutting an E or R district, then off street parking shall be not less than ten feet (10') from said lot lines.~~

~~5. Within I-1 districts, off street parking spaces shall be not less than ten feet (10') from any street right of way line nor less than five feet (5') from any interior side lot line or rear lot line, except when a side or rear lot line is abutting an R, E or P district, then off street parking shall be not less than ten feet (10') from said lot lines.~~

~~6. Within any I-2 district, off street parking spaces shall be not less than ten feet (10') from any street right of way nor less than five feet (5') from any interior side or rear yard; except where a front, side or rear yard is across the street from or abutting an E, R, or P district, no parking shall be less than twenty feet (20') from said lot lines. (Ord. 1098, 11-8-2004; amd. Ord. 1279, 6-9-2014, eff. 11-1-2014)~~

G. Design And Maintenance Requirements:

1. Parking Space And Aisle Size And Related Setbacks

b. Parking and related facilities shall have the following minimum setbacks:

*All measurements are in feet.

Front yard setback of parking to Right-of-Way or lot line	R-3 and MF-PUD districts	30 <u>10</u>
	B-1 districts	30
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	10
	OP and OFFICE-PUD districts	30
	Industrial districts	10, 20 feet when opposite R, P or E districts or uses

Side and rear yard setback of parking to Right-of-Way or lot line	R-3 and MF-PUD districts	5 <u>10</u>
	B-1 districts	5 side, 8 rear
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	5, 10 feet when abutting E or R uses or districts
	I-1 districts	5, 10 feet when abutting E, P or R uses or districts
	I-2 districts	5, 20 feet when abutting E, P or R uses or districts
Front lot line to drive lane(s) and parking area(s)	R-3 and MF-PUD districts	10
	B-1 districts	30
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	10
	OP and OFFICE-PUD districts	30
	Industrial districts	10
Side and rear lot line to drive <u>lane(s)</u> and <u>parking area(s)</u> ^A	R-3 and MF-PUD districts	5 <u>10</u>

	B-1 districts	5 side, 8 rear
	B-2, B-3, B-4, MU-PUD, COMM-PUD, and P districts	5, 10 feet when abutting E or R uses or districts
	Industrial districts	5, 10 feet when abutting E or R uses or districts
Parking <u>lot</u> or drive aisle setback to principal structure	<u>Non-Residential</u> districts	5
	<u>R-3 and MF-PUD</u> districts	<u>10</u>

Note:

4A. Joint or combined parking facilities on separate lots, as authorized and when constructed adjacent to a common lot line separating 2 or more parking areas, are not required to observe the parking area setback from such common lot line.

J. Minimum Number Of Required Parking Spaces: The minimum number of required parking spaces for allowed uses in the city shall be as established in the following table. When a use is not specifically listed in the table, the required number of parking spaces shall be established by the most similar use listed in the table, as determined by the city. (Ord. 1098, 11-8-2004)

Principal Use or Structure Served	Required Number of Parking Spaces (Open or Enclosed)
Residential	
Single-and two-family dwelling	2 spaces per dwelling unit

<u>Structure containing 3 or more dwelling units</u>	<u>Two spaces per dwelling unit, one of which must be enclosed garage parking.</u> <u>A driveway leading to a garage for an individual townhome may be counted as a parking space, provided the driveway is at least nine feet by twenty feet (9'x20') in size.</u> <u>Guest parking shall be provided within the overall multiple-family development at one (1) stall per six (6) units and must be available for use by all multiple-family dwelling units.</u> For townhouse developments, enclosed garage spaces required to satisfy off-street parking requirements shall be attached to the unit.
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Section 7. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 6, Section 1 is hereby amended as follows. The deleted language is shown with ~~strikethrough~~ and the new language is shown underlined:

Use	Zoning District												
	A	E-1	E-2	R-1A	R-1B	R-1C	R-2	R-3A	R-3B	R-3C	R-4	MF-PUD	MU-PUD
Multiple-family dwellings:													
<u>3 to 4 units Up to 4 units in a building; 4 to 8 units per net acre</u>									G <u>P</u>			G <u>P</u>	P
<u>3 to 7 units 8 to 12 units per net acre</u>									G <u>P</u>			G <u>P</u>	P

7+ units <u>12 to 35</u> units per net acre										C <u>P</u>		C <u>P</u>	P
<u>Single-Family Dwellings:</u>													
<u>Detached</u> single-family dwellings, 1 per lot	P	P	P	P	P	P	P	<u>P</u>					
<u>Attached Single-Family Dwellings:</u>													
Twin homes							P	P ¹					
<u>Duplex Two-family dwellings</u>							P	P					
Off street parking ³¹													

Notes:

~~1. Regulations found in chapter 15, article B of this title apply.~~

1. Off street parking regulated in chapter 15, Article A of this title

2. Size, type, location, number and other details are regulated in chapter 15, article E of this title.

~~3. Off street parking regulated in chapter 15, article A of this title.~~

Section 8. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 13, Article J, Section 5 is hereby amended as follows. The deleted language is shown with ~~strikethrough~~ and the new language is shown underlined:

10-13J-5

F. Allowed Uses:

1. Except those uses identified in subsection G of this section as interim uses, all permitted, conditional, and accessory uses, as defined, regulated and administered for the underlying zoning districts, shall ~~continue and remain in effect~~ be allowed within the northwest area overlay district. If a final PUD plan is approved by the city council, the underlying zoning for the subject property shall remain as zoned, but within the Northwest Area Overlay District. ~~be amended to~~

~~be consistent with according to the approved PUD plan, though the overlay district shall remain the northwest area overlay district. The permitted, conditional, and accessory uses shall then be those found in the amended underlying zoning district except that single family detached and single family attached uses are allowed uses in the R-3B and R-3C multiple family residential districts within the Northwest Area provided the overall development density for the PUD remains consistent with the densities allowed for the applicable land use categories identified in the City's comprehensive plan. PUD developments in the northwest area overlay district are allowed to have an increased mixture of housing types, provided that the provisions of this article are met. Table 13J-2 of this section identifies which uses are permitted and the maximum percentage of the total development units which can be of that housing type. The total number and location of housing units and housing types for a specific property shall be established by the city council at the time of final PUD plan approval for that specific property. The location and number of housing units approved on the final PUD development plan shall not be altered without approval of the city council. Density for a specific development may be calculated using a blended density across the various zoning districts located within the PUD if approved by the City Council.~~

Section 9. AMENDMENT. Inver Grove Heights City Code Title 10 Zoning Regulations, Chapter 13, Article J, Section 5 is hereby amended as follows. The deleted language is shown with strikethrough and the new language is shown underlined:

~~TABLE 13J-2~~

~~— MAXIMUM PERCENTAGE MIX OF USES BY DISTRICT~~

	Zoning District (Percentages Represent Maximums)				
Uses	R-1C	R-2	R-3A or R-3B	R-3C	MU-PUD
Single-family <u>attached dwellings</u>	100 percent	100 percent	10 percent	10 percent	10 percent
Twin homes/two-family dwellings <u>duplexes</u>	30 percent	100 percent	30 percent	10 percent	15 percent

Multiple dwelling unit buildings (4 or fewer units)	10 percent Allowed, but no more than 4 units/building	30 percent Allowed, but no more than 4 units/building	100 percent	40 percent	100 percent
Multiple dwelling unit building (5+ units)	0 percent	0 percent	50 percent	100 percent	100 percent

Note: The percentages in the above table represent the total maximum percent of units allowed by unit type or use in each district. For example, in the R-1C district, up to 30 percent of the total units in the proposed PUD may be twin homes or two-family dwellings, or alternatively, the entire PUD could consist of all (100 percent) single-family housing.

~~2. Within the overlay district, multiple dwelling units, including townhouses, shall be a permitted use, provided they follow the performance standards as specified in chapter 15 of this title (specifically those in articles B and C), those specified in this article, the requirements of the underlying zoning districts, and the approved final PUD plans.~~

Section Ten. 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

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. _____**

**A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE
NO. _____, AN ORDINANCE AMENDING VARIOUS PROVISIONS OF INVER GROVE
HEIGHTS CITY CODE TITLE 10, ZONING REGULATIONS**

WHEREAS, on July 8, 2024, the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. _____, an ordinance Amending Various Provisions of Inver Grove Heights City Code Title 10, Zoning Regulations; and

WHEREAS, state law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, pursuant to Minn. Stat. Sec. 412.191, subd. 4, the Council may, by a 4/5ths vote, direct that only the title and a summary of the ordinance be published; and

WHEREAS, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance No. _____ which is attached hereto as **Exhibit A**; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. _____ would clearly inform the public of the intent of the ordinance; and

WHEREAS, due to the length of Ordinance No. _____, the City Council desires to publish a summary of the Ordinance.

NOW THEREFORE BE IT RESOLVED, by a vote of at least four-fifths of its members, that the City Council of the City of Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. _____ attached as **Exhibit A** and authorizes the publication of the summary shown in **Exhibit A** in lieu of publication of the entirety of Ordinance No. _____ in the City's official newspaper.
2. Directs the City Clerk to ensure that a full and complete printed copy of Ordinance No. _____ is available for inspection during regular business hours at the office of the Inver Grove Heights City Clerk, by standard mail, or by electronic mail.

3. Directs the City Clerk to file the executed Ordinance No. _____ upon the books and records of the City along with proof of publication.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 8th day of July, 2024.

CITY OF INVER GROVE HEIGHTS

By: _____
Brenda Dietrich
Its: Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

(Published in the *Pioneer Press* on _____, 2024.)

EXHIBIT A

**SUMMARY PUBLICATION
ORDINANCE NO. _____**

**A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE NO.
_____, AN ORDINANCE AMENDING VARIOUS PROVISIONS OF INVER GROVE
HEIGHTS CITY CODE TITLE 10, ZONING REGULATIONS**

On July 8, 2024, the City of Inver Grove Heights, Dakota County, Minnesota adopted Ordinance _____, an ordinance amending various provisions of Inver Grove Heights City Code Title 10, Zoning Regulations.

Ordinance _____ makes various revisions to existing code provisions, including amending the definition of a dwelling/dwelling unit; adding language related to three principal types of dwellings, namely single-family attached, single-family detached, and multiple-family; repealed and replaced in their entirety the sections of the code related to the R-3A, R-3B, and R-3C multiple-family residential zoning districts; repealed Articles B and C of Title 10, Chapter 15; amended Article A, Title 10, Chapter 15 to revise the parking requirements for various uses; updated the land use table for land uses in residential districts to change certain multiple-family buildings in the R-3B, R-3C, and MF-PUD zoning districts from conditional to permitted uses; added detached single-family dwellings as a permitted use in the R-3A zoning district; and made additional related revisions to Title 10.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of Ordinance No. _____, and it is directed that only the above title and summary of Ordinance No. _____ conforming to Minn. Stat. Sec. 331A.01 be published, with the following:

NOTICE

A printed copy of the full text of Ordinance No. _____ is available for public inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Avenue, Inver Grove Heights, MN 55077, by standard mail, or by electronic mail, and at any other public location which the Council designates.

RECOMMENDATION TO CITY OF INVER GROVE HEIGHTS

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: June 18, 2024

Ordinance Amendment to Title 10 of the City Code (Zoning Regulations) specifically Chapter 2, Section 10-2-2, Chapter 9C, Section 10-9C-1, Chapter 9C, Section 10-9C-2, Chapter 9C, Section 10-9C-3, Chapter 13, Article J, Section 10-13J-5, and Chapter 15 relating to regulations for multiple family districts. (City of Inver Grove Heights - Case No. 24-17X) Tabled Action from the June 4, 2024, Planning Commission Meeting.

Reading of Public Notice

Secretary Presley read the Public Hearing Notice.

Presentation of Request

Associate Planner Botten presented a summary of the staff report.

The proposals in the ordinance update the City's multi-family zoning regulations, including aligning density guiding with the Comprehensive Plan, consolidating performance standards, making multi-family housing a permitted rather than conditional use in multi-family zoning districts, and allowing for mixed unit types in the Northwest Area Overlay District (consistent with the Comprehensive Plan).

Commissioner Teiken inquired about the approval process for the ordinance updates. Botten stated that due to the size of the amendment, there would be three readings of the ordinance updates before the City Council. Depending on the Council's decision, the ordinance would be published and subsequently take effect if approved.

Commissioner Schaefer inquired about the rationale for reducing the parking requirement from 2.5 to 2 parking stalls per unit and adding 1 visitor stall for every 6 units. Botten stated that staff analyzed parking at multi-family developments in six nearby cities and found that 2 stalls plus guest parking exceeds what a lot of apartment/townhome developers are looking for. Schaefer mentioned larger events being a potential issue and inquired if street parking would be generally permitted. Botten confirmed except for specifically posted parking limitations. A lot of multi-family developments allow parking on at least one side of the street.

Commissioner Wippermann inquired about the rationale for reducing the enclosed parking stall requirements and that it's visually less appealing to have cars on the street. Botten stated that single-family homes have no requirement for enclosed parking, and that there would still be one enclosed stall required for multi-family housing developments.

Commissioner Wippermann inquired about the rationale for changing conditional use to permitted use. Botten stated that conditional use can mislead people into thinking an allowed use project can be denied, which is not the case; for multi-family areas, apartments or townhomes are the primary use. Therefore, they should be designated permitted use rather than conditional use. During the site plan review process, conditions can still be added.

Opening of Public Hearing

Kris Wilson, City Administrator, responded to Commissioner Teiken's earlier question about the approval process. She said that under City Code, an ordinance that has had a public hearing before the Planning Commission only requires one reading before the City Council. While the City Council could ask for more research or more readings, it is possible that they could approve it after one reading.

Chair Weber closed the Public Hearing.

Planning Commission Discussion

Commissioner Schaefer stated that the proposed ordinance contains many changes and would prefer a deeper understanding of all the implications.

Commissioner Wippermann stated that he agrees with most of the proposed ordinance changes but feels like the city is giving up a lot of say. He is not in favor of approving.

Commissioner Teiken stated that he was in favor of moving the ordinance forward, the changes are in line with the Comprehensive Plan's attempt to provide more housing supply and variety. The reduction of half a parking stall does not strike him as radical. Ridesharing and carpooling have become more popular as a strategy to address parking concerns for the occasional large event.

Commissioner Presley stated that she agrees with Commissioner Teiken.

Commissioner Schaefer commented that public transit in the area is not yet robust enough to be an effective alternative to driving. The impression of an area is negatively impacted when there is inadequate parking.

Commissioner Presley questioned what the ordinance's reduction in parking stalls would look like for a hypothetical 100-unit development. Botten stated that there would be 50 fewer resident stalls; however, there would be close to an added 20 guest stalls with the new guest stall requirement. Presley stated that those guest parking stalls could help alleviate any potential shortage in larger events, in addition to unused resident stalls.

Commissioner Schaefer stated that parking stalls for residents and guests would be different.

Chair Weber inquired about a specific local development in the Northwest Area. Botten stated that for the Northwest Area, developers only need to meet a certain percentage of the

parking requirement, and even so, they ask for variances to decrease the parking requirement.

Commissioner Schaefer stated that developers can always request a variance to reduce the parking, but the City cannot request developers to provide parking above the required minimum.

Chair Weber questioned that the parking minimum cannot be raised for a specific project. Botten confirmed that it cannot.

Chair Weber inquired about the six other cities analyzed. Botten stated that City Planner Hunting did the analysis and found that developers in Inver Grove are similar to those in the studied cities. Some cities are considering removing parking requirements entirely.

Chair Weber stated that in Rosemount, there are lower parking requirements, and he has noticed that the lots still have plenty of empty stalls. The discrepancies between the City Code and the Comprehensive Plan create issues for staff, the Commission, and developers; and is in favor of increased clarity.

Commissioner Twedt stated that he is generally in favor of simplifying City Code.

Planning Commission Recommendation

Motion by Twedt, Second by Teiken, to approve the proposed Ordinance Amendment.

Ayes: 4

Nays: 2 (Schaefer, Wippermann) Motion Carried.



Planning Commission Report

MEETING DATE:	June 18, 2024
CASE NO:	24-17X
APPLICANT:	City of Inver Grove Heights
PROPERTY OWNER:	N/A
REQUEST:	Zoning Code Amendment relating to Multiple Family Ordinances.
LOCATION:	N/A
COMPREHENSIVE PLAN:	N/A
ZONING:	N/A
STAFF CONTACT:	Allan Hunting, 651.450.2554

ACTION REQUESTED

Ordinance Amendment to Title 10 of the City Code (Zoning Regulations) specifically Chapter 2, Section 10-2-2, Chapter 9C, Section 10-9C-1, Chapter 9C, Section 10-9C-2, Chapter 9C, Section 10-9C-3, Chapter 13, Article J, Section 10-13J-5, and Chapter 15 relating to regulations for multiple family districts.

BACKGROUND

One goal of the Community Development Department was to update ordinances to make them more user-friendly, efficient and reasonable. In 2023, the city retained the planning consultant WSB to review our current City Code to suggest any updates or changes that may be necessary.

The current set of guidelines regulating multiple family developments are in a few different sections of the ordinance. This creates overcomplexity when both staff and developers look for the standards. Because there are regulations found in multiple sections of the City Code, inconsistencies have been found because of changes that have occurred over the years to some, but not all needed sections. Another primary need for an update is to bring the R-3A, R-3B and R-3C sections into compliance with the density allowed in the different multiple family land use categories of the Comprehensive Plan. When a new Comprehensive Plan is adopted every 10 years, local governments also update their zoning codes to make sure they are consistent with the Comprehensive Plan. Nothing in the proposed changes makes the code more restrictive.

WSB was hired to review several sections of the multiple family ordinances and propose potential changes based upon research and best practices. The following will walk the Commission through recommended changes and provide background when appropriate.

EVALUATION OF REQUEST

Combining Sections for Ease and Clarity:

After review and discussion, the multiple family sections have structurally been combined with the specific performance standards initially found in other sections of the zoning code so that specific multiple family regulations are housed in one location. For example, the R-3 districts have their own

set of standards, but there are other sections of the City Code with specific standards for apartment projects and townhome projects. This is confusing for the public, developers and even staff to keep tracking all the sections of the City Code that apply for multiple family developments. There also were inconsistencies in some of the setbacks and building separation requirements. This allows easier access and clarity for future users.

Specific performance standards that transcend several zoning districts, like exterior materials, trash screening or landscaping, remain in other sections of the zoning code and were removed out of the multiple family sections.

Definitions:

Staff is recommending some fine-tuning of existing definitions relating to dwelling units and three types of dwelling units: single-family detached, single-family attached, and multiple family. Each type of unit is then broken into potential uses; for example, under single-family attached, duplexes and twin homes are listed, rather than as separate definitions. For the most part, this recommendation is structural and does not significantly change the meaning or the text of the differing residential products. The goal is to bring all the dwelling unit types under one definition, making it easier to find for ordinance users.

Proposed Density:

The multiple family ordinances have been modified to be consistent with the development pattern anticipated in the Comprehensive Plan. In other words, the densities for development in the Plan are now reflected in the different zoning districts, so there is alignment between Plan land uses and their counterpart zoning district. Additionally, there is less emphasis on the type of structure proposed, meaning the structure doesn't have to be built as a townhouse, or there isn't a limit on the number of units per structure so long as the overall density of the development and appropriate performance standards are all met. The one exception is in the R-3A, which limits the total number of units in a building to 4 (which is the current maximum).

The proposed densities are as follows:

R-3A	4 to 8 units per acre
R-3B	8 to 12 units per acre
R-3C	12 to 35 units per acre

Permitted versus Conditional Use:

One of the other major changes recommended is allowing multiple family housing as a permitted use, rather than conditional use. When you create specific zoning districts for specific uses, it would seem those uses should be a permitted use and not conditional. The City Code provides enough performance standards and requires platting and site plan approval, so there is still a public review process that includes the Planning Commission and the City Council.

Requiring projects by Conditional Use Permit can sometimes create a false sense of approval/denial. A conditional use means the use is allowed with conditions by right, but the Planning Commission or City Council may add additional conditions to meet particular situations that may be specific to that project. As long as a development proposal meets the performance standards of the zoning ordinance and is consistent with the Comprehensive Plan, a conditional use permit process is not a means to deny a project.

In reviewing other peer communities, Woodbury, Eagan, Lakeville, Cottage Grove, Rosemount, and Plymouth, most communities do not require conditional use permits for multi-family housing.

Woodbury is the exception for multi-family, including senior housing that requires a conditional use permit. The city should ensure they are comfortable with the performance standards found within the ordinance to ensure the project will meet design and site plan expectations. With rigorous but fair standards, the resulting project will meet the community standards without the need for a longer approval process that ultimately ends up with the same resulting project.

Building Height:

Building height was reviewed to see how Inver Grove Heights aligned with other adjacent communities. There appears to be some trends in apartment building design to have projects with four or more stories rather than the standard three-story buildings. In reviewing the other six communities, Inver Grove Heights' building height of 35 feet is at the lower end of the building height standards. In several cases, primarily apartments, communities had higher height restrictions so that a four-story building would be permitted. On the other hand, many of the communities had a 35-foot height for townhomes. Inver Grove Heights allows a variation from the 35-foot height standard by conditional use permit and at this time it is recommended that the ordinance regulations stay as is. The maximum building height in the Northwest Area is 70 feet. Should additional residential development occur along I-494 outside the Northwest Area, the city may want to explore taller building heights within that interstate corridor.

Multiple Family Parking:

The current standard for multiple family housing is 2.5 parking stalls per unit. Two enclosed stalls are required for townhomes with the remaining 0.5 available on the driveway or within the project for visitor parking. Other Inver Grove Heights multi-family projects also require 2.5 parking stalls, or the project could provide 2 spaces per unit with a designated expansion area to include another 0.5 stalls. The parking standards for multiple family projects in other communities are varied. Many require 2 parking stalls, although Woodbury does require 2.5 stalls; 2 spaces per unit if one indoor space per unit is provided underground. Many of the communities do require one of the parking stalls to be enclosed; Inver Grove Heights does not have that standard.

Staff is recommending for all multiple family projects changes from the current conditions to require 2 parking stalls per unit, reducing the ordinance requirement by 0.5/unit, 1 of the 2 stalls must be enclosed, and that 1 stall per 6-units be added for visitor parking.

Northwest Area Overlay District Density/Categories:

In this overlay district, all developments are required to be reviewed through the Planned Unit Development (PUD) regulations. The intent of a PUD is to allow flexibility in physical design, unit type and neighborhood design, density and other performance standards. To achieve the needed densities for developments to cover the cost of the trunk sewer and water systems, the overlay district ordinance was drafted to allow a mix of housing types within each standard zoning category through a density matrix table that allowed a certain percentage of each type of housing in each zoning district. For example, the R-1C zoning district is intended for single family detached housing only. In the Northwest Area Overlay District, to achieve the needed densities, the R-1C district would allow up to 30% of the total units in the proposed PUD to be twin homes or two-family dwellings. In the R-3C district, which is a multiple family only district, the Northwest Area Overlay District would allow a small percentage of units in a PUD to be either single family or twin homes.

The percentage mix that was adopted in the original 2007 ordinance was only a guess at what mixes might be proposed based on the unit type trends at that time. Since the adoption of the Northwest Area Overlay District, all proposed PUD's were of a single unit type until 2021, when a project known as At Home Apartments submitted an application that had a mix of housing types. The project density fell on the lower side of the existing Comprehensive Plan designations of the parcels involved, but the unit mix did not match the maximum density mix table in the City Code. That project never

proceeded, partially due to the conflict between the table and the unit mix proposed. Since that time, staff have received inquiries from a few other developers that are proposing a mixed unit type project that complies with the Comprehensive Plan density, but does not match the percentage table.

One of the benefits of a PUD by intent and design, is intended to allow for a blend and mix of housing types. Staff's experience with the existing table is that it creates less flexibility and is more ridged than what we believe was its original intent, to allow a mix of product types to meet the density needs of the Northwest Area.

Based on this experience, staff is proposing to eliminate the table and remove the percentage requirements as they appear to be somewhat arbitrary and out of date with current housing trends. The City Code would be amended to allow developments to have a mix of unit types based on the density standards of the proposed underlying zoning categories and not require a maximum amount of each type. Each development still has to meet the minimum and maximum density allowed based on the Comprehensive Plan designation of that particular parcel.

ALTERNATIVES

The Planning Commission has the following actions available on the proposed Ordinance Amendment:

A. Approval. If the proposed request is found to be acceptable, approval of the following action should be taken:

- Recommend Ordinance Amendment to Title 10 of the City Code (Zoning Regulations), specifically Chapter 2, Section 10-2-2, Chapter 9C, Section 10-9C-1, Chapter 9C, Section 10-9C-2, Chapter 9C, Section 10-9C-3, Chapter 13, Article J, Section 10-13J-5, and Chapter 15 relating to regulations for multiple family districts.

B. Denial. If the Planning Commission finds issues with the Ordinance, a recommendation of denial should be made or specify recommended changes to the ordinance.

RECOMMENDATION

Staff recommends approval of all ordinance amendments as presented.

ATTACHMENTS

1. Draft Multiple Family Ordinance
2. Email from Resident Elling
3. Email from Resident Otzenberger