

## **Inver Grove Heights City Council**

**Monday, September 27, 2021, at 6:00 p.m.**

### **A G E N D A**

**NOTICE TO RESIDENTS:** If you are interested in participating on **Item 7. Public Comment**, please contact Rebecca Kiernan prior to this meeting via telephone (651) 450-2513 or email ([rkiernan@ighmn.gov](mailto:rkiernan@ighmn.gov)) to inform her - your name, address and to what you wish to speak on. Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan ([rkiernan@ighmn.gov](mailto:rkiernan@ighmn.gov)). Comments received prior to 4:00 p.m. on Monday, September 27, 2021, will be provided to the Council at or before the September 27, 2021, meeting.

#### **1. Call to Order**

#### **2. Roll Call**

#### **3. Presentations**

#### **4. Consent Agenda**

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

- A.** Minutes from the September 7, 2021, City Council Work Session.
- B.** Resolution Approving Disbursements for Period Ending September 21, 2021.
- C.** Consider Approval of Personnel Actions.
- D.** Consider Approval of Individual Massage Therapist License for Danielle Widen, at OyeSpa Aveda Lifestyle Salon & Spa.
- E.** Consider Approval of Real Property Identified by PID #20-00700-08-015 for Potential Acquisition Purposes.
- F.** Consider Approval of Resolution Approving Settlement Agreement in Kleiber v. Nelson Auto Center.
- G.** Consider Resolution Approving Amendment to Lund Easement Purchase Agreement.
- H.** Consider Approval of a Resolution Receiving Proposals, Selecting WSB for Consultant Administrative Services, and Appointing Additional Members for the Pavement Management Task Force.
- I.** Consider Resolution Approving Change Order for City Project No. 2021-11 - Trunk Storm Sewer Extension for Landlocked Basin JP-1 (South Grove Townhomes Development).
- J.** Consider Resolution Approving an Amendment to Engineering Services Proposal from Short Elliot and Hendrickson, Inc. (SEH) for City Project No. 2021-09D Bryant Lane Area Improvements (aka Majestic Woodlands).

#### **5. Public Hearing**

**6. Regular**

***Parks & Recreation***

- A.** Consider Approval of Acceptance of Minnesota DNR Grant for Heritage Village Park.

***Community Development***

- B.** Consider Approval of Rental Licenses.
- C.** TEXAS REPUBLIC SIGNS – Consider the following requests for property located at 11650 Courthouse Boulevard:
- 1.** A Resolution relating to a Variance to allow a free-standing sign 75 feet in height whereas 38 feet is the maximum height at this location.
  - 2.** A Resolution relating to a Variance to allow a free-standing sign 309 square feet in size whereas 100 feet is maximum.

***Fire***

- D.** Consider Approval of SAFER Grant.

**7. Public Comment**

Public comment provides an opportunity for the public to address the Council on items that are not on the agenda. Comments will be limited to three (3) minutes per person.

**8. Mayor and Council Comments**

**9. Executive Session**

**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](mailto:rkiernan@ighmn.gov).

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION  
TUESDAY, SEPTEMBER 7, 2021. 6:00 PM - 8150 BARBARA AVENUE**

**A. CALL TO ORDER:** The City Council of Inver Grove Heights met in person for a Work Session on Tuesday, September 7, 2021. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Roll Call:** Mayor Bartholomew; Council Members; Piekarski Krech, Dietrich, Murphy, and Gliva; City Administrator Kris Wilson, Community Development Director Heather Rand, City Clerk Rebecca Kiernan, Interim Parks and Recreation Director Bob Bierscheid, Interim Public Works Director Klay Eckles, Assistant City Engineer Steve Dodge, and Finance Director Amy Hove.

**1. Parks Update Presentation**

Interim Parks and Recreation Director Bob Bierscheid updated the Council on the following information related to the Parks and Recreation Department, but first he wanted to thank:

- Parks Superintendent Brian Swoboda and Recreation Superintendent Julie Dorshak, both of which have been working very hard. They have been getting information, working with consultants, and doing a lot of engagement with the community.
- Heather Rand in her role as the Interim City Administrator and Community Development Director, in sharing information and helping him work his way through the position and being updated on items.
- The Planning Department, which has done a great job providing information and engaging the Park and Recreation Department with Developers on a number of projects that have been coming in to ensure correct information is received.
- City Engineer Tom Kaldunski who helped gather information with one particular project.
- Finance Director Amy Hove for providing budget information.
- The Parks and Recreation Advisory Commission has done a great job of engaging and reaching out to the public to receive as much input as possible.
- City Clerk Rebecca Kiernan for helping him pull this together.
- The City Council for their willingness to listen to information, engage, and make the appropriate decision when information comes forward.

Parks Update:

Northwest Area Park #1 – Vista Pines

- Construction trailer is on site. Contractors have begun.
- Grading will begin soon.
- Trees have been removed. Working on removing tree stumps.
- The Bicycle Contractor is working on the project.
- Play equipment has been ordered and should be in, in about two months.
- Signs for the park. Temporary signs will be placed to show the area the park is coming.
- The goal is by this time next year, the park will be ready.

HKGi Study:

- Involves three potential park areas: Peltier Reserve, Settler's Ridge, and Riley Property.
- Work with Parks and Recreation Staff, Public Works, and Planning to review known issues/opportunities and gather background information.
- Site visits to document existing conditions.
- Develop concepts for each of the areas.
  - Parks and Recreation Staff and the Parks and Recreation Commission would look over.
  - Concepts would be taken out to the public. Further engagement.
- Provide diagrams showing linkages.
- Preliminary cost estimates.
- Meet with City Staff to review concept(s).

- Presentation to the Parks Commission (Goal - October 13<sup>th</sup>) to review study findings.
- Project Schedule: Began work on the study in late August with a presentation scheduled for the PRAC Meeting on October 13<sup>th</sup>.

Peltier Reserve:

- Council has approved the development.
- Area outlined for park is a beautiful area, has some issues with topography.
- The Developer initially brought forward a plan, some of those elements may end up in the overall plan but want to ensure the best for those in the area.

Settler's Ridge (former Fleming Property):

- Starting to move forward.
- When initially brought forward it was very close to Peltier Reserve. Having the park that close tends to serve too many people in one area, but not enough people in another area.
- Staff recommends keeping the trail connection.
- The City Engineer has been working on this item and has identified a couple of areas that would be studied during this process.
- Suggesting to move the park from one location to another, possibly using a drainage area that is flatter.
- City owned land.

Riley Property:

- Still in the conceptual stage.
- A four-acre parcel has been identified.

The idea is to look at all of these potential parks on their own, but also in the context of being together. How they could link together and serve people in the area. Information about this would be brought back before the Council in the near future.

Heritage Village Park:

- The city has been given a Grant of \$250,000 from the DNR for this park.
- Potential Bonding Grant has been applied for.
- Working with Dakota County on Natural Resource Renovation Projects.
  - 90% the County would pay for.
  - 10% would come from the city. Can be from local match, in-kind. Parks Maintenance Staff could work on this without having to make any cash payment.
- Dakota County is developing a project plan.
- Dog Park Shelters were built with Friends of the Dog Park and Park Staff.
- Park has the potential to have an All-Inclusive Playground and Splash Pad.
- An example of the play area was shown. It would be built around the historical nature of the community.

South Valley Park: Renovation Highlights:

- Meeting was held today to go through technical aspects.
- Ballfield currently there will be taken out. In the non-skating season, area could still be used.
- Why there is a need for renovations: Some items are deteriorating.

Other Park Projects:

- Ruth Cole Estate.
  - Ms. Cole passed away in February.
  - The process is moving along. Have been working with Dakota County.
  - The family has requested Dakota County hold off on the appraisal until they decide how to distribute the estate.
- Swing Bridge Lighting Project.
  - Met with a Representative from the Visitor's Bureau and the company that does the lighting.
  - Lighting company is the same company that did the lighting on the 35W Bridge in Minneapolis.
  - This will be back with a potential proposal.

- Veterans Greenway - Dakota County.
  - A greenway trail that would go through almost all of Inver Grove Heights. It comes from Eagan and goes across the city.
  - Along the way there would be different types of memorial objects for Veterans.
  - This would come before the City Council in October or November.

Park Operations:

- Working with the Friends of the Mississippi River on a Natural Resource Management Plan for River Heights Park.
  - The Friends of the Mississippi River would be paying for some of the restoration.
- Identifying natural resource projects with Dakota County.
  - Heritage Village
  - Looking at several other parks
  - This would save Parks Staff time and money
- Tree Trust wrapped up a 2-year stair building project at Seidls Lake Park.
- Coming Soon: Emerald Ash Borer removal project beginning in late September.
- Renovating 3 Baseball infields/mounds this fall.

Councilmember Dietrich asked if there were photos of the Seidls Lake trail. Interim Parks and Recreation Director Bierscheid responded he would get those photos to her.

Councilmember Murphy asked how many acres Vista Pines Park is. Interim Parks and Recreation Director Bierscheid responded he believed it was 7 acres. It's classified as a Neighborhood Park with a 7-10-acre classification.

Interim Parks and Recreation Director Bierscheid stated the other 3 parks are what they typically call a "Pocket Park". One of those could potentially be larger, but 2 for sure are smaller. He recommends the term be included through the Master Plan process.

Councilmember Murphy asked if a Pocket Park was considered to be under 7 acres. Interim Parks and Recreation Director Bierscheid responded Pocket Parks could be 1-4 acres in size. They are designed to provide greenspace and preserve types of trees or vegetation in an area.

Mayor Bartholomew asked if the Ash Borer Policy was in writing and available on the City Website. Interim Parks and Recreation Director Bierscheid responded he would check with Parks Superintendent Brian Swoboda. Mayor Bartholomew stated there are a lot of questions about being proactive or reactive. If trees being taken down are not diseased. Questions about what the Policy is and how they are approaching it. Interim Parks and Recreation Director Bierscheid responded the Ash Borer is different than other diseased trees. There is a time period they go through that includes the overall stability of a particular tree. He said he would make sure that information is provided on the Website.

Mayor Bartholomew requested the Council be made aware of the budget and what they have in terms of funding for removal of the Ash Borer.

## **2. Pavement Management Update Presentation**

Interim Public Works Director Klay Eckles stated he is aware Pavement Management is an important topic to the City Council. There is now a Citizen's Task Force, some of which are in attendance this evening, with the remainder likely watching.

Background was provided on Pavement Management as follows:

- The city is already late for 2022 to do some pavement work.

- In May 2021 the City Council discussed pavement management with recommendations. Progress has been made.
- It is confirmed where the city is headed is not acceptable. There is a need to accelerate the program.
- City Council determined they don't have to do Class A+ work on some of the improvements if they can get a lot more done for their dollar.
- City Council gave direction on the Citizen's Task Force which is now up and running.

#### Pavement Management Program (PMP)

#### What is Pavement Management:

- 150 miles of roads worth \$400 million dollar asset; unless it's not taken care of it becomes a \$400 million dollar liability.
- Designers look at tactics; choose the best methods to repair a street.
- Pavement Management is an overall strategy of what is best for improving the entire system.

#### 2022 focus - An Interim Grand Strategy

- The overall goal is to get maximum life and quality for a minimum investment in order to provide acceptable roadways for the community.
- Recognize existing infrastructure has value. For example: Curbing. Trying to get the maximum life from existing elements.
- One of the big problems in the community is that some of the older roads were built on poor soils, which leads to more deterioration and a tougher fix.

#### Types of PMP Treatments (Tactics):

- Simple Overlay
- Mill and Overlay
- Full-Depth Pavement Replacement
- Full-Depth Reclamation
- Partial Reconstruction
- Full Reconstruction

Going further down the above-mentioned list, the more extensive, invasive, and expensive the project. For 2022 to accelerate the program:

- Not looking at the bottom of the list (Partial Reconstruction and Full Reconstruction)
- Look at projects the city would be able to get the most from:
  - Mill and Overlay
    - Consists of grinding off the upper layer of blacktop
    - Put down new top layer of blacktop
    - Curb and Gutter remains intact
    - Minor patches
    - Some utility repairs
    - Would not dig up the entire area and disturb curb, sidewalks, and driveways
    - Quick process (in and out of a neighborhood quickly)
  - Full-Depth Reclamation
    - Grind up all existing pavement
    - Use the grindings as new gravel
    - Repave entire road
    - Still work within the confines of the curb. Don't touch the curb except where it needs to be patched
    - Some utility repairs
    - Relatively quick, can be in and out of the neighborhood in a matter of weeks rather than months

Mayor Bartholomew asked what affect this would have on the CIP for neighborhoods waiting or designated for full repair tear-out reconstruction. He asked if that puts them in the category of a mill and overlay or if it pushes them down the CIP. He questioned if this had been considered yet. Interim Public Works Director Eckles asked if he was referring to Dawn for example; that question would be discussed further in the presentation.

Comparison of Impact:

- If looking at soil reports, a lot would say rebuild the whole road. That would give the longest life road. Also, more expensive.
- Reconstruction: \$2.4 million dollars a mile
  - More life. First time it would have to be touched again would be 25-30 years out
  - Cost of \$80,000 per year/per mile
- Mill and Overlay: \$0.5 million dollars a mile
  - 15 to 20 years life expectancy
  - Cost of \$25,000 per year/per mile
  - Not as high quality

Comparison of 1 mile of road:

- Reconstruction:
  - City Share much higher as a percentage. \$1.6 million dollars.
- Mill and Overlay:
  - \$200,000 per mile

More assessment dollars are received for less intensive projects.

What does this mean for 2022 Pavement Management Program?

- Some of this would need to be discussed more in-depth with the Citizens Task Force.
- There are 50 miles of roads in poor condition.
- If something is not done this year, it could be 55- or 60-miles next year.
- Something needs to be done now. Should be simple and as impactful as possible.
- This conversation should have been had 6 months ago. The city is late due to:
  - Retirement of the Public Works Director.
  - Incoming Interim Public Works Director familiarizing himself with the city process.
  - Existing projects under development being re-evaluated.
    - There may be ways to do those projects that could serve neighborhoods for less than was discussed previously.
  - Busiest construction season ever in the city.
  - Covid.
  - Spent part of the summer getting the Citizens Task Force (CTF) ready.

City projects involving assessments must adhere to schedule:

- Decide on candidate projects. (If a decision is made tonight, it doesn't mean they would happen, it means they could happen)
- Hold neighborhood meeting
- Hire a consultant
- Complete Feasibility studies
- Receive more input
- Come before the City Council with reports
- Hold Assessment Hearings
- Start the design and construction process

2022 PMP Elements:

- Maximum life and quality for minimum investment.

Assistant City Engineer Steve Dodge continued the presentation stating Staff knows there are roads out there they could get to sooner than later. As it has been mentioned, before those become a bigger more expensive rehabilitation method. For that reason, they are reconsidering their approaches in order to get the most for the money. He stated there would also be projects they would push off to the Citizens Task Force because they can help make considerations, proposals, and suggestions, along with Council and Staff, on how to move forward with some of the difficult projects such as Dawn Way. He said they would be able to update the long-range plan based on the Citizens Task Force proposals and recommendations which will occur they hope, by next spring.

He discussed Mill and Overlay projects stating they can do 21 main miles of roads with the PMP portion of city dollars, with \$4 million dollars. They would still try to do \$9 million dollars' worth of projects.

He referenced the key to the diagrams he would be showing and stated the following would be depicted:

- Purple: Mill and Overlay (M&O) This is a surface structural improvement
- Green: Full Depth Reclamation (FDR) The pavement or gravel below needs to be amended
- Red: Reconstruction

In the North Central Area: 62<sup>nd</sup>, Upper 55<sup>th</sup>, and Carmen areas.

- Includes a reconstruction area that has not been a part of proposals yet. The project has been discussed with Council since 2015.
- The overall pavement infrastructure is in need of repair.
- Older neighborhood; sewer, water, and storm all need upgrades.
- This is the perfect example of a neighborhood that is in need of rehabilitation as a whole for infrastructure.
- Proposing to keep this project in task. Staff has reviewed.
  - For Mill and Overlay: Carleda is along Cahill Avenue, north of 65<sup>th</sup> Street, further north of Upper 55<sup>th</sup>. Four lane road. Claude Avenue and a 62<sup>nd</sup> neighborhood would also be included.
  - For Full Depth Reclamation: Carmen, an industrial area, is a road that has gone a little bit too far. Now requires this method.

Northwest: Border of the city on Mendota Road with West St. Paul, west of Trunk Highway 3.

- Iron triangle area that includes Akron Avenue.
- He has driven the road and is unsure if Mill and Overlay would work here.
  - Feasibility reports.
  - Work with the neighborhood.
  - Come back to the Council with what they believe to be the most effective approach.
  - Some may fall into FDR as they get further into the evaluation process.

Southeast: Walmart is on the south side, Concord Boulevard, Cahill Avenue area. For Cheney Trail and Coffman Path.

- Ready for Mill and Overlay
- May lose it to a more expensive rehabilitation project.

Southwest Area: Along the Eagan Border. Jefferson Trail and Trunk Highway 149 is the major north/south road. Trunk Highway 3 attaches.

- Mill and Overlay: Tyne Lane area.
- Full Depth Reclamation: Albano Trail area.
  - With roads and freeze/thaw, what was there years ago, as far as the gravel section. For example, a farm field where rocks just appear every year. The same thing happens with gravel roads that are on clay. The clay eats up the gravel.
  - They look at knowing the pavement condition but have borings that show the underlying gravel section and whether it is a good gravel section.

Far Southwest Area: Along the Eagan border, adjacent to Cliff Road. Southern Lakes Neighborhood.

- Mill and Overlay: Recommended before the pavement deteriorates further.

Totals for 2022: Draft Report to receive City Council input for 2022 to launch projects. In order to do these, they have some Staff capability for plans. From a neighborhood and project management standpoint they will likely have to engage with consultants to help Staff manage the workload.

- 21.2 Lane Miles (over 10 centerline miles)
- \$9 million-dollar total project cost (high level)
- \$4.1 million dollars Pavement Management Program share
- \$4.9 million in Assessments
- 600 to 900 properties involved
- Citizens Task Force will help recommend future projects and methods

He said these are very high-level planning numbers. The next steps in the process will provide more accurate information. They would be using this area as an example: Dawn Way area already underway:

- Very engaged neighborhood that would enjoy having the streets repaired.

He stated he has been out in the area several times over the last couple of years and met with residents.

- A Feasibility Study has been launched with Council.
- The Feasibility Study, for a two-year plan, \$12 million dollars in costs.

Based on feedback received, review of the roads, engagement with citizens, Consulting, and Geotechnical Engineers, Staff feels this is a perfect example for the Citizens Task Force to look at. He stated Staff would like guidance from Council showing that they are in general agreement with Dawn Way being a good example project for the Task Force to look at to receive answers and proposals back by next spring.

- May be able to leverage \$500,000 in Grant funds.
  - There are two programs, each one is for \$500,000. Can only do one of them.
  - There are caveats, if you don't receive one, can get the other.
  - This can replace pavement management funding. If able to get those Grants it would open up more pavement management funds.
  - Grants are important because the Dawn Way area drains to the Mississippi River. The River has a lot of water quality benefits and projects with agencies that provide funding for water quality that goes into the Mississippi River.
- The original concept was \$12 million dollars.
  - Feel they can do this for a much lesser expense.
  - Curbs are in pretty good shape.
  - By the time feedback is received from the Task Force, and the Grant, that makes for a summer of 2022 design project with construction in 2023.

Interim Public Works Director Eckles continued and stated this is a big issue. This isn't quite the way it would normally be approached, normally they would have started 6 months ago.

- They have launched the Citizen's Task Force.
- If the Council candidate projects, Staff would:
  - Start selecting consultants
  - Prep for neighborhood meetings
  - Begin notifications
  - Come back to the City Council with reports

He said they are late in trying to get something done in 2022. Staff recommends getting something done, if possible, if they can receive feedback or approval from the City Council. If approved, Staff would begin to formalize things and move it forward as quickly as possible. If there are significant concerns, they can take a step back and work on it further. He commented that he is concerned, 20 lane miles is a huge project with 600 properties. He didn't believe they would get it all done, but Staff would set the bar high. This is as far as they believe it can go this year. He looks for Council feedback.

Mayor Bartholomew stated he was concerned about the loss in momentum. There are known projects in dire need. He referenced that people were spoken to about Dawn Way and was unsure those would be willing to wait

until 2023; he wasn't sure that was the overall consensus. He said they need to find the balance if setting big projects aside in dire need, ones that are falling apart, when promises were made. If putting it off another year they need to have a good game plan to be able to carry the message to those residents. His concern was changing the message in mid-stream. They may lose momentum with projects that are in the worst condition. He said nothing was discussed about Dawn Way other than the possibility of getting a Grant. He said there should be a contingency if the Grant isn't received. He felt the project needed to be kept in the mix and not say it would be held off until 2023. It is in the CIP and need to recognize it's there. Some residents have waited such a long time.

Interim Public Works Director Eckles shared technical thoughts on Dawn Way stating it has an interesting technical issue. Soil Engineers would suggest replacing it all, maintenance would say to do a simple mill and overlay and not touch anything else. One option is \$12 million dollars and the other is \$2 million dollars.

Mayor Bartholomew asked why Dawn Way can't be done in 2022. Interim Public Works Director Eckles responded they could change course with Dawn but is a project that has a lot of complex elements to it. The thought was that it was a good area to spend more time on and receive feedback from the Citizens Task Force. He said that isn't the only answer, it may not be the right answer. He said he was unsure what the chances were to receive the Grant. Given the chances, and knowing there are so many other needs there, Staff determined with mill and overlay there would be a lot less engineering to the point where some Staff could actually do the plans. He said it was an open question, they can't do it all.

Mayor Bartholomew stated Dawn Way isn't the only one in the CIP for the coming year that isn't in this proposal. Interim Public Works Director Eckles responded Carleda was one they kept in. The Dawn area is an older neighborhood, the roads are in tough shape. A lot of them have 5-6 inches of blacktop on them which is more than most newer roads; usually they are at 4. Having more blacktop can give more stability, those are probably not going to deteriorate as quickly as some of the other ones discussed this evening.

Mayor Bartholomew asked if that message can be relayed to the neighborhood. That the neighborhood is on the CIP, but this is a better course, better economically, a better finished project. He said it is key to get buy-in from a neighborhood that is already queued up. It's not just Dawn, it's any neighborhood that has been patiently waiting. Interim Public Works Director Eckles responded he was out in the neighborhood during one of the visits and ran into a resident and discussed the different options. The resident's comment was that they just want new blacktop. Interim Public Works Eckles stated his impression was that the resident would prefer the \$4 million dollar project that has half the assessment to the \$12 million dollar project.

Assistant City Engineer Dodge said he would say the original feasibility and approval was more for a reconstruction project. While they are retooling, it was designated at a 2022 and 2023 project. If this goes through the Citizens Task Force, they believe it could all be done in 2023. The schedule really isn't changing on the end, its changing in the beginning in order to run it past the Task Force. Dawn Way is such a big neighborhood, they want to work with Council and the neighborhood and get it right the first time. They are sticking with the schedule. Mayor Bartholomew stated that would be the message they have to convey.

Assistant City Engineer Dodge stated they are looking for direction/approval from the Council that says they would stay with 2023 for all of Dawn Avenue, based on the Citizens Task Force review and recommendation. The schedule really doesn't change for the whole neighborhood.

Mayor Bartholomew asked if Staff has looked down the road to see what the CIP looks like in 2023 and 2024. He asked if there were any people that lose, any that gain. He asked if some would have to wait for 2025 or 2026. He asked if this has been looked into or if it would be with the Citizens Task Force. Assistant City Engineer Dodge

responded he has definitely been looking into it and working it out with Staff, the Interim Public Works Director, and the Streets Superintendent. He said the discussion could be had on a different day, but they have been looking and would provide those numbers later. If wanting to get something done in 2022, they need to focus on what they should and can do. They would work between now and the winter to get the rest of the Pavement Management Program 5-year Plan intact. There are neighborhoods out there that are also looking for improvements, they have not been forgotten. Those would be a part of the 5-10-year plan put together with Council.

Mayor Bartholomew stated this requires a lot of education. They need to carry that message.

Assistant City Engineer Dodge stated with approval from the Council, Staff would get an update to the whole Dawn Way neighborhood. Literature would be given to the neighborhood stating they would be looking at a 2023 project. They would still be on the 2023 schedule.

Councilmember Murphy asked if it would be a 2023 completion. Assistant City Engineer Dodge responded it would be a 2023 completed project as originally proposed.

Councilmember Gliva asked if they are baselining and saying that mill and overlay is all it probably needs. Assistant City Engineer Dodge responded that Staff, Interim Public Works Director Eckles, Streets Superintendent, and the consultants on the Dawn Way project have been looking at scenarios. He said he could respond with some level of confidence that they could do without a reconstruction. They need to go back to the Citizen Task Force and say if they are not going to do a reconstruction, they could do a less intrusive/less expensive method. They would work together on what that method would be and come to an agreement.

Interim Public Works Director Eckles stated the Citizen Task Force not only helps with solidifying a long-term policy/long term vision to develop the plan, they are working on a newsletter article for September that discusses the Citizens Task Force. He said they were waiting to see what would happen tonight before notifying people on a given street about what's taking place. He would help educate city wide and also target those neighborhoods and keep them in the loop.

Mayor Bartholomew asked for further clarification on what is being requested of Council. Interim Public Works Director Eckles responded they are asking the City Council if the goal is to get as much of the roads back in shape as possible, next year. That is what Staff believes they can get done, maximum. The question is if the Council agrees with it.

Mayor Bartholomew asked the City Attorney if the Council can make a decision that isn't on the agenda. For example, putting certain projects in certain order based on input from Staff. City Attorney Bridget McCauley Nason responded the Council is not taking any formal action this evening. Council would be providing direction to Staff. If the Council wants something more formal, they could provide Staff with direction to come back with a Resolution, or something on the Consent Agenda formalizing that this is what the Council is supporting as far as what projects would look like for the upcoming year.

Interim Public Works Director Eckles stated if the Council is uncomfortable with this, Staff would have to go another direction. If there is a positive feeling, Staff would begin making things happen. There would be a number of formal steps coming before the Council. Staff just needs to know whether or not this is something the Council is comfortable with.

Councilmember Murphy asked if the Council could get a copy of the slide presentation. He said he felt this makes a lot of sense, makes more residents happy faster, and allows the city to reset and not spend more money

but save money. He said having been in the city talking to people, at least two streets brought up to him many times are on the list. He said he felt this was a great plan and would like to move forward. He asked if anyone would be delayed longer than expected. Interim Public Works Director Eckles responded they have 50 miles of people. There are a lot of road candidates, it was difficult trying to decide what not to put on the list. He said those not on the list, are projects that are too far gone for simpler things. There are projects that could go longer. Staff believes the ones on the list are good candidates to catch earlier in the process.

Councilmember Murphy asked when they would hear back about the Grants. Assistant City Engineer Dodge responded the Grant process for both would be known in February/March. That would be at the same time the Citizens Task Force would be finishing their review of the Pavement Management Program. The Grants are not necessary for the projects to happen but would help Pavement Management funding by freeing up \$400,000.

Councilmember Piekarski Krech stated she has no problem with what has been presented. She suggested Dawn be done as soon as possible. She said it was likely 20 years ago that 70<sup>th</sup> was redone, the area was supposed to be a process but ended up being stalled somewhere. She stressed the fact that Dawn has to be done. 2023 needs to be the date, it should have been 2022.

Interim Public Works Director Eckles stated looking at Dawn Way with the lens of needing to rebuild roads and get them to last as long as they can is a \$12 million dollar project. Looking at what still has life there; the curb and gutter is in pretty good shape even though it's 40+ years old. If the curb has 30 more years of life, he questioned why touch it. If you don't touch the curb, you don't touch yards and driveways, you don't have to replace water services. Councilmember Piekarski Krech stated she didn't care how it was done; those streets need to be fixed. Interim Public Works Director Eckles responded the \$4 million dollar project is to get in and out of there. Total reconstruction takes 2 years. He said 1 year was no problem, they can get it done in 2023. Councilmember Piekarski Krech stated it has to get done, it's been pushed off every year it has come up. She said it was supposed to be done as a part of the South Grove section, but for whatever reason, it didn't get done. It has been pushed off for too long and needs to get done.

Interim Public Works Director Eckles responded in the longer-term picture, the Citizens Task Force is going to give the tools as to what the 10-year plan is, once they get to that mark, they have hit their goal. Under the old plan they were \$140 million dollars short but hit the plan. Working with the Citizens Task Force they could get there and not be \$140 million dollars short. He said he believes when looking at the City Funding and Assessment Policy, the city has the tools needed to meet the goal, or get close, using a different lens. The Citizens Task Force would help fine tune that lens and make sure it is in line and headed in the right direction.

Mayor Bartholomew stated he liked the plan. There are a couple of priority dire projects that cannot be forsaken. He said he was willing to go along with the plan as long as the caveat is they pay strict attention to the streets they have been pushing away a long time such as Dawn, and others. Interim Public Works Director Eckles responded there are a lot of those out there.

Interim Public Works Director shared another item for the Citizens Task Force called Broad Area Patching. This consists of city crews that can't patch anymore because they are patching patches on patches. Simple overlays (thin layers of blacktop) have been done. He said they could ask the Task Force to possibly expand that program. City crews are very efficient and could do rural roads with a bigger portion than what they normally do. This gives more value to residents. They may be able to assess for that.

Councilmember Dietrich stated the Pavement Management System that was in place was something she has been keeping an eye on for over a decade. She felt it was a bit archaic because things were not getting done. 1/3 of the streets are in huge need of repair. She thanked Interim Public Works Director Eckles for his leadership

in the short time he has been here and with getting Staff on board. She said she feels like they are working to their full potential and are excited about this. She said she has heard from residents that are excited to be on the Task Force. Those are individuals that have wisdom on this topic and are willing to volunteer their time. She thanked him for the work done pivoting into this system, being wise, thoughtful, and brave.

Mayor Bartholomew asked if the Council was fine with the direction presented by the Interim Public Works Director and the Assistant City Engineer to move forward, or if something in writing is preferred that comes in a Consent Agenda. He asked if the Council could say yes, they like where things are at and can bring forward progress in the future, incrementally.

Councilmember Murphy referenced the slides shown by the Assistant City Engineer of areas potentially in the plan and asked how difficult it may be to delete an area, if Council comes to that, or adding another area based on resident feedback. Interim Public Works Director Eckles responded the deletion is easy, which is why he called them candidates. Adding something two or three months from now would be difficult. Maybe in rural areas where it could be broad area patching which is quick. He said every resident added is another contact, another interaction. There is going to be a lot of that. Adding additional projects may be tricky, but Staff could look at it depending on how complicated. Mayor Bartholomew stated it would be difficult for 2022 but could be possible for 2023. Interim Public Works Director Eckles agreed. He said once they have the Task Force up and running, maybe 7-8 months from now they would have clear direction. There is already a list of candidates and projects lined up for 2023.

Councilmember Murphy stated he has no issues with moving forward. Councilmember Piekarski Krech agreed and said Staff needs to get started. Interim Public Works Director Eckles stated Staff knows there are a lot of neighborhoods that want to see some action. Things could be moved through quickly to know whether a project is in or out.

Assistant City Engineer Dodge stated it would be helpful if there are any neighborhoods the Council has heard of that are not on next years list. Everything shown this evening was potential all next year. He has a whole list of projects going out five years. He already has Dawn Way taking up most of the budget in 2023. When getting to winter discussions and working with the Citizen Task Force, discussion would be had about where the money would come from, how many dollars per year they would put into this, and how much they could handle in the next four to ten years. If there were projects not on the 2022 list, please get them to the Interim Public Works Director and they can retool and bring items to the Council in the future for approval to move forward with feasibility reports.

Mayor Bartholomew wanted to be sure Staff looks at the 2023 and 2024 CIP and make sure those are being accounted for and not lost in the shuffle.

### **3. 2022 Budget**

Finance Director Amy Hove brought forth an update on the General Fund and Levy. It would be a follow up from the August Work Session.

Timeline to date:

- May/June 2021 - General Fund Departments submitted budget requests. Finance Staff prepared salary and benefit estimates.
- July 7 - 13, 2021 - The Interim City Administrator and Finance Director met with Departments to review requests, requested additional information, and refined some of those numbers.
- July 20, 2021 - Department Head Meeting to review impact of requests on General Fund Budget and Levy.
- August 2, 2021 - Council Meeting to discuss the preliminary budget and levy impact.

- August 2021 - Ongoing review.
- September 7, 2021 - City Council Work Session discussion.

Updates since the August 2 Work Session:

- Received confirmation of the Police DUI Grant Award - additional \$43,750 in revenue.
- Reduced Workers Compensation allocations - expenditure reduction of \$54,500.
- Adjusted some salary grades and departmental allocations - expenditure reduction of \$32,500.
- Received updated Tax Capacity and Fiscal Disparity estimates from Dakota County (August 25, 2021) which has a direct impact on tax rates. All changes have been updated for the new figures being presented tonight in terms of tax impact.

Mayor Bartholomew asked if the fiscal disparity was still just an estimate from the County. Finance Director Amy Hove responded that would be refined through the fall and into spring. They don't actually finalize like market values; the tax capacity won't be finalized until spring. It is based on an August 2021 estimate. Mayor Bartholomew asked what estimate was being used. Finance Director Hove responded July.

Outstanding Items: (Items they do not have final information or decisions on):

- Heath Insurance Renewal - know there is potential for slight savings in estimates.
  - Preliminary hints that it could be lower than the 9% estimated.
- Potential DCC financing reform - topic throughout the year with Dakota County.
  - If Dakota County picks up more of the overhead cost the city share would be reduced and the city would see savings.
  - Unsure if this would be in 2022 or 2023.
- Police State Aid revenue - Aid received from the State to help with PERA costs and Police salary wage costs.
  - Budgeting at a 4.5% increase over 2020 actual (\$388,500).
  - Once 2021 is received at the end of September, may be able to increase this assumption for 2022.

She stated the city also receives Fire State Aid as well. 100% of that aid goes to relief pension.

- SAFER Grant - if received would help reduce the levy to cover the Fire positions currently included in the 2022 Budget (\$359,400).
  - Hope to know by the end of September.
- Additional Revenue Reviews.

Mayor Bartholomew stated they are increasing revenue by 4.7%. He said he was concerned about that number and suggested looking at it closely and get good justification. His concern was with inflation and the slowdown of the economy, it would have an adverse effect on any kind of revenue number picked. Whatever is underestimated for revenue would turn into a tax increase. He wanted to make sure they are cautious. Finance Director Hove responded her presentation includes a revenue graph comparing 2019 actual to 2020, and 2021 through June to see what the main categories look like.

Levy Summary. 2022 Proposed versus 2021 Adopted:

- 2022 Proposed: General Fund Expenditures: \$27,915,100
- 2021 Adopted: \$25,296,800
- Increase of: \$2,618,300
- 2022 Proposed: General Fund Revenues: \$4,493,790
- 2021 Adopted: 4,290,600
- Percentage of Change: 4.7%
- General Fund Levy: \$23,421,310
- Percentage of Change: 11.5%

- Pavement Management Levy: \$2,550,000
- Increase of: \$300,000
- Percentage of Change: 13.3%
- Debt Levy: 2022 Proposed: \$2,696,566
- City Wide Percentage of Change: 9.7%

Levy Impact:

Comparing what it looked like in August, and what it looks like today.

- August 2, 2021: Tax Levy: \$28,798,853
- September 7, 2021: Tax levy: \$28,667,876
- Decreased approximately \$130,000 in the last month
- Were at 10.2%, down to 9.7%
- Change in city tax rate: Was at 4.53%, now at 3.98%
- Median Property in August 2021: \$148.21
- Median Property in September 2021: \$140.90

Councilmember Piekarski Krech asked what the median property was. Finance Director Hove believed it was at \$278,000.

Councilmember Piekarski Krech asked how many median properties there actually were. Finance Director Hove responded she would have to check. She did know they increased the median value with the same inflationary figure that Dakota County sent in terms of what the overall increase was. Inflated property values as to how they appreciate.

Councilmember Piekarski Krech asked if the County was not going to have an increase this year. Finance Director Hove responded that is what she has heard. Councilmember Piekarski Krech said they don't know what the School Districts are doing. Councilmember Gliva responded there would be an inflationary bump. This is from the referendum from District 199. She did not believe anything was passed for Districts 196 or 197.

Councilmember Murphy stated the median home price was \$278,000 as of 2019.

Breakdown of Tax Levy Increase:

- 2021 Total Tax Levy (General Fund, Pavement Management Program and Debt) figured in:
  - COLA, Step Adjustments, Health Insurance: \$744,200 or 2.9%
  - Increase to Pavement Management: \$300,000 or 1.1%
  - 2022 New Staffing Requests: \$1,390,400
  - Other (Net) Changes: \$109,918
- 2022 Proposed Tax Levy: \$28,667,876

What that means for a median property on a monthly basis:

- Increase would be \$11.70 per month
- Most of that would be for new Staffing: \$6.40
- COLA: \$3.40
- Pavement Management Increase: \$1.40 per month
- Other (Net) Changes: .50 per month

Tax Rates - Dakota County

- Goal is to stay in the middle to lower of the pack when it comes to tax rates
- In August was at 52.8
- Currently down to 52.6

- As the tax rates goes there was a peak in 2019 when the TIF District and value came online for the city so there was a decrease in 2020 to a tax rate of 51. They were at 50.590 in 2021. Forecasted to go up to 52.6 which is still lower than the 2019 rate.

Councilmember Murphy asked why Apple Valley, Burnsville, and Eagan were excluded. Finance Director Hove responded they were larger, they determined they are not comparable cities to Inver Grove Heights. Those closer to the city range and scope are used. She said she could get the Council those cities tax rates if desired. Councilmember Murphy responded he would like to see them. He asked if it was possible to have population overlayed on this. He was curious since there were 50 cities the same size as Inver Grove Heights. Finance Director Hove responded she could provide that information.

#### General Fund Revenues:

Given that 2020 was an unusual year they looked back to 2019 as the last "normal" year of activity.

- Licenses and Permits:
  - 2019 was a banner year for Building Permits.
  - 2020 activity dipped quite a bit below the 2019 activity.
  - Year to date is about half of where they are projecting for the 2022 Budget. They expect to rebound from 2020 but stay more conservative versus 2019.
- Intergovernmental:
  - Slowly ticks up over the years.
  - The reason it is so low for 2021 is due to State Aid that doesn't come in until September.
- Charges for Services:
  - 2019 was over \$1 million dollars.
  - 2020 was a good year. Resident Engineering pulled in a significant amount of revenue.
  - 2021 has fallen behind.
  - Still working on obtaining refined estimates for what to expect in 2022.
- The remaining three categories are very small areas such as: Fines and Permits, Miscellaneous Revenues, and Other Sources.
- Other Sources:
  - To note: The CARES transfer was transferred in to reimburse the General Fund for costs and for the Public Safety payroll that was covered with CARES dollars last year.

Councilmember Gliva requested an example of Charges for Services. Finance Director Hove responded Resident Engineering charges fees for working on projects. It's a fairly significant charge.

Councilmember Gliva asked where the CARES money was for 2022. She asked if there would be more CARES money included. Finance Director Hove responded they received their first CARES payment. They don't house it in the General Fund, it is put into a Special Revenue Fund until Council dedicates what it would be used for.

#### General Fund Expenditures:

Comparing 2021 Original to 2022 Proposed in terms of Expenditures:

- A majority of the increase is to Personnel Services
  - Professional Services, Purchased Services/Equipment, Supplies, and Other/Transfers are pretty stable.
- Not a lot of change in those areas

What type of function of Government; what is being funded:

- 51% of the Budget funds Public Safety
- 17% is Public Works

New FTEs in the 2022 Proposed Budget:

- Positions that are currently proposed in the 2022 Proposed Budget.

- Looking for Council feedback/comfort level with these positions.
- This is about one of the only things, without impacting services, that there is an opportunity to change for next year's budget.
- Only other area is Pavement Management Funding, which is not required, but an important and valuable plan.

Mayor Bartholomew stated a comment was made that the first half of taxes were received in July. He asked if there was an idea of what the delinquency rates were, if it was up, down, or static. Finance Director Hove responded they have not looked into that yet for this year. Last year during Covid, it didn't impact the city. The County offered considerable delayed payments, there were 5 different payments. They did not find that it had an impact on rates. She stated she would look into information for this year and get it to the Council.

Councilmember Murphy commented in what he has read from the Met Council, it shows a net gain for fiscal disparities. He asked if that was the case. It shows \$1.3 million in 2021. Finance Director Hove responded they haven't been Net Winner from 2006 or 2010. She would have to look at that information. She said the gap was closing, narrowed, they are not coming ahead on that program.

Councilmember Murphy stated in the materials he has it states the city put in 4.2 but got 5.5 in benefit for a net of 1.3.

Councilmember Murphy asked how the city is impacted, financially, by Dakota County. Finance Director Hove responded that Dakota County charges the city for certain things. Every County makes a choice as to what cost sharing relationships are. She wasn't sure of the full scope of everything they cost share on. She said she could provide a list of different areas that they cost share on. Councilmember Murphy responded it would be easier to answer questions from residents when knowing they are a net winner or loser in that situation.

Councilmember Piekarski Krech stated she was very hesitant about the 9.7%. Looking at median value homes, for some it's only \$11.00 a month. For people on a fixed income, that is \$11.00 a month they don't already have. She said when looking at this, it needs to be really judicious. She said her guess is that those in median valued homes are those that are not going to be getting a 9.7% increase in their incomes. She was concerned if getting Grants and having a Grant taken out, at some point those would no longer be there, then there is a huge bump in the tax rate because they'd have to pay for those extra people, they have been getting a Grant for all along. She said she felt there needed to be some kind of graduated level, so they don't go from 0-100 in one year. Finance Director Hove responded another thing they are watching and monitoring closely is the increase in property values. She said they know every time they approve a development, have new construction, or issue new permits, they are adding value. It is great when adding new value to the community versus having houses appreciate in value. The new value coming into the community can help share in the property tax burden. She said their goal would be to focus in on the tax rate, so the rate is applicable regardless of the amount in the expenditure budget/tax levy because there are more people to share it. They are anxious to see what these projects would do to the tax base. It is the hopes in future years, as they layer on increases, it will keep the tax rate stable if not lower.

Mayor Bartholomew stated the bottom line is what the rate is, what the individual is paying. The tax rate is at 3.98, although it's high, it could be lowered. He stated 3.98 is not a bad tax rate increase given the size of the city and the demands on infrastructure and services. He said the troubling part is that the press would report a levy increase of 9.7 when the reality is it's a rate increase of 3.98.

Councilmember Murphy stated from the looks of what the potential increase is getting them, they are addressing staffing issues that have existed for years.

Councilmember Dietrich referenced FTE's and asked how the new positions would look in an organizational chart. She stated Public Safety had needs there, but other ones like Communications, the city just got a Communications Manager two years ago. She said she has no idea what is being asked for with Independent Contractors, or what their job duties entail. She said she would like to see how everything lays out with exception to Public Safety. For example: How tasks are divvied up compared to what they are now. Finance Director Hove responded she could provide more information about what that may look like.

Next Steps:

- Preliminary Levy approval at the September 13<sup>th</sup> City Council Meeting.
  - The plan is to bring this proposal to the meeting taking place on Monday for Council approval.

Mayor Bartholomew stated it is preliminary, they can always go down, but not up. Finance Director Hove responded preliminary sets it high. They will continue to try to work it down through December when the public meeting is held. Mayor Bartholomew responded that gives Council time to get any questions answered and understood before getting to the final levy. Finance Director Hove stated there is a new City Administrator, it would give her the opportunity to work with them on any initiatives or feedback.

- October/November Work Sessions – Other Fund Budgets are reviewed and discussed.
  - This includes: Capital Project Budgets, Debt Budgets, Pavement Management.
  - Will also include any General Fund Levy and Budget updates.
- Between November 11 – 24, Dakota County mails proposed property tax notices to residents (based on the city's preliminary levy).
- December 13 – Public Meeting to discuss budget and levy.

Finance Director Hove asked if the Council was comfortable with this being presented at the next City Council meeting taking place on Monday, September 13, 2021. Mayor Bartholomew responded he was fine with bringing it forward on September 13<sup>th</sup> with full knowledge there is time and still a ways to go.

Finance Director Hove stated she took note of the questions and information requested by Council and will be working on it throughout the following week.

Councilmember Murphy stated knowing they can only go down from where they are, he asked if anything is missing, or if anything was given up. Finance Director Hove responded that early on the management team decided to focus on Staff. They felt staffing needed to be addressed as they have had staffing issues for a number of years. Next year it would be more focused on programs, projects, and potential other areas, whether its equipment or contracted services. She said they didn't really receive a lot of requests for anything outside of staffing. Department Heads knew this wasn't the year to ask for both. Staff was prioritized above other areas.

City Administrator Kris Wilson stated it has been very helpful for her to be able to listen to questions and comments in regards to the presentation. She said it has been a great four days so far. She is looking forward to meeting with all over the remainder of the week.

**B. Adjourn:**

**Motion by Murphy to adjourn the meeting at 7:49 p.m.**

**Ayes: 5**

**Nays: 0      Motion carried.**

Minutes prepared by Recording Clerk Sheri Yourczek.

**TITLE: Disbursements**

|               |                    | Fiscal/FTE Impact                  | Mark all that apply |
|---------------|--------------------|------------------------------------|---------------------|
| Meeting Date: | September 27, 2021 | None                               |                     |
| Item Type:    | Consent            | Amount included in current budget  | <b>X</b>            |
| Contact:      | Amy Hove           | Budget amendment requested         |                     |
| Prepared by:  | Bill Schroepfer    | FTE included in current complement |                     |
| Reviewed by:  | N/A                | New FTE requested - N/A            |                     |
|               |                    | Other                              |                     |

**PURPOSE/ACTION REQUESTED:**

Approve the attached resolution approving disbursements for the period of September 8, 2021 to September 21, 2021.

**SUMMARY:**

Shown below is a listing of the disbursements for the various funds for the period ending September 21, 2021. The detail of these disbursements is attached to this memo.

|                                 |                              |
|---------------------------------|------------------------------|
| General & Special Revenue       | \$513,052.68                 |
| Debt Service & Capital Projects | 1,177,724.96                 |
| Enterprise & Internal Service   | 391,908.17                   |
| Escrows                         | 28,774.76                    |
|                                 | <hr/>                        |
| Grand Total for All Funds       | <u><u>\$2,111,460.57</u></u> |

If you have any questions about any of the disbursements on the list, please call Amy Hove, Finance Director: 651-450-2521.

Attached to this summary for your action is a resolution approving the disbursements for the period September 8, 2021 to September 21, 2021 and the listing of disbursements requested for approval.

**DAKOTA COUNTY, MINNESOTA**

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

**RESOLUTION APPROVING DISBURSEMENTS FOR THE  
PERIOD ENDING September 21, 2021**

**WHEREAS**, a list of disbursements for the period ending September 21, 2021 was presented to the City Council for approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS:** that payment of the list of disbursements of the following funds is approved:

|                                 |                              |
|---------------------------------|------------------------------|
| General & Special Revenue       | \$513,052.68                 |
| Debt Service & Capital Projects | 1,177,724.96                 |
| Enterprise & Internal Service   | 391,908.17                   |
| Escrows                         | 28,774.76                    |
| Grand Total for All Funds       | <u><u>\$2,111,460.57</u></u> |

Adopted by the City Council of Inver Grove Heights this 27th day of September, 2021.

\_\_\_\_\_  
Thomas Bartholomew, Mayor

ATTEST:

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



City of Inver Grove Heights

# Expense Approval Report

By Fund

Payment Dates 9/8/2021 - 9/21/2021

| Vendor Name                                    | Payable Number      | Post Date  | Description (Payable)             | Account Number        | Amount    |
|------------------------------------------------|---------------------|------------|-----------------------------------|-----------------------|-----------|
| A.J. ALBERTS PLBG                              | 9/3/2021            | 09/16/2021 | Refund permit - 2159 62nd St      | 101.45.0000.3224000   | 44.00     |
| AFSCME COUNCIL 5                               | INV0120833          | 09/10/2021 | UNION DUES (AFSCME FULL SHARE)    | 101.203.2031000       | 892.84    |
| AFSCME COUNCIL 5                               | INV0120834          | 09/10/2021 | UNION DUES (AFSCME FULL SHARE-PT) | 101.203.2031000       | 78.80     |
| AMERICAN PLANNING ASSOCIATION                  | 125674-2174         | 09/09/2021 | heather botten APA membership fee | 101.45.3200.419.50070 | 403.00    |
| APWA-MN CHAPTER                                | 9/9/2021            | 09/16/2021 | APWA Class: Gerhold               | 101.43.5100.442.50080 | 495.00    |
| ARCHER EXTERIORS                               | 9/13/2021           | 09/16/2021 | Permit refund - Job cancelled     | 101.45.0000.3221000   | 983.40    |
| B & B SHEETMETAL AND ROOFING, INC.             | 58893               | 09/16/2021 | fix Station 1 roof                | 101.42.4200.423.40040 | 364.25    |
| BEACON ATHLETICS                               | 0536551-IN          | 09/16/2021 | pesticide                         | 101.44.6000.451.60035 | 957.40    |
| BILL RASCHER MECHANICAL INC.                   | 8337                | 09/16/2021 | repair SV hot water & toilet      | 101.44.6000.451.40040 | 644.92    |
| COMMERCIAL INFRASTRUCTURE CABLING, Inc.        | I10125              | 09/16/2021 | Cabling for golf maint            | 101.47.1400.413.30700 | 1,734.35  |
| CULLIGAN                                       | 98459100 08/31/2021 | 09/16/2021 | equipment service fee             | 101.42.4200.423.30700 | 29.15     |
| CULLIGAN                                       | 98459118 08/31/2021 | 09/16/2021 | bottled water                     | 101.42.4200.423.60065 | 209.31    |
| CULLIGAN                                       | 98603467 08/31/2021 | 09/16/2021 | bottled water                     | 101.42.4200.423.60065 | 193.85    |
| DAJ ENTERPRISES LLC (ECO WORKS)                | 2041-9/10/2021      | 09/16/2021 | compost/fertilizer                | 101.44.6000.451.60030 | 1,156.00  |
| DAKOTA COMMUNICATIONS CENTER                   | IG2021-10           | 09/16/2021 | DCC Sept 2021                     | 101.42.4000.421.70502 | 60,289.20 |
| DAKOTA COMMUNICATIONS CENTER                   | IG2021-10           | 09/16/2021 | DCC Sept 2021                     | 101.42.4200.423.70502 | 4,340.80  |
| DOUGHERTY, MOLEND, SOLFEST, HILLS & BAUER P.A. | 200817              | 09/16/2021 | notice of hearing re restitution  | 101.41.1100.413.30700 | 36.00     |
| EARL F ANDERSEN INC                            | 0127479-IN          | 09/16/2021 | Sign supplies                     | 101.43.5200.443.60016 | 422.00    |
| EFTPS                                          | INV0120859          | 09/10/2021 | FEDERAL WITHHOLDING               | 101.203.2030200       | 61,306.09 |
| EFTPS                                          | INV0120861          | 09/10/2021 | MEDICARE WITHHOLDING              | 101.203.2030500       | 17,226.86 |
| EFTPS                                          | INV0120862          | 09/10/2021 | SOCIAL SECURITY WITHHOLDING       | 101.203.2030400       | 48,126.46 |
| EFTPS                                          | INV0120863          | 09/10/2021 | FEDERAL WITHHOLDING               | 101.203.2030200       | 353.51    |
| EFTPS                                          | INV0120865          | 09/10/2021 | MEDICARE WITHHOLDING              | 101.203.2030500       | 77.36     |
| EFTPS                                          | INV0120866          | 09/10/2021 | SOCIAL SECURITY WITHHOLDING       | 101.203.2030400       | 330.76    |
| EHLERS AND ASSOCIATES, INC.                    | 87391               | 09/16/2021 | work re tax abatement for LMC     | 101.45.3000.419.30700 | 1,072.50  |
| EHLERS AND ASSOCIATES, INC.                    | 87392               | 09/16/2021 | NWA utility analysis              | 101.45.3000.419.30700 | 1,605.00  |
| ENTERPRISE FM TRUST                            | FBN4291067          | 09/09/2021 | Enterprise                        | 101.42.4000.421.70300 | 12,386.19 |
| EYEMED                                         | 164936983           | 09/16/2021 | Eye Med 9.2021                    | 101.203.2032700       | 209.51    |
| EYEMED                                         | 164936986           | 09/16/2021 | COBRA Eye Med 9.2021              | 101.203.2032710       | 8.83      |
| FIELD TRAINING SOLUTIONS                       | 9180                | 09/16/2021 | Field Training- Ben Madsen        | 101.42.4000.421.50080 | 95.00     |
| FIRSTSCRIBE                                    | 255312              | 09/16/2021 | ROW Software                      | 101.47.1400.413.40035 | 250.00    |
| GENESIS EMPLOYEE BENEFITS ACH ONLY             | INV0120841          | 09/10/2021 | HSA ELECTION-FAMILY               | 101.203.2032500       | 3,473.13  |
| GENESIS EMPLOYEE BENEFITS ACH ONLY             | INV0120842          | 09/10/2021 | HSA ELECTION-SINGLE               | 101.203.2032500       | 5,159.22  |
| GERTENS                                        | 126675/12           | 09/16/2021 | pesticide                         | 101.44.6000.451.60035 | 172.08    |
| GERTENS                                        | 382449/1            | 09/16/2021 | decorating supplies               | 101.44.6000.451.60065 | 133.59    |
| GRAINGER                                       | 9042275595          | 09/09/2021 | shop                              | 101.44.6000.451.60016 | 156.00    |
| GRAINGER                                       | 9042275603          | 09/09/2021 | shop                              | 101.44.6000.451.60016 | 5.54      |
| ICMA RETIREMENT TRUST - 457                    | INV0120831          | 09/10/2021 | 457 - ROTH AGE 50+                | 101.203.2031400       | 250.00    |
| ICMA RETIREMENT TRUST - 457                    | INV0120832          | 09/10/2021 | 457 - ROTH AGE 50+                | 101.203.2031400       | 225.00    |
| ICMA RETIREMENT TRUST - 457                    | INV0120843          | 09/10/2021 | ICMA-AGE <49                      | 101.203.2031400       | 7,085.00  |
| ICMA RETIREMENT TRUST - 457                    | INV0120844          | 09/10/2021 | ICMA-AGE <49 %                    | 101.203.2031400       | 7,399.17  |
| ICMA RETIREMENT TRUST - 457                    | INV0120845          | 09/10/2021 | ICMA-AGE 50+                      | 101.203.2031400       | 6,005.29  |
| ICMA RETIREMENT TRUST - 457                    | INV0120846          | 09/10/2021 | ICMA-AGE 50+ %                    | 101.203.2031400       | 1,447.07  |
| ICMA RETIREMENT TRUST - 457                    | INV0120855          | 09/10/2021 | ROTH IRA (AGE 49 & UNDER)         | 101.203.2032400       | 3,073.05  |
| ICMA RETIREMENT TRUST - 457                    | INV0120856          | 09/10/2021 | ROTH IRA (AGE 50 & OVER)          | 101.203.2032400       | 450.00    |
| ICMA RETIREMENT TRUST - 457                    | INV0120857          | 09/10/2021 | ROTH-AGE <49 %                    | 101.203.2032400       | 224.14    |
| ING DIRECT                                     | INV0120867          | 09/10/2021 | MSRS-HCSP                         | 101.203.2032200       | 17,785.24 |
| INNOVATIVE OFFICE SOLUTIONS                    | SUM-063058          | 09/09/2021 | August 2021 deliveries            | 101.45.3300.419.60040 | 15.52     |
| IUOE                                           | INV0120847          | 09/10/2021 | UNION DUES IUOE                   | 101.203.2031000       | 1,397.44  |
| KENISON, TERRI                                 | 8/31/2021           | 09/09/2021 | invoice for station cleaning      | 101.42.4200.423.30700 | 1,600.00  |
| KRECH EXTERIORS                                | 8/30/2021 6808 Cain | 09/16/2021 | Permit refund canceled job        | 101.45.0000.3221000   | 165.20    |
| KRECH EXTERIORS                                | 8/30/2021 6808 Cain | 09/16/2021 | Permit refund canceled job        | 101.45.0000.3221500   | 107.38    |
| LAWMAN BADGE COMPANY                           | 5958                | 09/16/2021 | Lawman Badge- 3646, 3647&3648     | 101.42.4000.421.60045 | 840.00    |
| LELS                                           | INV0120848          | 09/10/2021 | UNION DUES (LELS)                 | 101.203.2031000       | 2,102.50  |
| LELS SERGEANTS                                 | INV0120858          | 09/10/2021 | UNION DUES (LELS SGT)             | 101.203.2031000       | 317.50    |
| LOCAL GOVERNMENT INFORMATION SYSTEM (LOGIS)    | 50848               | 09/09/2021 | LOGIS                             | 101.42.4000.421.70501 | 2,194.00  |
| LOCAL GOVERNMENT INFORMATION SYSTEM (LOGIS)    | 50868               | 09/16/2021 | Internet                          | 101.47.1400.413.40035 | 1,918.00  |
| LOCAL GOVERNMENT INFORMATION SYSTEM (LOGIS)    | 50932               | 09/16/2021 | Software and Server maint         | 101.47.1400.413.40035 | 5,311.98  |
| MADISON NATIONAL LIFE INSURANCE COMPANY        | 1457338             | 09/16/2021 | Long-Term Disability Ins 9.2021   | 101.203.2031700       | 3,025.46  |
| MADISON NATIONAL LIFE INSURANCE COMPANY        | 1457338             | 09/16/2021 | Long-Term Disability Ins 9.2021   | 101.42.4000.421.20630 | 48.76     |
| MADISON NATIONAL LIFE INSURANCE COMPANY        | 1457338             | 09/16/2021 | Long-Term Disability Ins 9.2021   | 101.45.3300.419.20630 | 19.00     |
| MARINE DOCK & LIFT                             | 5/21/2021           | 09/09/2021 | repaired dock at Simley           | 101.44.6000.451.40047 | 314.00    |
| MARINE DOCK & LIFT                             | 8/23/2021           | 09/09/2021 | remove dock gangway at Simley     | 101.44.6000.451.30700 | 540.00    |
| MARTIN-MCALLISTER                              | 14119               | 09/16/2021 | Fire Dept. Psych evals            | 101.41.1100.413.30500 | 3,300.00  |
| MINNEAPOLIS OXYGEN CO.                         | '00080823           | 09/16/2021 | invoice for cylinder rental       | 101.42.4200.423.30700 | 177.51    |
| MINNEAPOLIS OXYGEN CO.                         | '00080824           | 09/16/2021 | invoice for cylinder rental       | 101.42.4200.423.30700 | 126.79    |
| MINNESOTA DEPARTMENT OF HUMAN SERVICES         | INV0120836          | 09/10/2021 | CASE #001490481201                | 101.203.2032100       | 316.30    |
| MINNESOTA DEPARTMENT OF HUMAN SERVICES         | INV0120837          | 09/10/2021 | CASE #001563363401                | 101.203.2032100       | 377.48    |
| MINNESOTA DEPARTMENT OF HUMAN SERVICES         | INV0120838          | 09/10/2021 | CASE #001567848502                | 101.203.2032100       | 60.45     |
| MINNESOTA DEPARTMENT OF HUMAN SERVICES         | INV0120839          | 09/10/2021 | CASE #001521862201                | 101.203.2032100       | 186.89    |
| MN DEPT OF NATURAL RESOURCES                   | 44438               | 09/02/2021 | front end loader from DNR         | 101.42.4200.423.60065 | 4,500.00  |
| MN DEPT OF REVENUE (PAYROLL)                   | INV0120860          | 09/10/2021 | STATE WITHHOLDING                 | 101.203.2030300       | 26,031.80 |
| MN DEPT OF REVENUE (PAYROLL)                   | INV0120864          | 09/10/2021 | STATE WITHHOLDING                 | 101.203.2030300       | 144.82    |
| MN SECRETARY OF STATE - NOTARY                 | 9/9/2021            | 09/09/2021 | Notary Application                | 101.42.4000.421.50030 | 360.00    |
| MTI DISTRIBUTING CO                            | 1305421-00          | 09/09/2021 | credit issued 8/11/21             | 101.44.6000.451.60065 | 568.56    |
| MTI DISTRIBUTING CO                            | 1307158-00          | 09/09/2021 | pars for sprinklers               | 101.44.6000.451.40047 | 2,327.70  |
| MTI DISTRIBUTING CO                            | 1317605-00          | 09/09/2021 | parts for sprinklers              | 101.44.6000.451.40047 | 860.11    |
| MTI DISTRIBUTING CO                            | 1318571-00CR        | 09/09/2021 | cr for 6/9/21 invoice             | 101.44.6000.451.60065 | (568.56)  |
| NEWMAN SIGNS INC                               | TRFINV033529        | 09/09/2021 | Signs                             | 101.43.5200.443.60016 | 1,276.71  |
| NEWMAN SIGNS INC                               | TRFINV033530        | 09/09/2021 | Signs                             | 101.43.5200.443.60016 | 375.60    |
| NORTHERN SAFETY TECHNOLOGY INC                 | 52759               | 09/17/2021 | NST New Squad 34                  | 101.42.4000.421.80700 | 16,879.63 |
| OCCUPATIONAL HEALTH CENTERS OF MINNESOTA, P.C. | 103430601           | 09/09/2021 | Pre-employment physical           | 101.41.1100.413.30500 | 335.00    |
| OXYGEN SERVICE COMPANY, INC                    | 3502967             | 09/09/2021 | OSC                               | 101.42.4000.421.60065 | 58.34     |
| PAPCO, INC.                                    | 222002-1            | 09/16/2021 | cleaning supply                   | 101.44.6000.451.60011 | 122.43    |

| Vendor Name                                     | Payable Number       | Post Date  | Description (Payable)                | Account Number        | Amount            |
|-------------------------------------------------|----------------------|------------|--------------------------------------|-----------------------|-------------------|
| PERA                                            | INV0120849           | 09/10/2021 | PERA COORDINATED PLAN                | 101.203.2030600       | 44,927.84         |
| PERA                                            | INV0120850           | 09/10/2021 | EMPLOYER SHARE (EXTRA PERA)          | 101.203.2030600       | 3,455.99          |
| PERA                                            | INV0120851           | 09/10/2021 | PERA DEFINED PLAN                    | 101.203.2030600       | 21.92             |
| PERA                                            | INV0120852           | 09/10/2021 | EMPLOYER SHARE (PERA DEFINED PLAN)   | 101.203.2030600       | 21.92             |
| PERA                                            | INV0120853           | 09/10/2021 | PERA POLICE & FIRE PLAN              | 101.203.2030600       | 24,105.56         |
| PERA                                            | INV0120854           | 09/10/2021 | EMPLOYER SHARE (POLICE & FIRE PLAN)  | 101.203.2030600       | 36,158.33         |
| PETTY CASH                                      | 9/15/2021            | 09/16/2021 | Clean up day petty cash drawer       | 101.100.1010400       | 300.00            |
| PIONEER ATHLETICS                               | INV791085            | 09/16/2021 | field marking paint                  | 101.44.6000.451.60016 | 1,075.00          |
| PIONEER ATHLETICS                               | INV805209            | 09/16/2021 | field marking paint                  | 101.44.6000.451.60016 | 2,685.37          |
| PIONEER ATHLETICS                               | INV97480             | 09/16/2021 | field marking paint                  | 101.44.6000.451.60016 | 2,686.25          |
| PLUNKETT'S PEST CONTROL                         | 7202931              | 09/09/2021 | general pest control contract        | 101.42.4200.423.30700 | 312.73            |
| POSTMASTER - EAGAN                              | 7/1/2021             | 09/09/2021 | Insights Postage                     | 101.41.1300.413.50035 | 2,600.00          |
| RENEE DUBS ELLENA                               | 21-5021              | 09/16/2021 | Design Logo & License                | 101.45.3300.419.30700 | 150.00            |
| ROLLOFF, DANE                                   | 8/30/2021            | 09/16/2021 | EMT class reimbursement              | 101.42.4200.423.50080 | 1,021.50          |
| SAFE BASEMENTS OF MINNESOTA                     | 8/30/2021            | 09/16/2021 | Permit refund 4130 65th              | 101.45.0000.3221000   | 141.60            |
| SAFE BASEMENTS OF MINNESOTA                     | 8/30/2021            | 09/16/2021 | Permit refund 4130 65th              | 101.45.0000.3221500   | 92.04             |
| SAFETY SIGNS                                    | 212803               | 09/16/2021 | stop bar                             | 101.43.5200.443.40046 | 1,337.50          |
| SCOTT NELSON COACHING, INC.                     | 2149                 | 09/16/2021 | Coaching                             | 101.41.1100.413.30500 | 700.00            |
| SENSIBLE LAND USE COALITION                     | 9/13/2021            | 09/16/2021 | SLUC registration                    | 101.45.3000.419.50080 | 15.00             |
| SENSIBLE LAND USE COALITION                     | 9/13/2021            | 09/16/2021 | SLUC registration                    | 101.45.3200.419.50080 | 30.00             |
| SOUTH ST PAUL, CITY OF                          | 8/9/2021             | 09/09/2021 | Street light                         | 101.207.2070900       | 49.50             |
| ST. PAUL PIONEER PRESS                          | '0821572521          | 09/16/2021 | 71475520                             | 101.42.4000.421.50025 | 20.70             |
| TEXAS STATE DISBURSEMENT UNIT                   | INV0120835           | 09/10/2021 | CASE #0012022247                     | 101.203.2032100       | 230.77            |
| UNIFIRST CORPORATION                            | 900646588            | 09/16/2021 | Uniforms                             | 101.43.5200.443.60045 | 30.71             |
| UNIFIRST CORPORATION                            | 900646588            | 09/16/2021 | Uniforms                             | 101.44.6000.451.60045 | 14.24             |
| WATER DOCTORS                                   | 8/30/2021 6585 Agate | 09/16/2021 | permit refund canceled job           | 101.45.0000.3222000   | 44.00             |
| WI SCTF (WI SUPPORT COLLECTIONS TRUST FUND)     | INV0120840           | 09/10/2021 | PARTICIPANT ID#0004986316            | 101.203.2032100       | 433.06            |
| WINFIELD SOLUTIONS, LLC                         | 64657114CR           | 09/09/2021 | cr for dupe pymt                     | 101.44.6000.451.60030 | (300.00)          |
| WS&D PERMIT SERVICE                             | 8/30/2021 3393 67th  | 09/16/2021 | Permit refund job canceled           | 101.45.0000.3221000   | 106.20            |
| <b>Fund: 101 - GENERAL FUND</b>                 |                      |            |                                      |                       | <b>469,567.89</b> |
| LIME VALLEY ADVERTISING, INC.                   | 21076.07             | 09/16/2021 | lime valley web updates for CVB      | 201.44.1600.465.50025 | 100.00            |
| RIVER HEIGHTS CHAMBER OF COMMERCE               | i0994                | 09/16/2021 | Chamber service contract for CVB     | 201.44.1600.465.30700 | 6,127.16          |
| STACY ANN BROOKS                                | 364                  | 09/16/2021 | Stacy Brooks blog posts for CVB      | 201.44.1600.465.50025 | 215.00            |
| <b>Fund: 201 - C.V.B. FUND</b>                  |                      |            |                                      |                       | <b>6,442.16</b>   |
| ABBOTT, JENNIFER                                | 7/29/2021            | 09/16/2021 | Refund - Low enrollment              | 204.44.0000.3470000   | 119.00            |
| ATKINS, JOHN                                    | 9/9/2021             | 09/16/2021 | pymt for IGH Days disc golf tourney  | 204.44.6100.452.30700 | 440.00            |
| BARNER, JULIE                                   | 8/9/2021             | 09/16/2021 | Customer cancelled out of class      | 204.44.0000.3470000   | 54.00             |
| BAUER, DONALD                                   | 8/23/2021            | 09/16/2021 | refund for duplicate pymt            | 204.227.2271000       | 8.00              |
| BELZ, MILLIE                                    | 8/18/2021            | 09/16/2021 | Tax refund                           | 204.207.2070300       | 3.33              |
| BELZ, MILLIE                                    | 8/18/2021            | 09/16/2021 | Tax refund                           | 204.44.0000.3471000   | 46.67             |
| HEARD, MARYLEE                                  | 8/23/2021            | 09/16/2021 | refund for duplicate pymt            | 204.227.2271000       | 15.00             |
| HOPKINS SPORTS CAMP LLC                         | 17509                | 09/17/2021 | sand vb and bb camps                 | 204.44.6100.452.30700 | 2,094.40          |
| HOPKINS SPORTS CAMP LLC                         | 17511                | 09/17/2021 | Skyhawks Flag Ftbll Camp             | 204.44.6100.452.30700 | 952.00            |
| HOPKINS SPORTS CAMP LLC                         | 17510R1              | 09/17/2021 | Skyhawks multi sport camp            | 204.44.6100.452.30700 | 690.40            |
| HOPKINS SPORTS CAMP LLC                         | 17513                | 09/17/2021 | multi sport camp                     | 204.44.6100.452.30700 | 952.00            |
| JOHNSON, DELORES                                | 8/23/2021            | 09/09/2021 | refund for overcharge                | 204.227.2271000       | 7.00              |
| PARTRIDGE, ALYSSA                               | 7/29/2021            | 09/16/2021 | Refund - low enrollment              | 204.44.0000.3470000   | 119.00            |
| PIDDE, SHARON                                   | 8/4/2021             | 09/16/2021 | Tax refund                           | 204.207.2070300       | 3.33              |
| PIDDE, SHARON                                   | 8/4/2021             | 09/16/2021 | Tax refund                           | 204.44.0000.3471000   | 46.67             |
| RAMSTAD, JESSICA                                | 7/29/2021            | 09/16/2021 | Refund - low enrollment              | 204.44.0000.3470000   | 65.00             |
| REVOLUTIONARY SPORTS, LLC                       | '0150                | 09/16/2021 | summer pre-k baseball                | 204.44.6100.452.30700 | 2,076.80          |
| SMITH, DIANA                                    | 7/29/2021            | 09/16/2021 | Refund - low enrollment              | 204.44.0000.3470000   | 130.00            |
| STENSVAAG, SAUL                                 | 8/11/2021            | 09/16/2021 | Tax refund                           | 204.207.2070300       | 3.33              |
| STENSVAAG, SAUL                                 | 8/11/2021            | 09/16/2021 | Tax refund                           | 204.44.0000.3471000   | 46.67             |
| STRICKER, CHERYL                                | 8/19/2021            | 09/16/2021 | refund for overcharge                | 204.227.2271000       | 2.00              |
| TAHO SPORTSWEAR                                 | 21TS2930             | 09/16/2021 | Flag Football tees                   | 204.44.6100.452.60045 | 429.30            |
| TAHO SPORTSWEAR                                 | 21TS3045             | 09/16/2021 | Adult SB tees                        | 204.44.6100.452.60045 | 95.90             |
| WARD, CYNTHIA                                   | 8/23/2021            | 09/16/2021 | refund for overcharge                | 204.227.2271000       | 7.00              |
| WINTHER, CANDACE                                | 7/29/2021            | 09/16/2021 | Refund - low enrollment              | 204.44.0000.3470000   | 119.00            |
| YANG, DARLA                                     | 8/23/2021            | 09/16/2021 | Tax refund                           | 204.207.2070300       | 3.33              |
| YANG, DARLA                                     | 8/23/2021            | 09/16/2021 | Tax refund                           | 204.44.0000.3471000   | 46.67             |
| <b>Fund: 204 - RECREATION FUND</b>              |                      |            |                                      |                       | <b>8,575.80</b>   |
| AEP ONSITE PARTNERS, LLC                        | 419-21327022         | 09/16/2021 | Aug 2021 solar panel charges         | 205.44.6200.453.40020 | 5,413.92          |
| AEP ONSITE PARTNERS, LLC                        | 419-21327022         | 09/16/2021 | Aug 2021 solar panel charges         | 205.44.6200.453.40020 | 5,435.51          |
| B & B SHEETMETAL AND ROOFING, INC.              | 58894                | 09/16/2021 | repair roof leaks                    | 205.44.6200.453.40040 | 218.12            |
| B & B SHEETMETAL AND ROOFING, INC.              | 58894                | 09/16/2021 | repair roof leaks                    | 205.44.6200.453.40040 | 218.13            |
| BETTGER, SARAH                                  | 8/9/2021             | 09/16/2021 | Medical                              | 205.44.0000.3493501   | 67.00             |
| BRUCE NELSON PLUMBING AND HEATING SERVICE, INC. | 84777                | 09/16/2021 | misc repairs VMCC arena side         | 205.44.6200.453.40040 | 5,185.33          |
| FLANAGAN, HEIDI                                 | 8/3/2021             | 09/16/2021 | Swim lessons - Covid                 | 205.44.0000.3493501   | 201.00            |
| HILLYARD INC                                    | 604421373            | 09/09/2021 | misc cleaning supplies               | 205.44.6200.453.60011 | 215.11            |
| HILLYARD INC                                    | 604421373            | 09/09/2021 | misc cleaning supplies               | 205.44.6200.453.60011 | 215.10            |
| HILLYARD INC                                    | 604454208            | 09/16/2021 | labels for cleaners                  | 205.44.6200.453.60011 | 2.00              |
| MINVALCO                                        | 232542               | 09/16/2021 | dampener actuator & screwdriver      | 205.44.6200.453.60040 | 95.91             |
| MORAN, SHAYLA                                   | 8/19/2021            | 09/16/2021 | Customer cancelled out of program    | 205.44.0000.3493501   | 62.00             |
| NAC MECHANICAL & ELECTRICAL SERVICE             | 187494               | 09/16/2021 | alerton assistance                   | 205.44.6200.453.40040 | 410.00            |
| O'KEEFE, RICK                                   | 8/18/2021            | 09/16/2021 | Tax refund                           | 205.207.2070300       | 3.00              |
| O'KEEFE, RICK                                   | 8/18/2021            | 09/16/2021 | Tax refund                           | 205.44.0000.3490100   | 42.00             |
| PERFECTION PLUS, INC                            | 113623               | 09/16/2021 | monthly cleaning & sanitation svcs   | 205.44.6200.453.40040 | 8,456.36          |
| TAHO SPORTSWEAR                                 | 21TS2184             | 09/16/2021 | staff shirts                         | 205.44.6200.453.60045 | 349.00            |
| TWIN CITY HARDWARE                              | PSI2065625           | 09/09/2021 | Grove door trim                      | 205.44.6200.453.60016 | 125.84            |
| VIKING ELECTRIC SUPPLY                          | S005044544.001       | 09/16/2021 | light bulbs/ballasts                 | 205.44.6200.453.60016 | 300.38            |
| VIKING ELECTRIC SUPPLY                          | S005044544.001       | 09/16/2021 | light bulbs/ballasts                 | 205.44.6200.453.60016 | 300.37            |
| WOLFF, SARAH                                    | 8/4/2021             | 09/16/2021 | Swim lesson refund - Medical         | 205.44.0000.3493501   | 67.00             |
| <b>Fund: 205 - COMMUNITY CENTER</b>             |                      |            |                                      |                       | <b>27,383.08</b>  |
| EHLERS AND ASSOCIATES, INC.                     | 87389                | 09/16/2021 | ehlers dev fee comparison            | 290.45.3000.419.30700 | 1,083.75          |
| <b>Fund: 290 - EDA OPERATING</b>                |                      |            |                                      |                       | <b>1,083.75</b>   |
| EHLERS AND ASSOCIATES, INC.                     | 87567                | 09/09/2021 | 2021 Continuing Disclosure Reporting | 399.57.9000.570.30150 | 4,200.00          |
| <b>Fund: 399 - CLOSED BOND FUND</b>             |                      |            |                                      |                       | <b>4,200.00</b>   |

| Vendor Name                                 | Payable Number | Post Date  | Description (Payable)                       | Account Number        | Amount            |
|---------------------------------------------|----------------|------------|---------------------------------------------|-----------------------|-------------------|
| PARAMETERS LTD                              | 57391          | 09/09/2021 | fee for furniture                           | 434.42.4200.423.30700 | 66.67             |
| <b>Fund: 434 - 2014 IMPROVEMENT FUND</b>    |                |            |                                             |                       | <b>66.67</b>      |
| DCA TITLE                                   | 9/13/2021      | 09/13/2021 | Property Closing - Kundla Property Purchase | 437.73.5900.737.80100 | 629,164.17        |
| MN POLLUTION CONTROL AGENCY                 | 10000130653    | 09/09/2021 | inspection at HVP                           | 437.44.5900.737.30700 | 437.50            |
| <b>Fund: 437 - 2017 IMPROVEMENT FUND</b>    |                |            |                                             |                       | <b>629,601.67</b> |
| UNION PACIFIC RAILROAD                      | 901136         | 09/16/2021 | quiet zone                                  | 439.73.5900.739.30700 | 9,707.66          |
| <b>Fund: 439 - 2019 IMPROVEMENT FUND</b>    |                |            |                                             |                       | <b>9,707.66</b>   |
| EHLERS AND ASSOCIATES, INC.                 | 88181          | 09/16/2021 | Financial Management Plan 2021 Update       | 440.74.5900.740.30700 | 127.50            |
| FAHRNER ASPHALT SEALERS LLC                 | 7/31/2021      | 09/09/2021 | Final Payment for 2021-09A                  | 440.74.5900.740.40046 | 42,756.82         |
| LOEL DUANE LOWARY                           | 8/24/2021      | 09/09/2021 | Loel Lowaray                                | 440.74.5900.740.80100 | 470.00            |
| <b>Fund: 440 - PAVEMENT MANAGEMENT PROJ</b> |                |            |                                             |                       | <b>43,354.32</b>  |
| CITY OF EAGAN                               | 2021 1st QTR   | 09/09/2021 | Eagan Stormwater Fee                        | 441.74.5900.741.40030 | 5,064.20          |
| EXPERT TREE AND SERVICE AND SCIENCE         | 6398           | 09/09/2021 | stormwater                                  | 441.74.5900.741.40066 | 7,300.00          |
| M & J SERVICES, LLC                         | 2437           | 09/16/2021 | storm water repairs                         | 441.74.5900.741.40066 | 2,620.00          |
| M & J SERVICES, LLC                         | 2438           | 09/16/2021 | Storm water repairs                         | 441.74.5900.741.40066 | 1,510.00          |
| M & J SERVICES, LLC                         | 2440           | 09/16/2021 | Catch basin Repair                          | 441.74.5900.741.40066 | 2,580.00          |
| M & J SERVICES, LLC                         | 2441           | 09/16/2021 | catch basin repairs                         | 441.74.5900.741.40066 | 2,535.00          |
| M & J SERVICES, LLC                         | 2442           | 09/16/2021 | catch basin repair                          | 441.74.5900.741.40066 | 1,910.00          |
| PRAIRIE MOON NURSEY INC.                    | 2124202600     | 09/16/2021 | stormwater supplies                         | 441.74.5900.741.40066 | 230.00            |
| SOUTH ST PAUL, CITY OF                      | 8/9/2021       | 09/09/2021 | Street light                                | 441.74.5900.741.40030 | 84.06             |
| <b>Fund: 441 - STORM WATER MANAGEMENT</b>   |                |            |                                             |                       | <b>23,833.26</b>  |
| HOISINGTON KOEGLER GROUP INC.               | 021-002-5      | 09/09/2021 | project organization                        | 444.44.5900.744.30700 | 13,395.00         |
| <b>Fund: 444 - PARK CAPITAL REPLACEMENT</b> |                |            |                                             |                       | <b>13,395.00</b>  |
| NORTHERN LINES CONTRACTING, INC.            | 8/8/2021       | 09/16/2021 | Payment to Northern Lines                   | 446.74.5900.746.80300 | 72,335.18         |
| <b>Fund: 446 - NW AREA</b>                  |                |            |                                             |                       | <b>72,335.18</b>  |
| THOMAS CHARLES LUND                         | 8/24/2021      | 09/09/2021 | Permanent Easement                          | 448.74.5900.748.80100 | 379,569.80        |
| <b>Fund: 448 - NWA - STORM WATER</b>        |                |            |                                             |                       | <b>379,569.80</b> |
| INVER HILLS COMMUNITY BAND                  | 9/9/2021       | 09/16/2021 | 3 Oakwood Park Concerts                     | 451.75.5900.751.70600 | 1,000.00          |
| LIBERTY TIRE RECYCLING, LLC                 | 2110827        | 09/09/2021 | tire recycling                              | 451.45.3000.419.40025 | 535.40            |
| <b>Fund: 451 - HOST COMMUNITY FUND</b>      |                |            |                                             |                       | <b>1,535.40</b>   |
| ST. PAUL PIONEER PRESS                      | '0821572521    | 09/16/2021 | 71475520                                    | 453.57.9000.570.50025 | 126.00            |
| <b>Fund: 453 - SE QUADRANT TIF DIST 4-1</b> |                |            |                                             |                       | <b>126.00</b>     |
| CITY OF EAGAN                               | 2021 1st QTR   | 09/09/2021 | Eagan Stormwater Fee                        | 501.50.7100.512.40005 | 20,880.10         |
| CORE & MAIN LP                              | P301352        | 09/16/2021 | Meters                                      | 501.50.7100.512.75500 | 1,856.30          |
| ESS BROTHERS & SONS INC                     | BB7535         | 09/09/2021 | Adjustment Rings                            | 501.50.7100.512.60016 | 450.43            |
| GOPHER STATE ONE-CALL                       | 1080484        | 09/09/2021 | locate tickets                              | 501.50.7100.512.30700 | 707.40            |
| LONE OAK COMPANIES                          | 87969          | 09/09/2021 | Process Statements                          | 501.50.7100.512.30700 | 449.08            |
| LONE OAK COMPANIES                          | 87969CR        | 09/09/2021 | Postage Credit                              | 501.50.7100.512.50035 | (110.78)          |
| MID CITY SERVICES, INC.                     | 162309         | 09/16/2021 | Rugs for treatment plant                    | 501.50.7100.512.40040 | 55.20             |
| SHERWIN-WILLIAMS CO.                        | 8917-2         | 09/09/2021 | paint supplies                              | 501.50.7100.512.60016 | 61.81             |
| SOUTH ST PAUL, CITY OF                      | 8/9/2021       | 09/09/2021 | Street light                                | 501.50.7100.512.40005 | 730.00            |
| <b>Fund: 501 - WATER UTILITY FUND</b>       |                |            |                                             |                       | <b>25,079.54</b>  |
| CITY OF EAGAN                               | 2021 1st QTR   | 09/09/2021 | Eagan Stormwater Fee                        | 502.51.7200.514.40015 | 37,763.01         |
| FLEXIBLE PIPE TOOL COMPANY                  | 26607          | 09/09/2021 | chain for root saw                          | 502.51.7200.514.40043 | 1,031.75          |
| LONE OAK COMPANIES                          | 87969          | 09/09/2021 | Process Statements                          | 502.51.7200.514.30700 | 449.09            |
| LONE OAK COMPANIES                          | 87969CR        | 09/09/2021 | Postage Credit                              | 502.51.7200.514.50035 | (110.78)          |
| MADISON NATIONAL LIFE INSURANCE COMPANY     | 1457338        | 09/16/2021 | Long-Term Disability Ins 9.2021             | 502.51.7200.514.20630 | 18.67             |
| SOUTH ST PAUL, CITY OF                      | 8/9/2021       | 09/09/2021 | Street light                                | 502.51.7200.514.40015 | 705.42            |
| <b>Fund: 502 - SEWER UTILITY FUND</b>       |                |            |                                             |                       | <b>39,857.16</b>  |
| ARAMARK REFRESHMENT SERVICES                | 11528679       | 09/09/2021 | coffee for resale                           | 503.52.8300.524.76100 | 236.61            |
| ARTISAN BEER COMPANY                        | 3489670        | 09/09/2021 | beer for resale                             | 503.52.8300.524.76150 | 438.50            |
| ARTISAN BEER COMPANY                        | 3491012        | 09/09/2021 | beer for resale                             | 503.52.8300.524.76150 | 566.10            |
| ARTISAN BEER COMPANY                        | 3492303        | 09/09/2021 | beer for resale                             | 503.52.8300.524.76150 | 603.00            |
| BREAKTHRU BEVERAGE MINNESOTA                | 340601808      | 09/09/2021 | beer for resale                             | 503.52.8300.524.76150 | 685.05            |
| BREAKTHRU BEVERAGE MINNESOTA                | 340834592      | 09/16/2021 | beer for resale                             | 503.52.8300.524.76150 | 134.20            |
| COCA COLA BOTTLING COMPANY                  | 3607211602     | 09/09/2021 | soda & water for resale                     | 503.52.8300.524.76100 | 963.88            |
| COCA COLA BOTTLING COMPANY                  | 3607211722     | 09/09/2021 | soda & water for resale                     | 503.52.8300.524.76100 | 1,250.53          |
| GEMPLER'S INC.                              | INV0004477034  | 09/09/2021 | course supplies                             | 503.52.8600.527.60020 | 294.27            |
| GERTENS                                     | 122945/12      | 09/09/2021 | misc supply                                 | 503.52.8600.527.60020 | 148.48            |
| HEGGIES PIZZA                               | 1000959019     | 09/09/2021 | food for resale                             | 503.52.8300.524.76050 | 109.60            |
| HOBART CORPORATION                          | 35207515       | 09/16/2021 | misc repairs to equip                       | 503.52.8300.524.40042 | 789.04            |
| INNOVATIVE OFFICE SOLUTIONS                 | SUM-063058     | 09/09/2021 | August 2021 deliveries                      | 503.52.8500.526.60010 | 84.80             |
| M. AMUNDSON LLP                             | 326201         | 09/09/2021 | food for resale                             | 503.52.8300.524.76050 | 176.01            |
| MANSFIELD OIL COMPANY                       | 22580520       | 09/09/2021 | fuels                                       | 503.52.8600.527.60021 | 1,983.92          |
| MANSFIELD OIL COMPANY                       | 22580578       | 09/09/2021 | fuels                                       | 503.52.8600.527.60021 | 1,949.71          |
| MTI DISTRIBUTING CO                         | 1315633-01     | 09/09/2021 | parts                                       | 503.52.8600.527.40042 | 3.31              |
| MTI DISTRIBUTING CO                         | 1320338-00     | 09/09/2021 | parts                                       | 503.52.8600.527.40042 | 67.31             |
| MTI DISTRIBUTING CO                         | 1312178-02     | 09/16/2021 | equip parts                                 | 503.52.8600.527.40042 | 69.24             |
| MTI DISTRIBUTING CO                         | 1313671-00     | 09/16/2021 | equip parts                                 | 503.52.8600.527.40042 | 374.42            |
| MTI DISTRIBUTING CO                         | 1314812-00     | 09/16/2021 | equip pars                                  | 503.52.8600.527.40042 | 815.18            |
| MTI DISTRIBUTING CO                         | 1314812-01     | 09/16/2021 | tire                                        | 503.52.8600.527.60014 | 303.78            |
| MTI DISTRIBUTING CO                         | 1314928-00     | 09/16/2021 | equip parts                                 | 503.52.8600.527.40042 | 24.75             |
| MTI DISTRIBUTING CO                         | 1315925-00     | 09/16/2021 | equip parts                                 | 503.52.8600.527.40042 | 73.46             |
| NATURE CALLS, INC.                          | 27108          | 09/09/2021 | port a potties                              | 503.52.8600.527.40065 | 128.55            |
| P&W GOLF SUPPLY LLC                         | INV81920       | 09/09/2021 | pails for driving range                     | 503.52.8100.522.60015 | 401.93            |
| PERFORMANCE FOOD GROUP INC                  | 61699823       | 09/09/2021 | food for resale                             | 503.52.8300.524.60065 | 67.54             |
| PERFORMANCE FOOD GROUP INC                  | 61699823       | 09/09/2021 | food for resale                             | 503.52.8300.524.76050 | 697.02            |
| PERFORMANCE FOOD GROUP INC                  | 61699823       | 09/09/2021 | food for resale                             | 503.52.8300.524.76100 | 6.90              |
| PERFORMANCE FOOD GROUP INC                  | 61771635       | 09/16/2021 | food items for resale                       | 503.52.8300.524.60065 | 147.97            |
| PERFORMANCE FOOD GROUP INC                  | 61771635       | 09/16/2021 | food items for resale                       | 503.52.8300.524.76050 | 595.83            |
| PHILLIPS WINE & SPIRITS                     | 6255385        | 09/09/2021 | liquor for resale                           | 503.52.8300.524.76150 | 630.39            |
| PHILLIPS WINE & SPIRITS                     | 6260292        | 09/09/2021 | liquor for resale                           | 503.52.8300.524.76150 | 751.22            |
| PHILLIPS WINE & SPIRITS                     | 6262013        | 09/09/2021 | liquor for resale                           | 503.52.8300.524.76150 | 54.82             |
| PHILLIPS WINE & SPIRITS                     | 6264166        | 09/16/2021 | liquor for resale                           | 503.52.8300.524.76150 | 298.46            |

| Vendor Name                                     | Payable Number     | Post Date  | Description (Payable)              | Account Number        | Amount              |
|-------------------------------------------------|--------------------|------------|------------------------------------|-----------------------|---------------------|
| PING                                            | 15913608           | 09/16/2021 | putter for resale                  | 503.52.8200.523.76250 | 169.78              |
| US FOODSERVICE                                  | 3959429            | 09/09/2021 | food for resale                    | 503.52.8300.524.60065 | 224.58              |
| US FOODSERVICE                                  | 3959429            | 09/09/2021 | food for resale                    | 503.52.8300.524.76050 | 1,025.26            |
| WILSON SPORTING GOODS                           | 4534833241         | 09/16/2021 | putter for resale                  | 503.52.8200.523.76250 | 85.69               |
| WINFIELD SOLUTIONS, LLC                         | 64661854           | 09/09/2021 | herbicides/fertilizers             | 503.52.8600.527.60030 | 586.32              |
| WINFIELD SOLUTIONS, LLC                         | 64592494           | 09/16/2021 | herbicides/fertilizer              | 503.52.8600.527.60030 | 1,987.88            |
| WORLD FUEL SERVICES                             | 241251522529-41801 | 09/16/2021 | lubricant for equip                | 503.52.8600.527.60022 | 98.66               |
| YAMAHA GOLF & UTILITY, INC.                     | 01-242735          | 09/09/2021 | equip parts                        | 503.52.8600.527.40042 | 923.59              |
| YAMAHA GOLF & UTILITY, INC.                     | 01-243091          | 09/09/2021 | equip for shop                     | 503.52.8600.527.40042 | 136.99              |
| <b>Fund: 503 - INVER WOOD GOLF COURSE</b>       |                    |            |                                    |                       | <b>21,164.53</b>    |
| LEAGUE OF MN CITIES INS TRUST                   | 8/19/2021          | 09/16/2021 | 4th Qtr Premium 9/1/20-9/1/21      | 602.00.2100.415.50009 | 139,445.00          |
| LEAGUE OF MN CITIES INS TRUST                   | 8/25/2021          | 09/16/2021 | 1st Qtr 9/1/21-9/1/22              | 602.00.2100.415.50009 | 133,534.00          |
| <b>Fund: 602 - RISK MANAGEMENT</b>              |                    |            |                                    |                       | <b>272,979.00</b>   |
| ALLSTATE PETERBILT OF SOUTH ST. PAUL            | 3003137717         | 09/09/2021 | Repairs for vehicle E33            | 603.00.5300.444.40041 | 892.11              |
| FACTORY MOTOR PARTS COMPANY                     | 1-7079022          | 09/16/2021 | Stock                              | 603.140.1450050       | 333.93              |
| MANSFIELD OIL COMPANY                           | 22587137           | 09/16/2021 | Fuel                               | 603.140.1450060       | 9,562.64            |
| MANSFIELD OIL COMPANY                           | 22587138           | 09/16/2021 | Fuel                               | 603.140.1450060       | 2,454.65            |
| MID CITY SERVICES, INC.                         | 162310             | 09/16/2021 | Rugs for PW building               | 603.00.5300.444.40065 | 71.00               |
| NORTHLAND CHEMICAL CORP                         | 8121               | 09/16/2021 | Shop                               | 603.00.5300.444.60012 | 232.68              |
| O' REILLY AUTO PARTS                            | 1767-167240        | 09/09/2021 | Stock                              | 603.140.1450050       | 61.08               |
| O' REILLY AUTO PARTS                            | 1767-168793        | 09/09/2021 | Stock                              | 603.140.1450050       | 36.92               |
| O' REILLY AUTO PARTS                            | 1767-169555        | 09/09/2021 | Tail light & adapter               | 603.00.5300.444.40041 | 43.95               |
| O' REILLY AUTO PARTS                            | 1767-169778        | 09/09/2021 | Stock                              | 603.140.1450050       | 46.99               |
| O' REILLY AUTO PARTS                            | 1767-169780        | 09/09/2021 | Stock                              | 603.140.1450050       | 93.98               |
| O' REILLY AUTO PARTS                            | 1767-170101        | 09/09/2021 | Stock                              | 603.140.1450050       | 64.47               |
| O' REILLY AUTO PARTS                            | 1767-171223        | 09/09/2021 | Electric tape                      | 603.00.5300.444.60012 | 10.99               |
| O' REILLY AUTO PARTS                            | 8/25/2021          | 09/09/2021 | Stock                              | 603.140.1450050       | 48.36               |
| O' REILLY AUTO PARTS                            | 1767-170505        | 09/16/2021 | Cover                              | 603.00.5300.444.40041 | 14.99               |
| O' REILLY AUTO PARTS                            | 1767-171451        | 09/16/2021 | Seat covers & tape                 | 603.00.5300.444.40041 | 55.98               |
| PERFECTION PLUS, INC                            | 113623             | 09/16/2021 | monthly cleaning & sanitation svcs | 603.00.5300.444.40040 | 751.43              |
| POMP'S TIRE SERVICE, INC.                       | 980075090B         | 09/09/2021 | 302                                | 603.00.5300.444.40041 | 180.00              |
| SOUTH EAST TOWING, Inc.                         | 227727             | 09/16/2021 | Tow unit #520                      | 603.00.5300.444.40041 | 137.00              |
| UNIFIRST CORPORATION                            | 900646588          | 09/16/2021 | Uniforms                           | 603.00.5300.444.40065 | 135.75              |
| UNIFIRST CORPORATION                            | 900646588          | 09/16/2021 | Uniforms                           | 603.00.5300.444.60045 | 21.14               |
| WORLD FUEL SERVICES                             | 247674485626-41801 | 09/09/2021 | Stock                              | 603.140.1450050       | 3,100.09            |
| <b>Fund: 603 - CENTRAL EQUIPMENT</b>            |                    |            |                                    |                       | <b>18,350.13</b>    |
| INNOVATIVE OFFICE SOLUTIONS                     | SUM-063058         | 09/09/2021 | August 2021 deliveries             | 604.00.2200.416.60010 | 1,667.17            |
| <b>Fund: 604 - CENTRAL STORES</b>               |                    |            |                                    |                       | <b>1,667.17</b>     |
| AEP ONSITE PARTNERS, LLC                        | 419-21327022       | 09/16/2021 | Aug 2021 solar panel charges       | 605.00.7500.460.40020 | 2,939.45            |
| BRUCE NELSON PLUMBING AND HEATING SERVICE, INC. | 84777              | 09/16/2021 | misc repairs VMCC arena side       | 605.00.7500.460.40040 | 5,185.33            |
| NASSEFF PLUMBING & HEATING, INC.                | 34608              | 09/16/2021 | FS #2 semi-annual PM               | 605.00.7500.460.40040 | 501.00              |
| NASSEFF PLUMBING & HEATING, INC.                | 34609              | 09/16/2021 | WT Plant quarterly PM              | 605.00.7500.460.40040 | 90.00               |
| PERFECTION PLUS, INC                            | 113623             | 09/16/2021 | monthly cleaning & sanitation svcs | 605.00.7500.460.40040 | 3,905.86            |
| ZEE MEDICAL SERVICE                             | 54117666           | 09/09/2021 | first aid supplies                 | 605.00.7500.460.60065 | 189.00              |
| <b>Fund: 605 - CITY FACILITIES</b>              |                    |            |                                    |                       | <b>12,810.64</b>    |
| BITUMINOUS ROADWAYS, INC.                       | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2282303       | 6,781.83            |
| DAKOTA CTY ATTORNEY                             | 9/9/2021           | 09/16/2021 | cn: 19-001996 forfeiture           | 702.229.2291000       | 178.50              |
| EMMONS & OLIVIER RESOURCES                      | 00095-0073-6B      | 09/09/2021 | Falcon Properties                  | 702.229.2294803       | 4,426.25            |
| KIMLEY-HORN & ASSOCIATES, INC.                  | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2282703       | 1,576.57            |
| RIVER HEIGHTS LAWN AND LANDSCAPE                | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2293203       | 965.60              |
| RJ RYAN CONSTRUCTION                            | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2289903       | 942.81              |
| SKIGH DEVELOPMENT                               | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2295603       | 191.05              |
| ST. PAUL PIONEER PRESS                          | '0821572521        | 09/16/2021 | 71475520                           | 702.229.2302303       | 31.95               |
| ST. PAUL PIONEER PRESS                          | '0821572521        | 09/16/2021 | 71475520                           | 702.229.2302503       | 27.45               |
| STANTEC CONSULTING SERVICES INC.                | 1818505B           | 09/09/2021 | Falcon Development                 | 702.229.2294803       | 199.00              |
| UNITED PROPERTIES LLC                           | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2297702       | 10,057.62           |
| VALLEY HOMESTEAD PROPERTIES, LLC                | 9/3/2021           | 09/16/2021 | Escrow Release                     | 702.229.2296902       | 3,396.13            |
| <b>Fund: 702 - ESCROW FUND</b>                  |                    |            |                                    |                       | <b>28,774.76</b>    |
| <b>otal</b>                                     |                    |            |                                    |                       | <b>2,111,460.57</b> |

**Request for Council Action****Personnel Actions**

|               |                            | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|----------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021         | None                               | <b>X</b>                   |
| Item Type:    | Consent Agenda             | Amount included in current budget  |                            |
| Contact:      |                            | Budget amendment requested         |                            |
| Prepared by:  | Cora Bauer, HR Coord.      | FTE included in current complement |                            |
| Reviewed by:  | Janet Shefchik, HR Manager | New FTE requested - N/A            |                            |
|               |                            | Other                              |                            |

**PURPOSE/ACTION REQUESTED:**

Staff requests that Council confirm and approve the personnel actions listed below.

**Seasonal/Temporary Employment:**

Brianna Mulvihill, Guest Services Worker

Kadyn Carriere, Pool Attendant

**Voluntary Resignations, Retirements and/or Terminations:**

Zoe Sellner-Keer, Lifeguard

**Request for Council Action**

**TITLE:** Consider Approval of an Individual Massage Therapist License for Danielle Widen, at OyeSpa Aveda Lifestyle Salon and Spa, 7741 Amana Trail.

|               |                            | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|----------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021         | None                               | X                          |
| Item Type:    | Consent                    | Amount included in current budget  |                            |
| Contact:      | 651-450-2513               | Budget amendment requested         |                            |
| Prepared by:  | Rebecca Kiernan City Clerk | FTE included in current complement |                            |
| Reviewed by:  | Kris Wilson                | New FTE requested - N/A            |                            |
|               |                            | Other                              |                            |

**PURPOSE/ACTION REQUESTED:**

Consider approval of an individual massage therapist license for Danielle Widen, at OyeSpa Aveda Lifestyle Salon and Spa, 7741 Amana Trail.

**SUMMARY:**

An application has been submitted by Danielle Widen for an individual therapeutic massage license.

Ms. Widen has paid the appropriate fees and provided insurance documentation as required by City Code. Ms. Widen has completed the required number of hours of therapeutic massage training and has provided an insurance certificate necessary to be a therapeutic massage therapist in Inver Grove Heights.

A background investigation on the applicant revealed no basis for the denial of the request.

Staff recommends approval of the Individual Massage Therapist License for Danielle Widen.

**Request for Council Action****TITLE: Approve Appraisal of PID # 20-00700-08-015 for Potential Acquisition Purposes.**

|               |                                       | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|---------------------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021                    | None                               |                            |
| Item Type:    | Consent                               | Amount included in current budget  |                            |
| Contact:      | Allan Hunting, City Planner           | Budget amendment requested         |                            |
| Prepared by:  | Peter Mikhail, City Attorney's Office | FTE included in current complement |                            |
| Reviewed by:  | Bridget Nason, City Attorney's Office | New FTE requested - N/A            |                            |
|               |                                       | Other                              | <b>x</b>                   |

**PURPOSE/ACTION REQUESTED:**

PID# 20-00700-08-015 is the "gap" parcel that lies between the Argenta Hills plats and the property that Lennar seeks to plat as the Highlands at Settler's Ridge. Condition 17 of the proposed resolution approving the preliminary plat of Highlands at Settler's Ridge anticipates that the City may condemn the gap for public use. The preliminary plat has been tabled until October, but the likely public use of some or all of the gap remains. Getting a head start on the appraisal of the gap will help to expedite the condemnation if that is the direction Council ultimately chooses to go. Ordering an appraisal does not commit the Council to decide to buy or condemn anything but, at a minimum, may inform future decisions.

The gap apparently exists because of errors in deeds that were intended to convey (almost 75 years ago) the entire SE Quarter the NE Quarter of Section 7, Township 27, Range 22. The deeds assumed the Quarter-Quarter was exactly 40 acres. The gap exists because the Quarter-Quarter was in fact slightly larger than 40 acres.

**SUMMARY:**

Authorize the Appraisal of PID# 20-00700-08-015 for Potential Acquisition Purposes.

**Request for Council Action****TITLE:** Approval of Settlement Agreement in *Kleiber v. Nelson Auto Center*

|               |                              | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|------------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021           | None                               |                            |
| Item Type:    | Consent                      | Amount included in current budget  |                            |
| Contact:      | Chief Melissa Chiodo         | Budget amendment requested         |                            |
| Prepared by:  | Chief Melissa Chiodo         | FTE included in current complement |                            |
| Reviewed by:  | Bridget Nason, City Attorney | New FTE requested - N/A            |                            |
|               |                              | Other                              | <b>x</b>                   |

**PURPOSE/ACTION REQUESTED:**

Several years ago, the City of Inver Grove Heights purchased fourteen vehicles for the police department from Nelson Auto Center under two separate state contracts. Plaintiff Steven Kleiber commenced a *qui tam* action on behalf of numerous cities against Nelson Auto Center under the Minnesota False Claims Act related to alleged overcharging by Nelson Auto Center for 3,205 police and emergency vehicles sold to various government entities under state contract numbers 37669 and 83065. Mr. Kleiber and the defendants, including Nelson Auto Center, have agreed to settle the action. The Council is asked to approve the settlement agreement, which includes distribution of settlement proceeds to the City of Inver Grove Heights in the amount of \$2,212.84.

**SUMMARY:**

The Council is asked to consider approval of the attached resolution approving the proposed Settlement Agreement in this matter.

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA  
RESOLUTION NO. \_\_\_\_\_  
RESOLUTION APPROVING SETTLEMENT AGREEMENT IN *KLEIBER V.  
NELSON AUTO CENTER***

---

**WHEREAS**, a *qui tam* action was filed by Steven Kleiber under the Minnesota False Claims Act regarding alleged overcharging by Nelson Auto Center, Inc. for police and emergency vehicles under state contracts (the "Action"); and

**WHEREAS**, the City of Inver Grove Heights was one of the entities with claims in the Action for overcharges on fourteen vehicle purchases; and

**WHEREAS**, the parties have agreed to settle the Action and under the terms of the settlement agreement Inver Grove Heights will receive \$2,212.84; and

**WHEREAS**, the City Attorney recommends approval of the settlement agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, DAKOTA COUNTY, MINNESOTA as follows:**

1. The Council hereby approves of the settlement agreement in the matter of *Kleiber v. Nelson Auto Center* and authorizes the City Attorney to execute the Settlement Election Form attached hereto authorizing the City's settlement approval.

**ADOPTED** by the City Council of the City of Inver Grove Heights on September 27, 2021.

**CITY OF INVER GROVE HEIGHTS**

\_\_\_\_\_  
Thomas Bartholomew  
Its: Mayor

Attest:

\_\_\_\_\_  
Rebecca Kiernan  
Its: City Clerk

**Mark R. Becker**  
Attorney

D 612.359.7620  
mbecker@fwhtlaw.com

333 South Seventh Street  
Suite 2600  
Minneapolis, MN 55402  
T 612.359.7600  
F 612.359.7602

fwhtlaw.com

**FABYANSKE  
WESTRA  
HART &  
THOMSON**

August 30, 2021

**Via U.S. Mail and Email**

Timothy Kuntz  
LeVander, Gillen & Miller, PA  
633 Concord Street S., Suite 400  
South St Paul, MN 55075

**Re: SETTLEMENT - State of Minnesota, et al., ex rel. Steven Kleiber v. Nelson  
Auto Center, Inc. et al.  
District Court File No.: 62-CV-19-876  
Appellate Court Case No.: A20-0653**

Dear Mr. Kuntz:

We represent Steven Kleiber. You are receiving this letter because you have been identified as the attorney for the City of Inver Grove Heights (“Inver Grove Heights”). As you may recall, Mr. Kleiber commenced the above titled *qui tam* action (the “Action”) under the Minnesota False Claims Act (“MFCA”) related to alleged overcharging by Nelson Auto Center, Inc. (“Nelson Auto”) for police and emergency vehicles under state contract numbers 37669 and 83065 (the “Contracts”). Your client, Inver Grove Heights, was one of the entities Mr. Kleiber asserted claims on behalf of in the Action.

Since commencement of the Action, Mr. Kleiber and Defendants have agreed to settle the Action for a total sum of \$1.1 million. A copy of the Proposed Mediated Settlement Agreement with Exhibits A-E (the “Settlement Agreement”) is enclosed. The Settlement Agreement has been submitted to and approved by Judge Thomas A. Gilligan of the Ramsey County District Court. A copy of the District Court’s Interim Order approving the Settlement Agreement is also enclosed.

Although set out in detail in the Settlement Agreement, you should be aware that the total amount of the settlement proceeds are to be distributed as follows:

1. \$478,131.50 to entities on whose behalf Mr. Kleiber pursued claims in the Action, such as Inver Grove Heights;
2. \$200,980.50 to Mr. Kleiber as his distribution pursuant to § 15C.13 of the MFCA;
3. \$34,558.15 to Mr. Kleiber’s attorneys, Fabyanske, Westra, Hart & Thomson, P.A. (“FWHT”), for costs incurred in the Action as provided for in § 15C.12 of the MFCA; and

4. \$386,329.85 to FWHT for attorneys' fees incurred in the Action as provided for in § 15C.12 of the MFCA.

Under the terms of the settlement agreement, the distribution amount each individual entity, such as Inver Grove Heights, is entitled to is \$158.06 per vehicle purchased under the Contracts that Mr. Kleiber identified the respective entity was allegedly overcharged for. The per vehicle amount was determined by taking the total amount to be distributed to the entities (\$478,131.50) and dividing that by the number of vehicles purchased that Mr. Kleiber identified entities were allegedly overcharged on, 3,025.

Mr. Kleiber identified that Inver Grove Heights was allegedly overcharged on 14 vehicle purchases under the Contracts. Thus, Inver Grove Heights's distribution under the Settlement Agreement would be \$2212.84. A complete calculation of the distribution amount for each entity Mr. Kleiber pursued claims on behalf of in the Action is attached as Exhibit B to the Settlement Agreement.

That being said, while Mr. Kleiber and Defendants have agreed to settle the action, and the District Court has approved their agreement, the terms of the settlement agreement and § 15C.05(a) of the MFCA require both the District Court *and* the Prosecuting Attorney (as defined by § 15C.01 of the MFCA) to consent to the settlement and dismissal of the Action and to provide their reasons for consenting in order for the settlement to be finalized.

To that end, after your review of the enclosed settlement documents and the District Court's Interim Order, we request that you indicate in writing whether your client, Inver Grove Heights, approves the settlement and the reasons for consenting, or objects to the settlement and the reasons for such objection. To make this election simpler for each entity, the parties may make their respective elections by filling out the form on the following page and returning it by mail or email at the following addresses:

Mailing Address: Fabyanske, Westra, Hart & Thomson, P.A.  
Attn: Mark R. Becker & Alexander B. Athmann  
333 South Seventh Street, Suite 2600  
Minneapolis, MN 55402

Bassford Remele, P.A.  
Attn: Jonathan P. Norrie  
100 South Fifth Street, Suite 1500  
Minneapolis, MN 55402

Neaton & Puklich, P.L.L.P.  
Attn: Michael L. Puklich  
7975 Stone Creek Drive, Suite 120  
Chanhassen, MN 55317

Email Address: mbecker@fwhtlaw.com  
aathmann@fwhtlaw.com  
jnorrie@bassford.com  
mic@neatonpuklich.com

Of course, if Inver Grove Heights wishes to submit its own written response, providing for either its approval or objection to the Settlement Agreement and its reasons for such election rather than submit the provided form, it is welcome to do so. You and Inver Grove Heights should also be aware that under the terms of the Settlement Agreement, if Inver Grove Heights does not submit an objection within 60 days after receiving this notice, Inver Grove Heights will be deemed to have approved the settlement. Prior to the expiration of the 60 day period, if Inver Grove Heights is unable to resolve its objection with Mr. Kleiber's counsel and Defendants' counsel, Inver Grove Heights must file its objection in Ramsey County District Court, case number 62-CV-19-876.

If you have any questions regarding this letter, the Settlement Agreement, or the Action in general, please feel free to contact myself or my colleague Alex Athmann (aathmann@fwhtlaw.com).

Sincerely,



Mark R. Becker

MRB/

Encl.

cc: Alex Athmann (aathmann@fwhtlaw.com)  
Jonathan Norrie (jnorrie@bassford.com)  
Mic Puklich (puklich@gmail.com)

### SETTLEMENT ELECTION FORM

☐ I, \_\_\_\_\_, Prosecuting Attorney for \_\_\_\_\_, approve the settlement and dismissal of the action titled State of Minnesota, *et al.*, *ex rel.* Steven Kleiber v. Nelson Auto Center, Inc. *et al.*, court file no. 62-CV-19-876, under the terms of the Proposed Mediated Settlement Agreement approved by the Ramsey County District Court in its Interim Order dated August 20, 2021 pursuant to Minn. Stat. § 15C.05(a). The reasons for my consent to the settlement and dismissal of the action, on behalf of the City of Inver Grove Heights, are as set forth in Exhibit D to the Proposed Mediated Settlement Agreement.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

☐ I, \_\_\_\_\_, Prosecuting Attorney for \_\_\_\_\_, object to the settlement and dismissal of the action titled State of Minnesota, *et al.*, *ex rel.* Steven Kleiber v. Nelson Auto Center, Inc. *et al.*, court file no. 62-CV-19-876, under the terms of the Proposed Mediated Settlement Agreement approved by the Ramsey County District Court in its Interim Order dated August 21, 2021 for the following reasons:

---

---

---

---

---

---

---

---

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Exhibit D

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT  
CASE TYPE: OTHER

---

State of Minnesota, *et al.*,  
*ex. rel.* Steven Kleiber,

District Court File No. 62-CV-19-876  
Judge Thomas A. Gilligan  
Court of Appeals File No. A20-0653

Plaintiffs,

vs.

**INTERIM ORDER REGARDING PROPOSED  
MEDIATED SETTLEMENT AGREEMENT**

Nelson Auto Center, Inc., Brent Nelson,  
Laurel Nelson, Gerald Worner, Melissa  
Nelson (a/k/a Melissa Hull), Melissa  
Larson, and Susan Kugler,

Defendants.

---

This matter came on hearing before the undersigned on August 16, 2021, upon Plaintiff Steven Kleiber's ("Mr. Kleiber"), as *qui tam* relator, and Defendants' joint motion for approval of a proposed mediated settlement agreement pursuant to Minn. Stat. § 15C.05(a) (the "Agreement"). Mr. Kleiber was represented by attorneys Mark Becker and Alex Athmann. Defendants Nelson Auto Center, Inc., Brent Nelson, Laurel Nelson, Melissa Nelson, Melissa Larson, and Susan Kugler were represented by attorney Jonathan Norrie. Defendant Gerald Worner was represented by attorney Michael Puklich.

Based on the files, records, and proceedings herein, and the arguments of counsel at the hearing, the Court makes the following interim order:

**FINDINGS IN SUPPORT OF APPROVAL OF THE AGREEMENT AND  
CONSENTING TO VOLUNTARY DISMISSAL OF THE ACTION**

Section 15C.05(a) of the Minnesota False Claims Act provides that an action may be voluntarily dismissed if this Court and the Prosecuting Attorneys provide written consent and the reasons for consenting. Accordingly, the undersigned provides the following statement of reasons for approving the Agreement and consenting to the voluntary dismissal of the action.

1. In this Action, Plaintiff, Steven Kleiber, as *qui tam* relator sought certain damages and recoveries under the Minnesota False Claims Act on claimed overcharges on 3,025 police vehicle transactions. Plaintiff's claims included a calculation of what Plaintiff described as additional amounts to be reimbursed in excess of the Total Bid Constant amount set forth in the applicable contracts. Plaintiff calculated the basic damage amount of \$586,947.01 for this portion of Plaintiff's claim. Thus, per car, the Plaintiff sought additional reimbursements of approximately \$194.03 per vehicle for the 3,025 transactions in question. Plaintiff also sought other recoveries under the terms of the Minnesota False Claims Act. Defendants disputed and denied Plaintiff's claims.

2. The Defendants and Plaintiff mediated the case and have reported that they have reached a settlement that takes into consideration the risks, rewards, and uncertainties of litigation, which settlement is conditioned on this Court consenting to dismissal of the Action as a result of the settlement.

3. Based on the complexity of the disputed facts, the novel issues presented in this Action, the parties' willingness to settle the matter, and the uncertainties of litigation, I find a settlement that affords a significant net recovery to the Public Entities reasonable and beneficial to the public interest.

4. I find that the Public Entities will receive additional reimbursements of \$478,131.50, which corresponds to a net rate of recovery of \$158.06 per car. I find that a recovery for the Public Entities of nearly 81.5% of the basic damage of \$586,947.01 calculated by Plaintiff reasonable and beneficial to the public interest under the circumstances.

5. Because no Entities intervened in this Action, Plaintiff's distribution pursuant to Minn. Stat. § 15C.13 is to be not less than 25% and not more than 30% of any recovery of the civil penalty and damages or settlement. I find that Plaintiff, Mr. Kleiber, substantially and significantly contributed to the conduct of the action, and the overall success of the claims he pursued in the Action.

6. After Mr. Kleiber first reported his knowledge to the authorities, Nelson Auto made initial reimbursements of more than \$800,000.00 to certain of the Entities based on certain audits performed by the Minnesota Department of Administration. The settlement will yield \$679,112.00 after accounting for attorneys' fees and costs to be shared between Plaintiff and the Public Entities. Accordingly, more than \$1,479,112.00 has been recovered net of attorneys' fees and costs.

7. Mr. Kleiber claims a right to distribution under Minn. Stat. § 15C.13 on only the additional amounts, not the total amount of recovery. I find Mr. Kleiber's approach to be reasonable. I find that the settlement provides Mr. Kleiber a reasonable contribution of approximately 29.595% of the \$679,112.00 additional amounts recovered in this Action as a reward for his contributions. Thus, the Entities will receive 70.405% of the total recovery net of attorneys' fees and costs, or \$478,131.50, and Mr. Kleiber will receive \$200,980.50. I find this allocation reasonable.

8. As set forth in Minn. Stat. § 15C.12, the settlement provides for the payment of reasonable attorneys' fees and costs. Plaintiff provided a detailed attorneys' fee affidavit showing reasonable attorneys' fees of \$474,234.05. Based on the complexity of the case, the novel and difficult issues presented, the skill needed to perform the legal services, the amount of time devoted, the amounts involved, the results obtained, the experience, reputation, and skill of the attorneys, and the challenging nature of this case, as described in the fee affidavit, to which there was no objection, I find that the Plaintiff's attorneys fees of \$474,234.05 are reasonable. Making further reasonable adjustments to reasonably align the fees with the success for the Public Entities, the Agreement provides for attorneys' fees of \$386,329.85, or approximately 81.5%, which I also find to be reasonable. Based on Plaintiff's fee affidavit, I find Plaintiff's costs of \$34,558.15 to be reasonable.

Now, therefore, based upon these findings the Court makes the following:

### **ORDER**

1. The Agreement is hereby approved by the Court on interim basis;
2. Upon issuance of this Order, Mr. Kleiber shall notify the Entities on whose behalf he asserted claims in this action as a *qui tam* relator of the settlement by providing the each of the Entities a letter in the form of Exhibit A ("Exhibit A") to the Agreement as well as a copy of this Order, which is incorporated into the Agreement as Exhibit D.
3. Following receipt of Exhibit A to the Agreement and this Order (receipt of which shall be deemed to have occurred within five (5) days of the deposit of such documents in the United States mail, postage pre-paid), an Entity and Prosecuting

Attorney's written consent to dismissal and the reasons for consenting shall be deemed given under Minn. Stat. § 15C.05(a) if the Entity or its Prosecuting Attorney provides no timely written objection to the Agreement under the procedures specified in Exhibit A within 60 days of receipt of the same, or if the Entity provides no timely written opt-out of the Agreement under the procedures specified in Exhibit A within 60 days of receipt of the same, or if the Entity affirmatively opts in.

4. If no Entity objects or opts-out of the Agreement within the 60-day period in accordance with the procedures set forth in Exhibit A, and the respective counsel for Mr. Kleiber and Defendants inform the Court of that fact in writing, the Court shall immediately enter an order finalizing approval of the Agreement and determining that all Entities and Prosecuting Attorneys have consented to the Agreement and provided reasons for consent under Minn. Stat. § 15C.05(a).

5. If an Entity objects to or opts-out of the Agreement and such objection or opt-out cannot be resolved by the parties and the Entity, a hearing before this Court to address any objections or opt-outs shall be held on November 15, 2021 at 1:30 p.m.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

District Court Judge



## Request for Council Action

### **TITLE: Consider Approval of First Amendment to Easement Purchase Agreement Extending Closing Deadline**

|               |                              | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|------------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021           | None                               | <b>x</b>                   |
| Item Type:    | Consent                      | Amount included in current budget  |                            |
| Contact:      | Tom Kaldunski, City Engineer | Budget amendment requested         |                            |
| Prepared by:  | City Attorney's Office       | FTE included in current complement |                            |
| Reviewed by:  | Heather Rand                 | New FTE requested - N/A            |                            |
|               |                              | Other                              |                            |

### **PURPOSE/ACTION REQUESTED:**

The City entered into a purchase agreement with Thomas and Deborah Lund to acquire permanent drainage and utility, trail, and conservation and natural area easements over a portion of the real property located at 6680 South Robert Trail. In order to provide sufficient time for the Lunds to address certain title objections raised by the City, the closing deadline needs to be extended for ninety days. The Council is asked to consider approval of the attached First Amendment to Easement Purchase Agreement extending the closing deadline to December 13, 2021.

### **SUMMARY:**

Consider approval of attached First Amendment to Easement Purchase Agreement.

## **FIRST AMENDMENT TO EASEMENT PURCHASE AGREEMENT**

**THIS FIRST AMENDMENT TO EASEMENT PURCHASE AGREEMENT** (this “First Amendment”) is entered into as of \_\_\_\_\_, 2021 (the “Effective Date”), by and between Thomas C. Lund and Deborah L. Lund, husband and wife (the “Lunds”), and the City of Inver Grove Heights, a Minnesota municipal corporation (“City”).

### **RECITALS**

**Recital No. 1.** The Lunds and the City entered into an Easement Purchase Agreement dated August 23, 2021 (“Purchase Agreement”) for the purchase and sale of Easements identified in the Purchase Agreement.

**Recital No. 2.** The Lunds have requested the Purchase Agreement be amended to extend the Closing Date to allow more time to make title marketable.

**Recital No. 3.** City does not object to the extension.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants of each to the other contained in this First Amendment and other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto do covenant and agree as follows:

1. The Purchase Agreement shall be amended as follows:
  3. **Date and Location of Closing.** The Closing Date for the Easements shall be on or before ~~September 24, 2021~~ December 13, 2021, at DCA Title, 750 Main Street, Suite 280, Mendota Heights, MN 55118, or such other mutually agreeable location.
2. Except as provided for above, the terms and provisions of the Purchase Agreement, including the requirement for the Lunds to make title marketable within 90 days from the date of the City’s title objection letter, shall remain in full force and effect.

3. This First Amendment and all disputes or controversies arising out of or relating to this First Amendment or the transactions contemplated hereby shall be governed by, and construed in accordance with, the internal laws of the State of Minnesota, without regard to the laws of any other jurisdiction that might be applied because of the conflicts of laws principles of the State of Minnesota.
4. Nothing contained herein shall be deemed a waiver by the City of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by Buyer or its successors or assigns, shall be subject to any governmental immunity defenses of the City and the maximum liability limits provided by Minnesota Statutes, Chapter 466.
5. This First Amendment may be executed in two or more counterparts, all of which shall be considered one and the same instrument and shall become effective when one or more counterparts have been signed by the parties and delivered to the other parties.
6. This First Amendment shall not be amended, modified or supplemented, except by a written instrument signed by an authorized representative of each party.

**[remainder of page intentionally blank]**

IN AGREEMENT, the parties hereto have hereunto set their hands as of the Effective Date.

**CITY:**  
**CITY OF INVER GROVE HEIGHTS**

By: \_\_\_\_\_  
Thomas Bartholomew  
Its: Mayor

ATTEST:

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

STATE OF MINNESOTA    )  
                                          )       ss.  
COUNTY OF DAKOTA    )

On this \_\_\_\_\_ day of \_\_\_\_\_ 2021, before me a Notary Public within and for said County, personally appeared Thomas Bartholomew and Rebecca Kiernan, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

\_\_\_\_\_  
Notary Public

**LUNDS:**

\_\_\_\_\_  
Thomas C. Lund

\_\_\_\_\_  
Deborah L. Lund

STATE OF MINNESOTA    )  
                                      )  
COUNTY OF DAKOTA    )       ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me a Notary Public within and for said County, personally appeared Thomas C. Lund and Deborah L. Lund, husband and wife, to me personally known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as their free act and deed.

\_\_\_\_\_  
Notary Public

## Request for Council Action

### Consider Approval of a Resolution Receiving Proposals, Selecting WSB for Consultant Administrative Services, and Appointing Additional Members for the Pavement Management Task Force

|               |                                     | Fiscal/FTE Impact                  | Mark all that apply |
|---------------|-------------------------------------|------------------------------------|---------------------|
| Meeting Date: | September 27, 2021                  | None                               | <b>X</b>            |
| Item Type:    | Consent                             | Amount included in current budget  |                     |
| Contact:      | Steve W. Dodge, 651-450-2541        | Budget amendment requested         |                     |
| Prepared by:  | Steve W. Dodge, Asst. City Engineer | FTE included in current complement |                     |
| Reviewed by:  | Kris Wilson, City Administrator     | New FTE requested - N/A            |                     |
|               |                                     | Other: Pavement Management Funds   |                     |

#### PURPOSE/ACTION REQUESTED

Consider approval of a resolution receiving proposals, selecting WSB for consultant administrative services, and appointing additional members for the Pavement Management Task Force.

#### SUMMARY

On June 14, 2021, Council adopted a resolution establishing a Pavement Management Program Citizens' Advisory Task Force. On August 23, 2021, Council appointed 11 members to the task force. Staff has acquired proposals from WSB and SRF Consulting. Since that time, two original task force applicants who were thought to have scheduling conflicts have contacted staff confirming that their schedules will allow them to participate in the Thursday meetings. Therefore, staff recommends that Craig Kromrey and Mary T'Kach be appointed to the Citizens' Task Force.

Secondly, staff has acquired proposals from WSB and SRF Consulting to provide professional, technical, and administrative support for the task force process. A staff committee was formed to review the consultant proposals that consisted of the City Administrator, Community Development Director, City Engineer and Assistant City Engineer. Both firms were found to be well-qualified and experienced with the subject matter and the citizen engagement process. The price proposals were in the amount of \$29,744 and \$39,672, respectively. The proposals are available by request at the Engineering Division.

Staff recommends WSB be selected to provide consultant services for the pavement management task force based on their having a more cost-effective proposal, added flexibility, and related experience. WSB, who is in the City's existing consultant pool, has identified Klay Eckles as part of the project team, which will bring the benefits of an existing, positive relationship with both City staff and the City Council to the project.

SD/kf

Attachment(s): Resolution

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

**RESOLUTION RECEIVING PROPOSALS, SELECTING WSB FOR CONSULTANT ADMINISTRATIVE  
SERVICES AND APPOINTING ADDITIONAL MEMBERS FOR THE PAVEMENT MANAGEMENT  
CITIZENS' TASK FORCE**

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

**WHEREAS**, on June 14, 2021, Council adopted a resolution establishing a Pavement Management Program Citizens' Advisory Task Force; and

**WHEREAS**, task force alternates Craig Kromrey and Mary T'Kach have notified staff their schedules now allow them to participated and are recommended to be appointed to the Task Force; and

**WHEREAS**, staff has received and reviewed proposals for administrative consultant services for the Task Force from WSB and SRF Consulting and recommends WSB be selected based on their more cost effective and flexible approach; and

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. WSB's proposal dated August 23, 2021, is accepted in the amount of \$29,744 for administrative consulting services for the Pavement Management Task Force, with funding to come from the Pavement Management Fund; and
2. Craig Kromrey and Mary T'Kach are hereby appointed to the Pavement Management Task Force.

Adopted by the City Council of Inver Grove Heights, Minnesota this 27<sup>th</sup> Day of September 2021

\_\_\_\_\_  
Tom Bartholomew, Mayor

ATTEST:

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

**Request for Council Action****Consider Resolution Approving Change Order for City Project No. 2021-11 - Trunk Storm Sewer Extension for Landlocked Basin JP-1 (South Grove Townhomes Development)**

|               |                                            | <b>Fiscal/FTE Impact</b>                            | <b>Mark all that apply</b> |
|---------------|--------------------------------------------|-----------------------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021                         | None                                                |                            |
| Item Type:    | Consent                                    | Amount included in current budget                   |                            |
| Contact:      | Steve W. Dodge, 651-450-2541 <i>SWD</i>    | Budget amendment requested                          |                            |
| Prepared by:  | Steve W. Dodge, Asst. City Engineer        | FTE included in current complement                  |                            |
| Reviewed by:  | Klay Eckles, Interim Public Works Director | New FTE requested - N/A                             |                            |
|               |                                            | Other: Pavement Management Fund and Developer Funds | <b>X</b>                   |

**PURPOSE/ACTION REQUESTED**

Consider resolution approving change order for City Project No. 2021-11 - Trunk Storm Sewer Extension for Landlocked Basin JP-1 (South Grove Townhomes Development).

**SUMMARY**

City Project No. 2021-11 is a developer-installed public improvement initiated by the South Grove Townhomes planned unit development (PUD). On May 10, 2021, City Council approved a 27-inch trunk storm pipe from Clayton Avenue to the Oaks Townhomes as part of the Stormwater Capital Improvement Plan to connect regional basin JP-1 to the existing storm sewer system which treats and conveys stormwater to the Mississippi River. The storm sewer addition manages the high-water line of landlocked basin JP-1 and helps protect adjacent properties and Clayton Avenue from flooding.

The original total project costs were estimated at \$162,200 for design and construction. The city is responsible for the costs. Due to adjacent property, power pole, and lot foundation constraints, specialty trench boxes and equipment need to be deployed to minimize disturbance and provide a safe trench excavation. The final costs are estimated at \$299,500 and have been negotiated by city staff with the South Grove Townhomes developer, MI Homes. The total project costs over \$162,200 will be split 50% between the developer and the city. The estimated additional city portion and developer portions are up to \$68,650 each, for a total additional expense of \$137,300. The project will be funded by the pavement management fund and developer funds.

Staff recommends Council approve the resolution for the change order in the amount of \$137,300 for a total project cost of \$299,500 (up to \$230,850 City portion and \$68,650 Developer portion) for City Project No. 2021-11 - Trunk Storm Sewer Extension for Landlocked Basin JP-1.

SWD/kf

Attachment(s): Resolution  
Map

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

**CONSIDER RESOLUTION APPROVING CHANGE ORDER FOR CITY PROJECT NO. 2021-11 - TRUNK  
STORM SEWER EXTENSION FOR LANDLOCKED BASIN JP-1**

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

**WHEREAS**, on May 10, 2021, City Council approved a trunk storm sewer improvement in the amount of \$162,200 in relation to the South Grove Townhomes development; and

**WHEREAS**, a developer's agreement was being prepared between the developer, MI Homes, for the city to reimburse the developer for costs associated with design and construction of the trunk storm sewer for City Project 2021-11; and

**WHEREAS**, due to adjacent property, power pole, and lot foundation constraints, specialty trench boxes and equipment need to be deployed to minimize disturbance and provide a safe trench excavation at a estimated final cost of \$299,500; and

**WHEREAS**, staff negotiated with the Developer to split additional expenses over \$162,200 evenly, 50% between the developer and the city; therefore, the estimated additional city portion and developer portion are up to \$68,650 each, for a total additional expense of \$137,300; and

**NOW, THEREFORE, BE IT RESOLVED, THAT:**

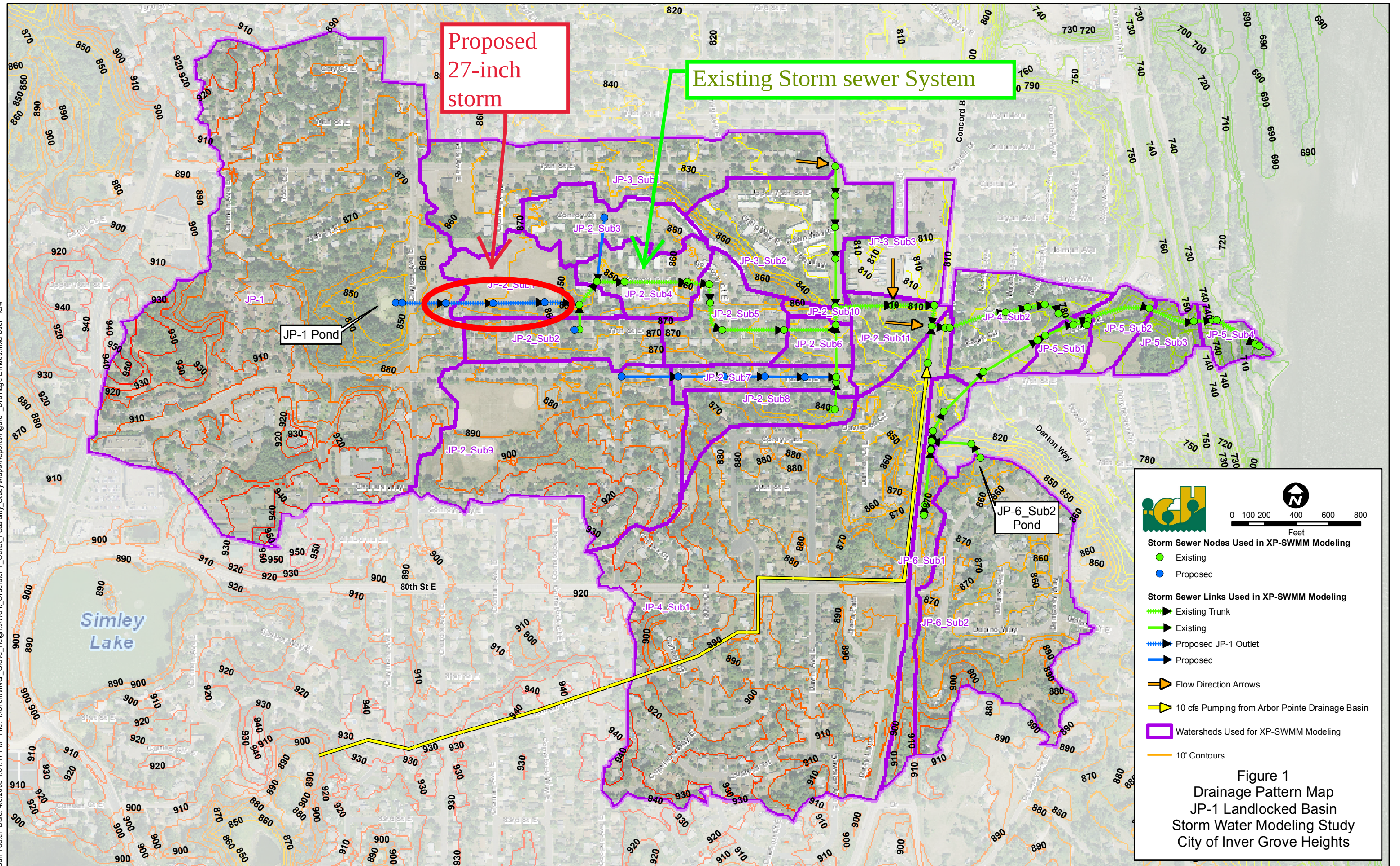
1. The City Council authorizes staff and City Attorney to administer the negotiated additional costs of up to \$137,300 with MI Homes, Developer of South Grove Townhomes, at a fifty percent cost share (up to \$68,650 each) for City Project 2021-11 - Trunk Storm Sewer Extension for Landlocked Basin JP-1 for a total estimated cost of \$299,500.

Adopted by the City Council of Inver Grove Heights, Minnesota this 27<sup>th</sup> day of September 2021.

\_\_\_\_\_  
Tom Bartholomew, Mayor

ATTEST

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



## Request for Council Action

### Consider Resolution Approving an Amendment to Engineering Services Proposal from Short Elliot and Hendrickson, Inc. (SEH) for City Project No. 2021-09D - Bryant Lane Area Improvements (aka Majestic Woodlands)

|               |                                            | Fiscal/FTE Impact                                                               | Mark all that apply |
|---------------|--------------------------------------------|---------------------------------------------------------------------------------|---------------------|
| Meeting Date: | October 11, 2021                           | None                                                                            |                     |
| Item Type:    | Consent                                    | Amount included in current budget                                               |                     |
| Contact:      | Steve W. Dodge, 651-450-2541 <i>SWD</i>    | Budget amendment requested                                                      |                     |
| Prepared by:  | Steve W. Dodge, Asst. City Engineer        | FTE included in current complement                                              |                     |
| Reviewed by:  | Klay Eckles, Interim Public Works Director | New FTE requested - N/A                                                         |                     |
|               |                                            | Other: Special Assessments, Pavement Management Fund, Franchise Fees and Grants | <b>X</b>            |

#### PURPOSE/ACTION REQUESTED

Consider Resolution Approving an Amendment to Engineering Services Proposal from Short Elliot and Hendrickson, Inc. (SEH) for City Project No. 2021-09D - Bryant Lane Area Improvements (aka Majestic Woodlands).

#### SUMMARY

A proposal from SEH for engineering services was approved via resolution on September 14, 2020. The original proposal included costs for topographic survey, feasibility report, preliminary design, final design, and construction administration. During the feasibility development stage, the project was updated from a FDR (full-depth reclamation) pavement project to a full street reconstruction based on more accurate geotechnical data and recommendations from potholing.

SEH endeavored to complete the project under the original budget; however, the additional survey, design time and construction staking efforts were needed due to the change in project scope to a full reconstruct. SEH has accrued \$56,000 in additional costs and is requesting an amendment to the original contract.

Staff recommends approval of an amendment to Engineering Services Proposal from Short Elliot and Hendrickson, Inc. (SEH) for City Project No. 2021-09D - Bryant Lane Area Improvements (aka Majestic Woodlands) in the amount of \$56,000 for a total services fee of \$164,500.

SD/kf

Attachments: Resolution  
Amendment Letter from SEH

**DAKOTA COUNTY  
INVER GROVE HEIGHTS, MINNESOTA**

**RESOLUTION APPROVING AN AMENDMENT TO ENGINEERING SERVICES PROPOSAL FROM SHORT  
ELLIOT AND HENDRICKSON, INC. (SEH) FOR CITY PROJECT NO. 2021-09D - BRYANT LANE AREA  
IMPROVEMENTS (AKA MAJESTIC WOODLANDS)**

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

**WHEREAS**, a proposal from SEH for engineering services was approved by Council on September 13, 2021 in the amount of \$108,500; and

**WHEREAS**, through feasibility development and geotechnical review, City Project No. 2021-09D was upgraded to a full reconstruct from a full depth reclamation which required additional engineering services from SEH; and

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

1. The Amendment to the engineering proposal from SEH in the amount of \$56,000, for a total amount of \$164,500, for City Project No. 2021-09D - Bryant Lane Area Improvements (aka Majestic Woodlands) is hereby approved.

Adopted this 27th day of September 2021 by the City Council of Inver Grove Heights, MN

\_\_\_\_\_  
Tom Bartholomew, Mayor

ATTEST:

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



Building a Better World  
for All of Us®

August 25, 2021

RE: City of Inver Grove Heights,  
Minnesota  
Bryant Lane Area Improvements  
City No. 2021-09D  
SEH No. INVER 157340 14.00

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

Dear Mr. Dodge:

Our original letter proposal for the above project dated September 9, 2020 included costs for the topographic survey, feasibility report, preliminary design, final design and construction administration. At that time the project was thought to be a FDR (full depth reclamation) pavement project. On page 2 of our 9/9/2020 letter proposal it noted that "With a majority of the curb & gutter to remain in place as part of these improvements, the detail of the topographic survey will be scaled back to include street profiles, intersection grades as well as driveway cross sections. We do not anticipate needing to complete a full topographic survey with cross section shots approximately every 100 feet." As we know the project ending up being a full street section reconstruction with full curb removal and 2-foot sub-cut.

While we endeavored to complete the project under the original budget, the additional survey, design time and construction staking effort needed due to the change in project scope to a full reconstruct project exceeded our original budget and therefore we are requesting an amendment to our original contract of \$56,000.

In our original proposal with had estimated the topographic survey effort to cost \$7,000. With the change to a full reconstruction project, the topographic survey ended up costing \$17,700. Additionally, the final design to complete construction plans with a full replacement of the curb and driveway grades ended up being \$28,200. With all the curbs being replaced, extra effort was needed to ensure the new curb grades would fit with the existing driveways. This was especially challenging given the steep grades on the project streets. I think our work stood up as the new curb is in place and your field inspector Nick had no complaints on driveway grades. The original construction staking estimate when the project was believed to be a FDR project was \$9,500. Now that that curb is all installed, our final construction staking effort was \$22,100.

Engineers | Architects | Planners | Scientists

**Short Elliott Hendrickson Inc.**, 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

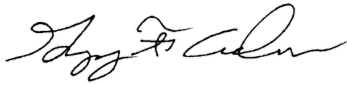
Steve Dodge, PE  
August 25, 2021  
Page 2

With the change to a full reconstruct project, the construction of the project took longer than planned. Therefore, we request an addition to our construction administration budget of \$4,500 for a total task amount of \$15,900.

After the initial delays by the contractor due to material supply issues, the project had progressed smoothly, and the new curb had fit very well with the existing driveways. We will complete the as-built plans per the City of Inver Grove Heights standards as we have in the past. Once this amendment request is approved, I will forward invoicing for the additional work. Please contact me with any question you have.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in black ink, appearing to read "Greg F. Anderson".

Greg F. Anderson, PE  
Project Manager  
(Lic. MN)

ah

x:\fj\inver\157340\1-gen\14-cor\amendment letter.docx

**Request for Council Action****TITLE:** Consider Approval of Acceptance of MN DNR Grant for Heritage Village Park

|               |                                             | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|---------------------------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021                          | None                               |                            |
| Item Type:    | Regular Agenda                              | Amount included in current budget  |                            |
| Contact:      | 651-403-3680                                | Budget amendment requested         |                            |
| Prepared by:  | Bob Bierscheid                              | FTE included in current complement |                            |
| Reviewed by:  | Heather Rand, Brian Swoboda & Julie Dorshak | New FTE requested - N/A            |                            |
|               |                                             | Other                              | X                          |

**PURPOSE/ACTION REQUESTED**

Approve the acceptance of the of MN DNR Outdoor Recreation Grant for Heritage Village Park in the Amount of \$250,000.

**SUMMARY**

On March 8, 2021, the City Council approved application for a MN DNR Outdoor Recreation Grant in the amount of \$250,000 for additions to Heritage Village Park. On June 30, notice of an award of the grant to Inver Grove Heights in the amount in the amount of \$250,000 was received. Pending Council acceptance and all assigned paperwork, use of grant resources can be accessed. This is the IV phase of five planned phase developments for Heritage Village Park.

**PROJECT AMENITIES and BUDGET**

| Facility (e.g. picnic area, walkway, shelter, restroom) | Description (linear feet, dimensions, material used, number of components, etc.                                                                   | Cost      | Expected Completion Date | Revenue                |
|---------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------|------------------------|
| Roundhouse Shelter                                      | 1800 sf, circular in shape, canopy width of 20 feet. Steel columns, beams and purlins; T&G wood roof decking; standing seam metal roof            | \$355,600 | 2022                     | DNR Grant<br>\$250,000 |
| Bench Covering Shelters                                 | 1300 sf including the open section between the two structures. Steel columns, beams and purlins; T&G wood roof decking; standing seam metal roof. | \$201,000 | 2022                     | 402 Fund<br>\$964,700  |

|                                |                                                                                                                                                                     |                    |           |                    |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------|--------------------|
| Restroom Building              | 576 sf including porch, 3 unisex restrooms and maintenance room. Steel columns, beams, and purlins; T&G wood roof decking; concrete block partitions; metal siding. | \$328,000          | 2022      |                    |
| Drinking Fountain              | One exterior and accessible drinking fountain with lower pet bowl                                                                                                   | \$7,500            | 2022      |                    |
| Concrete Pavements             | 5,600 sf 6" concrete standard; 3,000 sf specialty concrete; 100 lf curb                                                                                             | \$144,700          | 2022      |                    |
| Restoration                    | Turf seed with hydro mulch                                                                                                                                          | \$7,000            | 2022-2023 |                    |
| Utilities                      | Extension of water and sanitary service including connections                                                                                                       | \$23,500           | 2022      |                    |
| Site Excavation & Mobilization | General earthwork and subgrade preparation and 5% mobilization for site work only (not buildings)                                                                   | \$24,000           | 2022      |                    |
| Erosion Control                | Construction layout and grade staking                                                                                                                               | \$7,500            | 2022-2023 |                    |
| Eligible Design Fees (10% Max) | Professional design and engineering fees for final design and construction                                                                                          | \$109,000          | 2022-2023 |                    |
| <b>Total</b>                   |                                                                                                                                                                     | <b>\$1,214,700</b> |           | <b>\$1,214,700</b> |

Bob Bierschied, Interim Parks & Recreation Director will be present at the September 24<sup>th</sup> city council meeting to present a brief overview of Heritage Village Park development to date and recap the proposed next two phases (IV & V) of development including planned funding sources.

## RECOMMENDATION

Staff recommend that the city council approve acceptance of the \$250,000 DNR grant with understanding that when the DNR has final grant agreement available for the city and state (DNR) to execute, such will be placed on the city council's consent agenda to authorize final approval and execution of such.



## Request for Council Action

**TITLE:** Consider Request for Approval of Rental Housing Licenses

|               |                                                          | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|----------------------------------------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021                                       | None                               | X                          |
| Item Type:    | Regular                                                  | Amount included in current budget  |                            |
| Contact:      | 651-450-2491                                             | Budget amendment requested         |                            |
| Prepared by:  | Nicole Cook<br>Rental and Code<br>Compliance Coordinator | FTE included in current complement |                            |
| Reviewed by:  | Heather Rand, Community<br>Development Director          | New FTE requested - N/A            |                            |
|               |                                                          | Other                              |                            |

### PURPOSE/ACTION REQUESTED

The City Council is asked to consider approval of two (2) rental 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 the existing rental housing stock and maintain property values. The ordinance provides for basic safety and living standards for rentals.

### ANALYSIS

The following rental license applications have been submitted:

7550 BANNING WAY - GARY VANDERBUSH, PROPERTY MANAGER

6852 CRAIG COURT - GARY VANDERBUSH, PROPERTY MANAGER

The above applications have been found to be complete. The applications include the necessary fee payment and BCA background check. The Police Chief/Designee has also reviewed and approved the license applications.

### RECOMMENDATION

Community Development staff recommends approval of the license listed above.

**Request for Council Action****TITLE:** TEXAS REPUBLIC SIGNS, LLC.

|               |                            | <b>Fiscal/FTE Impact</b>           | <b>Mark all that apply</b> |
|---------------|----------------------------|------------------------------------|----------------------------|
| Meeting Date: | September 27, 2021         | None                               |                            |
| Item Type:    | Regular Agenda             | Amount included in current budget  |                            |
| Contact:      | Allan Hunting 651-450-2554 | Budget amendment requested         |                            |
| Prepared by:  | Allan Hunting              | FTE included in current complement |                            |
| Reviewed by:  |                            | New FTE requested - N/A            |                            |
|               |                            | Other                              |                            |

**PURPOSE/ACTION REQUESTED:**

Consider the following requests for property located at 11650 Courthouse Boulevard:

1. A Resolution relating to a Variance to allow a free standing sign 75 feet in height whereas 38 feet is the maximum height at this location.
2. A Resolution relating to a Variance to allow a free standing sign 309 square feet in size whereas 100 feet is maximum.
  - Requires a 3/5<sup>th</sup>'s vote.
  - 60-day deadline: October 8, 2021 (first 60 days)

**SUMMARY:**

The Pilot Travel Plaza is a truck plaza, repair, fuel service and restaurant facility located on the east side of Hwy 52/55 just north of the 117<sup>th</sup> Street interchange.

The applicant is proposing to construct a new free standing pylon sign that would be 75 feet tall, and the total sign surface proposed would be 309 square feet. The facility is seeking a sign that will provide more visibility primarily for the semi-trucks heading north since the bridge for the 117<sup>th</sup> Street interchange blocks visibility. There are two existing free standing signs on the site. If the new sign is approved, both existing free standing signs would be removed. Sign A is 52 feet high and has a sign surface of 145 square feet. Sign B is 28 feet high and has a sign surface of 108 square feet.

**ANALYSIS:**

- Site has had large signs over the years. Largest known free standing sign was 240 square feet.
- The 117<sup>th</sup> Street overpass does limit visibility of the site heading north. Semi-trucks need the most amount of time to read the sign and safely exit the highway.
- The number of free standing signs would be reduced from two to one if the variance is approved.

- Staff is concerned with the height and size of the sign. This would be the tallest sign in the city. Very few if any sign faces this large in the city. The Best Buy sign approved in the late 90's was 60 feet tall and 300 square feet in size.

**RECOMMENDATION:**

Planning Staff: Recognizes the overpass intersection blocks visibility to the site for northbound traffic and a variance from size and height is warranted. Staff's opinion is a height of 62-63 feet and sign size of 240 square feet would be more appropriate.

Planning Commission: Also noted the impact to visibility and noted allowing trucks to see the location as far as possible would limit traffic safety concerns to make sure the trucks had plenty of time to see the sign and safely exit the highway. The Commission recommended approval of the two variances as proposed by the applicant to allow a freestanding sign 75 feet in height and 309 square feet in size.

Attachments: Approval Resolution for height  
Approval Resolution for size  
Planning Report

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

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

**RESOLUTION APPROVING A VARIANCE TO ALLOW A FREE STANDING SIGN 75  
FEET IN HEIGHT WHEREAS MAXIMUM HEIGHT AT THIS LOCATION IS 38 FEET.  
PROPERTY LOCATED AT 11650 COURTHOUSE BOULEVARD**

**CASE NO. 21-52V  
(Texas Republic Signs)**

Property legally described as follows:

Lot 1, Block 1, IGH Addition, according to the recorded plat, Dakota County, Minnesota

**WHEREAS,** an application has been received for a Variance to allow a sign 75 feet high;

**WHEREAS,** the afore described property is zoned I-1, Limited Industry District;

**WHEREAS,** a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

**WHEREAS,** the City of Inver Grove Heights Planning Commission reviewed the request on September 21, 2021 in accordance with City Code Section City Code 10-3-3:C;

**WHEREAS,** a practical difficulty or uniqueness was found to exist based on the following findings:

1. The 117<sup>th</sup> Street bridge blocks visibility of the site for northbound traffic on Hwy 52/55 which is a unique characteristic limited to this site.

2. Allowing a taller and larger sign provides greater visibility for the site which is very important for semi-trucks and traffic safety so the trucks can see the sign in enough time to identify the site and exit the highway safely.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS,** that the variance to allow a 75 foot tall free standing sign is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
2. All requirements of a building permit review shall be met.

Adopted by the City Council of Inver Grove Heights this 27th day of September, 2021.

\_\_\_\_\_  
Thomas Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

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

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

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

**RESOLUTION APPROVING A VARIANCE TO ALLOW A FREE STANDING SIGN 309  
SQUARE FEET IN SIZE WHEREAS 100 SQUARE FEET IS MAXIMUM ALLOWED.  
PROPERTY LOCATED AT 11650 COURTHOUSE BOULEVARD**

**CASE NO. 21-52V  
(Texas Republic Signs)**

Property legally described as follows:

Lot 1, Block 1, IGH Addition, according to the recorded plat, Dakota County, Minnesota

**WHEREAS,** an application has been received for a Variance to allow a sign 309 square feet in size;

**WHEREAS,** the afore described property is zoned I-1, Limited Industry District;

**WHEREAS,** a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

**WHEREAS,** the City of Inver Grove Heights Planning Commission reviewed the request on September 21, 2021 in accordance with City Code Section City Code 10-3-3:C;

**WHEREAS,** a practical difficulty or uniqueness was found to exist based on the following findings:

1. The 117<sup>th</sup> Street bridge blocks visibility of the site for northbound traffic on Hwy 52/55 which is a unique characteristic limited to this site.

2. Allowing a taller and larger sign provides greater visibility for the site which is very important for semi-trucks and traffic safety so the trucks can see the sign in enough time to identify the site and exit the highway safely.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS,** that the variance to allow a free standing sign 309 square feet in size is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
2. All requirements of a building permit review shall be met.

Adopted by the City Council of Inver Grove Heights this 27th day of September, 2021.

\_\_\_\_\_  
Thomas Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

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



## PLANNING REPORT

---

**CASE NO:** 21-52V

**APPLICANT:** Texas Republic Signs, LLC

**PROPERTY OWNER:** Pilot Travel Centers, LLC

**REQUEST:** Variance to allow a 75 foot free standing sign and Variance to allow sign surface of 309 square feet

**HEARING DATE:** September 21, 2021

**LOCATION:** 11650 Courthouse Boulevard

**COMPREHENSIVE PLAN:** LI, Light Industrial

**ZONING:** I-1, Limited Industrial District

**REVIEWING DIVISIONS:** Planning

**PREPARED BY:** Allan Hunting  
City Planner

---

### **BACKGROUND**

The Pilot Travel Plaza is a truck plaza, repair, fuel service and restaurant facility located on the east side of Hwy 52/55 just north of the 117<sup>th</sup> Street interchange.

The applicant is proposing to construct a new free standing pylon sign that would be 75 feet tall, and the total sign surface proposed would be 309 square feet. The facility is seeking a sign that will provide more visibility primarily for the semi-trucks heading north since the bridge for the 117<sup>th</sup> Street interchange blocks visibility. There are two existing free standing signs on the site. If the new sign is approved, at least one of the existing two signs, labeled B on the plans would be removed. It is unclear if one or both existing signs would be removed. Sign A is 52 feet high and has a sign surface of 145 square feet. Sign B is 28 feet high and has a sign surface of 108 square feet.

The applicant has provided a narrative which gives additional details on the request and rationale for the approval.

The actual requests include:

1. A Variance to allow a free standing sign 75 feet tall whereas the maximum height in the I-1 District is 10 feet above the building height. The travel plaza building is 28 feet tall. Maximum sign height would be 38 feet.
2. A free standing sign with a total sign face area of 309 square feet whereas 100 square feet is the maximum size.

### **EVALUATION OF THE REQUEST**

The following land uses, zoning districts and comprehensive plan designations surround the subject property:

North: Truck repair; zoned I-1; guided LI

East: Industrial distribution center; zoned I-1; guided LI

West: Hwy 52/55

South: Hwy 52/55 and 117<sup>th</sup> Street Interchange

While doing research on the site, staff reviewed the building permit file and found that over the years, signage has changed multiple times with different oil company signage. The files do not identify if any variances for signage were ever approved or if a complete history of signage is known. A sign inventory from 1994 shows a free standing sign with 240 square feet of signage. That signage has been replaced since 1994 but this history indicates there has been a wide range of sign sizes over the years.

### **VARIANCE**

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variances, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

1. *The variance request is in harmony with the general purpose and intent of the city code and consistent with the comprehensive plan.*

The intent of a sign code is to minimize number of signs, sign size and overall sign clutter. The construction of the 117<sup>th</sup> Street intersection did impact visibility of this site for traffic heading northbound on Hwy 52/55. The applicant has indicated they would be removing at least one of the existing signs so the number of pylon signs would be the same or be down to one. The narrative identifies sign B would be removed if the variance is approved but no mention of sign A while the sign detail sheets note sign A would be removed.

2. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

There has been pylon signage up to 240 square feet at some point over the years at this location. There is currently a pylon sign 52 feet high which is higher than allowed and 145 square feet which is larger than allowed but no history of sign heights found in the building permit file. In staff's opinion, the most important sign to be visible would be the Pilot travel center sign. This gives the most information for the semi-drivers heading northbound. We do not believe it necessary to have the pricing signage or the Subway signage above the lines of visibility shown on the photos prepared by the applicant. It would appear a lesser height sign would accomplish the same goal. We are not aware of any signage in the city at or near this same height which raises concerns of precedent of allowing such high signs. There are other truck oriented businesses along Hwy 52/55 in the southern portion of the city. Based on the information provided showing the sign details and photos, a sign of 62-63 feet appears tall enough for the "Pilot" signage to be visible. Staff does not support a sign height of 75 feet.

3. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

As mentioned, visibility of the site from the south has been impacted by the interchange. A larger sign and height are warranted to help with visibility. As stated above, staff's opinion is that sign of 62-63 feet would provide visibility for the "Pilot" sign from the points noted by the applicant in their submitted information. Staff would support a sign size that was of similar size to historical signage on the site. Staff would support signage of up to 240 square feet.

5. *Economic considerations alone do not constitute an undue hardship.*  
Economic considerations do not appear to be a basis or a sole basis for either of these requests.

## **ALTERNATIVES**

The Planning Commission has the following actions available on the following requests:

- A. Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:
- Approval of the **Variance** to allow a free standing sign 75 feet in height whereas 38 feet would be maximum for the I-1 District subject to the following conditions:
    1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
    2. All requirements of a building permit review shall be met.

- Approval of the **Variance** to allow a free standing sign 309 square feet in size whereas 100 feet would be maximum for the I-1 District subject to the following conditions:
  1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
  2. All requirements of a building permit review shall be met.

Practical Difficulty: To be stated.

**B. Denial.** If the Planning Commission does not favor the proposed application, or portions thereof, the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

**RECOMMENDATION**

The construction of the 117<sup>th</sup> Street intersection done a number of years ago does limit visibility of the site for northbound traffic. The site has signage now and in the past that is both over the maximum sign size and height. Based on these factors, staff believes variances from both size and height are warranted.

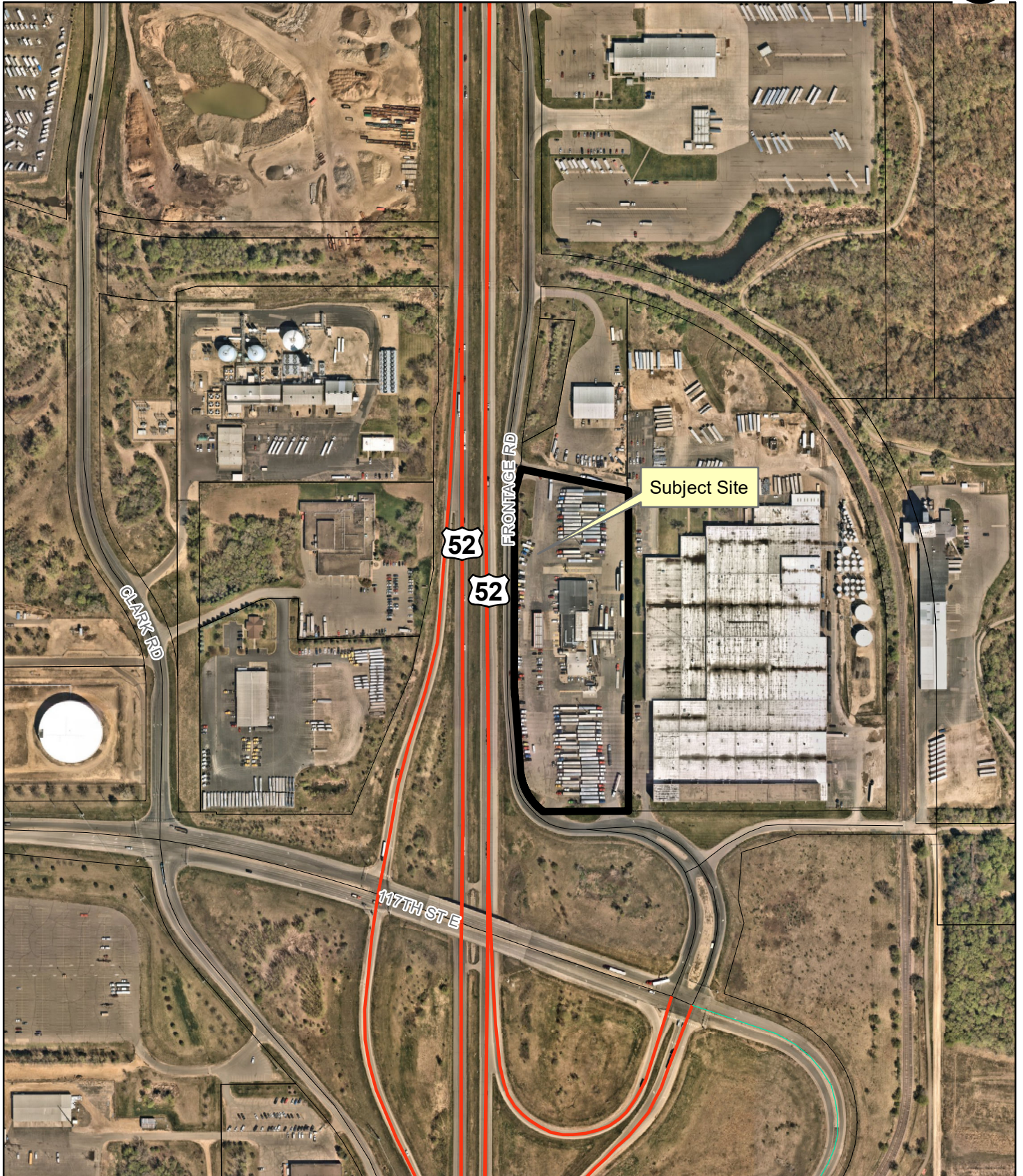
Staff is concerned about the precedence of allowing a sign of this height and size. Staff's opinion is that visibility can be obtained with a shorter sign and size as outlined in the report.

Staff would recommend denial of the application for 75 feet and 309 square feet but would be supportive of an alternative variance for 62-63 feet in height and 240 square feet.

Attachments: Location Map  
Applicant Narrative  
Existing and Proposed sign drawings



# Location Map Case No. 21-52V



July 14, 2021

The Planning Commission and City Council  
8150 Barbara Avenue  
Inver Grove Heights, MN 55077

RE: Pilot Travel Centers Pole Sign Variance

Pilot Travel Centers is requesting a variance to the overall square footage and the height for the proposed pole sign. Pilots' property is located at 11650 Courthouse Blvd. Inver Grove Heights, MN 55077. The property is zoned I-1 Limited Industry.

Per section Subd. 30. D 3 f. square footage:

Within any "I" district, the aggregate square footage of sign space per lot shall not exceed the sum of four sq feet per front foot of building, plus one sq foot per front of property not occupied by a building. No individual sign surface shall exceed 100 square feet except for the following:

1. Billboards.
2. For lots zoned I-1 and I-2, the sign surface of one wall sign on a building with at least 50,000 square feet of gross floor area may be as large as 350 sq. ft. All wall signs greater than 100 sq ft must be entirely static.

Pilot is requesting an additional 209.25 sq ft of sign area. The existing sign is 145.18 sq ft. By adding the price sign to the freestanding sign, it adds the additional square footage that is over the allowed square footage. We will remove the second existing ground sign to grade in consideration of the approval of the new freestanding sign as proposed.

Per section Subd. 30. D 3 g. The maximum height:

A property shall not exceed the height of the principal structure on the property by more than 10 feet except billboards. The existing building height is 28' tall which would allow us a freestanding sign at 38'0" tall.

We are requesting the additional 37' of height to increase visibility of the sign over the overpass. The reason for the additional height is due to the height of the existing overpass. The overpass blocks the sign at 38' tall (allowed by code) and the existing sign 52' sign (existing). To overcome the visibility hardship, we will need the additional 37' foot in height to achieve the 75'0" sign to be seen as shown in the drawings.

Another practical difficulty in this case are the exit locations as well as the overpass location. The safety of the drivers is a main concern and if the sign cannot be seen in time ahead of the exit. This creates a safety hazard with large trucks trying to exit in time so they do not miss the location.

The hardship to the landowner is due to circumstances unique to the property. The property has a unique shape and location due to the overpass and the traffic exits.

The additional height and square footage we are requesting will not alter the essential character of the neighborhood.

The granting of this variance will not be injurious to the public health, safety, morals or general welfare of the community.

The granting of the variance will not affect the supply of light and air to the adjacent properties.

The granting of the variance will keep with the spirit and intent of the city code and comprehensive plan.

The proposed variance is in harmony with the intent of the city ordinance.

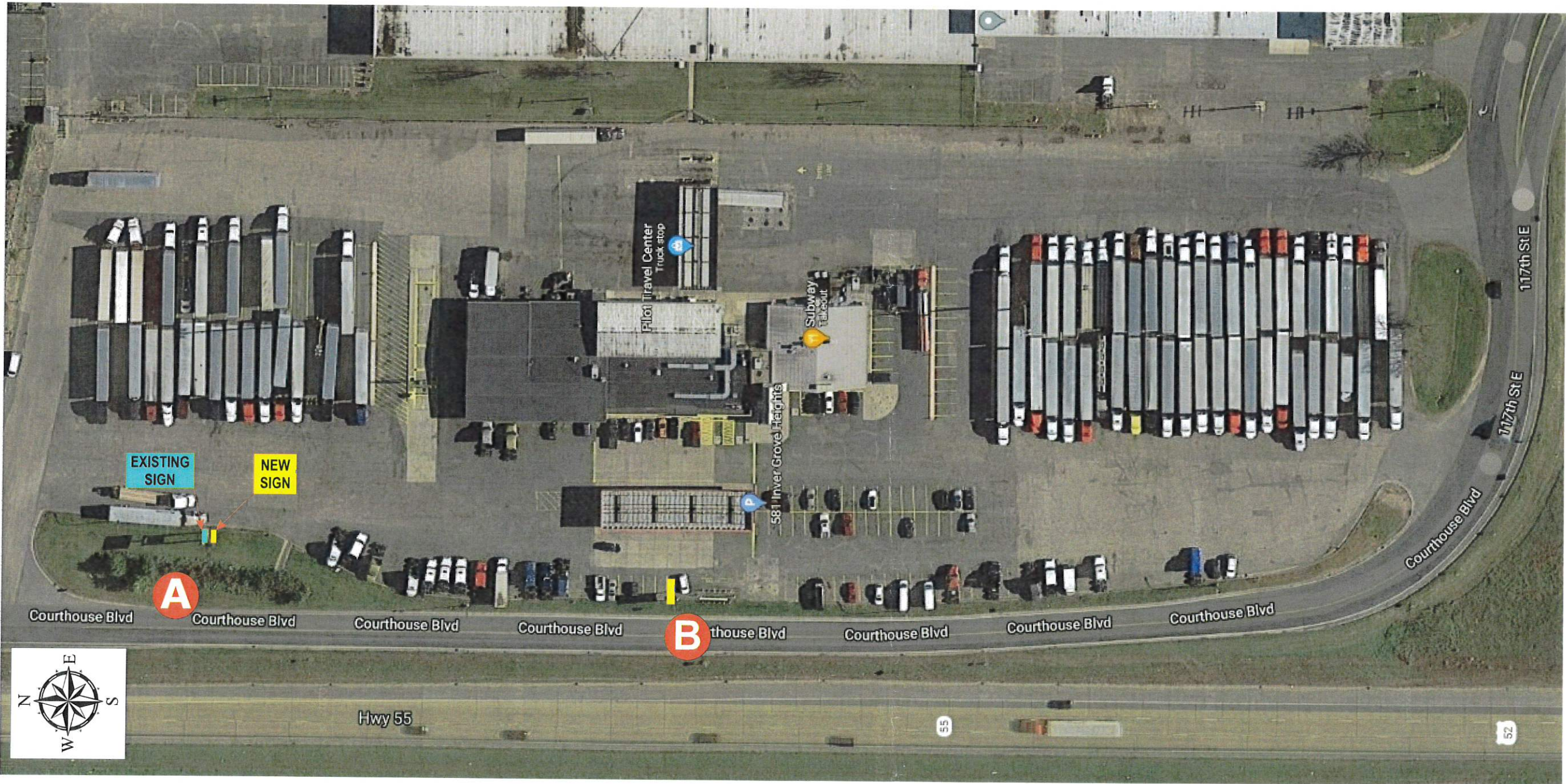
SITE PLAN

PILOT # 581  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN 55077

- A

HI-RISE
- B

MID-RISE



TEXAS REPUBLIC  
SIGNS

2211 PECH RD HOUSTON TX 77055  
832-727-5415  
TEXASREPUBLICSIGNS.COM

**Customer:**  
PILOT - # 581

**Address:**  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN 55077

**City of Jurisdiction:**  
INVER GROVE HEIGHTS

**Designer:**  
JORGE

**Date Created:**  
10.05.20

**W.O. #:**

**File Path:**  
P:\2021 JOBS\PI\Pilot\Pilot # 581 - Inver Grove Heights, MN\PRELIM DRAWINGS

REVISIONS

**Rev 1:**

**Rev 2:** 2-23-21 Added survey dimensions to all drawings. Sign dims. changed on ST D, ST E, ST F. Added ST G Travel Ctr re-image. Added one sign to ST H & one decal sign to ST I.

**Rev 3** 04-26-21 -Added engineer info. to ST A & ST B. Added ST L, DEF panel removal & ST M, Welcome Drivers sign.

**Rev 4:** 05-22-21 Added permit info.

**Rev 5:**

CUSTOMER APPROVAL

**Todd Signature:**

**Date:**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 8900P OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

ELECTRICAL REQUIREMENTS

AMPS: VOLTS: CIRCUITS:

SITE PLAN

NOT TO SCALE

SIGN TYPE A QUANTITY: 1

SCOPE OF WORK: HI RISE  
REMOVE & DISCARD OF EXISTING  
PILOT-SUBWAY, CAT SCALE SIGNS  
TO GRADE.

- PROVIDE AND INSTALL NEW  
PILOT, SUBWAY SIGNS
- PROVIDE ALL NEW  
STEEL STRUCTURE AS SHOWN

SPECIFICATIONS: PILOT SIGN  
• CABINET FILLER AND 5" RETAINERS  
PAINTED, P1  
• WHITE FLEX FACES WITH APPLIED  
V1 VINYL

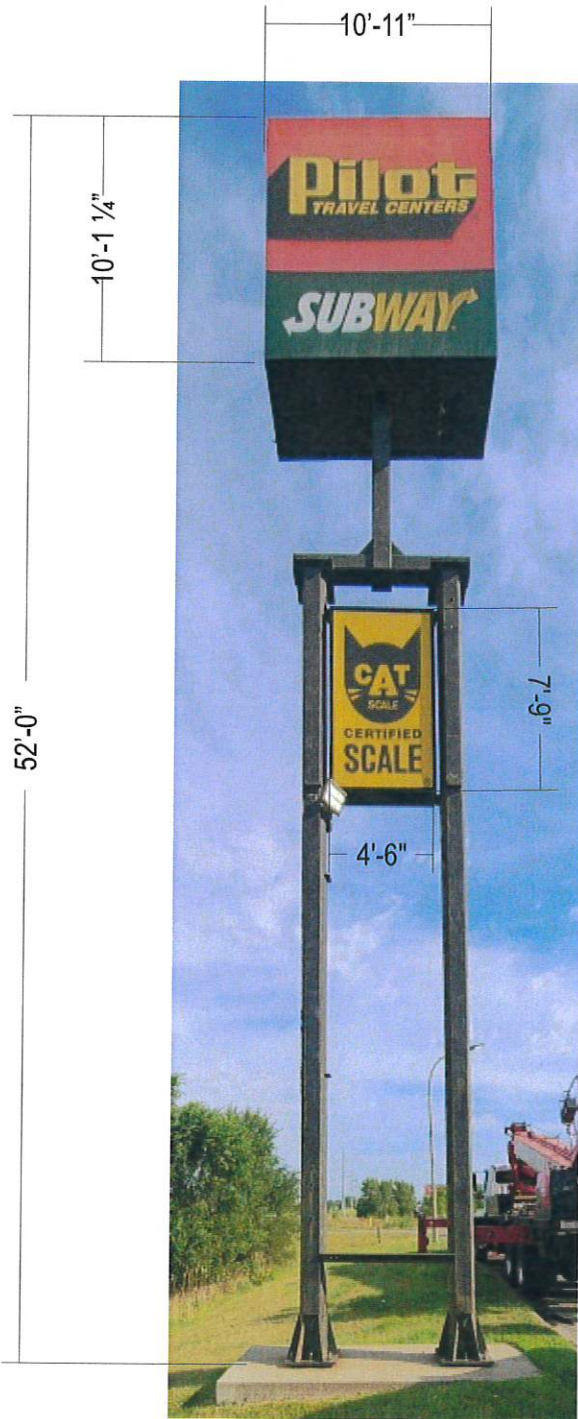
SPECIFICATIONS: SUBWAY SIGN  
• CABINET FILLER AND 5" RETAINERS  
PAINTED, P1  
• WHITE FLEX FACES WITH APPLIED  
V2 VINYL

SPECIFICATIONS: LED GAS PRICER  
• 2 PRODUCT PRICER PROVIDED BY  
PILOT AND INSTALLED BY TRS

SPECIFICATIONS: STEEL PIPE  
• NEW STRUCTURE: P1

COLOR LEGEND

- PAINT COLORS  
1: BLACK
- VINYL COLORS TO MATCH  
V1: TO MATCH LOGO COLORS
- 1: 3630-33 RED - PMS 186 C  
2: 3630-53 CARDINAL RED  
3: 3630-25 SUNFLOWER YELLOW  
PMS 1235 C
- VINYL COLORS TO MATCH  
V1: TO MATCH LOGO COLORS
- 1: 3630-156 VIVID GREEN  
2: 3630-75 MARIGOLD



ELEVATION

EXISTING CONDITIONS

EXISTING  
110.3 SQ FT  
34.88 SQ FT  
TOTAL = 145.18 SQ FT

A



PROPOSED  
Pilot .....110.5 sq ft  
Pricer .....134.75 sq ft  
Subway .....64 sq ft  
Total .....309.25 sq ft

UPDATED CONDITIONS

SCALE: 1/8" = 1'-0"

TEXAS REPUBLIC  
SIGNS

2211 PECH RD HOUSTON TX 77055  
832-727-5415  
TEXASREPUBLICSIGNS.COM

Customer:  
PILOT - # 581

Address:  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN 55077

City of Jurisdiction:  
INVER GROVE HEIGHTS

Designer:  
JORGE

Date Created:  
10.05.20

W.O. #:

File Path:  
P:\2021 JOBS\PILOT\Pilot # 581 - Inver Grove  
Heights, MN\PRELIM DRAWINGS

REVISIONS

Rev 1:

Rev 2: 2-23-21 Added survey dimensions to all  
drawings. Sign dims. changed on ST D, ST E, ST F.  
Added ST G Travel Ctr re-image. Added one sign to  
ST H & one decal sign to ST I.

Rev 3 04-26-21 -Added engineer info. to ST  
A & ST B. Added ST L, DEF panel removal & ST M,  
Welcome Drivers sign.

Rev 4: 05-22-21 Added permit info.

Rev 5:

CUSTOMER APPROVAL

Todd Signature:

Date:

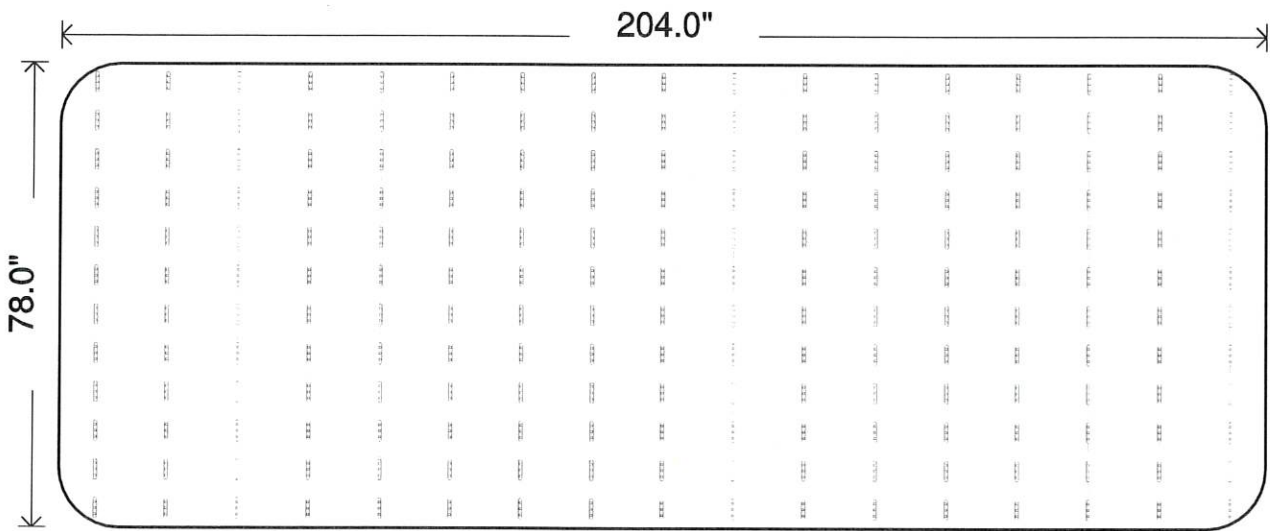
THIS SIGN IS INTENDED TO BE INSTALLED IN  
ACCORDANCE WITH THE REQUIREMENTS OF  
ARTICLE 6900F OF THE NEC AND/OR OTHER  
APPLICABLE LOCAL CODE. THIS INCLUDES  
PROPER GROUNDING AND BONDING OF SIGN.

ELECTRICAL REQUIREMENTS

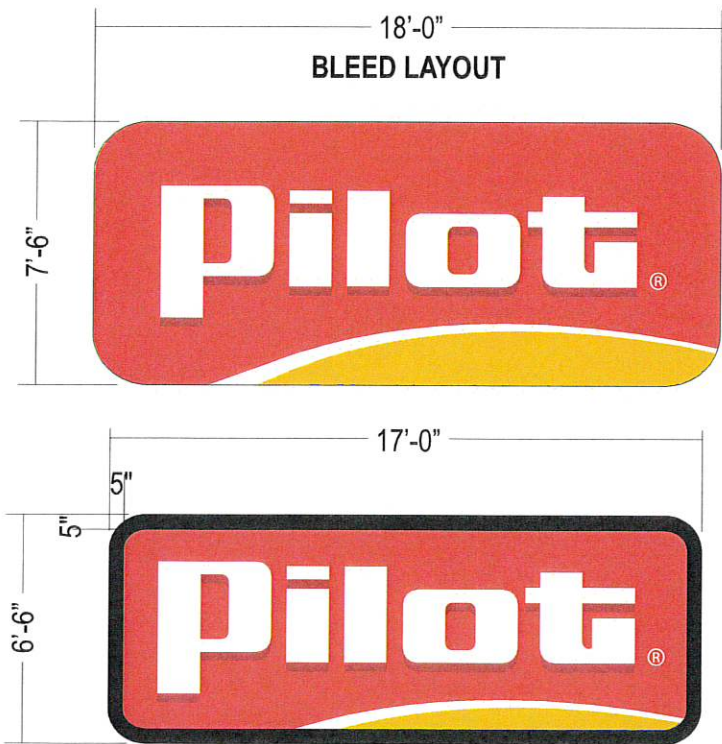
AMPS: VOLTS: CIRCUITS:

PILOT MID-RISE D/F CABINET 17'-0" x 6'-6"

THE ELECTRICAL SPECS IN THIS DOCUMENT REPRESENT ONE SIDE OF THIS D/F CABINET.



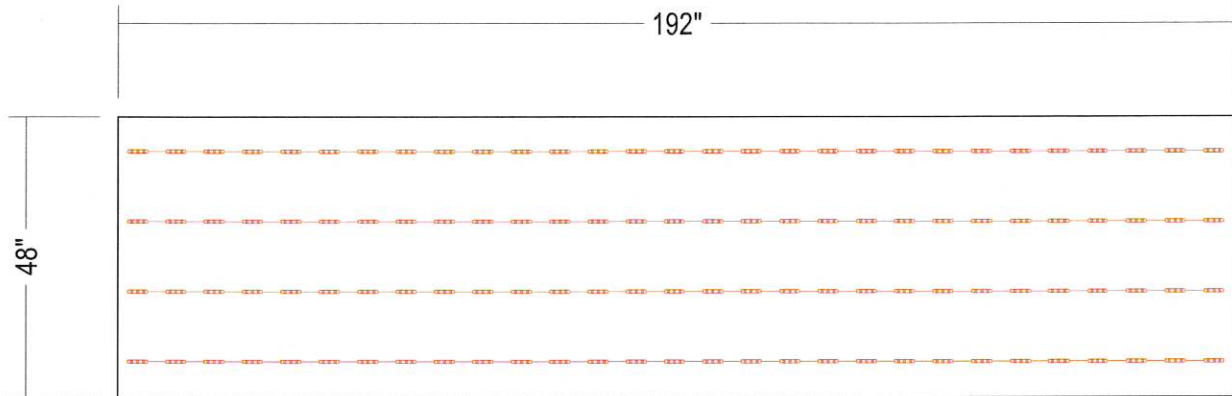
| Module                                      |             | Module Part No. |      | Power Supply             |  |
|---------------------------------------------|-------------|-----------------|------|--------------------------|--|
| (204) Street Fighter Heavyweight Warm White |             | PL-OP2-HW3-P-WW |      | (3) Universal 120W       |  |
| Row Spacing                                 | Area        | Watts           | Amps | Power Supply Part Number |  |
| 12.0"                                       | 110.50 sqft | 269.3           | 4.5  | PL-120-12-U              |  |
| NOTE: 90 MODS PER Universal 120W PS MAX     |             |                 |      |                          |  |



ELEVATION

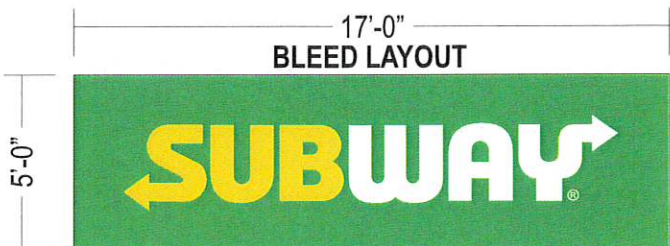
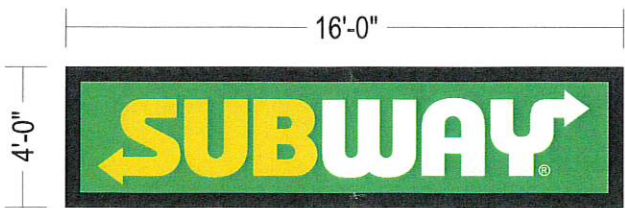
SUBWAY  
MID-RISE D/F CABINET 16'-0" x 4'-0"

THE ELECTRICAL SPECS IN THIS DOCUMENT REPRESENT ONE SIDE OF THIS D/F CABINET.



| Module                                      | Module Part No. | Watts      | Power Supply       |
|---------------------------------------------|-----------------|------------|--------------------|
| (116) Street Fighter Heavyweight Warm White | PL-OP2-HW3-P-WW | 153.1      | (2) Universal 120W |
| Date                                        | Row Spacing     | Area       | Perimeter          |
| March 14, 2020                              | 12.0"           | 64.00 sqft | 40.00 ft           |

NOTE: 90 MODS PER Universal 120W PS MAX



TEXAS REPUBLIC  
SIGNS

2211 PECH RD HOUSTON TX 77055  
832-727-5415  
TEXASREPUBLICSIGNS.COM

Customer:

PILOT - # 581

Address:

11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN 55077

City of Jurisdiction:

INVER GROVE HEIGHTS

Designer:

JORGE

Date Created:

10.05.20

W.O. #:

File Path:

P:\2021 JOBS\Pilot\Pilot # 581 - Inver Grove Heights, MN\PRELIM DRAWINGS

REVISIONS

Rev 1:

Rev 2: 2-23-21 Added survey dimensions to all drawings. Sign dims. changed on ST D, ST E, ST F. Added ST G Travel Ctr re-image. Added one sign to ST H & one decal sign to ST L.

Rev 3 04-26-21 -Added engineer info. to ST A & ST B. Added ST L, DEF panel removal & ST M, Welcome Drivers sign.

Rev 4: 05-22-21 Added permit info.

Rev 5:

CUSTOMER APPROVAL

Todd Signature:

Date:

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

ELECTRICAL REQUIREMENTS

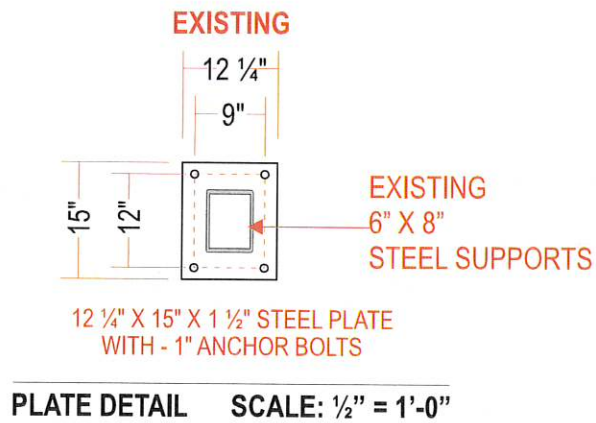
AMPS: VOLTS: CIRCUITS:

SCALE: 3/16" = 1'-0"

SIGN B

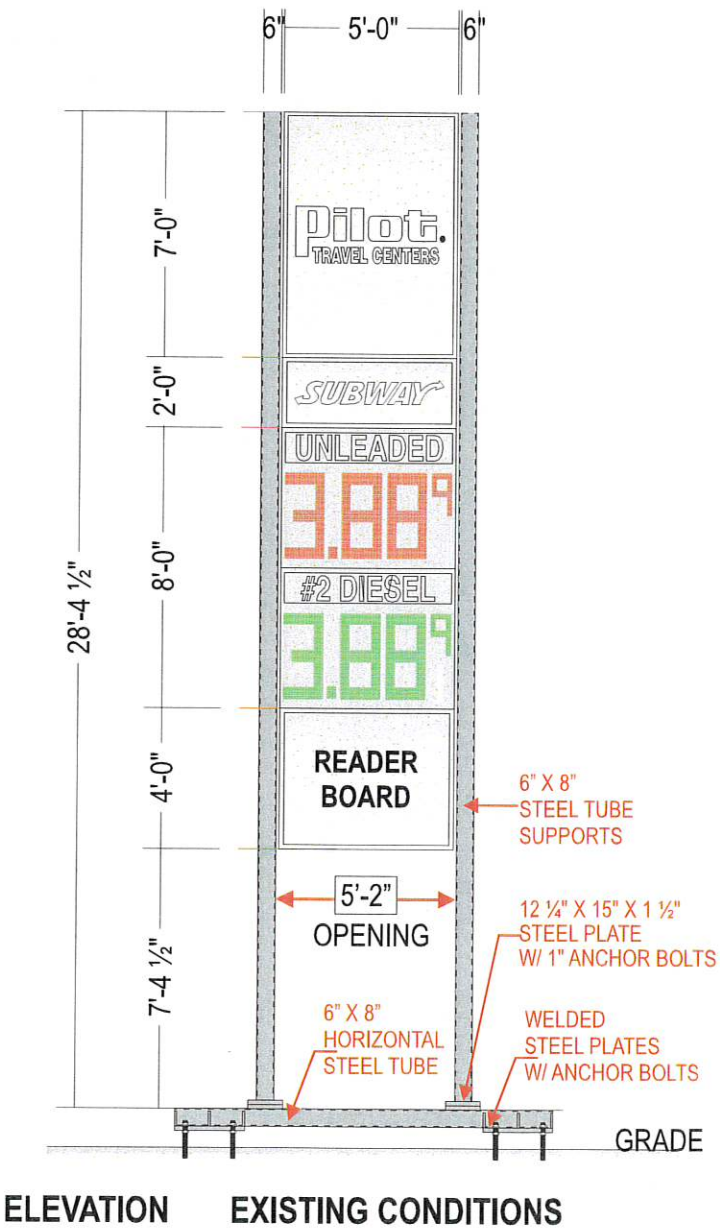
QUANTITY: 1

SCOPE OF WORK: MID RISE  
REMOVE & DISCARD OF ALL EXISTING  
SIGNS & STEEL SUPPORT STRUCTURE  
TO GRADE.



REMOVE TO GRADE IF  
VARIANCE IS APPROVED

|          |                |
|----------|----------------|
| Pilot    | .....35 ft     |
| Subway   | .....10 ft     |
| Pricer   | .....40 ft     |
| Reader B | .....20 ft     |
| Total    | .....105 ft x2 |



EXISTING CONDITIONS

**TEXAS REPUBLIC SIGNS**

2211 PECH RD HOUSTON TX 77055  
832-727-5415  
TEXASREPUBLICSIGNS.COM

**Customer:**  
PILOT - # 581

**Address:**  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS,MN 55077

**City of Jurisdiction:**  
INVER GROVE HEIGHTS

**Designer:**  
JORGE

**Date Created:**  
10.05.20

**W.O. #:**

**File Path:**  
P:\2021 JOBS\PILOT\Pilot # 581 - Inver Grove Heights, MN\PRELIM DRAWINGS

**REVISIONS**

**Rev 1:**

**Rev 2:** 2-23-21 Added survey dimensions to all drawings. Sign dims. changed on ST D, ST E, ST F. Added ST G Travel Ctr re-image. Added one sign to ST H & one decal sign to ST I.

**Rev 3** 04-26-21 -Added engineer info. to ST A & ST B. Added ST L, DEF panel removal & ST M, Welcome Drivers sign.

**Rev 4:** 05-22-21 Added permit info.

**Rev 5:**

**CUSTOMER APPROVAL**

**Todd Signature:**

**Date:**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

**ELECTRICAL REQUIREMENTS**

**AMPS: VOLTS: CIRCUITS:**

**Customer:**  
PILOT - # 581

**Address:**  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN 55077

**City of Jurisdiction:**  
INVER GROVE HEIGHTS

**Designer:**  
JORGE

**Date Created:**  
10.05.20

**W.O. #:**

**File Path:**  
P:\2021 JOBS\PILOT\Pilot # 581 - Inver Grove Heights, MN\PRELIM DRAWINGS

REVISIONS

**Rev 1:**

**Rev 2:** 2-23-21 Added survey dimensions to all drawings. Sign dims. changed on ST D, ST E, ST F. Added ST G Travel Ctr re-image. Added one sign to ST H & one decal sign to ST L.

**Rev 3** 04-26-21 -Added engineer info. to ST A & ST B. Added ST L DEF panel removal & ST M, Welcome Drivers sign.

**Rev 4:** 05-22-21 Added permit info.

**Rev 5:**

**CUSTOMER APPROVAL**

**Todd Signature:**

**Date:**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

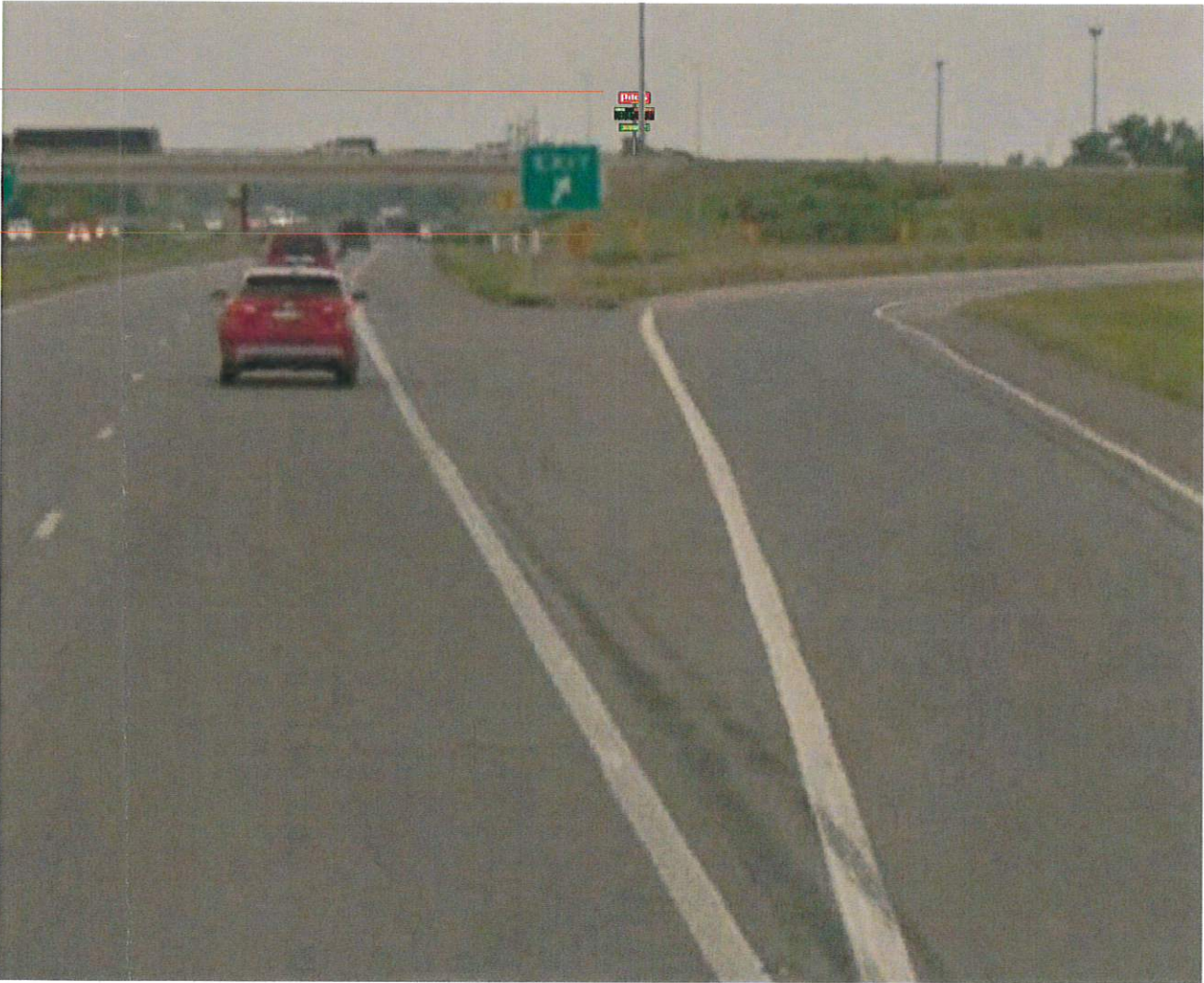
**ELECTRICAL REQUIREMENTS**  
AMPS: VOLTS: CIRCUITS:

EXISTING  
AT EXIT HEADED NORTHBOUND



SCALE: 1" = 1119.0"

PROPOSED  
AT EXIT HEADED NORTHBOUND



SCALE: 1" = 1119.0"

TEXAS REPUBLIC  
SIGNS

2211 PECH RD HOUSTON TX 77055  
832-727-5415  
TEXASREPUBLICSIGNS.COM

**Customer:**  
PILOT - # 581

**Address:**  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN 55077

**City of Jurisdiction:**  
INVER GROVE HEIGHTS

**Designer:**  
JORGE

**Date Created:**  
10.05.20

**W.O. #:**

**File Path:**  
P:\2021 JOBS\PILOT\Pilot # 581 - Inver Grove Heights, MN\PRELIM DRAWINGS

REVISIONS

**Rev 1:**

**Rev 2:** 2-23-21 Added survey dimensions to all drawings. Sign dims. changed on ST D, ST E, ST F. Added ST G Travel Ctr re-image. Added one sign to ST H & one decal sign to ST I.

**Rev 3** 04-26-21 -Added engineer info. to ST A & ST B. Added ST L, DEF panel removal & ST M, Welcome Drivers sign.

**Rev 4:** 05-22-21 Added permit info.

**Rev 5:**

CUSTOMER APPROVAL

**Todd Signature:**

**Date:**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

**ELECTRICAL REQUIREMENTS**  
AMPS: VOLTS: CIRCUITS:

EXISTING

1/4 MILE FROM EXIT HEADED NORTHBOUND

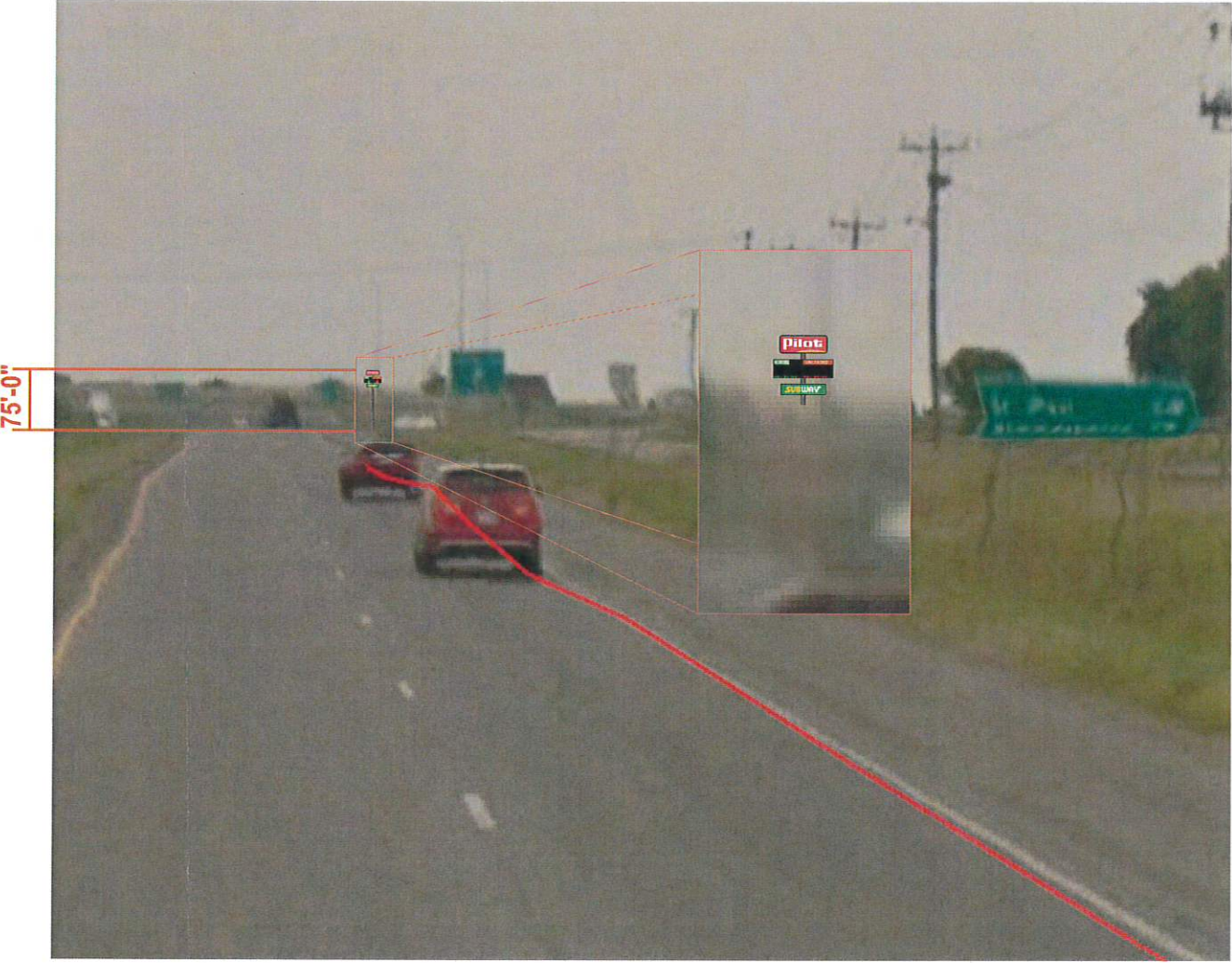
NOT VISIBLE



SCALE: 1" = 2575.0"

PROPOSED

1/4 MILE FROM EXIT HEADED NORTHBOUND



SCALE: 1" = 2575.0"

EXISTING  
1/2 MILE FROM EXIT HEADED NORTHBOUND  
NOT VISIBLE



TEXAS REPUBLIC  
SIGNS

2211 PECH RD HOUSTON TX 77055  
832-727-5415  
TEXASREPUBLICSIGNS.COM

**Customer:**  
PILOT - # 581

**Address:**  
11650 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS,MN 55077

**City of Jurisdiction:**  
INVER GROVE HEIGHTS

**Designer:**  
JORGE

**Date Created:**  
10.05.20

**W.O. #:**

**File Path:**  
P:\2021 JOBS\PI\Pilot\Pilot # 581 - Inver Grove Heights, MN\PRELIM DRAWINGS

REVISIONS

**Rev 1:**

**Rev 2:** 2-23-21 Added survey dimensions to all drawings. Sign dims. changed on ST D, ST E, ST F. Added ST G Travel Ctr re-image. Added one sign to ST H & one decal sign to ST I.

**Rev 3** 04-26-21 -Added engineer info, to ST A & ST B. Added ST L, DEF panel removal & ST M, Welcome Drivers sign.

**Rev 4:** 05-22-21 Added permit info.

**Rev 5:**

CUSTOMER APPROVAL

**Todd Signature:**

**Date:**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 6800P OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODE. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

**ELECTRICAL REQUIREMENTS**  
**AMPS: VOLTS: CIRCUITS:**



## Request for Council Action

### Consider Acceptance of SAFER Grant for Fire Department Staffing

|               |                                 | Fiscal/FTE Impact                  | Mark all that apply |
|---------------|---------------------------------|------------------------------------|---------------------|
| Meeting Date: | September 27, 2021              | None                               |                     |
| Item Type:    | Regular Agenda                  | Amount included in current budget  |                     |
| Contact:      | 651-450-2511                    | Budget amendment requested         |                     |
| Prepared by:  | Judy Thill, Fire Chief          | FTE included in current complement |                     |
| Reviewed by:  | Kris Wilson, City Administrator | New FTE requested - N/A            | X                   |
|               |                                 | Other                              |                     |

#### PURPOSE/ACTION REQUESTED

The Council is asked to consider accepting a Staffing for Adequate Fire and Emergency Response (SAFER) grant from the Federal Emergency Management Agency (FEMA) in the amount of \$3,423,623.88 for the purpose of funding six new full-time firefighters and three new full-time fire lieutenants.

#### SUMMARY

In February of this year, the City Council authorized staff to submit application to FEMA for a SAFER grant, which would fund new full-time staff for the Fire Department. On September 10, the City received notification that Inver Grove Heights was one of two communities in Minnesota that had been approved for award. The City now has until October 10 to accept or decline the grant award. If the grant is accepted, the City would have 180-days from September 10 to recruit and hire the new staff.

| First Year     | Second Year    | Third Year     | Total          |
|----------------|----------------|----------------|----------------|
| \$1,082,589.87 | \$1,125,917.10 | \$1,215,116.91 | \$3,423,623.88 |

The grant funds 100% of wages and benefits for all nine positions for three full years. It would allow the Department to have two, three-person duty crews on 24/7. One crew, consisting of a full-time Shift Captain, full-time firefighter and paid-on-call firefighter would be stationed out of Station 2 and the other crew consisting of a full-time Shift Lieutenant, full-time firefighter and paid-on-call firefighter would be stationed out of Station 1 or 3.

This increased level of staffing for the Fire Department will have multiple benefits for the community, including an improved response time to emergency calls and improved safety for both residents and staff. At the Council meeting, staff will provide additional detail regarding the grant and its benefits and requirements, as well as a possible method of phasing in the costs of these additional positions at the end of the three-year grant period.

**RECOMMENDATION**

Staff recommends acceptance of the SAFER Grant in the amount of \$3,423,623.88.