Inver Grove Heights City Council

Monday, January 6, 2025 at 6:00 PM

8150 Barbara Ave, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to **12:00 p.m**. on Monday, January 6, 2025, will be provided to the Council at or before the January 6, 2025 meeting.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Presentations**
   - **A.** Swearing In of Mayor and Council Members
5. **Consent Agenda**

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

   - **A.** Approval of Minutes of the December 2, 2024, City Council Meeting
   - **B.** Approval of Minutes of the December 9, 2024, City Council Meeting
   - **C.** Approval of Disbursements
   - **D.** Personnel Actions
   - **E.** 2025 Official Newspaper Designation
   - **F.** Appointment of Acting Mayor
   - **G.** Appointment of Assistant Weed Inspector
   - **H.** Resolution Authorizing Official Depositories for 2025
   - **I.** Resolution Authorizing Electronic Fund Transfers for 2025
   - **J.** Resolution Adopting Annual Update to the City of Inver Grove Heights Emergency Operations Plan
   - **K.** Resolution Approving Minimum Cash Reserve Policy for Stormwater Operating Fund, Transferring Excess Balances and Consolidating Capital Funds
   - **L.** Resolutions Amending the City's Special Assessment Policy and Hardship Deferral Requirements
   - **M.** Resolution Finalizing Budget, Closing City Project No. 2017-24, and Closing Fund 406 - MSA Fund

N. Resolution Approving Write-Off of Overspent Escrow Accounts

O. Approval of Hotel Licenses

P. Resolution Approving the Vacation of a Drainage and Utility Easement - 17 High Road

6. Public Hearing

A. 2025 Liquor License Renewal

7. Regular Business

A. Rental Housing Licenses

B. Resolution Denying Request to Rezone 9120 Rich Valley Boulevard from Agriculture (A) to Estate Residential (E-1)

C. Multiple Agreements and Land Use Approvals to Permit the Vertical Expansion of Pine Bend Landfill

D. CLOSED SESSION to Discuss Labor Relations Matters

8. Public Comment

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

9. Mayor and Council Comments

10. Adjourn

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

INVER GROVE HEIGHTS CITY COUNCIL MEETING

MONDAY, December 2, 2024 – 6:00 P.M. – 8150 BARBARA AVENUE

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, December 2, 2024. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members: Murphy, T'Kach, Gliva and Scales; City Administrator Wilson, City Clerk Kiernan, Fire Chief Thill, City Engineer Merchlewicz, City Attorney Nason, Community Development Director Ziemer, Finance Director Hove, and City Environmental Specialist Sutherland .

3. APPROVAL OF AGENDA:

Administrator Wilson said Council could choose to move Public Comment prior to the closed session.

Motion to approve amended Agenda to move Public Comment before the closed session by Scales, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

4. PRESENTATIONS:

5. CONSENT AGENDA:

A. Approval of Disbursements, **Resolution 2024-266**
B. 2024 Body Worn Camera Audit
C. Contract with Landform Professional Services to Provide Staff Augmentation for the Planning Division

Motion to approve Item A – C by Murphy, second by Scales.

Ayes: 5
Nays: 0 Motion carried.

6. PUBLIC HEARING:

A. Proposed 2025 Budget & Tax Levy

Finance Director Hove presented this item.

2025 Budget Calendar – Recap:

- June thru September – Various meeting and work sessions to discuss the General Fund budget and preliminary tax levies
- September 9, 2024 – Council adopts preliminary 2025 general fund budget and tax levies

- October & November – Work sessions to review additional budgets (enterprise funds, internal service funds, convention & visitors bureau)
- Week of November 11, 2024 – Dakota County mails out Proposed Tax Notices (2025 tax estimates based on proposed tax levies)
- December 2, 2024 – Public meeting to discuss 2025 budgets and tax levies (also referred to as Truth in Taxation Meeting). The public is invited to comment.
- December 9, 2024 – Council to approve final 2025 budgets and tax levies

Factors that impact Property Taxes:

- The City is one of several taxing district levies that affect property taxes
    - County, School District, Special Taxing Districts
        - School District 199's recently approved referendum is not reflected on the proposed 2025 tax notices – but will show up on the final 2025 tax statements
        - County's proposed levy increase was 9.92%
- Property Classification
- Changes in market value can affect taxes year over year
    - For 2025, market values on Residential Properties increased by 2.15% (vs. 3.75% in 2025)
    - For 2025 market values on Commercial properties increased by 5.63% (vs. 9.32% in 2024)

Citywide Tax Levy by Fund:

Fund	2022	2023	2024	2025	% Change
General Fund	22,916,070	24,856,311	26,971,103	28,549,075	5.85%
General Fund – Tax Abatement	-	33,000	182,880	183,300	0.23%
Pavement Management	2,550,000	2,900,000	3,045,000	2,934,750	-3.62%
Debt Service	2,519,316	2,545,484	2,542,411	2,547,632	0.21%
Total Levy	27,985,386	30,334,795	32,741,394	34,214,757	4.50%

Impact of 4.50% Citywide Tax Levy Increase on Median Valued Residential Property ($349,200):

Proposed Citywide 2025 Tax Levy	$34,214,757
Levy Increase (%)	4.50%
Tax Rate	50.732
Change in Tax Rate	1.20%
2025 Median Valued Property*	$349,200
Annual Change in City Taxes (for $349,200 median property*)	$61.60

*In 2024, the median valued property was valued at $341,700

2025 Citywide Budget Summary (excludes Internal Service Funds):

Fund	Expenditures & Transfers
General Fund	*** $ 34,980,655
Public Safety and Small Equipment	235,875
Conventions & Visitor's Bureau	227,000
Community Center Operating	4,326,110
Community Center Capital	750,200
Host Community Fund	3,267,175
Economic Development Authority	*** 208,815
Debt Service Funds	*** 3,275,941
PMP – Local Streets	* 18,317,563
PMP – Partnership Projects	3,325,000
Water – Operating & Capital Funds	7,017,723
Sewer – Operating & Capital Funds	8,277,428
Storm Water – Operating & Capital	2,713,045
Inver Wood Golf Course	2,983,303
	$ 89,905,833

*Funds that are reliant on property tax revenue / the more stars, the greater the dependence.

Director Hove said the draft of the budget book is included in the agenda. Internal Service funds are excluded because they tend to be supported within the operating funds included on the summary. The total citywide budget is larger than $90 million, but it is supported by the expenditures in these operating budgets.

2025 General Fund budget Revenue by Type:

Revenue by Type	2024 Amended Budget	2025 Total Budget	% Change
Taxes	27,358,983	28,873,875	5.5%
License & Permits	1,225,330	1,306,300	6.6%
Intergovernmental	2,048,514	1,466,340	-28.4%
Charges for Services	1,950,603	2,037,415	4.5%
Fines & Penalties	203,300	210,800	3.7%
Special Assessments	1,500	5,000	233.3%
Other Misc.	298,150	267,300	-10.3%
Other Sources & Transfers	77,500	813,625	949.800
Total Revenues	**33,163,880**	**34,980,544**	**5.5%**

Director Hove said 2025 is the last year of the SAFER grant and there are only a few months left of revenue which caused the Intergovernmental revenue to decrease. The Other Sources & Transfers category revenue increase is primarily due to the use of $525,000 from savings from the SAFER grant to help pay for the additional firefighter and a small transfer from the Public Safety Small Equipment fund City's portion of the additional police officers.

2025 General Fund Budget Expenditures by Function:

- Police – 36%

- Fire – 20%
- Public Works – 14%
- Parks & Recreation – 12%
- General Government – 10%
- Community Development 8%

2025 General Fund Budget Expenditures by Department:

Department	2024 Amended Budget	2025 Total Budget
Unassigned	673,645	954,540
Mayor & Council	331,925	365,765
Administration	329,250	278,600
Human Resources	427,100	432,300
City Clerk	338,675	383,242
Elections	234,703	92,700
Communications	398,362	442,553
Finance	1,399,685	1,458,450
Police	11,843,256	12,692,919
Fire	6,565,985	6,887,655
Engineering	1,466,095	1,417,485
Street Maintenance	3,385,760	3,392,010
Street Lighting	199,000	203,000
Parks Maintenance	2,863,361	2,862,850
Recreation	774,935	783,510
Community Development	506,775	520,950
Planning	420,749	423,826
Inspections	1,337,700	1,388,300
Total Expenses	**$33,506,961**	**34,980,655**

Director Hove said the unassigned category is made up of expenditures that they do not assign to another department. Those would be the transfers out to the EDA, the Parks Capital, and the tax abatement. The majority of the increases are due to cost of living raises, step increases for employees and added cost of health insurance. The Police and Fire expenditures include the new staffing positions.

2025 General Fund Budgets by Expenditure Type:

- Personnel – 65%
- Supplies – 3%
- Other Charges & Services – 30%
- Capital Outlay – 0%
- Other Financing Uses – 2%

Director Hove said the other charges and services are typically professional services that are needed. Personnel costs have increased from 2024 due to the additional staffing and supplies, other charges and services and other financing uses is fairly close to 2024 expenditures.

2025 Budget Overview – Key Factors:

- 3% Wage Increase, plus step increases for all full-time staff as negotiated with various employee unions
- 6.2% average increase in the City's costs for employee health insurance
- 5% increase in the Pavement Management levy funding
- 5% increase to Parks Capital Replacement levy funding
- 5% increase to EDA levy funding
- $540,500 increase to Fire Department's Central Equipment allocation (from $856,200 to $1,396,700) to better save for equipment replacements
- 50% decrease ($50,000) to cable franchise revenue to allow Town Square to retain more

2025 Budget Overview – Use of Fund Balance:

- General Fund – 2025 is the first year to start spending down previous year's savings from Fire SAFER Savings Plan ($525,000)
- From one-time Public Safety Aid
    - $11,250 for Police Department badge updates and new honor guard uniforms
    - $224,625 to cover phase-in of 3 new police officers
- Debt Funds – continue to utilize Closed Bond Funds in lieu of levy for 2020A Refunding Bonds ($202,250) with full payoff planned for 2025
- City Facilities
    - Use fund balance for ongoing capital needs ($188,500)
    - Plus: use $45,000 for Police Department building updates (2025 = year 2)
- Technology Fund – utilize $75,000 for Fire Station #2 AV updates

New Staff Positions Included in the 2025 Levy and Budget (6 FTE's)

- Police Department – 2 additional police officers plus 1 sergeant
    - 5-year phased approach like SAFER savings plan, using Police's share of one-time public safety dollars plus federal COPS grant award
    - Adds $74,875 to the 2025 levy
    - Adds an additional $101,524 to the 2026 levy
- Fire Department – 3 additional FT firefighters / start date of July 1, 2025
    - Adds $198,450 to the 2025 levy
    - Adds an additional $209,295 to the 2026 levy

Tax Abatement Tax Levy:

- Annual abatement is based on the new value added to the City's tax base under The Crossings project. City taxes related to that new value are "abated" or paid back to the developer.
    - 2023 was the 1st year of this abatement ($33,000 estimate) – due to fact that only a portion of the new project's market value was "online"

- 2024 estimated at $182,880 – after 2024, these payments should stabilize as the only "new value" will be due to any appreciation of existing property
- 2025 estimated at $183,300
- Abatement runs 10 years or less
- Maximum abatement is $1.6 million
- Abatement is considered a separate "levy" each year

Debt Tax Levies:

Bond Issuance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Street-Related Debt				
2015A G.O. Bonds	635,669	637,301	633,210	634,055
2016A G.O Bonds	695,874	718,134	718,292	723,227
2017B G.O. Bonds	263,211	263,125	262,882	267,731
2020A G.O. Bonds*	177,250	177,250	177,250	177,250
Use of Closed Bond Fund	-177,250	-177,250	-177,250	-177,250
Fire station Debt				
2018A G.O. Bonds	737,977	739,289	739,552	733,514
2019A G.O. Bonds	186,585	187,635	188,475	189,105
Total	**$2,519,316**	**$2,545,484**	**$2,542,411**	**$2,547,632**

Pavement Management Tax Levy:

	2024 Adopted Budget	2025 Total Budget	% Change
Tax Levy	$ 3,045,740	$ 2,934,750	
Transfers out for Parks Pavement	-250,000	0	
Levy without Parks Capital Transfer	**$2,795,750**	**$2,934,750**	**+5%**

Director Hove said in 2024 they had a transfer from the General Fund and a Transfer from the Pavement Management Fund going to the Parks Capital Fund. For more transparency staff decided to transfer the needed funds directly from the General Fund in 2025.

Citywide Tax Levy Calculation:

	2024 Approved Budget	2025 Proposed Budget	$ Difference	% Change
General Fund Subtotal	$32,938,000	$34,669,804	$1,731,804	2.88%
Minus Other Revenues	-5,966,897	-6,120,729	-153,832	2.58%
Amount Levied for General Fund Activities	$26,971,103	$28,549,075	$1,577,972	5.58%
General Fund – Tax Abatement	182,880	183,300	420	0.23%
Debt Levy	2,542,411	2,547,632	5,221	0.21%
Pavement Management Levy	3,045,000	2,934,750	(110,250)	-3.62%
Total Levy	**$32,741,394**	**$34,214,757**	**$1,473,363**	**4.50%**

Citywide Tax Levy by Fund:

Fund	2022	2023	2024	2025	% Change
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Storm Water Special Taxing District Levies:

- Established under M.S. 444
- Used to fund trunk storm sewer improvements installed in conjunction with the 70th Street East Reconstruction Project from Cahill Avenue to Concord Boulevard (City Project 2001-02)
    - Babcock Trail
    - South Grove
    - 70th Street
- Contains approximately 3,000 parcels
- 10-Year Term (2018-2027)
- $79,394 annually

2025 Budget – Final Steps at Meeting:

- Public Input
- Council direction for December 9
    - Final Citywide Levy
    - Final Special Taxing District Levies
    - Expenditures Budgets

Director Hove said after the notices were mailed by the County, she only received two calls from residents. Both of the questions were related to the County and did not relate to the City's budget or levy increase.

Mayor Dietrich opened the public hearing.

There were no public comments.

Motion to close public hearing by T'Kach, second by Scales.

Ayes: 5
Nays: 0 Motion carried.

Direction given to proceed with proposed 2025 Budget and Tax Levy for approval on December 9, 2024.

B. 2025 Tobacco Licenses

Clerk Kiernan presented nine tobacco license renewals. Staff reviewed all of the applications and found them to be complete and qualified for renewal. Staff recommends approval. There will be additional tobacco license renewals at the next meeting.

Mayor Dietrich asked if all of the renewals will be completed by the following Monday.

Clerk Kiernan said there are a few more coming and they are waiting on the background information for most of the renewals.

Mayor Dietrich opened the public hearing.

There were no public comments.

Motion to close public hearing by Gliva, second by T'Kach.

Ayes: 5
Nays: 0 Motion carried.

Motion to approve 9 tobacco license renewals by Gliva, second by Scales.

Ayes: 5
Nays: 0 Motion carried.

7. REGULAR BUSINESS:

A. Comprehensive Plan Amendment and Rezonings or 6570 Robert Trail S., 6680 Robert Trail S and 1401 70th Street

Director Ziemer presented this item.

Comprehensive Plan Amendment & Rezoning:

Application Request:

- Comprehensive Plan Amendment (green area on map)
    - Current: LDR, Low Density Residential & LMDR, Low-Medium Density Residential
    - Proposed: HDR, High Density Residential
- Rezoning (green area on map)
    - Current: A, Agriculture
    - Proposed: R-3C, Multiple Family Residential
- Rezoning (blue area on map)
    - Current: A, Agriculture
    - Proposed: R-3A, Multiple Family Residential*
      *R-3A zoning conforms to underlying LMDR land use
- Not approving Development concept or plan

Site & Development Concept:

- Located in the Northwest Area Overlay District
- Development Site:

  - Two (2) properties
  - Approximately 108 gross acres total
  - Located off Robert Trail & 70th Street
  - Mostly vacant; existing structures
- Development Concept:
  - 752 total residential units
    - 500 apartment units (HDR)
    - 190 attached townhome units (LMDR)
    - 62 detached single-family homes (LMDR)
  - Approximately 8 to 10 acres of parkland
  - Partial construction of 65th Street extension

Existing Land Use & Zoning:

- Robert Tail Area (A):
  - Land Use: Low Density & Low-Medium Density Residential
  - Density (minimum): 1 to 4 U/na & 4 to 8 u/na
  - Zoning: A, Agriculture
- 70th Street Area (B):
  - Land Use: Low-Medium Density Residential
  - Density (minimum): 4 to 8 u/na
  - Zoning: A, Agriculture

Proposed Land Use & Zoning:

- Area A: Re-guide to HDR; re-zone to R-3C
- Area B: No change to guiding; re-zone to R-3A*
  *R-3A zoning conforms to underlying LMDR land use

Director Ziemer said Staff has been asked if the City has to approve rezoning on Area B from Agriculture to R-3A. When the comprehensive plan was adopted and the land use changed to LMDR, the corresponding zoning should have been changed at that time to R-3A. The landowner is asking to re-zone the property to match the underlying land use of the property.

Recap of Request:

- Changes to land use & zoning only
  - Not considering or approving development
  - Land Use & zoning not conditional on development
- Area A
  - Comprehensive Plan Amendment & Rezoning
    - Current: LDR / LMDR (Land Use) & A (Zoning)
    - Proposed: HDR / R-3C
- Area B
  - Rezoning
    - Current: A
    - Proposed: R-3A

Next Steps:

- Consideration tonight:
    - Approval of Comprehensive Plan amendment & rezoning requests
- If approved tonight:
    - Future applications & agreements:
        - Preliminary Plat*
        - Final Plat
        - Planned Unit Development (PUD)*
        - Development agreement

          *Public Hearing required for Preliminary Plat & PUD

Action Recommended:

- Planning Commission Recommendation(s)
    - Approval of Comprehensive Plan amendment & rezoning to HDR & R-3C
        - Public hearing & action: August 7, 2024
    - Approval of Comprehensive Plan rezoning to R-3A
        - Public hearing & action: September 17, 2024

Director Ziemer said the applicant originally requested to re-guide a portion of Lot B to HDR, but it received a negative response from the Planning Commission. The applicant withdrew the request to re-guide Lot B and only requested re-guiding lot A to HDR.

- Action Recommendation(s) – 3 Motions
    - Motion to approve the Resolution approving an amendment to the Comprehensive Plan for the Subject Property from LDR, Low Density Residential and LMDR, Low-Medium Density Residential to HDR, High Density Residential.
    - Motion to approve the Ordinance approving the rezoning of the Subject Property from A, Agriculture to R-3C, High Density Residential
    - Motion to approve the Ordinance approving the rezoning of the Subject Property from A, Agriculture to R-3A, Low-Medium Density Residential.

Council Member T'Kach asked if R-3C zoning allowed commercial properties.

Director Ziemer said R-3C zoning is strictly residential and no commercial buildings would be allowed in the area.

Council Member T'Kach asked if mixed use developments where there is residential above retail would be permitted.

Director Ziemer said they would review the underlying land use because that determines everything that can be developed. High Density Residential does not allow for any commercial use.

Council Member T'Kach asked if it would be the same for R-3A zoning.

Director Ziemer said the underlying land use is Low-Medium Residential and if it does not allow commercial use, the corresponding zoning should also not allow commercial use.

Council Member T'Kach asked to confirm that commercial buildings would not be on the final PUD on either of the properties.

Director Ziemer said when the applicant makes their application for PUD it would all be evaluated and they would have to conform to the zoning and land use standards at that point. Based on the development concept plan it is not likely there would be any commercial buildings.

Council Member T'Kach asked if the applicant wanted to add commercial use if they would need to request rezoning of the area.

Director Ziemer said yes, that is correct. If the zoning code does not allow for commercial and the developer would like to include commercial, they would have to seek reguiding, a comprehensive plan amendment to allow a commercial component area and a zoning text to allow commercial use in the area. It would require more applications, review, and consideration.

Administrator Wilson said the R-3C zoning district only permits two commercial uses, a day care and a nursing home.

Applicant Tom LaSalle, from National Land Holdings said they have been working with Staff who has been very helpful. They worked with the Planning Commission and made the changes that they requested. The request is the same as it has been in the past.

Bill Griffith said he is representing the applicant, and they have been working on the project for over two years. It is the applicant's desire to fully incorporate the comments they have received from the Planning Commission, Council, and residents. There has been some opposition to the project. The project is consistent with the plan for the NWA and utility services have been extended to the area already. The developers paused while the City made the decision in the small area plan to locate the 65th Street corridor. In August they received direction from the Planning Commission that they did not want a multi-family development on the larger property accessing 70th Street. They redesigned the project to relocate the higher density to the smaller parcel along Robert Trail South.

Griffith said the concept planning was done to show how the pieces will fit together. There is a PUD and preliminary plat process that will have the specific details. The major pieces will be as shown in this meeting for many reasons. The topography of the property, the 65th Street alignment, location of utilities, access and wetlands were all taken into consideration by the engineering team and designers when building the concept. There will be much more detail provided in the preliminary plat and PUD stages.

Griffith said the density has single family homes on the east, townhomes in the center and high density on the west of the property. It was designed this way in consideration of the single family neighbors, major roadways, and utility locations. There was a concern that the townhomes were too close to the single family homes on the north side of the property. They redesigned the location in August moving the townhomes an additional 80 feet into the property giving a 200 foot distance between the buildings. There is 300 feet of separation on the east side between the single family homes on the site to the nearest single family homes that are already existing. The wooded area on the east side would be retained. It would be cleared to remove lower quality trees so the high quality trees could continue to grow and provide a buffer.

Griffith said staff requested they remove some of the single family homes on the northeast corner to create a green corridor linking trails and green space with the Harmon Park area. They have updated their design to include the green corridor and it would be shown in the PUD. They have planned 9.5 acres of parks and trails that connect throughout the site into the regional trail system.

Griffith said some of the primary benefits from the development are the location of the 65th Street corridor, the provision of the open space and the utilization of already built infrastructure. The City has taken on the utility debt and this development would help make the payments to the bond fund. Allen Way connects to the street systems to the north providing the opportunity to continue the street system for more development. The development meets the plans for the NWA by incorporating a range of housing for residents in Inver Grove Height. There is less than a 2% vacancy rate in the multi-family market in Inver Grove Heights. The single family lots can offer one level living for seniors and also provide locations for new families. There is also a strong demand for multi-family residential. The plan is guided and consistent with the NWA plan.

Council Member T'Kach asked if the townhomes would be owner occupied or rentals.

Griffith said the proposal is for rental townhomes.

Council Member T'Kach asked if they could be owner occupied.

Griffith said yes, they could be owner occupied.

LaSalle said they would likely be owner occupied.

Council Member T'Kach said the townhomes being owner occupied would be a real asset for people moving into the community and asked if the single family homes were also intended to be owner occupied.

Griffith said yes, that is correct.

Council Member T'Kach asked if it would be possible to have smaller quad type buildings where there are four housing units in one building with their own entrances and parking.

LaSalle said the site does not lend itself to developing that type of building. They would need to clear ground and have access to the building from all four sides.

Council Member T'Kach said there are single family homes south of 70th Street and asked if they think there will be any conflict with people being able to access the road. The County's street reconstruction of 70th Street is not finalized.

LaSalle said he thinks the road will improve once the County is done with the reconstruction.

Council Member Gliva asked if the reason they were requesting to change the smaller parcel from LMDR to HDR was strictly financial.

LaSalle said LMDR does not meet the plan and meet the density that the City has encouraged for the site.

Griffith said when they looked at the Northwest Area plan objectives with staff, they wanted to find out how they can meet the objectives. The developer originally only had a contract with the smaller parcel and went to great lengths to have a contract with the larger parcel in order to create the opportunity for a range of housing types. They recognized the opportunity to increase density over the entire parcel. In order to pay for road construction, extension of utilities, preservation of wetlands and provide 9.5 acres of open space, the development needs to have a balance of housing. The project would not be feasible if it were developed at the current guiding and including HDR has always been their proposition for the development. If Council decides not to approve the comprehensive plan amendment it would have to be a different project and likely a different developer. This project has been designed over two years to provide an overall density of just over 8 units per acre across both sites.

Council Member Gliva said she listened to Planning Commission meetings and the residents and has a hard time imagining 500 units of apartment buildings fitting in the area and being aesthetically pleasing. They talk about how many apartment units that Inver Grove Heights is short but there is a large density of apartments in West St. Paul less than 1 mile away. Gliva said she did not hear from residents that they want more apartment buildings and is not sure another apartment building is needed. Gliva said she thinks the plans for development on lot B are fine, but she questions the density in lot A.

Griffith said he appreciates the comment and from the beginning they have tried hard to take every comment and concern into the proposal, and it is up to the Council to determine if they want to see the plan in the City. They have spent the last two years doing a lot of work, listening to everybody, and trying to get it right.

Council Member Gliva asked if the smaller parcel has to be HDR if everything else works on the other lot.

Griffith said the current contracts in place allow the opportunity to have the HDR on the smaller parcel and the LMDR on the larger parcel and allow a development with a range of housing options. The opportunity for the two parcels to have a contract with the same developer may not exist depending on Council's decision. If Council wants to see the opportunity to extend 65th Street, the amenities, range of density and housing proposed, Council should approve the amendments. If Council does not want to take the opportunity now, there will be other opportunities, but it probably will not be this package.

LaSalle said they originally had planned for more density on the larger lot, but they changed the design at the request of the Planning Commission. Moving the density was in response to what the neighbors wanted. Council will see what the apartment looks like during future phases. They will see how the units fit in the area and might not have all 500 proposed apartment units based on how it looks.

Council Member Scales said they moved the high density on the western side to lower the density on the eastern side. If they lower the density on the western side, the density on the eastern side would have to increase to match the guidance for LMDR which is 4 to 8 u/na. Scales said the current project is 4.01 u/na and asked to confirm if the developer could come back with a plan to go up to 8 u/na to achieve the volume the parcel is guided for.

Director Ziemer said yes, if the request to re-guide the parcel to HDR was not approved and the developer wanted to continue with development, they would likely try to increase the density to offset the expenses associated with development including clearing land, utilities, and road construction. If the request is denied, the developer may or may not request a higher density. They may not pursue the development against Robert Trail because there are some aspects of the utilities that would have to come through the site adjacent to Robert Trail service the area to the east.

Council Member Scales said the comprehensive plan guidance is for 4 to 8 units and their proposal is on the lower end. If a project meets the guidance of the comprehensive plan, the Council does not have a lot of control to say no to a project. Scales said he is concerned if they do not allow the higher density on the western side that they will see an increase in density on the eastern side and have little ability to say no to the development because it meets the guidance.

Director Ziemer said if a developer proposes a project within the density ranges that conforms to zoning, there is an expectation that there is a right of being able to proceed with the development within those constraints.

Council Member T'Kach asked if Council approves the higher density on the western property if the developer could have the high density on the western side and still have 8 u/na on the eastern side.

Director Ziemer said yes, that is correct.

Council Member T'Kach said the plan that they see is the intention but if the developer cannot make the development work, another developer could come in and develop the eastern parcel up to 8 u/na, with or without the high density on the western parcel.

Director Ziemer said yes, the developer could present a development plan that proposes the maximum u/na on both the high density residential parcel and the low density residential parcel. There are constraints with the topography in the NWA that does not allow every development design plan to work. Any developer could propose a development at the maximum u/na.

Council Member T'Kach asked if there would be a lot of retaining walls in the development.

Director Ziemer said he could not answer that question at this point.

Griffith said the project is designed to utilize the sewer capacity that is assigned to the two sites. It would be difficult to do both a high density residential and maximum of the low-medium density residential because of the sewer limitations. The topography makes it difficult as well. The plan is designed to show what could occur on the two sites. It is likely the design will result in a lower number of units on the high density side, but it could result in a lower number of units on both sides. The project is at the low end of u/na on the eastern parcel. The development is designed to satisfy the infrastructure needs with 65th Street and utilize the sewer capacity that is assigned to the two sites. This provides an upper limit on the number of units that would not allow a developer to do both 8 u/na on the east side and 12 to 35 u/na on the west side.

Council Member T'Kach asked if the connection fees for multi-family developments would be a barrier to the developer.

Griffith said yes, it could be a barrier. They have talked with Staff about the high fees and have watched some of the developments that have preceded them. The developer is seeking co-developers to develop the different pieces along with others and it could be a barrier. They have been told by Staff that the time to request an adjustment in fees is when the preliminary plan and PUD are presented. There has been discussion by the Council to adjust the City's fees to match the surrounding communities but that action has not been taken to date. There likely would be a request for some adjustment.

Mayor Dietrich thanked Griffith for answering the question, but they want to stick to the comprehensive plan amendment and rezoning.

Public Comment:

Tim Peterson – 6525 Arlene Ave – said he supports development but wants to see single family developments because of the topography of the parcel.

Craig Hillegas – 6755 Arlene Ave – said he appreciates the cooperation of National Land Holdings. Hillegas said he wants to keep the eastern property as LMDR and is concerned about disruption to the environment, individual wells and the additional traffic that would be added to 70th Street.

Diane Rademacher – 6560 Arlene Ave – said she supports single family homes neighboring her property and likes the buffer zones that were added. Rademacher said she was concerned about traffic.

Ruel Shibata – 6190 Arlene Ave – said the development does not fit the area and is concerned about the number of units, traffic, and the environmental impact.

Ria-Lynne Nelson – 6855 Arlene Ave – said she is concerned with high density residential because there is no public transportation in the area, and it does not fit the area.

Larry Nelson 6855 Arlene Ave – presented opposition to rezoning for the same reasons as previous residents stated.

Mary Hillegas – 6755 Arlene Ave – said she shares the concerns that were presented from the previous residents. Hillegas said she appreciated Council Member Scales' perspective on having the high density on the western side to keep the eastern side lower density and she appreciates the changes made by the developer. Hillegas said the high density does not fit in the area. The property was guided for low density by the Council, and it is the best fit for the area.

Kelly Kayser – 1953 59th Ct E – said they are part of a seven county metropolitan area and there is a bigger picture. The legislature tried to pass bill HF4009 and there is a lot of pressure to build more density everywhere. If projects are continually denied a similar bill will likely be passed and they run the risk of losing the ability to do any zoning at a local level.

Mayor Dietrich said there were residents who were concerned about the developers putting something in that was not planned. In the past two years this developer has not shown to be that type of business. There is a large financial commitment with every plan that is designed so it is unlikely this developer would do something like that. There was also a concern about lack of public transportation. People who depended on public transportation likely would not choose to live in this proposed development. They have not seen an issue with residents living in The Crossings or Canvas developments.

Mayor Dietrich asked Director Ziemer for details on the Agricultural zoning being a placeholder in the comprehensive plan and maybe zoned Agriculture but guided for other things in the future.

Director Ziemer said the City is required and obligated by statute to update zoning code to match land use. An area with a land use of low density residential would typically have a single-family residential type zoning, commercial land use would have a corresponding commercial zoning, etc. The larger parcel has an underlying land use of low-medium density residential which is a mix of residential type units including single family homes, twin homes, townhomes, or any type of land use that is within the density range of 4 to 8 units per net acre. When a developer is proposing a project, they are looking for the zoning to match the land use. The R-3A zoning is the corresponding zoning to the land use LMDR. The parcel should already be zoned R-3A, so the applicant has to ask for the land to be rezoned and they have to request to rezone to PUD because it is in the NWA. Any owner of this property has the right to develop the property according to the LMDR land use and the corresponding R-3A zoning.

Mayor Dietrich asked if Director Ziemer had an update on where the County is on their preliminary plans for their 70th Street reconstruction.

Engineer Merchlewicz said he is coordinating with the County, and the County is waiting to see what happens at this Council session. Merchlewicz said he has some questions of the residents that would be addressed and is the bridge between 70th and the development to understand how traffic flows and things are handled between Arlene neighborhood, this development and the 70th Street project. They are in the preliminary stage and expect the preliminary design to be completed in the spring of 2025.

Mayor Dietrich said she understands residents being concerned about traffic but does not like to use language that forecasts the worst things and appreciates knowing that the County is on board at the very early stages.

Engineer Merchlewicz said the developer has given a draft traffic study to the County and they are having to coordinate directly with the County. They are trying to understand what roadways in the development have to be built at certain times to make sure there is adequate traffic flow. The surrounding neighborhoods and access along 70th Street are taken into account. There was a concern from a resident over the connector right of way parcel or right of way access from Arlene Avenue into this development is a question he will follow up on based on Council action on this item.

Engineer Merchlewicz said he would like to address some additional questions from residents. The amount of units the development can have is limited by the sanitary sewer system in the area based on the amount of units the sanitary system can handle. The developer has requested at least two different studies from Staff to determine if the sanitary sewer can handle the density they are proposing. The density proposed is the maximum density that the sanitary sewer system can handle and still accommodate surrounding development.

Council Member T'Kach asked if Engineer Merchlewicz was referring to maximum density being 4.02 u/na or 8 u/na.

Engineer Merchlewicz said the proposed development is for 752 units and that is the maximum number of units that the sanitary sewer system can accommodate. It does not dictate where the units are built but dictates that is the maximum number of units the two parcels can handle.

Engineer Merchlewicz said the water is serviced by City water, so it is going to be taken from existing pumps. There will be no adverse effects to the aquifer in their area outside of what they already see now.

Director Ziemer said a resident asked why the properties could not be guided for single family or low density residential. For the property to be guided LDR a developer would have to submit an application and request that. There current developer is not asking to re-guide to LDR. They are asking to have zoning match the current land use on the east parcel and proposing to put high density residential on the west parcel. They are proposing 500 apartment units on the parcel and that is about 19 units per net acre. Residents are concerned about traffic in the area but from a planning world perspective net density of 19 is not a lot when looking at an apartment project. The higher density area is adjacent to the higher density roads and the project density decreases as it moves east.

Director Ziemer said other developers have also explored the option of developing apartments in the same area. There is land to the west of Robert Trail where developers are looking, and it could potentially include apartments in the area. The intersection of Robert Trail and 70th Street does drive the need for higher density type uses in the area. There is also potential for other commercial uses in the future.

Council Member T'Kach asked to clarify what Council is being asked to approve. The first approval is for the property on the east side to be zoned high density residential and that is in Council's control. The parcel on the east side is already guided for LMDR so they have to allow it to develop within LMDR guidelines. T'Kach asked if they would be able to say no to that request.

Director Ziemer said a property owner whose property land use is guided as LMDR has a reasonable right to develop the property according to the land use and the zoning that should correspond to each other.

Council Member T'Kach said they are committed to the guiding on the comprehensive plan. They are not committed to the high density on the west side but are committed to the LMDR on the east side since it is on the comprehensive plan.

Director Ziemer said the guiding of the land use and the zoning of a property have to match before a developer can be approved for a development.

Council Member T'Kach asked if they are able to do something other than LMDR residential and or zoning that would fit in that land use.

Director Ziemer said no, the application is for high density residential and R-3C on the west property and R-3A zoning on the east property. Council would not be able to make different decisions based on any other type of direction at this meeting.

Council Member T'Kach said the residents have asked for the property to be low density residential and asked if Council changed the guiding from LMDR to LDR if the property owner could have a complaint with the City because they did not allow them to develop at the density that is in the comprehensive plan.

Attorney Nason said lot B is guided LMDR and zoned Agricultural. The issue is does the City have solid ground to deny the request to rezone the parcel that is guided LMDR to R-3A based on the existing comprehensive plan. There is a principle that the City's comprehensive plan and zoning ordinances cannot be in conflict and the City cannot adopt official controls that are in conflict with the comprehensive plan. The City would either have to change the comprehensive plan or change the zoning to match what is in the comprehensive plan.

Council Member T'Kach asked if LDR would be 1 – 4 units or 1- 3 units per acre.

Director Ziemer said it is 1 – 4 units but the NWA AUAR contemplates an average net of 2 units per acre.

Council Member Scales said during the previous legislative session local governments nearly lost control over these types of projects. They need to start working on getting developments that they think are right in their City before the state starts to tell them what is right. If the proposed legislation had passed there was a possibility a developer could have presented a project with apartment buildings in the whole area, and they could not have said no. The state wanted to raise density in all different areas of the cities with no city control. They want to make sure they are doing what is right for the City but also what keeps control with the local government. The state has been trying to get in to cities' business over the last few years is likely due to the lack of a variety of housing. The current project is low density on the eastern parcel with a density of 4.01. Scales said they could propose more density on the parcel, but he would not support it. The western parcel is on the busier side of Robert Trail and could exit in and out on Robert Trail in the future. The developer has done a good job keeping low density on the eastern side of the property. The combination of low density and the higher density balances out what the City needs for what they put into the utilities.

Council Member T'Kach said these are important decisions for the residents and the City overall and asked if there is a possibility that the State would allow traffic from the high density residential apartments to exit onto Robert Trail.

Engineer Merchlewicz said there is a study that will be happening for the Robert Street corridor that will likely address the traffic impacts from this development. It is likely that the exit from the HDR area will be where the future 65th Street alignment will be to line up with the 65th Street alignment to the west side of Robert Trail. This would be the best configuration. There is allowance for an access to 70th Street to the south side of the eastern parcel but the terrain on the east side of the road prevents it from being a viable option. It is close to the wetland area and has steep topography.

Council Member T'Kach said that may ease some of the concerns about traffic in the neighborhoods.

Engineer Merchlewicz said traffic should eventually exit to the north and that would be the most efficient way once the road is developed.

Council Member Murphy said they need to look at the greater good for Inver Grove Heights and he does not like to be in opposition to what residents do. This developer has listened to residents and moved densities around and are meeting the density requirements needed to pay their bills in the NWA.

Motion to approve Resolution 2024-272 amending 2040 Inver Grove Heights Comprehensive Plan and Maps for guiding the overall development and redevelopment of the City of Inver Grove Heights by Murphy, second by T'Kach.

Ayes: 4
Nays: 1 (Gliva) Motion carried.

Motion to approve Ordinance # 1488 amending Title 10, Chapter 4 (Zoning Map) of the IGH City code from A, Agriculture to R-3C, Multiple-Family Residential District by Gliva, second by Scales.

Ayes: 5
Nays: 0 Motion carried.

Motion to approve Ordinance # 1489 amending Title 10, Chapter 4 (Zoning Map) of IGH City code from A, Agriculture to R-3A, Multiple-Family Residential District by T'Kach, second by Dietrich.

Ayes: 5
Nays: 0 Motion carried.

Mayor Dietrich said she appreciates the input from residents and asked that they stay involved when the get to the platting and PUD which will come before the Planning Commission and the City Council. Dietrich also thanked the developer for staying with the project for at least the last 24 months.

Council Member T'Kach said these are very difficult decisions and they have to think about the future for the entire City. T'Kach said she agrees with Council Member Scales that without more housing in the metro area, the legislature will take control and urged residents to stay engaged in the next phase of development. That will determine the specific details about tree removal, easements, buffer zones and where the roads are constructed. They want a good development, and these developers will bring back plans. T'Kach said if this developer does not develop the property and a new developer submits an application for development, staff will work with them, and she encourages residents to work with them as well.

B. Resolution Approving the 2025 Environmental Advisory Commission Work Plan

Environmental Specialist Ally Sutherland presented this item. Sutherland is the staff liaison to the Environmental Commission.

2025 EAC Work Plan:

- 2024 EAC Work Plan Progress
- 2025 EAC Work Plan Draft Review

Environmental Specialist Sutherland said they will review what the City Code says regarding the Environmental Advisory Commission, the annual work plan processes, 2024 accomplishments and the proposed 2025 Environmental Advisory Commission Work Plan.

Environmental Advisory Commission:

- The duties and functions of the City's Environmental Advisory Commission (EAC are defined by City Code 2-4-2.
- Advise the City Council on environmental issues including local landfill matters, wetland replacement applications and aircraft noise, and promoting public awareness of local environmental issues.
- Annual work plan
    - Helpful guiding document proposed by the EAC and approved by the City Council
    - Purpose is to define annual priorities of the EAC that align with the duties and functions defined by City Code

Environmental Specialist Sutherland said if Council approves of the 2025 Work Plan, staff and the EAC would move forward with implementation. If there are any items that impact the budget or require Council authorization, they would be brought back in front of Council for approval.

2024 EAC Work Plan:

- Support environmental programming as items arise:
    - Energy Action Play & Xcel Energy Partners in Energy Memorandum
    - Solid Waste Abatement Program
    - New Sustainable IGH recognition program
- Join SolSmart

  - Free technical assistance program to simplify city code related to solar development and regulations
  - Staff is reviewing the recommendations to provide staff recommendations to Council
  - Likely brought before Council for approval in 2025
- Review Pine Bend Landfill proposed expansion application
- Incorporate educational items into the EAC agendas
  - Annual stormwater presentation provided by engineering department
- Process other business-as-usual items per City Code
  - Metropolitan Airport Commission Noise Oversight Committee present to EAC annually to discuss airport noise concerns
  - Pine Bend Landfill provides an operational update to the EAC annually

Energy Action Plan: Reduce community energy costs and emissions related to buildings and transportation

- 01/2023: EAC recommended City Council Approval
- 02/2023: City Council approved MOU
- 02/2023+: Energy Action Plan implementation:
  - Residential Outreach
  - Sustainable IGH Awards

Environmental Specialist Sutherland said in 2024 there were 13 residents and 5 businesses that received Sustainable IGH Awards. There were also two special recognition awards including one given to Inver Glen Library.

Dakota County provides a Community Waste Abatement grant annually that is approximately $54,000 that helps with special collections. The grant helped with collecting pumpkins for composting in October and November. They collected over 7,200 pounds of pumpkins that were able to be diverted from the landfill. The pumpkins were taken to the commercial compost facility in the City of Empire. The EAC hosted the annual Cleanup Day event in September and a Spring Shed event where they collected 80,000 pounds of materials. They collected 75 mattresses for recycling, 65 bicycles for reuse and recycling, over 20,000 pounds of confidential paper for shredding, 9,200 pounds of scrap metal and over 400 tires. There were over 500 residents that attended the events.

The Community Waste Abatement grant also provided support for the Inver Glen Library Puzzle and Game Swap event. Over 207 residents attended the event, and 470 puzzles and games were collected. An EAC commissioner and a Recycling Ambassador with the Dakota County program also attended the event. The EAC hosted a Winter Clothing Swap. Over 100 people attended, and 3,027 pounds of winter clothes were collected to be reused including over 70 jackets.

The EAC does outreach and education for the community. They attended the Touch a Truck event where Republic Services Recycling drivers were there with their truck and the EAC provided education that is approved by Dakota County. They typically speak to 300 people at these events. They also visited the CDA properties to provide education on how to sort recycling items. The EAC educated approximately 1,800 people in 2024.

2025 EAC Work Plan – Draft:

The EAC will implement the following 2025 Work Plan with support from the City's Environmental Specialist:

1. Support the City's Energy Action Plan (EAP).
    a. Extend the Xcel Energy Partners in Energy Memorandum of Understanding (MOU) through 2025.
    b. Provide business outreach related to building energy audits, electric vehicle charger installation opportunities, renewable energy and available energy tax credits and rebates.
    c. Provide residential outreach related to home energy audits, assistance for energy burdened households, renewable energy, electric vehicles and available energy tax credits and rebates.
    d. Provide multifamily property outreach related to building energy audits and available tax credits and rebates.
    e. Review community energy data updates provided by Xcel Energy Partners in Energy and annual EAP update.
2. Support the Sustainable IGH Awards Program.
    a. Help promote the program to residents and businesses by hosting information tables at City events and leveraging local partnerships.
    b. Review applications and make recommendations to the City Council for bronze, silver, gold, and special recognition awardees.
3. Host the Annual Stormwater Pollution Prevention Meeting in partnership with the City's engineering division.
4. Support the following existing City environmental programming as needed:
    a. Solid waste abatement programming related to waste reduction, recycling and organics initiatives.
    b. Minnesota GreenStep Cities
    c. SolSmart
5. Increase public and the Commission's awareness of local environmental and sustainability issues by inviting internal and external speakers to EAC meetings and increasing promotions of the meetings to the public.

    Example: Staff members are working on an LED lighting upgrade on City facilities and natural resources. There are opportunities for Staff to talk about regional trends and provide internal updates to the public.
6. Invite relevant City Staff to present internal environmental and sustainability updates related to City facilities, natural resources and more.
7. Process other business-as-usual items related to landfills, wetlands, airport noise and other assigned duties of the Environmental Advisory Commission per City Code 2-4-2.

Environmental Specialist Sutherland said the Xcel Energy Partners in Energy Memorandum of Understanding distinguishes what Partners in Energy will support and what the City will help support in 2025. It will mirror the 2025 EAC Work Plan. The Xcel Energy Partners in Energy MOU and the Community Waste Abatement grant will be on the consent agenda for the Council Meeting on December 9th.

Mayor Dietrich thanked Sutherland for her work in the successes of 2024 and said she sees the goals for 2025 as attainable.

Council Member Scales thanked Sutherland for the work she and staff are doing and for focusing on practical and achievable goals. It is important to have practical and achievable goals that they can make forward progress on.

Council Member T'Kach agreed with Council Member Scales and thanked Sutherland for the success with residents and recognizing the need to shift towards businesses that have a lot of needs. If businesses are able to save money on their utilities it helps them be more competitive and is a win for the business community.

Motion to approve Resolution #2024-276 approving the 2025 Environmental Advisory Commission Work Plan by Scales, second by T'Kach.

Ayes: 5
Nays: 0 Motion carried.

C. Resolution Allocating the City's 2024 Local Affordable Housing Aid (LAHA) Funding

Director Ziemer presented this item. Director Ziemer said it has been great to have Environmental Specialist Sutherland on staff and is sad to see her go as she has been a tremendous asset for Council and the Environmental Commission.

Director Ziemer said Council had a discussion with staff from the Dakota County CDA in June where they presented different options for using the LAHA dollars.

LAHA Allocation & Distribution:

Local Affordable Housing Aid (LAHA) Funding:

- Funding Established by Minnesota Legislature
    - Created in 2023
    - Funding generated by a 0.25% metropolitan region-wide sales tax
    - Proceeds allocated to metropolitan cities with population more than 10,000
    - Inver Grove Heights 2024 allocation: $200,443.29
        - Future allocations based on full 12-month collection
    - Commit funds within 3 years
    - Spend no later than 4th year after aid received
- Use of Funds
    - xxx

- Dakota County CDA Allocation
    - CDA staff met with City Council in June to discuss expanded partnership
    - Allocation of City's LAHA allocation; distribution to be determined by City Council
    - Three program options:

    - Enhanced Single-Family Home Improvement Loan Program
    - Residential Preservation & New Construction Gap Financing Program
    - Radon Testing & Mitigation Grant Program

Director Ziemer said the CDA is a tremendous asset for the community, and they provide a lot of services and expertise that the City does not presently have on staff. It is an exciting opportunity to expand some of the programs, services, and partnerships with the CDA.

- Staff Analysis & Recommendation
  - Opportunity to continued & expansion of partnership with CDA
  - Unknown annual allocation (est. $380,000)
  - CDA requests 3 to 5 year commitment
    - Adding staff & guaranteed program funding
  - Staff suggests annual evaluation of allocation & distribution %
  - Top priority: more funding for Home Improvement Loan Program
    - Suggested distribution of 2024 LAHA funds: 80%
  - Second priority: radon testing & mitigation
    - Suggested distribution of 2024 LAHA funds: 20%
  - Continue to evaluate
    - "Gap financing" program option
    - Full spectrum of need in IGH
    - City flexibility to directly assist development

Director Ziemer said he was asked why the funding would go to this program if the County already does radon testing. The County Staff indicated that they provide self-test kits to property owners upon request. They are finding the results to be inaccurate and are proposing hiring a contractor to do the testing. Through the funding program somebody would be able to get funding through the home rehab loan program to make some improvements.

Director Ziemer said he would like to see the housing study that the County CDA is doing to see the results before they allocate the funding in the future. There is also a need to fill the gap for more affordable housing. They can review the programs annually and determine funding based on needs and it allows some flexibility as development happens to provide some funding assistance if there is a need for a development that the Council would like to see in the City. Developers do not typically contact the CDA unless they have a project that they are looking for assistance with tax credits. When the City has developers asking for information, Staff could direct them towards the CDA depending on what type of project they are looking for and how they may be able to find different types of funding.

- Discussion
  - Council direction regarding allocation
    - Confirm County CDA partnership & expanded programs
    - Discuss annual vs. multi-year agreement
    - Decide funding commitment level
    - Determine distribution % by program

Director Ziemer said they need to have a project because they have three years to commit the funds and four years to spend the funds.

Council Member Murphy said he supports Staff's recommendations and agrees with an annual review.

Mayor Dietrich agreed with having an annual review.

Council Member Scales said he also agreed with the annual review and he knows a few residents that have used this program through the County and it not only helps repair their homes, it keeps them in their homes. There are older residents that need help, and this program helps with expensive repairs that people on fixed incomes cannot afford like roofs, siding, and structural repairs.

Council Member Gliva asked to confirm that the funds that the CDA receives from Inver Grove Heights will go to Inver Grove Heights residents.

Director Ziemer said it is intended to be a big pool, but the idea is that the funding that Inver Grove Heights contributes will come back to the community similar to the CBBG money that is allocated. It is also a way to track the money they are contributing to the program and how much they are getting back.

Council Member T'Kach said she agreed with Staff's recommendation and asked to confirm that Staff will ask annually if Council wants to commit to another 3 to 5 year program. There may be a project that the City wants to do, and it would allow them to build the funding. T'Kach said she agrees with the 80/20% split between the fix it loans and radon testing.

Director Ziemer said he is hoping to accomplish more engagement with the County to determine where the greater needs are. Council may decide next year that they want to commit to three years because it is having a benefit. Staff has only seen a draft template of a Joint Powers Agreement (JPA) with the CDA, but Council will see a JPA when Staff receives it.

Mayor Dietrich asked if Director Ziemer anticipated himself or a Staff member directly involved in the conversations with the CDA.

Director Ziemer said he hopes that part of his role would be engaging with the County and County staff to understand what needs they are seeing. The City will still have to make the report to the State, but the County will prepare the report. The ability to have the connection will allow Staff to make sure they are monitoring what the needs are and making sure the allocation of funding is going to what the need is and envisions himself being part of that.

Administrator Wilson said the Council packet has the division of funds being 60/40% and asked to confirm that Council wants the funds to be divided 80/20%.

Mayor Dietrich said yes, the consensus is 80/20%.

Council Member T'Kach asked if Director Ziemer knew when the County would be finished with their study.

Director Ziemer said no, the study should be completed soon but he will ask the CDA.

Motion to approve Resolution 2024-277 approving the Dakota County Community Development Agency to administer City Local Affordable Housing Aid Funds with correction of 80/20% funding by T'Kach, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

8. PUBLIC COMMENT:

Kelly Kayser – 1953 59th Ct – said the City Staff did a great job on the State of the City video. It was very professional and presented a lot of things that Staff does outside of the Council Chambers. It was great to see the aerial view from the drone. Kayser said she encourages everyone to watch the video.

Mayor Dietrich thanked Kayser for her comments and said there were many staff members that worked on the video.

9. MAYOR AND COUNCIL COMMENTS:

D. CLOSED SESSION: Discussion of Negotiations & Intent to Purchase Real Property

Motion to move into closed session pursuant to Minn. Stat. Sec. 13D.05, subd. 3(b) pursuant to the attorney-client privilege for the purpose of considering an offer of real property located at 3905 65th Street East (PID: 20-0030-28-020) by Murphy, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

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

Ayes: 5
Nays: 0 Motion carried.

10. ADJOURN:

Motion to Adjourn at 9:01 p.m. by Scales, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sara Lyons

INVER GROVE HEIGHTS CITY COUNCIL MEETING

MONDAY, December 9, 2024 – 6:00 P.M. – 8150 BARBARA AVENUE

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, December 9, 2024. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members: Murphy, T'Kach, Gliva and Scales; City Administrator Wilson, City Clerk Kiernan, Community Development Director Ziemer, Public Works Director Connolly, City Engineer Merchlewicz, City Attorney Nason, Fire Chief Thill, Assistant Fire Chief Bergum, Police Chief Chiodo, Human Resource Manager Shefchik and Parks & Recreation Director Lares.

3. APPROVAL OF AGENDA:

4. PRESENTATIONS:

5. CONSENT AGENDA:

A. Approval of Minutes of the November 25, 2024, City Council Work Session
B. Approval of Disbursements, **Resolution 2024-278**
C. Personnel Actions
D. 2025 Classification and Compensation Plan for Regular, Non-Union Employees
E. 2025 Pay Plan for Seasonal, Temporary, On-Call and Non-Regular Status Employees
F. 2025 City Council Meeting Schedule
G. 2025 Advisory Commissions Meeting Schedules
H. Resolution Authorizing Submission and Execution of the 2025 Dakota County Community Waste Abatement Grant Application and Contract, **Resolution 2024-279**
I. Resolution Executing a Memorandum of Understanding Extension with Xcel Energy Partners In Energy for 2025 Energy Action Plan Implementation, **Resolution 2024-280**
J. Resolution Approving Hardship Deferral for Assessment on City Project No. 2024-09H 96th and 99th Street Area, **Resolution 2024-281**
K. Resolution Approving Hardship Deferral of Assessment for City Project No. 2024-09F – Corcoran Path & Dawson Way Area, **Resolution 2024-282**
L. Resolution Approving Early Redemption (Payoff) of the City's 2020A Bonds, **Resolution 2024-283**
M. Grant Agreement for Heritage Village Park Phase 5 Improvements
N. Resolution Approving the Fiscal Year 2025 Host Community Economic Development Grant, **Resolution 2024-284**
O. Resolution Approving Changes to Previously Approved Amendment #3 to the Development Contract for Plat of Peltier Reserve and Related Amendments, **Resolution 2024-285**

Administrator Wilson said there is an updated attachment for Item C regarding personnel actions that was provided to Council and one of the planned hires was removed.

Attorney Nason said Item O has an amended Resolution that has slight changes compared to the Resolution in the packet.

Motion to approve Item A – O by T'Kach, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

6. <u>PUBLIC HEARING:</u>
A. 2025 Liquor License Renewals and Change in Management Approvals

Clerk Kiernan presented this item. There are ten remaining liquor license renewal applications that were submitted. Staff reviewed the applications, and they were complete and eligible for renewal. There was a change in management for three licensees: Jahna Sandkamp for LW Bierstube, Dustin Hanuman for Applebee's, and Debra Watson, Jeffrey Studeman, and Allison Momper for Moose Lodge #1088. The Police Department has completed the background for each and found no basis for denial. Staff recommend holding a public hearing and approving the ten liquor license renewals.

Mayor Dietrich opened the public hearing.

There were no public comments.

Motion to Close Public Hearing by Murphy, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

Motion to approve 2025 Liquor License renewals and changes in management by Gliva, second by Scales.

Ayes: 5
Nays: 0

B. 2025 Tobacco License Renewals

Clerk Kiernan presented this item. The 21 remaining tobacco license renewals have been reviewed by Staff. Staff recommend holding a public hearing and approving the 21 tobacco license renewals. This will complete the current cycle of tobacco license renewals.

Mayor Dietrich opened the public hearing.

There were no public comments.

Motion to close public hearing by Scales, second by T'Kach.

Ayes: 5
Nays: 0 Motion carried.

Motion to approve 2025 Tobacco License renewals by Scales, second by Murphy.

Ayes: 4
Nays: 0
Abstain: 1 (Gliva) Motion carried.

7. REGULAR BUSINESS:

A. Approval of Rental Housing Licenses

Director Ziemer presented five rental housing licenses that has been reviewed by Staff and found to be eligible for a license. Staff recommends approval.

Mayor Dietrich asked if the licenses for the Diffley Court addresses were for the new rentals near Highway 3.

Director Ziemer said yes, they are the new rentals off of Highway 3.

Motion to approve rental housing licenses for the addresses of 9800 Diffley Ct, 6931 Claude Ave, 8779 Branson Dr, & 6361 Barclay Ave by T'Kach, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

B. Final Adoption of 2025 Budget & Tax Levy

Finance Director Hove presented this item. Director Hove said they are focused on the overall 2025 budget for this meeting.

2025 Budget Calendar – Recap:

- June thru September – Various meeting and work sessions to discuss the General Fund budget and preliminary tax levies
- September 9, 2024 – Council adopts preliminary 2025 general fund budget and tax levies
- October & November – Work sessions to review additional budgets (enterprise funds, internal service funds, convention & visitors bureau)
- Week of November 11, 2024 – Dakota County mails out Proposed Tax Notices (2025 tax estimates based on proposed tax levies)
- December 2, 2024 – Public meeting to discuss 2025 budgets and tax levies (also referred to as Truth in Taxation Meeting). The public is invited to comment.
- December 9, 2024 – Council to approve final 2025 budgets and tax levies

2025 Budget Summary:

- Fund Budgets (27)
    - General Fund & Public Safety Small Equipment Fund
    - Special Revenue Funds (5)
    - Capital Project Funds (2)
    - Debt Service Funds (6)
    - Enterprise Funds (8)
    - Internal Service Funds (4)
- Revenues
    - Tax Levy = $34,214,757

  - Other Revenues = $60,542,681
- Expenditures = $97,128,783
- Net/Reduction to Fund Balance = $2,371,345

The Budget Book was attached to this agenda item and is included in the Council packet. On Page 2 / Exhibit B in the Budget Book provides the breakdown of all of the funds including operating revenues, property tax levy, expenditures and transfers and the net increase or decrease of each fund.

Citywide Tax Levy Calculation:

	2024 Approved Budget	2025 Proposed Budget	$ Difference	% Change
General Fund Subtotal	$32,938,000	$34,669,804	$1,731,804	2.88%
Minus Other Revenues	-5,966,897	-6,120,729	-153,832	2.58%
Amount Levied for General Fund Activities	$26,971,103	$28,549,075	$1,577,972	5.58%
General Fund – Tax Abatement	182,880	183,300	420	0.23%
Debt Levy	2,542,411	2,547,632	5,221	0.21%
Pavement Management Levy	3,045,000	2,934,750	(110,250)	-3.62%
Total Levy	**$32,741,394**	**$34,214,757**	**$1,473,363**	**4.50%**

Director Hove said in past they have had two transfers into the Parks Capital fund, one from the General fund and one from the Pavement Management fund. Moving forward in 2025 they consolidated the transfer to only transfer funds from the General fund to the Parks Capital fund.

Impact of 4.50% Citywide Tax Levy Increase on Median Valued Residential Property ($349,200):

Proposed Citywide 2025 Tax Levy	$34,214,757
Levy Increase (%)	4.50%
Tax Rate	50.732
Change in Tax Rate	1.20%
2025 Median Valued Property*	$349,200
Annual Change in City Taxes (for $349,200 median property*)	$61.60

*In 2024, the median valued property was valued at $341,700

2025 Budget Overview – Key Factors:

- 3% Wage Increase, plus step increases for all full-time staff as negotiated with various employee unions
- 6.2% average increase in the City's costs for employee health insurance
- 5% increase in the Pavement Management levy funding
- 5% increase to Parks Capital Replacement levy funding
- 5% increase to EDA levy funding

- $540,500 increase to Fire Department's Central Equipment allocation (from $856,200 to $1,396,700) to better save for equipment replacements
- 50% decrease ($50,000) to cable franchise revenue to allow Town Square to retain more

2025 Budget Overview – Use of Fund Balance:

- General Fund – 2025 is the first year to start spending down previous year's savings from Fire SAFER Savings Plan ($525,000)
- From one-time Public Safety Aid
    - $11,250 for Police Department badge updates and new honor guard uniforms
    - $224,625 to cover phase-in of 3 new police officers
- Debt Funds – continue to utilize Closed Bond Funds in lieu of levy for 2020A Refunding Bonds ($202,250) with full payoff planned for 2025
- City Facilities
    - Use fund balance for ongoing capital needs ($188,500)
    - Plus: use $45,000 for Police Department building updates (2025 = year 2)
- Technology Fund – utilize $75,000 for Fire Station #2 AV updates

New Staff Positions Included in the 2025 Levy and Budget (6 FTE's)

- Police Department – 2 additional police officers plus 1 sergeant
    - 5-year phased approach like SAFER savings plan, using Police's share of one-time public safety dollars plus federal COPS grant award
    - Adds $74,875 to the 2025 levy
    - Adds an additional $101,524 to the 2026 levy
- Fire Department – 3 additional FT firefighters / start date of July 1, 2025
    - Adds $198,450 to the 2025 levy
    - Adds an additional $209,295 to the 2026 levy

2025 Fund Budgets – General Fund:

Property Tax Levy	Other Revenues	Expenditures	Net
$ 28,732,375	$ 6,248,280	$ 34,980,655	$ -

General Fund Revenues (%):

- Taxes – 82%
- Charges for Services – 6%
- Licenses & Permits – 4%
- Intergovernmental – 4%
- Other Sources & Transfers – 2%
- Fines & Penalties – 1%
- Other Misc. – 1%
- Special Assessments – 0%

2025 General Fund Budget Expenditures by Department:

Department	2024 Amended Budget	2025 Total Budget
Unassigned	673,645	954,540
Mayor & Council	331,925	365,765
Administration	329,250	278,600
Human Resources	427,100	432,300
City Clerk	338,675	383,242
Elections	234,703	92,700
Communications	398,362	442,553
Finance	1,399,685	1,458,450
Police	11,843,256	12,692,919
Fire	6,565,985	6,887,655
Engineering	1,466,095	1,417,485
Street Maintenance	3,385,760	3,392,010
Street Lighting	199,000	203,000
Parks Maintenance	2,863,361	2,862,850
Recreation	774,935	783,510
Community Development	506,775	520,950
Planning	420,749	423,826
Inspections	1,337,700	1,388,300
Total Expenses	**$33,506,961**	**34,980,655**

Director Hove said the unassigned category is for expenses that are not assigned to a specific department. This includes transfers out to EDA, transfers to parks and tax abatement all fall under unassigned.

2025 General Fund Budget Expenditures by Function:

- Police – 36%
- Fire – 20%
- Public Works – 14%
- Parks & Recreation – 12%
- General Government – 10%
- Community Development 8%

2025 Fund Budgets – Public Safety Small Equipment Fund:

Revenues	Expenditures	Net
$ 59,740	$ 235,875	$ (176,135)

The City created this fund to start saving for some of the small equipment replacement needs within the Police and Fire Departments. Original Funding, received in 2022, was due to a $121,700 refund from the Dakota County Communications Board. An additional deposit of $1,564,124 was receipted into the fund in 2023 from the City's receipt of one-time public safety aid dollars from the State of Minnesota. In 2025, the fund is scheduled to receive a transfer in from the General Fund of $29,740 to start saving for the future replacement of the

Fire Department's SCBA equipment. The fund is scheduled to transfer $224,625 to the General Fund to partially fund two additional officers and one sergeant in the Police Department.

2025 Fund Budgets – Special Revenue Funds:

Fund	Revenues	Expenditures	Net
Convention & Visitor's Bureau	227,000	227,000	-
Community Center Operating	4,326,110	4,326,110	-
Community Center Capital	715,000	750,200	(35,200)
Host Community Fund	3,079,500	3,267,175	(187,675)
Economic Development Authority	183,990	208,815	(24,825)
Special Revenue Funds Total	$ 8,531,600	$ 8,779,300	$ (247,700)

The only Special Revenue Fund that receives tax levy funding is the EDA which receives that support indirectly via a transfer in from the General Fund. The EDA's 2025 levy support is $177,990.

2025 Fund Budgets – Debt Service Funds:

	Property Tax Levy	Other Revenues	Expenditures	Net
2015A G.O. Improvement Bonds	634,055	30,000	648,350	15,705
2016A G.O. Improvement Bonds	732,227	8,000	676,938	54,289
2017B G.O. Improvement Bonds	267,731	42,000	319,363	(9,632)
2018A G.O. Improvement Bonds	733,514	3,000	694,460	42,054
2019A G.O. Improvement Bonds	189,105	750	177,800	12,055
2020A G.O. Improvement Bonds	-	212,500	759,030	(546,780)
Debt Service Funds Total	$ 2,547,632	$ 296,000	$ 3,275,941	$ (432,309)

All the above debt funds are scheduled to receive property tax support in 2025 except for the 202A G.O. Improvement Bonds which are being funded using existing financial resources from the City's Closed Bond Fund. The 2020A Bonds are scheduled to be paid off early (February 2025).

Director Hove said the 2015A, 2016A and 2017A are all bonds from previous street projects. The 2018A and the 2019A bonds are from the fire station bonds for fires station 2. The 2020A bonds are refinanced 2010 bonds.

2025 Fund Budgets – Capital Project Funds:

	Property Tax Levy	Other Revenues	Expenditures	Net
PMP-Local Streets	2,934,750	14,540,768	18,317,563	(842,045)
PMP-Partnership Projects	-	3,325,000	3,325,000	-
Capital Project Funds Total	$ 2,934,750	$ 17,865,768	$ 21,642,563	$ (842,045)

The PMP-Local Streets Fund receives property tax levy support in addition to revenues from Franchise Fees, Special Assessments, State Aid, and other reimbursements. The City also anticipates bonding in 2025 to finance the special assessment portion of 2025 project special assessment costs.

2025 Fund Budgets – Enterprise Funds:

	Revenues	Expenditures	Net
Water Operating	4,179,500	4,244,815	(65,315)
Water Capital	1,777,205	2,772,908	(995,703)
Sewer Operating	5,141,000	4,707,095	433,905
Sewer Capital	2,717,256	3,570,333	(853,077)
Storm Water Operating	1,155,515	1,020,020	135,495
Storm Water Capital	1,932,677	1,637,025	295,652
Storm Water Capital NWA	40,000	56,000	(16,000)
Inver Wood Golf Course	2,776,465	2,983,303	(206,838)
Enterprise Funds Total	$ 19,719,618	$ 20,991,499	$ (1,271,881)

Enterprise Funds do not receive tax levy dollars. These funds are decreasing in the fund balance to help support the planned street projects. The Water Capital, Stormwater Capital and Sewer Capital funds will typically have transfers out to the Pavement Management Capital funds to support the utility related costs. The Golf Course is going to have a slight decrease because they are scheduled to make the final payment of their interfund loan from the Central Equipment fund.

2025 Fund Budgets – Internal Service Funds:

	Revenues	Expenditures	Net
Risk Management	1,303,400	1,303,400	-
Central Equipment	3,927,700	2,833,535	1,094,165
City Facilities	1,294,575	1,633,100	(338,525)
Technology	1,296,000	1,452,915	(156,915)
Internal Service Funds Total	$ 7,821,675	$ 7,222,950	$ 598,725

Internal Service Funds are supported by transfers from other funds.

Storm Water Special Taxing District Levies:

- Established under M.S. 444
- Used to fund trunk storm sewer improvements installed in conjunction with the 70th Street East Reconstruction Project from Cahill Avenue to Concord Blvd (City Project 2001-02)
    - Babcock Trail
    - South Grove
    - 70th Street
- Contains approximately 3,000 parcels
- 10-Year Term (2018-2027)

- $79,394 annually

2025 Budget – Final Steps:

- Council is asked to adopt three Resolutions:
  - Set Final Citywide Levy
  - Set Final Special Taxing District Levies
  - Approve Fund-Level Budgets

Mayor Dietrich said she has not received any correspondence from residents regarding the tax levy.

Council Member T'Kach said there is a large transfer for equipment for the Fire Department and asked if the transfer would be the same for the following years.

Director Hove said there was an increase of $540,000 being transferred into the Fire Department's Central Equipment allocation. In 2024, the Fire Department's allocation to the fund was $856,000 and in 2025 it is $1,396,700. It is not anticipated that they will have similar increases in the future but the allocation in the future will be similar to $1.4 million or potentially a little higher due to the increase in the cost of fire trucks.

Motion to approve Resolution 2024-286 Adopting Final Citywide Tax Levies for Payable 2025, Resolution 2024-287 Adopting Final Storm Water Special Taxing District Tax Levies for Payable 2025, and Resolution 2024-288 Adopting Final 2025 Budgets by Scales, second by Murphy.

Ayes: 5
Nays: 0

C. 3rd Reading of Ordinance Adopting Cannabis and Hemp Business Regulations and Summary Publication

Attorney Nason presented this item.

Legislative Background:

- In 2022, the legislature made certain edible products containing THC legal for adult consumption
- In 2023, the legislature legalized adult use cannabis in Minnesota and cities adopted moratoriums while they worked to determine their approach to registration and zoning ordinance regulations related to lower-potency hemp edible and cannabis businesses

Current City Regulations:

- Moratorium on operation of cannabis businesses until January 1, 2025
- No license is required to sell hemp edibles containing THC, but businesses must register with the Office of Cannabis Management.
- Public Property Use Regulations

Office of Cannabis Management:

- Responsible for all cannabis Act licensing of cannabis and hemp businesses and products and most of the regulatory framework established by the Cannabis Act
- Administrative rulemaking
- Enforcement of licensing requirements

City Regulation of Cannabis Businesses and Hemp Businesses:

"Cannabis business" means any of the following licensed under [Minnesota Statutes, Chapter 342]:

1. Cannabis microbusiness
2. Cannabis mezzobusiness
3. Cannabis cultivator
4. Cannabis manufacturer
5. Cannabis retailer
6. Cannabis wholesaler
7. Cannabis transporter
8. Cannabis testing facility
9. Cannabis event organizer
10. Cannabis delivery service
11. Medical cannabis combination business

"Hemp business" means any of the following licensed under [Minnesota Statutes, Chapter 342]:

1. Lower-potency hemp edible retailer
2. Lower-potency hemp edible manufacturer

Registration and Compliance:

1. Registration of allows City to:
    - Impose a registration fee.
    - Limit the number of retailers (min. 3; 4 proposed)
    - Suspend Registration.
2. Limit hours of retail operation
3. Impose standards for temporary cannabis events

Zoning:

1. Assign cannabis businesses to specific zoning districts or classify by underlying use.
2. Establish "buffers" to separate cannabis businesses from certain uses, or each other.
3. Establish "buffers" to separate LPHE businesses from certain uses, or each other.

Proposed Cannabis Business and Hemp Business Regulations – five proposed areas of regulation:

1. City registration required for all cannabis and lower potency hemp edible businesses
2. Establishment of buffer zones from other cannabis businesses, and schools, daycares, and child-oriented park features

3. Restricted hours of operation
4. Required cannabis event permit
5. Zoning ordinance amendments (separate ordinance)

City Retail Registration:

- Imposes a registration fee and renewal fees
- Limits the number of cannabis retailers (optional)
    - Inver Grove Heights must allow at least 3 (based on population)
    - Can refuse to issue registration fi county has 36 retailers
    - Ordinance proposes a limit of 4 retail registrations
- May suspend registrations, including the ability to suspend immediately if the business poses "an immediate threat to the health and safety of the public"
- Perform preliminary compliance checks
- Perform the required annual compliance check

Cannabis Retail Businesses:

- Within 1,000 feet of a school.
- Within 500 feet of a day care, residential treatment facility, or public park attraction regularly used by minor (e.g. playground, athletic field).
- Within 1,000 feet of another cannabis business
- Apply to all cannabis retail businesses

Lower-Potency Hemp Edible Retain Businesses:

- Same standards as cannabis retail businesses
- Exception for existing lower-potency hemp edible retail businesses

Retail hours of operation:

- Default: 8:00 a.m. and 10:00 p.m. Monday through Saturday, 10:00 a.m. and 9:00 p.m. on Sunday

Additional Business Regulations – Temporary Cannabis Events:

- OCM Cannabis Event Organizer license required
- Additional requirement for City permit for event
- Application requirements:
    - Contact information for on-site contact
    - Site plan for event, including consumption areas
- Not allowed on City-owned property
- Not allowed on residentially zoned property, including Agriculturally zoned property
- Restricted hours and dates and number of permits issued each year

Requested Council Action:

1. Consider approval of the 3rd reading of the Ordinance Adopting Cannabis and Hemp Business Regulations; and

2. If approved, consider adoption of attached Summary Publication Resolution

Council Member T'Kach asked to confirm if the City can set the hours of operation.

Attorney Nason said yes, the City can limit the hours of operation based on parameters in the statute.

Council Member T'Kach asked if they wanted to establish earlier hours of operation, 8 a.m. to 8 p.m. Monday through Saturday and reduced hours on Sunday, based on where the businesses will be located. T'Kach said she was not sure if they could set the hours of operation.

Administrator Wilson said they can prohibit the hours between 8 a.m. and 10 a.m. Monday through Saturday and between 9 p.m. and 2 a.m. the following day. They cannot require a business to close any earlier than 9 p.m. on a Sunday. The hours in the ordinance are the earliest hours that they can require a cannabis to close.

Council Member Scales asked what the hours of operation are for the Industrial Office Park (IOP).

Administrator Wilson said she was not sure, but the proposed hours are for retail only and would not be in the industrial areas of the City.

Council Member T'Kach said a mezzobusiness would have a retail component.

Council Member Gliva said she would be interested in not allowing consumption at cannabis events.

Mayor Dietrich said she agreed and would like the ordinance to include no consumption for cannabis events.

Council Member Murphy said he supports not allowing consumption at the events.

Council Member T'Kach said she is ok with or without consumption at events but wants to think more about using a lottery system for licenses instead of giving licenses based on a first come first serve basis. T'Kach asked if they would keep a waitlist of businesses that would be next if one of the licensed businesses closes and suggested removing the language referring to first come first serve and left it open until staff could work through options. If they allowed consumption at the events, they would likely get more people interested in having events in the City.

Council Member Scales said he agrees with the first come first serve approach and would like to limit consumption at events. It would better to be more restrictive when starting and it could change in the future.

Mayor Dietrich said they did discuss first come first serve at a previous meeting and requested the language to remain the same.

Dustin Kerr – 5858 Blaine Avenue – said he was concerned about the buffer zones for lower potency hemp products because his business is next to a liquor store, retail shops and restaurants and the buffer zone may be an issue.

Attorney Nason said if a business currently sells lower potency THC products, is registered with the Office of Cannabis Management and is within the buffer zone to another business selling THC products, the business will be able to continue selling the products and the buffer zone will not apply. It could become an issue if the business next door is currently licensed to sell the products and they want to start selling THC products, the buffer zone would apply, and the business would not be getting a registration to start selling the THC products. Existing businesses that are legally operating and registered with the OCM to sell lower potency products will be able to continue to sell the products regardless of how close they are to another business, school, or daycare. The buffer zones will apply to businesses requesting to start selling these products starting January 1, 2025.

The ordinance goes into effect January 1, 2025 but the OCM is not currently licensing lower potency hemp edible businesses. They are doing a registration process, and the licensing process is expected to start in early 2025. Once a license is required by the OCM, a business would also have to have a registration from the City.

Mayor Dietrich asked if Attorney Nason had any recommendations for the business owner.

Kerr said he is already registered.

Attorney Nason said if he is registered and the liquor store next door is registered, the new ordinance will have no impact on them.

Council Member T'Kach asked if the business community would agree with the 1,000 foot buffer of another cannabis business and said there might be an advantage to being near each other. They only have a few commercial business areas in the City and asked to confirm the buffers could be reduced if there was an interest from the business community.

Attorney Nason said the buffer is designed to prevent a cluster of these types of businesses in any one area. If the Council wants to change the buffer, they can do so. It would be a change to an ordinance and would require three readings.

Council Member Gliva asked if they needed to add the restricted consumption at cannabis events into the motion.

Administrator Wilson said there are two changes to the ordinance to prohibit the consumption of cannabis products at a temporary cannabis event.

- 4-4-16: Item 1.V
    - Remove the second sentence referring to event organizers having a plan for where consumption can occur.
- D. Standards for Temporary Cannabis Events:
    - Add: No sampling, other consumption or use of cannabis products or lower potency hemp edibles shall be allowed on the premise of the temporary cannabis event.

The motion would be made to adopt the ordinance with the two amendments.

Motion to Approve Ordinance 1488, Adopting Inver Grove Heights City Code Title 4, Chapter 4, Cannabis and Hemp Business Regulations with 2 changes to the proposed by removing the consumption portion of the temporary cannabis events (Item 4-4-16 C1v – delete 2nd sentence) and add to D by 7. No sampling, consumption, or use of cannabis products or lower-potency hemp edibles shall be allowed on the premises of the Temporary Cannabis Event by Gliva, second by Murphy.

Ayes: 5
Nays: 0 Motion carried.

Motion to approve Resolution 2024-289 allowing summary publication by Murphy, second by Scales.

Ayes: 5
Nays: 0

D. Ordinance Amending Zoning Code Regarding the Addition of Cannabis and Lower Potency Hemp Edible Users and Related Performance Standards

Director Ziemer presented this item.

Cannabis, Medical Cannabis & LPH Edibles – Consideration and Action at this Meeting:

- Previous Agenda Action Item
    - Establish registration process, regulation & business standards
- This Action Item
    - Establish zoning standards

Zoning Standards:

- Create Definitions
- Define Uses
    - Permitted, Conditional & Accessory
- Determine Uses by Zoning
    - Agriculture: No commercial operations permitted
    - Commercial Districts: Retail only focus
    - Office Park District: No uses permitted
    - Industrial Districts: Cultivation, manufacturing, wholesale & limited retail
- Establish Performance Standards

Cannabis in Commercial Districts:

- Commercial Zoning Districts
    - Limited Business, B-1
    - Neighborhood Business, B-2
    - General Business, B-3
    - Shopping Center, B-4
- Cannabis & Lower-Potency Hemp (Edibles) Uses
    - All must be licensed by OCM & registered with City

- Retail only allowed in B-2, B-3 & B-4
- Match to "General Retail" use categories regarding size of store (<1,000 sf or ≥1,000 sf)
- Delivery Services considered Accessory Uses

Cannabis as Agriculture Uses:

	A	E-1
Agriculture	P[4]	P[4]

Footnote 4: "Excludes indoor & outdoor cannabis cultivation beyond that allowed for personal use…" per Statute.

Cannabis as Commercial Uses:

	B-1	B-2	B-3	B-4
Cannabis Retail / Dispensary (<1,000 sf)		P	P	P
Cannabis Retail / Dispensary (≥1,000 sf)			P	P
LDH Edible Retail / Dispensary (<1,000 sf)		P	P	P
LDH Edible Retail / Dispensary (≥1,000 sf)			P	P
Cannabis Delivery Service		A	A	A

P = Permitted Use; A = Accessory Use

Cannabis as Industrial Uses:

- Industrial Office Park, IOP
- Limited Industrial, I-1
- General Industrial, I-2

	IOP	I-1	I-2
Cannabis Cultivator	C	C	P
Cannabis Delivery Service	P	P	P
Cannabis Manufacturer	C	C	P
Medical Cannabis Combination Business	C	P	P
Mezzobusiness	C	P	P
Microbusiness	C	P	P
Cannabis Testing		P	P
Cannabis Transporter	P	P	P
Cannabis Wholesaler	P	P	P
LPH (Edible) Manufacturer	C	C	P

C = Conditional Use, P = Permitted Use

Director Ziemer said the IOP is intended to be a different type of industrial zone and are focused on conditional use. Council can decide if they want to permit cannabis manufacturing in all three industrial zonings or if they want to limit it. Cannabis manufacturing has to be allowed somewhere in the City. The Planning Commission and Staff were focusing on the IOP and I-1 zoning districts uses be similar. The IOP has higher standards of design and utilization than the I-1 district. The IOP district does not require outdoor storage, and there are other restrictions associated with smell, odor, lighting, etc.

Cannabis, Medical Cannabis & LPH Edibles – Cannabis Industrial Businesses:

- Microbusiness
    - 3-in-1 (cultivator, manufacturer & retailer); capped at 1 retail location
    - On-site consumption allowed (i.e., "cannabis lounge")
    - Uses do not need to be on same premise or in same community
- Mezzobusiness
    - 3-in-1 (cultivator, manufacturer & retailer); up to 3 retail locations
    - No on-site consumption allowed
    - Uses do not need to be on same premise or in same community

Council Member Scales said his understanding was that retail components were not permitted in the IOP and asked if micro/mezzobusinesses with a retail component were going to be permitted.

Director Lares said yes, a micro/mezzobusiness with a retail component could be in an IOP zoning district.

Council Member Scales said the hours of operation for the IOP ends at 8 p.m. and they are unable to require a cannabis business close before 9 p.m.

Attorney Nason said that the hours of operation ending at 8 p.m. might be related to some of the development and operational agreements specifically for Inverpoint Business Park. It is not a requirement of the entire IOP zoning district. There are specific hours of operations for some components of that office park for shipping and receiving hours. The City has requirements for land use approvals of the CUP and the hours of operations would apply to any business.

Cannabis, Medical Cannabis & LPH Edibles – Cannabis Industrial Businesses:

- Performance Standards
    - Only indoor cultivation
    - Retail with Micro/Mezzobusinesses only if cultivation/manufacturing on same premise
    - Outdoor storage of raw/finished product or waste materials prohibited
    - On-site storage of raw/finished product prohibited with Delivery Services & Transporters
    - Transport vehicles for raw/finished product must be parked in secured, fenced site
    - No raw/finished product may be stored in vehicles
    - Security systems, lighting, etc.
    - Additional conditions for CUPs, if necessary or required

Council Member Murphy said in his previous work experience, often times product would come in and it would not be taken offsite until 24 hours later and asked if the City has a definition of on-site storage.

Director Ziemer said he does not have the definition of outside storage, but the ordinance says that it is prohibited. Any product that is being received or disposed of must be kept in a secure building and not sit outside.

Council Member T'Kach asked if on-site storage would be different than outdoor storage.

Director Ziemer said they could have product stored on-site in a secured building.

Cannabis, Medical Cannabis & LPH Edibles – Cannabis Industrial Businesses:

Additional Notes:

- Cannabis Uses in Planned Unit Developments (PUDs)
    - Northwest Area PUD Zoning based on "underlying" zoning
        - Argenta Hills commercial properties B-4
    - Bishop Heights, Arbor Point & Office PUDs
        - Defined uses; not applicable to proposed addition
        - Permitting cannabis uses would require amendment to PUD
- Existing Lower-Potency Hemp (Edibles) & Medical Cannabis
    - Can continue if licensed through State
    - Qualify as legal, non-conforming where currently located if not allowed by zoning or in buffer areas
    - Staff verifying other legal questions regarding existing LPH & medical cannabis uses

Council Member Murphy businesses like FedEx have packages come in and they do not go out the same evening and asked if cannabis delivery businesses would not be able to keep packages overnight.

Director Ziemer said yes, that is correct.

Council Member Murphy said Director Ziemer said as long as products were stored on-site indoors the business was ok and asked for clarification.

Director Ziemer said a manufacturing company can have on-site indoor storage for their materials and products. A delivery service or transporter can park their delivery vehicles on the property, but they cannot keep product in the building or vehicle. The intent of these businesses is to pick up product and deliver it the same day.

Council Member Murphy asked if a company that both manufactured and delivered products would have the same restrictions.

Director Ziemer said if a company both manufactures and delivers cannabis products, they would fall under the manufacturing guidelines. The on-site storage is specific to companies that are only a delivery service.

Council Member Gliva said the office space at Bishop Heights is B-1 and asked if a cannabis retailer wanted to locate there if the PUD would have to be adjusted for the entire site.

Director Ziemer said if a business said they wanted to be on that property, staff would first look at the zoning district. The zoning on that property is the Bishop Heights PUD. Staff would review the table in that PUD zoning and say that it is not currently a permitted use. There would have to be an application to amend the Bishop Heights PUD to include a cannabis retailer as a permitted use.

Council Member T'Kach asked if Director Ziemer had any additional information about IOPs.

Director Ziemer said they can discuss IOPs after the presentation.

Action Items:

- Planning Commission Consideration
  - Public hearing & review on November 6, 2024
  - Recommended approval to City Council
- Ordinance Correction
  - Page 4, Section 5: Add back in "…*are prohibited*…" to end of sentence
    - *The sale of cannabis plants, cannabis flower, cannabis products or any other product containing or derived from the cannabis hemp plant <u>are prohibited</u>.*
- Recommendation
  - Motion to approve the ordinance, amending zoning code related to Cannabis uses – as amended with change noted above

Council Member T'Kach said the IOP south of Highway 52 is currently zoned IOP and asked if there was a PUD over it.

Director Ziemer said he did not have the time to verify but according to the zoning map, it shows as a PUD. It might be an IOP PUD or a straight PUD.

Council Member T'Kach said they could be more restrictive at the beginning, and they could expand later. There are residential properties nearby that IOP and another IOP north of Highway 55 on 80th Street. They may want to restrict the IOP districts and add them later if necessary because smell is going to be an issue, and they could have a lot of complaints from residents. They could also have retail open later causing additional traffic. There are a lot of other options in town and the IOP district is not necessary at this point.

Director Ziemer said the City has land that is guided as IOP, but nothing is zoned as IOP. An applicant could ask for a property to be zoned IOP which would allow the use based on the ordinance. United Properties and other properties that are guided as IOP but zoned for Agriculture could request their zoning be changed according to the land use. Council can choose where they want to allow it as long as it is allowed somewhere.

Council Member T'Kach provided Director Ziemer with a map of the IOP districts to share.

There was unanimous consensus from Council to not permit cannabis businesses in the IOP districts.

Council Member T'Kach said any business would need to meet lighting and security camera requirements from the State and asked if there was anything that could be done to limit security cameras from recording neighboring businesses.

Director Ziemer said there may be conversations with applicants about positions of cameras, but it would all be circumstantial based on the businesses. Staff would work with them to make sure they are meeting the State requirements and protect the privacy of other businesses.

Motion to approve Ordinance 1491, Amending City Code Sections 10-2-2 (Definitions), 10-6-1 (Uses in Residential Districts) 10-6-2 (Uses in Nonresidential Districts) and 10-15-27 (Seasonal Agricultural products stands), and adoption o10-15-38 Performance Standards relation to the addition of cannabis uses with a change to 10-15-27L to add 'are prohibited' to the end of the sentence and removing IOP from the ordinance proposed by T'Kach, second by Scales.

Ayes: 5
Nays: 0 Motion carried.

E. Discussion & Update on Proposed Expansion of Pine Bend Landfill and Resolution Tolling Deadline for Compliance Use Permit Condition

Administrator Wilson presented this item. Council is not being asked for any formal action on the expansion of the Pine Bend Landfill. There is one action needed to extend the landfill's current CUP.

Expansion Request:

- Pine Bend Landfill (PBL) is seeking authorization to:
    - accept additional cubic yards of waste,
    - grow taller, and
    - operate longer than currently permitted.
- Process involves permits and approvals from:
    - State of MN via the MN Pollution Control Agency
    - Dakota County
    - City of IGH
- The City's role is focused on the landfill as a land use with our community and negotiation of a Host Community Agreement.

City's Action Items:

1. Zoning Code Amendment
2. Amendment to Non-Conforming Use Certificate (NCUC)
3. Conditional Use Permit for Vertical Expansion
4. Host Community Agreement

- Environmental Advisory Commission – reviewed the proposed CUP and recommended its approval (6-0 vote)

- Planning Commission – review the proposed Zoning Code Amendment, NCUC Amendment and CUP – and recommended their approval (5-2-2 abstained) vote.

Council Member Scales asked if there was a reason provided for the two that abstained from voting.

Administrator Wilson said there was no reason given.

Requested Actions Tonight:

- Receive Staff Presentation
- Council Discussion, questions & comments
- Consider Resolution "Tolling" Condition #14 of existing CUP for an additional 30-days

Administrator Wilson said there were representatives from the Pine Bend Landfill and Bryan Pitterle, the City's consulting engineer from Barr Engineering, to help answer questions from Council.

Future Actions – anticipated for Jan. 6, 2025 meeting:

- Consider approval of Zoning Code Amendment, NCUC Amendment, CUP, and Host Community Agreement

Pine Bend Landfill – Site:

- 2495 117th Street
- Between Highways 52/55 and Rich Valley Boulevard
- Sanitary landfill: Mixed municipal solid waste, non-hazardous industrial solid waste, construction debris and demolition debris, non-infectious waste, and asbestos.

Basics of Request – Proposed Expansion – "Phase 7":

- Currently authorized:
  - Max capacity 33,937,400 cubic yards (w/final cover)
  - Nearing current capacity limits by January 2028
  - Stop accepting waste & close by December 31, 2030
- Application for vertical capacity expansion
  - June 2022: Initial expansion request with MPCA
  - Environmental Assessment Worksheet completed & reviewed in 2023, determined no EIS needed
- June 2024: Submitted land use applications to City

- Result of expansion
  - Vertically extend the 3:1 final cover slopes
  - Vertical expansion only, no footprint increase
  - Extend the life approximately 13.6 years
  - Raise height by approximately 86.8 feet at the highest point

Zoning Code Amendment - Existing Land Use & Zoning:

- 2040 Land Use: GI, General Industrial
- Zoning: I-2, General Industry
- Landfill located in Overlay District
    - Integrated Resource Management (IRM) Overlay District
- Proposed Zoning Code Amendment
    - Parcel would continue to be zoned I-1 and guided GI
    - Revisions proposed to the size and height allowed within the IRM

Zoning Code Amendment – Integrated Resource Management (IRM) Overlay District:

- Identifies certain uses as Conditional Uses (§10-13E-6)
    - Air space expansion of an existing sanitary landfill
- Proposed City Code revisions
    - Subp. F: Final height not to exceed 1,105.8 ft
    - Subp. H: Capacity not to exceed 42,123,200 cubic yds
    - Subp. J: Remove
- Revisions consistent with amendments to:
    - Non-Conforming Use Certificate (NCUC
    - Conditional Use Permit (CUP)

Amendment to Non-Conforming Use Certificate:

Legal, Non-Conforming Uses (LNC)

- Zoning amendments may result in existing uses no longer permitted by zoning
    - Uses become LNC, if lawful at time of change
    - Protections provided by State Statute & City Code
    - Limitations on continuation of uses & expansion

Non-Conforming Use Certificate (NCUC)

- Policy & process established by City Code §10-3-3
- Allows continuation of legal, non-conforming uses with conditions
- NCUCs may be amended

Pine Bend Landfill NCUC

- Landfill permitted by MPCA in 1971
- Municipal waste disposal facilities "out zoned" by IGH in 1991
- NCUC for PBL created & approved in 1995
    - Clarified zoning status
    - Determined rights & responsibilities
    - Established specific controls
- Previous amendments in 2002, 2004 & 2018

Administrator Wilson said the City requested renderings of what the landfill would look like from different areas of the City if the expansion was approved. PBL provided street view rendering from seven locations surrounding the landfill and modeling of the proposed elevation at final capacity which would occur over the next 18 years in 2042.

Locations requested:

- Rich Valley Blvd and Blaine Avenue
- Rich Valley Blvd and 117th Street
- Exit Rich Valley Park onto 105th Street East
- Bartley Court (residential area boarding the landfill)
- Highway 52 Northbound
- Highway 52 Southbound
- Mississippi River Greenway Trailhead

Proposed CUP – as currently drafted:

The "*Now Therefore be it resolved …*" section:"

- Approves an additional 86.8 feet of height to a maximum elevation of 1,105.8 feet.
- Approves an increase in the capacity of the landfill by 8,185,800 cubic yards to a new total of 42,123,200 cubic yards

Subject to the following conditions – Conditions 1 and 2:

- Spells out the previous height and capacity maximums
    - Height of 1,019 feet
    - Capacity of 33,937,400 cubic yards
- Notes that the two previous CUPs – for the 2004 and 2018 expansions – remain in effect
    - *But* – if anything in those conflicts with something in the CUP – the terms of this CUP (the most recent one) will prevail

Conditions 3 and 4:

- Requires that the vertical expansion be constructed and operated in accordance with the application materials and plan documents submitted, as well as information provided in follow-up letters.

Conditions 5 and 6:

- Identifies the list of past City actions and approvals, which remain in effect and which the Landfill must continue to comply with – including the Landfill's Non-Conforming Use Certificate.

Conditions 7 and 8:

- Identifies the types of waste that may be disposed of in the Landfill – no change from current list
- Requires that the Landfill connect to the City's sanitary sewer system and pay the applicable connection and hook up charges once sanitary sewer is extended to the property (with 117th St. reconstruction)
- Previous Condition #8 removed – related to traffic queueing on 117th St. – no longer needed given reconstruction of 117th St. and change of ownership of the road.

Administrator Wilson said leachate is currently collected and trucked to the Metropolitan Council Environmental Services Facility where it is cleaned. Connecting to the sanitary sewer system would carry the leachate to the same facility through pipes instead of over the road. The reconstruction of 117th Street is being redesigned with a long turn lane for traffic to queue to turn into the landfill. It is also now owned by the County and it would be their discretion if they implement any requirements or rules for their road.

Conditions 9 and 10:

- Establishes hours for construction of the expansion
  - Same as the hours allowed for construction of the last expansion
  - Notes that hours for landfill operations – accepting waste and applying daily cover – are spelled out in the Non-Conforming Use Certificate.
- States that the landfill must comply with all applicable:
  - Federal laws and regulations
  - MN Statutes and Rules
  - Dakota County Rules
  - Terms of their Solid Waste Permit, as amended

Conditions 11 and 12:

- Surface water and groundwater monitoring
  - Same requirements as current CUP
- Dual gas/leachate extraction system
  - Same requirements as current CUP
  - Except annual report due Marcy 1 instead of February 1 to line up with the State's deadline

Conditions 13, 14, and 15:

- All address subsurface gas migration – which was a major focus of CUP issued for the last expansion
- Requires compliance with MN Rule 7035.2815, Subpart 11 regarding landfill gas management
- Last CUP (from 2018) required PBL to come into compliance and maintain compliance for 6 consecutive months by January 1, 2025 or 30 million cubic yards of waste – whichever came first.
- If not met, the CUP requires the Landfill to cease operations until compliance is achieved.
- PBL has not yet achieved compliance with this requirement.

Administrator Wilson said the Resolution in the Council packet is to provide a 30-day extension for this requirement. The gas migration will not be resolved in 30 days, but it gives time for the new CUP to take over once it is adopted.

Mayor Dietrich said that this is a State of Minnesota rule and asked if the State has provided any guidance for how to achieve compliance.

Administrator Wilson said they have had conversations with the MPCA, and they have said that PBL is acting reasonably and taking reasonable steps in making good progress in controlling the subsurface gas migration. The MPCA is not taking any enforcement action against PBL. City Staff have met with them to seek information, and they said that they do not know what the solution is. There is not a specific technology or change that they can make that would solve the problem. The experts are advising that the subsurface gas migration is believed to be coming from the unlined portion of the land fill, not the active areas.

Council Member T'Kach asked if PBL was told in 2018 that they would need to start looking into investments and technologies to become compliant with the subsurface gas migration.

Administrator Wilson said the 2018 CUP is when the City instituted a requirement that they come into compliance with the MPCA's existing rule, but she is not sure when the MPCA rule was put into effect. It was likely sometime between the City's 2004 CUP and the 2018 CUP.

Council Member Murphy asked if there was information regarding what the subsurface gas migration means to residents of Inver Grove Heights and if there is any information on whether other landfills were able to meet the MPCA's requirements.

Administrator Wilson said they do have some information, and she would provide the information later in the presentation.

Subsurface Gas Migration:

- PBL currently makes:
    - Annual report to the City
    - Annual presentation to the City's Environmental Advisory Commission
- Starts with source control
    - 242 gas collection points
    - Renewable Natural Gas Plant
- Includes monitoring around perimeter of landfill
    - 39 probes – monitored quarterly, monthly if exceedance are detected
    - Ongoing efforts with new methods

Administrator Wilson said Aaron Janusz, the Environmental Manager from the landfill, and Engineer Bryan Pitterle with Barr Engineering will also speak to the subsurface gas migration. The Crosby American Landfill is a closed landfill that is directly north of Pine Bend Landfill. In Minnesota, closed landfills become the property of MPCA, and they are responsible for compliance. They have one monitoring site where they have had an exceedance on their own landfill.

Conditions 13, 14, and 15:

- Continued annual reporting to the EAC on progress
- Continued oversight by MPCA
- Not expected to worsen as a result of expansion

Administrator Wilson said the proposed expansion would be over the liner that was installed.

Draft CUP for this expansion includes:

- Extending deadline 2 more years or to 35 million cubic yards
- Grants the City Council the authority to waive this requirement if adequate progress is being made
- Continued annual reporting – but with trend analysis
- Requires efforts by PBL to identify the outer boundaries of the subsurface gas plume

Administrator Wilson said identifying the outer boundaries may require testing off the boundaries of their property. Pine Bend owns property that surrounds the landfill on some sides and do some testing on their own land.

Administrator Wilson said landfill gas is generally 50% methane and if it builds up in a high enough concentration, it is explosive. It is a low lying gas and is a concern for buildings with basements in proximity to the gas plume. They do have a good buffer around the landfill, and it is quite a distance before you get to buildings with basements. The landfill does have a few of its own buildings that they test.

Mayor Dietrich asked how close the residential home was to the landfill.

Administrator Wilson showed on the map where the nearest residential homes were.

Conditions 16, 17, 18, and 19:

Consistent with existing CUP

- Requires MPCA air emission permit for the Renewable Natural Gas facility.
- Makes both the owner and operator of the Landfill responsible for compliance with the CUP
- Documents that a breach of the Host Community Agreement is a violation of this CUP
- Identifies the effective date of this CUP is the effective date of the new Host Community Agreement
- Identifies the effective date of this CUP is the effective date of the new Host Community Agreement

Condition 20:

- Makes this CUP effective only if a valid Host Community Agreement is in place.

Administrator Wilson said the conditional use permit tries to bring together what the City is doing in the Host Community Agreement and the zoning code. There is also a fair number of repeating items that are required or obvious to bring it all together under the conditional use permit.

Next Steps – MPCA Review of CUP:

MN Statute 473.811, Subd. 4a.

Ordinances; general conditions; restrictions; application.

… With the approval of the commissioner, local government units may impose and enforce reasonable conditions respecting the construction, operation, inspection, monitoring, and maintenance of the disposal facilities…

Administrator Wilson said the CUP requires approval from the Commissioner of the MPCA. City Staff has been in contact with the MPCA Staff, and they expect to receive any substantive comments back prior to the January 6, 2025 Council meeting.

Questions & Discussions:

- Are there areas where the Council would like additional information in order to be prepared to vote on these items at the January 6 meeting?
- Does the Council have concerns or objections to any of the proposed conditions contained in the draft CUP?

Council Member Murphy said the expansion will be a difficult decision and it would be helpful to have details of the new Host Community Agreement. Murphy asked why they do not have a new Host Community Agreement already completed.

Administrator Wilson said the Host Community Agreement is a complicated agreement and Staff has been working on it since the summer. They have four paragraphs left of the agreement to complete in order to have both sides agree. They are seeking the right balance of public input and engagement while conducting the agreement. Council should receive an overview of the agreement from the City Attorney in an attorney/client privileged communication in the next ten days. The agreement will be publicly available prior to a vote.

Council Member Murphy said he would like to understand more as to why PBL is not in compliance in terms of gas migration and if more landfills other than the Crosby landfill was able to achieve compliance. Murphy asked to confirm that the 30-day extension is to allow the landfill to operate until a decision is made on the expansion.

Administrator Wilson said yes, the 30-day extension is to allow the landfill to remain optional until a decision on the CUP is made.

Council Member Scales said he would like more information on the unlined area and if they could see the gas plume in an aerial view with some kind of data to show where they believe the plume is.

Council Member T'Kach asked if the extension of the deadline for two years in the new CUP was to extend the deadline for compliance with gas migration.

Administrator Wilson said yes, it is to extend the deadline to become compliant with the MPCA's requirements for subsurface gas migration. The two year extension would be in the new CUP if it is acted on. The 30-day extension is in the resolution for this meeting.

Council Member T'Kach asked how long it would take to get 35 million cubic yards into the landfill. T'Kach said she would like more information about where the plume is, where the pollution is occurring and if there is any pollution going into the Mississippi River.

Administrator Wilson said she does not believe they have information regarding water pollution. They know that gas is hitting the monitors that are in place, but they are generally around the border of the landfill because the MPCA rule states that the gas reaching the border of the landfill property needs to be under a certain level.

Council Member T'Kach asked if there may be gas that appears to be landfill gas going further than the monitors.

Administrator Wilson said she was not qualified to answer that question, but she would try to find the information.

Council Member Gliva said she does not recall hearing about the gas leakage and did not realize it was going to be on the agenda. Gliva said she is concerned with a gas that is 50% methane being exposed to the surrounding areas and thinks the map of the plume would be helpful. Any testing or anything that can give them a direction as to the scale of the gas plume would be helpful.

Administrator Wilson said they will seek more data.

Council Member T'Kach said she would like to know the fire history including any previous fires, how long they took to put out and standard operating procedures for preventing fires.

Administrator Wilson said the existing Host Community Fund and the new Host Community Fund include emergency preparedness and what the landfill will do and what the City of Inver Grove Heights will do. They will present that information to Council.

Mayor Dietrich said she would like to know any further implications to the residents over the next two years.

Aaron Janusz – Pine Bend Landfill – said they have been dealing with the gas migration issue at the landfill for over 15 years. They drill wells on their property to try to collect the gas. They have probes around the wells that are approximately 40 feet into the ground. They are screened on the bottom, and they have a vacuum on it that they pull air from to monitor the probes over time.

In 2018 they had 20+ probes out of 39 that the gas would hit intermittently throughout the year. Currently they have 4 to 6 probes out of 39 that are detecting gas exceedance. The areas of exceedance are focused in the northeast area. It is an unlined area that was a gravel pit at one time and then they started to put garbage in the bottom of it. Most of the gas migration is coming from there.

The location of PBL is very tight with railroad tracks on both sides of the landfill. PBL has been focusing on intercepting the gas before it gets to the PBL boundary. They have done other testing in other areas of the property and there has been no gas found. The buildings on the property and the recycling center building to the east of PBL have gas monitoring systems. They have not seen any detection of gas in any of the buildings. The closed Crosby Landfill is between PBL and Bartley Court. There could be a mingling of a gas plume, but he does not see any gas getting far offsite from the landfill.

Janusz said they have not approached other property owners and asked if they could drill into their property to see if there is any gas. They are focused on the four to five areas of concern.

Council Member Scales asked how large the unlined area is.

Janusz said it is the northern part of the landfill.

Council Member T'Kach asked how much methane gas is being released into the air.

Janusz said they have isolated one area, and it does not seem to be an actual release of gas. Everything between the landfill and the probe is clean of gas. It seems there is a pocket of gas that is trapped 40 feet below the surface. They are trying to determine the best way to release it safely. They measure concentration of the gas, not the flow of gas.

Council Member T'Kach asked if there is potential technology to remove it from the ground and put it in the renewable energy pipeline of flare it off.

Janusz said they are trying to do that now, but they are doing it very slowly. The quality of methane gas to put it into renewable energy is 50% methane and they are seeing 6 to 7% methane. The threshold is at 5% and they are trying to bring it under the 5%.

Council Member T'Kach asked if they are doing any preprocessing for organics that tend to be the source of methane gasses.

Janusz said they are not doing any physical sorting at the landfill. They rely on the network of recycling and composting. The MPCA is talking about preprocessing and finding ways to mitigate. The unlined area is now lined so there should be no new waste getting beneath it. They are able to collect the leachate and gas with the liner system.

Bryan Pitterle, from Barr Engineering, said he is an environmental and engineering consultant with the City.

Subsurface Gas Migration – Background:

- Landfill Gas is produced as organic waste decomposes and releases methane and carbon dioxide
- Gas generation rates are somewhat unpredictable
- Subsurface gas migration occurs as pressure builds
- It is difficult to predict specific patterns of gas movement or the distance the gas will travel (MPCA gives the rule of thumb of up to 1,000 feet)
- Migration assessment is completed through perimeter gas probes monitoring for combustible gas content
- Minnesota Rule 7035.2815, Subpart 11
    - "The concentration of any explosive gas must not exceed its lower explosion limit at the property boundary or 25 percent of its lower explosion limit in and around facility structures or any other on-site monitoring point."

Pitterle said the life cycle of methane lasts anywhere from 10 to 80 years after the waste was placed depending on environmental factors and how quickly the landfill is closed.

Potential Impacts:

- Explosions
    - 5% Methane is Lower Explosive Limit
    - Concentrations buildup in basements or confined spaces
- Health Issues
    - Asphyxiation in confined spaces as LFGs displace oxygen (without proper gas detection equipment)
    - Health and Safety plan
- Odors
- Green House Gas (about 1% of Minnesota's GHGs)
- Vegetation Stress

PBL's Proposed Phase 7 Expansion:

- Likely no impact to subsurface gas migration
- Lined areas have a landfill gas collection system
- Unlined area will continue to have a gas collection system
- Benefit of additional landfill gas from additional waste that would be converted to pipeline-grade natural gas

Pitterle said when PBL started looking at the data from the probes, more than 50% of them had some type of exceedance and now only approximately 10% have detected an exceedance in the last six months. They have been making progress and most of the exceedances are in the northwest corner of the landfill.

The Crosby landfill to the north of PBL have five methane sampling locations with probes. They have had one exceedance which is similar to PBL. There is nothing separating the Pine Bend Landfill from the Crosby Landfill, so it is difficult to determine where gas is coming from in the area.

Council Member Gliva asked if the progress that has been happening is a function of time and the landfill gas migration will stop on its own.

Pitterle said overtime the gas could go away on its own, but it could be between 10 and 80 years before that happens. PBL has done quite a lot of work putting in vents to extract some of the gas.

Council Member T'Kach asked if there is any groundwater impacts or contamination and the plume.

Pitterle said there are quite a few monitoring locations for groundwater that have an exceedance, and he can provide more information at the meeting on January 6 and include a plume map.

Mayor Dietrich asked if Pitterle could attend the next meeting with more information and provide it to Council beforehand.

Pitterle said he would attend the January 6 meeting and provide more information to Council.

Council Member T'Kach asked if the chemicals detected by the groundwater monitoring were after the leachate collection system was in place.

Pitterle said there was a plume before any of the liner systems were installed. It is hard to determine how much of the plume where there before versus after and there was still gas coming from the unlined area. Some of the gas vent locations have a dual extraction and are pumping both leachate out to restrict additional contamination.

Council Member T'Kach asked if there would be any negative impacts to a torrential rainfall and if rain could get past any of the currently existing barriers or if that much rain would dilute the concentrations of the pollutants removed in the leachate collection system.

Pitterle said there would not be a concern of it damaging the liner itself but there could be areas where it could damage some of the cover. There is a contingency action plan to address those situations.

Janusz said this has been a partnership with the City to make sure they are doing the right thing and thanked Staff for working with them.

Mayor Dietrich said she has talked to some of the trash haulers and curb pick up has not diminished.

Motion to approve Resolution 2024-291 Tolling Deadline for compliance with conditional use permit condition related to compliance with Minnesota Rule 7035.2815, Subpart 11 for Pine Bend Landfill by Scales, second by T'Kach.

Ayes: 5
Nays: 0

F. Consideration of Special Assessment Resolution (includes CLOSED SESSION)

Motion to move into Closed Session by Gliva, second by Murphy.

Ayes: 5
Nays: 0

Motion to move into Open Session by Murphy, second by Gliva.

Ayes: 5
Nays: 0

Motion to approve Resolution 2024-292 Memorializing reduction and deferment of special assessment by the City of Inver Grove Heights for Property owned by Lars Runquist and Lori Ann Johnson, Titcomb Acres by Murphy, second by Gliva.

Ayes: 5
Nays: 0

8. PUBLIC COMMENT:

9. MAYOR AND COUNCIL COMMENTS:

Council Member Murphy said a small business owner contacted him and asked if Council would consider increasing the number of licenses permitted to a business to expand their premise and if the approvals could be done at the beginning of the year if the business is ready. It would be supportive of businesses.

Mayor Dietrich said it would be business friendly and asked if Staff would be able to look into it and provide Council with ideas.

Administrator Wilson said this is for expanding the premise for a holder of an on-sale liquor license. The rules in place are an ordinance and to change the rules they would need to adopt an amendment to the City code. Liquor licensing is regulated by the City and the State and Staff will need to review the requirements for both. Staff can research and provide options early in 2025.

Council Member T'Kach said she is not opposed to reviewing the information but asked if Council and Staff will have the time as they have a lot of priorities and items to get done.

Mayor Dietrich said this could fall under updating codes and making them relevant.

Council Member Murphy said he did not think it would be time consuming.

Administrator Wilson said Staff could provide an initial report with 8 to 10 hours of staff time total. Council could then decide if they want to continue.

Council Member Murphy thanked Staff for all that they were able to accomplish in 2024.

Mayor Murphy said she was happy with the progress they made this year and how it was highlighted during the State of the City event.

Council Member Scales said the Christmas tree lighting was a fun event and it grows every year.

Council Member Gliva said the Christmas tree lighting event was a nice way to move into 2025.

Council Member T'Kach thanked Staff for putting in all of the work that they have to accomplish as much as they were able to in 2024.

10. ADJOURN:

Motion to Adjourn at 8:43 p.m. by Scales, second by Gliva.

Ayes: 5
Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sara Lyons

Agenda Item 5.C.

Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of December 4 – 30, 2024

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of December 4 – 30, 2024. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	$1,247,190.63
Special Revenue	148,018.17
Debt Service	-
Capital Projects	1,822,748.75
Enterprise	436,082.87
Internal Service	308,510.82
Escrows	157,914.09
Total - All Funds	$4,120,465.33

FISCAL IMPACT

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

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution 01.06.2024
2. Disbursements Listing (12.04.2024 - 12.30.2024)

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF December 4, 2024 – December 30, 2024.

WHEREAS, a detailed listing of disbursements for the period of December 4, 2024 – December 30, 2024 was presented to council for approval.

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

Fund Type	Amount
General Fund	$1,247,190.63
Special Revenue	148,018.17
Debt Service	-
Capital Projects	1,822,748.75
Enterprise	436,082.87
Internal Service	308,510.82
Escrows	157,914.09
Total - All Funds	$4,120,465.33

Approved by the City of Inver Grove Heights, Minnesota this 6th day of January 2025.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 12/4/2024 - 12/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
BUREAU OF CRIMINAL APPRE…	34593C	12/05/2024	Interview & Interrogation Trai…	101.2000.000.5340	300.00
BUREAU OF CRIMINAL APPRE…	00000823767B	09/30/2024	BCA CJDN Access Fee	101.2000.000.5335	1,560.00
DAKOTA COUNTY TECHNICAL …	1256305	12/13/2024	Pursuit Refresher Arndt	101.2000.000.5340	900.00
A-7 AUSTIN, LTD	44959	12/13/2024	1099/W2 Forms & Envelopes	101.1800.000.5105	318.85
GAME TIME	PJI-0252326	10/24/2024	playground equipment parts	101.4200.000.5190	99.97
LOCAL GOVERNMENT INFOR…	91021	12/13/2024	S/A Software & Web Host	101.1800.000.5395	5,204.00
LOCAL GOVERNMENT INFOR…	91021	12/13/2024	LOGIS Quarterly Fees	101.2000.000.5395	7,466.00
LOCAL GOVERNMENT INFOR…	91021	12/13/2024	LOGIS Quarterly Fees	101.2200.000.5395	2,011.00
LOCAL GOVERNMENT INFOR…	91081	11/14/2024	Network Service Through 9.30…	101.2000.000.5395	507.50
DAKOTA CTY FINANCIAL SVCS	5502548	10/28/2024	3rd Quarter Electric Billing - 2…	101.3400.000.5355	1,413.25
INNOVATIVE OFFICE SOLUTIO…	IN4679292	12/13/2024	Calendars:Adam,Chelsea, Rac…	101.4300.459.5105	100.68
INNOVATIVE OFFICE SOLUTIO…	IN4679292	12/13/2024	Copy Paper for Parks and Rec	101.4300.459.5105	93.76
LANGUAGE LINE SERVICES	11434258	10/31/2024	Interpreter services 10.2024	101.2000.000.5310	423.76
BIG TOP RENTAL, INC.	80859	10/31/2024	Porta potties for city parks 10.…	101.4200.000.5430	2,294.75
EXPERT TREE SERVICE AND SC…	12168	11/11/2024	Tree Maintenance for Monopo…	101.3200.000.5415	10,500.00
UNIFIRST CORPORATION	1410100705	11/11/2024	Street Uniforms	101.3200.000.5175	50.77
UNIFIRST CORPORATION	1410100705	11/11/2024	Park Uniforms	101.4200.000.5175	21.37
HESSE, INC.	1715	11/12/2024	Deicing Liquid	101.3200.000.5125	3,472.00
EARL F ANDERSEN INC	0138135-IN	11/13/2024	Sign Supplies	101.3200.000.5125	5,185.90
MN GLOVE & SAFETY, INC.	348943	11/13/2024	Winter Clothing - Dohmen	101.3200.000.5175	249.94
MN GLOVE & SAFETY, INC.	348944	11/13/2024	Work Gloves	101.3200.000.5175	118.65
MN GLOVE & SAFETY, INC.	348955	11/13/2024	Work Gloves - Parker & Trog	101.3200.000.5175	22.40
DAKOTA AGGREGATES, LLC.	7642172	11/13/2024	Class 5 Gravel	101.3200.000.5125	127.05
ESS BROTHERS & SONS INC	EE10071	11/13/2024	Manhole protection rings	101.3200.000.5125	2,784.00
NEOGOV	INV-45387B	12/13/2024	Neogov - OnBoard and Perfo…	101.0000.000.1400	28,237.80
NEWMAN SIGNS INC	TRFINV057651	11/13/2024	Road Sign Supplies	101.3200.000.5125	2,757.20
LOCAL GOVERNMENT INFOR…	98018	12/13/2024	4 tokens: Banitt,Simpson,Mar…	101.2000.000.5395	60.00
NEWMAN SIGNS INC	TRFINV057670	11/14/2024	Road Sign Supplies	101.3200.000.5125	2,764.64
BKV GROUP, INC.	64845	11/15/2024	Location analysis for station 3	101.2200.000.5310	1,999.85
PRECISE MRM	IN200-2001504	11/15/2024	GPS Data	101.3200.000.5310	110.00
NEWMAN SIGNS INC	TRFINV057703	11/15/2024	Road Sign Supplies	101.3200.000.5125	2,209.06
EXPERT TREE SERVICE AND SC…	12217	12/13/2024	Remove 2 Dead Ash Trees-79…	101.5000.000.5310	3,200.00
UNIFIRST CORPORATION	1410102681	11/18/2024	Street Uniforms	101.3200.000.5175	50.77
UNIFIRST CORPORATION	1410102681	11/18/2024	Park Uniforms	101.4200.000.5175	21.37
M & J SERVICES, LLC	3031	11/18/2024	Contract Street Sweeping Serv…	101.3200.000.5415	4,592.50
STERICYCLE INC	8008987926	12/13/2024	Shred-it Service 10.2024 pickup	101.2000.000.5310	359.43
CENTURY LINK	11/19/2024	11/19/2024	Station 1 phone line 11.2024	101.2200.000.5320	59.73
BITUMINOUS ROADWAYS, INC.	34395	11/19/2024	Safety Grit Sand	101.3200.000.5125	138.50
NORTHERN SAFETY TECHNOL…	58544	12/13/2024	Squad Siren speaker replacem…	101.2000.000.5410	104.00
MUNICIPAL EMERGENCY SERV…	IN2155121	11/19/2024	Uniform pants	101.2200.000.5175	160.52
NEWMAN SIGNS INC	TRFINV057730	11/19/2024	Road Sign Supplies	101.3200.000.5125	2,184.94
BERTELSON BROTHERS	WO-1322775-1	12/13/2024	2025 planner Katrina	101.2000.000.5105	29.15
BERTELSON BROTHERS	WO-1322775-2	12/13/2024	2025 calendars - sgts and reco…	101.2000.000.5105	80.04
MN FIRE SERVICE CERT BOARD	13305	11/20/2024	FAO test for multiple firefighte…	101.2200.000.5340	951.00
KENNEDY & GRAVEN	185328	12/13/2024	General City Business Legal ch…	101.1000.000.5305	570.00
CITY OF SAINT PAUL	IN60792	11/20/2024	Asphalt	101.3200.000.5125	3,150.40
NEWMAN SIGNS INC	TRFINV057788	11/20/2024	Road Sign Supplies	101.3200.000.5125	141.74
BJORKLUND COMPENSATION …	00004681	11/21/2024	Job evaluation - Sr. Planner	101.1120.000.5330	150.00
FIRST IMPRESSION GROUP	163150	11/21/2024	Bridge Builder sheets & envel…	101.1000.000.5333	260.00
FIRST IMPRESSION GROUP	163574	11/21/2024	9 foam core signs for state of …	101.1300.000.5333	342.00
KENNEDY & GRAVEN	184963	11/21/2024	General City Business Legal Ch…	101.1000.000.5305	11,140.59
KENNEDY & GRAVEN	184967	12/20/2024	7332 Agate Trl Encroachment…	101.1000.000.5305	150.00
KENNEDY & GRAVEN	184967	12/20/2024	1845 77th St. CPA	101.5100.000.5305	102.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KENNEDY & GRAVEN	184967	12/20/2024	Dawnway Demolition Landfill	101.5100.000.5305	102.00
DANNER LANDSCAPING	19712	11/21/2024	compost	101.4200.000.5135	7,176.00
NEWMAN SIGNS INC	TRFINV057844	11/21/2024	Road Sign Supplies	101.3200.000.5125	2,108.44
SANTA ROB	11/22/2024	11/22/2024	Santa services for breakfast wi…	101.4300.453.5310	300.00
AMAZING BALLOONS MN LLC	11/22/2024	11/22/2024	Breakfast with santa- balloon …	101.4300.453.5310	375.00
BENJAMIN GERALD BIGELOW	11/22/2024	11/22/2024	Photo booth services for break…	101.4300.453.5310	425.00
FIRST IMPRESSION GROUP	163332	12/13/2024	branded notepads for SOTC-o…	101.1000.000.5190	480.00
INNOVATIVE OFFICE SOLUTIO…	IN4701394	11/22/2024	Batteries, Calendars, Diaries, …	101.2200.000.5105	328.11
METRO JANITORIAL SUPPLY I…	11016045	11/23/2024	Foam control for salt brine	101.3200.000.5125	316.87
PUBLIC SAFETY EQUIPMENT, L…	10544	12/13/2024	J.Nelson Vest & accessories	101.2000.000.5175	1,636.66
METRO JANITORIAL SUPPLY I…	11016047	11/25/2024	paper towels & TP for shelters	101.4200.000.5125	1,120.21
MINNESOTA SECURITY CONS…	1247	12/13/2024	2024 BWC body cam Audit	101.2000.000.5310	1,600.00
UNIFIRST CORPORATION	1410104187	11/25/2024	Street Uniforms	101.3200.000.5175	50.77
UNIFIRST CORPORATION	1410104187	11/25/2024	Park Uniforms	101.4200.000.5175	21.37
M & J SERVICES, LLC	3037	11/25/2024	Contract Street Sweeping	101.3200.000.5415	2,530.00
DAKOTA UNLIMITED INC	414993	11/25/2024	parking lot signs	101.4200.000.5190	870.42
BERTELSON BROTHERS	CP-WO-1322775-2-1	12/13/2024	Return desk calendar - Jess	101.2000.000.5105	-16.65
STREICHER'S	I1731190	12/13/2024	Ammo .223 cal & 3 holsters	101.2000.000.5179	1,448.01
IGH PARTNERS, LLC	11/26/2024	11/26/2024	Refund permit #PRBD202300…	101.0000.000.2205	130.22
FIRST IMPRESSION GROUP	163196	12/13/2024	Postage-winter/spring 2024-2…	101.4300.459.5325	126.00
FIRST IMPRESSION GROUP	163196	12/13/2024	2024-25 winter/spring P&R br…	101.4300.459.5333	5,932.00
FIRST IMPRESSION GROUP	163279	11/26/2024	Business cards - Adam	101.4200.000.5105	37.50
FIRST IMPRESSION GROUP	163279	11/26/2024	Business cards - Adam	101.4300.459.5105	7.50
FIRST IMPRESSION GROUP	163713	11/26/2024	Business Cards- Council Mem…	101.1000.000.5105	70.00
EMERGENCY AUTOMOTIVE TE…	MP112524-51	11/26/2024	Misc. parts for squad car 6 re…	101.2200.000.5410	1,723.13
INTERNATIONAL ASSOCIATION…	000288748	11/27/2024	Membership dues - Thill	101.2200.000.5335	340.00
INTERNATIONAL ASSOCIATION…	000288750	11/27/2024	Membership dues - Rosendale	101.2200.000.5335	275.83
INTERNATIONAL ASSOCIATION…	000288751	11/27/2024	Membership dues - Oswald	101.2200.000.5335	275.83
VMC, LLC.	1455	11/27/2024	Monopole Study - Invoice #1	101.3100.000.5310	4,120.00
FIRST IMPRESSION GROUP	163187	12/13/2024	branded pens for use at SOTC…	101.1000.000.5190	311.97
MN GLOVE & SAFETY, INC.	349355	12/13/2024	cold weather gear - Joe S	101.4200.000.5175	299.87
MN GLOVE & SAFETY, INC.	349356	12/13/2024	cold weather gear - Tony B	101.4200.000.5175	224.95
MN GLOVE & SAFETY, INC.	349357	12/13/2024	cold weather gear - Luther D	101.4200.000.5175	297.95
EMERGENCY AUTOMOTIVE TE…	MP11252451A	11/27/2024	Control buttons & microphone…	101.2200.000.5410	268.54
OCCUPATIONAL HEALTH CEN…	665202133	12/20/2024	Pre-employment physical	101.1120.000.5310	210.00
MINNEAPOLIS OXYGEN CO.	0000135869	12/30/2024	Oxygen cylinder rental	101.2200.000.5310	226.79
CAMPBELL KNUTSON, P.A.	11/30/2024	12/13/2024	Prosecution Services 11.2024	101.2000.000.5306	16,420.58
KENISON, TERRI	11/30/2024	12/30/2024	Stations 1,2 & 3 Cleaning 11.2…	101.2200.000.5310	1,600.00
BURNSVILLE ATHLETIC CLUB	11/30/2024b	12/13/2024	South Metro SB softballs	101.4300.454.5190	136.99
BURNSVILLE ATHLETIC CLUB	11/30/2024b	12/13/2024	South Metro SB Umpire paym…	101.4300.454.5190	315.00
ST. PAUL PIONEER PRESS	1124572521	12/13/2024	NoPH: Liquor/Tobacco Rene…	101.1140.000.5330	16.64
ST. PAUL PIONEER PRESS	1124572521	12/13/2024	NoPH: BFI Waste 24-21NCUC	101.5100.000.5330	42.64
LANGUAGE LINE SERVICES	11463345	12/20/2024	Interpretation services 11.2024	101.2000.000.5310	1,321.62
CULLIGAN	157984591006X113024	12/13/2024	bottled water svc Station 1	101.2200.000.5190	83.48
CULLIGAN	157984591188X113024	12/13/2024	bottled water svc Station 3	101.2200.000.5190	87.40
CULLIGAN	157985524824X113024	12/13/2024	Rich Valley water equip rental	101.4200.000.5430	11.30
CULLIGAN	157986034674X113024	12/13/2024	bottled water svc Station 1	101.2200.000.5190	116.64
MARTIN-MCALLISTER	16539	12/13/2024	Pre-employment Psych eval - F…	101.2200.000.5312	625.00
SOLBERG AGGREGATE CO	30160	12/13/2024	Class 5 gravel	101.3200.000.5125	531.21
VERIFIED HOLDINGS, LLC	358625	11/30/2024	Pre-employment background …	101.1120.000.5310	1,046.00
CINTAS CORPORATION	9298508488	11/30/2024	Rich Valley AED agreement 11…	101.4200.000.5310	134.42
GEOTAB USA, INC.	IN410103	12/13/2024	ProPlus Software 11.2024	101.2000.000.5395	283.43
SAFE-FAST, INC.	INV300654	12/13/2024	Safety Vests	101.3200.000.5175	283.70
MN DEPT OF LABOR & INDUS…	12/4/2024	12/04/2024	Surcharge 11.2024	101.0000.000.2207	1,960.86
MN DEPT OF LABOR & INDUS…	12/4/2024	12/04/2024	Surcharge 11.2024 - Less: Can…	101.0000.000.2207	-22.25
MN DEPT OF LABOR & INDUS…	12/4/2024	12/04/2024	Surcharge 11.2024 - Less: Am…	101.0000.000.4300	-39.22
HERITAGE LANDSCAPE SUPPLY…	0018218052-002	12/05/2024	fertilizers	101.4200.000.5135	9,502.06
HERITAGE LANDSCAPE SUPPLY…	0018218052-003	12/05/2024	fertilizers	101.4200.000.5135	4,651.20
HERITAGE LANDSCAPE SUPPLY…	0018218124-001	12/05/2024	fertilizers	101.4200.000.5135	1,800.46
BAUER SERVICES OF WELCH L…	10072024-6213	12/05/2024	Street Repair	101.3200.000.5415	8,950.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
METRO JANITORIAL SUPPLY I...	11016041	12/05/2024	soap for dispensers	101.4200.000.5125	218.49
METRO JANITORIAL SUPPLY I...	11016041	12/05/2024	Soap dispensers for park shelt...	101.4200.000.5190	408.00
MN LIFE INSURANCE CO	11562951-01	12/05/2024	12.2024 Premium	101.0000.000.2022	4,036.25
MN LIFE INSURANCE CO	11562951-01	12/05/2024	9.2024-11.2024 Retro Premi...	101.0000.000.2022	-112.76
BLACKTOP PROS, LLC	23-1471	12/05/2024	Asphalt Repair	101.3200.000.5415	6,800.00
USTA NORTHERN	24531	12/05/2024	Adult Tennis Lessons & Adult...	101.4300.455.5310	997.50
MN GLOVE & SAFETY, INC.	348849	12/05/2024	Winter/Work Gloves	101.3200.000.5175	135.89
DAKOTA CTY FINANCIAL SVCS	5502611	12/05/2024	Dakota Co MHZ Subscriber Fee...	101.2000.000.5310	1,959.72
DAKOTA CTY FINANCIAL SVCS	5502611	12/05/2024	Dakota Co MHZ Subscriber Fee...	101.2200.000.5310	1,819.74
DAKOTA CTY FINANCIAL SVCS	5502611	12/05/2024	Dakota Co MHZ Subscriber Fee...	101.3200.000.5310	46.66
MN SPORTS FEDERATION	7/30/2024	12/05/2024	Softballs for adult softball lea...	101.4300.455.5190	347.94
MN SPORTS FEDERATION	7/30/2024	12/05/2024	Adult softball league umpire p...	101.4300.455.5310	204.00
MN SPORTS FEDERATION	7/30/2024	12/05/2024	Adult softball team membersh...	101.4300.455.5335	105.00
VICKI P KUEPPERS	8/2/2024	12/05/2024	Singer for Tree Lighting Event	101.4300.453.5310	125.00
GRAINGER	9306730871	12/05/2024	Harnesses & Lanyards	101.3200.000.5160	573.94
CDW GOVERNMENT INC	AB46Q9G	12/05/2024	Apple Pencil Pro	101.2200.000.5190	256.48
MUNICIPAL EMERGENCY SERV...	IN2100703	12/05/2024	Uniform pants and shirts	101.2200.000.5175	530.53
CITY OF SAINT PAUL	IN60520	12/05/2024	Asphalt	101.3200.000.5125	1,555.58
MN DEPT OF REVENUE	November 2024	12/09/2024	Taxes	101.0000.000.2205	543.51
MN DEPT OF REVENUE	November 2024 CR	12/09/2024	Taxes	101.0000.000.2205	0.71
PERFORMANCE PLUS LLC	11062114	12/10/2024	yearly physicals for FF's	101.2200.000.5310	5,079.00
JASON THOMAS CARDINAL	12/10/2024	12/20/2024	Officer background Keeton	101.2000.000.5310	1,072.50
KENNEDY & GRAVEN	185330	12/13/2024	General City Business Legal ch...	101.1000.000.5305	10,772.50
MN GLOVE & SAFETY, INC.	349732	12/20/2024	winter gear - Joe R	101.4200.000.5175	58.54
SHORT ELLIOTT HENDRICKSON...	478972	12/20/2024	2024 Bridge Inspections	101.3100.000.5310	1,161.03
GERTENS	541290/1	12/13/2024	tree protection supplies	101.3200.000.5125	9.80
INVER GROVE HEIGHTS ANIM...	923108	12/20/2024	Chase Vet Services 12/4/24	101.2000.000.5180	361.50
INNOVATIVE OFFICE SOLUTIO...	IN4714048	12/20/2024	notepads, calendars, glue	101.4200.000.5105	109.38
CITY OF SAINT PAUL	IN61040	12/20/2024	Patching material	101.3200.000.5125	551.32
PIONEER ATHLETICS	INV-231426	12/13/2024	pads for light poles at South V...	101.4200.000.5400	749.00
ST PAUL STAMP WORKS INC	IV00567422	12/20/2024	Sydney Brewer notary stamp	101.2000.000.5190	24.05
EMERGENCY AUTOMOTIVE TE...	MP11252451B	12/10/2024	Squad car repair parts	101.2200.000.5410	709.92
EMERGENCY AUTOMOTIVE TE...	MP11252451C	12/10/2024	Squad car repair parts	101.2200.000.5410	1,231.92
EMERGENCY AUTOMOTIVE TE...	MP11252451D	12/10/2024	Squad car repair parts	101.2200.000.5410	2,252.14
DAKOTA FENCE OF MN, INC.	160713	12/20/2024	Rich Valley gate repair	101.4200.000.5400	1,525.00
CITY OF WEST ST. PAUL	2024-00000155	12/20/2024	Adaptive Bowling League fees.	101.4300.453.5310	13.49
INVER GROVE HEIGHTS ANIM...	923330	12/20/2024	Chase Vet Shampoo and Solut...	101.2000.000.5180	65.29
INNOVATIVE OFFICE SOLUTIO...	IN4715409	12/13/2024	3/4 plastic bindings	101.1800.000.5105	25.92
EMERGENCY AUTOMOTIVE TE...	MP11252451E-B	12/11/2024	Squad car repair parts	101.2200.000.5410	1,998.57
MACQUEEN EMERGENCY GR...	P40296	12/11/2024	parts to repair SCBAs	101.2200.000.5405	730.29
BJORKLUND COMPENSATION ...	00004684	12/13/2024	Job evaluations for VMCC	101.1120.000.5310	450.00
REBECCA SLATER	001034	12/13/2024	photog plus usage rights - SO...	101.1300.000.5310	675.00
GALLS LLC	029547330	12/13/2024	Socks Decker Uniform Allowa...	101.2000.000.5175	22.00
GALLS LLC	029560048	12/13/2024	Flashlight Decker Uniform All...	101.2000.000.5175	160.00
HOLIDAY COMPANIES	080901122400	12/13/2024	Squad car washes 11.2024	101.2000.000.5410	110.00
DICK'S SANITATION SERVICE, I...	11264187T460	12/13/2024	2024 Pumpkin Collection Event	101.5000.420.5389	625.00
PRO-TEC DESIGN INC.	117127	12/20/2024	repairs to South Valley door	101.4200.000.5400	609.61
PRO-TEC DESIGN INC.	117176	12/20/2024	repairs to Skyview utility door	101.4200.000.5400	61.00
LOUIS M RUTTEN	12/2/2024	12/13/2024	Music performance - SOTC 20...	101.1000.000.5310	100.00
ROBERTA STERNY	12/6/2024	12/13/2024	class cancelled by guest	101.4300.000.4360	10.00
EXPERT TREE SERVICE AND SC...	12231	12/13/2024	EAB removals-Salem Hills Pk	101.4200.000.5425	15,000.00
ANCOM COMMUNICATIONS, ...	125225	12/13/2024	replaced mini call sign in FS2 ...	101.2200.000.5405	275.00
UNIFIRST CORPORATION	1410105815	12/13/2024	Street Uniforms	101.3200.000.5175	50.77
UNIFIRST CORPORATION	1410105815	12/13/2024	Park Uniforms	101.4200.000.5175	21.37
UNIFIRST CORPORATION	1410107276	12/13/2024	Street Uniforms	101.3200.000.5175	50.77
UNIFIRST CORPORATION	1410107276	12/13/2024	Park Uniforms	101.4200.000.5175	21.37
EYEMED	166578428	12/13/2024	12.2024 Premium	101.0000.000.2018	260.01
EYEMED	166578430	12/13/2024	9.2024-11.2024 Retro Premi...	101.0000.000.2019	13.95
EYEMED	166578430	12/13/2024	12.2024 Premium - Cobra	101.0000.000.2019	4.65
COLLINS ELECTRICAL CONST.	244517.01	12/20/2024	Signal light Repair	101.3200.000.5415	581.53

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLLINS ELECTRICAL CONST.	244525.01	12/20/2024	Signal light Repair	101.3200.000.5415	844.39
COLLINS ELECTRICAL CONST.	244526.01	12/20/2024	Street Light Repair	101.3400.000.5405	746.20
M & J SERVICES, LLC	3039	12/13/2024	Fall 2024 Contract Street Swe…	101.3200.000.5415	2,640.00
M & J SERVICES, LLC	3040	12/13/2024	Concrete sidewalk repair	101.3200.000.5415	4,800.00
BRIAN'S LAWN AND LANDSCA…	3193696	12/13/2024	rocks for wall at Overlook Rid…	101.4200.000.5190	10,650.00
ASPEN MILLS	344204	12/13/2024	Kevlar vest -Marquette - for re…	101.2000.000.5175	44.95
MN GLOVE & SAFETY, INC.	349537	12/13/2024	cold weather gear - Kyle R	101.4200.000.5175	299.97
MN GLOVE & SAFETY, INC.	349563	12/13/2024	cold weather gear - Joe H	101.4200.000.5175	294.96
MN GLOVE & SAFETY, INC.	349822	12/20/2024	cold weather gear - Jake K	101.4200.000.5175	99.98
BUREAU OF CRIMINAL APPRE…	38118	12/13/2024	DMT Cert Training - T Nelson	101.2000.000.5340	75.00
HANSON SPORTS LLC	57765	12/13/2024	Contracted summer sports ca…	101.4300.452.5310	1,022.85
CENTRAL TURF & IRRIGATION …	65001862-00	12/20/2024	parts for irrigation repairs in p…	101.4200.000.5400	4,450.82
PLUNKETT'S PEST CONTROL	8741810	12/13/2024	pest control for Fire Stations	101.2200.000.5310	365.38
GRAINGER	9344129052	12/20/2024	Sign maintenance supplies	101.3200.000.5125	60.64
INNOVATIVE OFFICE SOLUTIO…	IN4717070	12/20/2024	2025 desk calendar	101.2000.000.5190	9.97
SIGNWAREHOUSE, INC.	INV/2024/53281	12/13/2024	Road sign supplies	101.3200.000.5125	947.17
SIGNWAREHOUSE, INC.	INV/2024/53288	12/13/2024	Road Sign supplies	101.3200.000.5125	40.46
ST PAUL STAMP WORKS INC	IV00567547	12/12/2024	badges for FM	101.2200.000.5175	367.25
MACQUEEN EMERGENCY GR…	P39982	12/13/2024	parts for scuba masks repairs	101.2200.000.5405	67.29
AMAZING ATHLETES	1160112	12/20/2024	preschool sports fall classes	101.4300.454.5310	1,260.00
EXPERT TREE SERVICE AND SC…	12270	12/20/2024	tree removal in Salem Hills Pa…	101.4200.000.5425	7,500.00
EXPERT TREE SERVICE AND SC…	12271	12/20/2024	pruning work in Groveland Pa…	101.4200.000.5310	1,500.00
EXPERT TREE SERVICE AND SC…	12271	12/20/2024	removed trees from Grovelan…	101.4200.000.5425	10,000.00
EXPERT TREE SERVICE AND SC…	12272	12/20/2024	EAB removal in Groveland Park	101.4200.000.5425	540.50
EXPERT TREE SERVICE AND SC…	12272	12/20/2024	Code Compliance removal 32…	101.5000.000.5310	2,800.00
PRECISE MRM	IN200-2002344	12/20/2024	GPS Services	101.3200.000.5310	110.00
INNOVATIVE OFFICE SOLUTIO…	IN4718097	12/20/2024	2025 Office Supplies - binders,…	101.1140.000.5105	66.69
INNOVATIVE OFFICE SOLUTIO…	IN4718099	12/13/2024	office supplies/paper products	101.2200.000.5105	126.78
ICMA RETIREMENT TRUST - 4…	INV0207649	12/13/2024	457 -AGE <49	101.0000.000.2038	4,746.38
ICMA RETIREMENT TRUST - 4…	INV0207650	12/13/2024	457 -AGE <49 %	101.0000.000.2038	10,137.50
ICMA RETIREMENT TRUST - 4…	INV0207651	12/13/2024	457 -AGE 50+	101.0000.000.2038	1,150.29
ICMA RETIREMENT TRUST - 4…	INV0207652	12/13/2024	457 PLAN -AGE 50+ %	101.0000.000.2038	1,051.08
ICMA RETIREMENT TRUST - 4…	INV0207653	12/13/2024	457 - ROTH AGE <50	101.0000.000.2038	1,031.00
ICMA RETIREMENT TRUST - 4…	INV0207654	12/13/2024	457 - ROTH AGE <50 %	101.0000.000.2038	1,827.86
ICMA RETIREMENT TRUST - 4…	INV0207655	12/13/2024	457 - ROTH AGE 50+	101.0000.000.2038	20.00
AFSCME COUNCIL 5	INV0207656	12/13/2024	UNION DUES (AFSCME FULL S…	101.0000.000.2041	884.70
AFSCME COUNCIL 5	INV0207657	12/13/2024	UNION DUES (AFSCME FULL S…	101.0000.000.2041	44.24
MINNESOTA DEPARTMENT OF…	INV0207658	12/13/2024	CASE #001570640001	101.0000.000.2220	342.87
TEXAS STATE DISBURSEMENT…	INV0207659	12/13/2024	CASE #0012022247	101.0000.000.2220	230.77
MINNESOTA DEPARTMENT OF…	INV0207660	12/13/2024	CASE #001490481201	101.0000.000.2220	357.72
MINNESOTA DEPARTMENT OF…	INV0207661	12/13/2024	CASE #001563363401	101.0000.000.2220	426.85
WI SCTF (WI SUPPORT COLLEC…	INV0207662	12/13/2024	PARTICIPANT ID#0004986316	101.0000.000.2220	433.06
LELS	INV0207663	12/13/2024	UNION DUES (LELS LIEUTENA…	101.0000.000.2041	282.00
MEDSURETY ACH ONLY	INV0207664	12/13/2024	HSA ELECTION-FAMILY	101.0000.000.2031	3,899.12
MEDSURETY ACH ONLY	INV0207665	12/13/2024	HSA ELECTION-SINGLE	101.0000.000.2031	6,892.14
IGH PROFESSIONAL FIREFIGHT…	INV0207666	12/13/2024	UNION DUES (IAFF)	101.0000.000.2041	504.01
INTERNATIONAL UNION OF O…	INV0207667	12/13/2024	UNION DUES IUOE-49 REGUL…	101.0000.000.2041	245.00
INTERNATIONAL UNION OF O…	INV0207668	12/13/2024	UNION DUES IUOE-49 WORKI…	101.0000.000.2041	121.31
IUOE	INV0207669	12/13/2024	UNION DUES IUOE-70	101.0000.000.2041	1,839.00
LELS LOCAL #84	INV0207670	12/13/2024	UNION DUES (LELS)	101.0000.000.2041	2,397.00
MN STATE RETIREMENT SYST…	INV0207671	12/13/2024	MINNESOTA DEFERRED COM…	101.0000.000.2038	1,235.00
MN STATE RETIREMENT SYST…	INV0207672	12/13/2024	MINNESOTA DEFERRED COM…	101.0000.000.2038	868.33
MN STATE RETIREMENT SYST…	INV0207673	12/13/2024	457 ROTH IRA (AGE 49 & UND…	101.0000.000.2038	1,420.00
ING DIRECT	INV0207674	12/13/2024	MSRS-HCSP	101.0000.000.2035	21,241.99
PERA	INV0207675	12/13/2024	PERA COORDINATED PLAN	101.0000.000.2225	51,530.16
PERA	INV0207676	12/13/2024	EMPLOYER SHARE (EXTRA PE…	101.0000.000.2225	3,963.88
PERA	INV0207677	12/13/2024	PERA DEFINED PLAN	101.0000.000.2225	15.77
PERA	INV0207678	12/13/2024	EMPLOYER SHARE (PERA DEFI…	101.0000.000.2225	15.77
PERA	INV0207679	12/13/2024	PERA POLICE & FIRE PLAN	101.0000.000.2225	36,625.81
PERA	INV0207680	12/13/2024	EMPLOYER SHARE (POLICE & F…	101.0000.000.2225	54,938.68

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ICMA RETIREMENT TRUST - 4...	INV0207681	12/13/2024	ROTH IRA (AGE 49 & UNDER)	101.0000.000.2039	4,226.57
ICMA RETIREMENT TRUST - 4...	INV0207682	12/13/2024	ROTH-AGE <49 %	101.0000.000.2039	109.40
ICMA RETIREMENT TRUST - 4...	INV0207683	12/13/2024	ROTH IRA (AGE 50 & OVER)	101.0000.000.2039	588.46
LELS	INV0207684	12/13/2024	UNION DUES (LELS SGT)	101.0000.000.2041	493.50
EFTPS	INV0207685	12/13/2024	FEDERAL WITHHOLDING	101.0000.000.2213	83,587.85
MN DEPT OF REVENUE (PAYR...	INV0207686	12/13/2024	STATE WITHHOLDING	101.0000.000.2215	35,126.24
EFTPS	INV0207687	12/13/2024	MEDICARE WITHHOLDING	101.0000.000.2211	21,663.61
EFTPS	INV0207688	12/13/2024	SOCIAL SECURITY WITHHOLDI...	101.0000.000.2210	52,473.06
FRATTALONE COMPANIES INC	2412007	12/14/2024	Concrete Removal at Grovela...	101.4200.000.5400	296.00
AMERICAN LEGAL PUBLISHING...	38447	12/13/2024	2025 Web Hosting Fee	101.0000.000.1400	500.00
ZEN ENDEAVORS, INC.	61540v1	12/14/2024	Craft Services for Breakfast wi...	101.4300.453.5310	450.00
ART BY CCELL LLC	97821	12/14/2024	Cookies & Canvas fees for can...	101.4300.453.5190	1,215.00
UNIFIRST CORPORATION	1410108754	12/20/2024	Street Uniforms	101.3200.000.5175	50.77
UNIFIRST CORPORATION	1410108754	12/20/2024	Park Uniforms	101.4200.000.5175	21.37
HESSE, INC.	1802	12/20/2024	deicing liquid	101.3200.000.5125	4,464.00
TOTAL CONSTRUCTION & EQU...	41443	12/20/2024	repairs to lights at Groveland ...	101.4200.000.5400	422.63
TOTAL CONSTRUCTION & EQU...	41447	12/20/2024	replace bad circuit brkr at Oa...	101.4200.000.5400	301.41
BOUND TREE MEDICAL LLC	85593971	12/16/2024	medical supplies for trucks	101.2200.000.5190	446.75
INNOVATIVE OFFICE SOLUTIO...	IN4719117	12/20/2024	2025 Planner	101.2000.000.5190	23.52
DANNER LANDSCAPING	19733	12/20/2024	conveyor belt	101.4200.000.5190	400.00
A-7 AUSTIN, LTD	45310	12/20/2024	ACA Healthcare forms	101.1800.000.5105	61.06
INNOVATIVE OFFICE SOLUTIO...	IN4721857	12/18/2024	Envelopes	101.1140.000.5105	29.51
INNOVATIVE OFFICE SOLUTIO...	CIN126416	12/19/2024	New Desk Chair	101.1140.000.5105	619.76
INNOVATIVE OFFICE SOLUTIO...	IN4723308	12/20/2024	new desk mouse	101.4200.000.5125	38.79
DAKOTA CTY DISTRICT COURT	12/6/2024	12/20/2024	Bail money Quinones - Dakota...	101.0000.000.2208	300.00
ECKBERG LAMMERS, P.C.	12/9/2024	12/20/2024	Gun Permit Training - Records	101.2000.000.5340	500.00
ULINE	186355220	12/20/2024	Evidence supplies - Manilla en...	101.2000.000.5105	169.54
CIVICPLUS	312858	12/20/2024	Virtual webmaster; qtrly billing...	101.1300.000.5310	3,896.22
V&V Manufacturing, Inc.	59370	12/20/2024	Hat badges	101.2000.000.5175	232.50
INTOXIMETERS	775084	12/20/2024	PBT straws (400)	101.2000.000.5190	92.00
ENTERPRISE FM TRUST	FBN414118	12/20/2024	12.2024 Fleet lease payment	101.2000.000.5430	16,961.13
INNOVATIVE OFFICE SOLUTIO...	IN4711580	12/20/2024	2025 Planner	101.5000.000.5105	26.30
ING DIRECT	INV0208267	12/20/2024	MSRS-HCSP	101.0000.000.2035	95,935.94
EFTPS	INV0208268	12/20/2024	FEDERAL WITHHOLDING	101.0000.000.2213	1,729.54
MN DEPT OF REVENUE (PAYR...	INV0208269	12/20/2024	STATE WITHHOLDING	101.0000.000.2215	593.55
EFTPS	INV0208270	12/20/2024	MEDICARE WITHHOLDING	101.0000.000.2211	385.14
UNIFIRST CORPORATION	1410110558	12/23/2024	Uniforms-Streets	101.3200.000.5175	50.72
UNIFIRST CORPORATION	1410110558	12/23/2024	Uniforms-Parks	101.4200.000.5175	21.37
ICMA RETIREMENT TRUST - 4...	INV0208580	12/27/2024	457 -AGE <49	101.0000.000.2038	4,711.38
ICMA RETIREMENT TRUST - 4...	INV0208581	12/27/2024	457 -AGE <49 %	101.0000.000.2038	10,242.54
ICMA RETIREMENT TRUST - 4...	INV0208582	12/27/2024	457 -AGE 50+	101.0000.000.2038	1,150.29
ICMA RETIREMENT TRUST - 4...	INV0208583	12/27/2024	457 PLAN -AGE 50+ %	101.0000.000.2038	1,051.08
ICMA RETIREMENT TRUST - 4...	INV0208584	12/27/2024	457 - ROTH AGE <50	101.0000.000.2038	1,031.00
ICMA RETIREMENT TRUST - 4...	INV0208585	12/27/2024	457 - ROTH AGE <50 %	101.0000.000.2038	1,602.14
ICMA RETIREMENT TRUST - 4...	INV0208586	12/27/2024	457 - ROTH AGE 50+	101.0000.000.2038	20.00
AFSCME COUNCIL 5	INV0208587	12/27/2024	UNION DUES (AFSCME FULL S...	101.0000.000.2041	796.23
AFSCME COUNCIL 5	INV0208588	12/27/2024	UNION DUES (AFSCME FULL S...	101.0000.000.2041	44.24
MINNESOTA DEPARTMENT OF...	INV0208589	12/27/2024	CASE #001570640001	101.0000.000.2220	342.87
TEXAS STATE DISBURSEMENT...	INV0208590	12/27/2024	CASE #0012022247	101.0000.000.2220	230.77
MINNESOTA DEPARTMENT OF...	INV0208591	12/27/2024	CASE #001490481201	101.0000.000.2220	357.72
MINNESOTA DEPARTMENT OF...	INV0208592	12/27/2024	CASE #001563363401	101.0000.000.2220	426.85
WI SCTF (WI SUPPORT COLLEC...	INV0208593	12/27/2024	PARTICIPANT ID#0004986316	101.0000.000.2220	433.06
IGH FIRE RELIEF ASSN	INV0208594	12/27/2024	MEMBERSHIP DUES - FIRE REL...	101.0000.000.2041	425.00
IGH FIRE RELIEF ASSN	INV0208595	12/27/2024	MEMBERSHIP DUES - FIRE REL...	101.0000.000.2041	309.00
MEDSURETY ACH ONLY	INV0208596	12/27/2024	HSA ELECTION-FAMILY	101.0000.000.2031	3,899.12
MEDSURETY ACH ONLY	INV0208597	12/27/2024	HSA ELECTION-SINGLE	101.0000.000.2031	6,766.96
IGH PROFESSIONAL FIREFIGHT...	INV0208598	12/27/2024	UNION DUES (IAFF)	101.0000.000.2041	504.01
MN STATE RETIREMENT SYST...	INV0208599	12/27/2024	MINNESOTA DEFERRED COM...	101.0000.000.2038	1,235.00
MN STATE RETIREMENT SYST...	INV0208600	12/27/2024	MINNESOTA DEFERRED COM...	101.0000.000.2038	868.33
MN STATE RETIREMENT SYST...	INV0208601	12/27/2024	457 ROTH IRA (AGE 49 & UND...	101.0000.000.2038	1,420.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PERA	INV0208602	12/27/2024	PERA COORDINATED PLAN	101.0000.000.2225	52,199.60
PERA	INV0208603	12/27/2024	EMPLOYER SHARE (EXTRA PE…	101.0000.000.2225	4,015.27
PERA	INV0208604	12/27/2024	PERA DEFINED PLAN	101.0000.000.2225	15.77
PERA	INV0208605	12/27/2024	EMPLOYER SHARE (PERA DEFI…	101.0000.000.2225	15.77
PERA	INV0208606	12/27/2024	PERA POLICE & FIRE PLAN	101.0000.000.2225	34,082.35
PERA	INV0208607	12/27/2024	EMPLOYER SHARE (POLICE & F…	101.0000.000.2225	51,123.43
ICMA RETIREMENT TRUST - 4…	INV0208608	12/27/2024	ROTH IRA (AGE 49 & UNDER)	101.0000.000.2039	4,026.56
ICMA RETIREMENT TRUST - 4…	INV0208609	12/27/2024	ROTH-AGE <49 %	101.0000.000.2039	101.29
ICMA RETIREMENT TRUST - 4…	INV0208610	12/27/2024	ROTH IRA (AGE 50 & OVER)	101.0000.000.2039	588.46
EFTPS	INV0208611	12/27/2024	FEDERAL WITHHOLDING	101.0000.000.2213	77,332.92
MN DEPT OF REVENUE (PAYR…	INV0208612	12/27/2024	STATE WITHHOLDING	101.0000.000.2215	33,161.65
EFTPS	INV0208613	12/27/2024	MEDICARE WITHHOLDING	101.0000.000.2211	21,430.82
EFTPS	INV0208614	12/27/2024	SOCIAL SECURITY WITHHOLDI…	101.0000.000.2210	54,250.80
HOLMES DESIGN, INC.	5579	12/28/2024	Digital & print media (flyers, bi…	101.4300.459.5310	1,080.00
WELLS FARGO CREDIT CARD A…	2024 Apwa-Mn Fall Conf Judy…	12/30/2024	2024-APWA - MN Fall Confere…	101.3100.000.5340	734.40
STREAMLINE DESIGN INC	43233	12/30/2024	recruit T-shirts	101.2200.000.5175	1,529.44
CINTAS CORPORATION	5242321302	12/30/2024	Cintas Medical Supplies	101.4300.459.5190	83.96
DAKOTA CTY FINANCIAL SVCS	5502694	12/30/2024	MHZ subscriber fee 11.2024	101.2000.000.5310	1,936.39
DAKOTA CTY FINANCIAL SVCS	5502694	12/30/2024	MHZ subscriber fee 11.2024	101.2200.000.5310	1,819.74
DAKOTA CTY FINANCIAL SVCS	5502694	12/30/2024	MHZ subscriber fee 11.2024	101.3200.000.5310	46.66
ECOLAB	6349513540	12/30/2024	soap for station 2	101.2200.000.5125	543.15
REVOLUTIONARY SPORTS, LLC	681	12/30/2024	Contracted preschool sports s…	101.4300.454.5310	1,440.00
COMCAST	8772105910359526	12/30/2024	cable for Station 1	101.2200.000.5310	10.92
MN DEPT OF LABOR & INDUS…	ABR0344105X	12/30/2024	pressure vessel license	101.2200.000.5335	10.00
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Joe Remack…	12/30/2024	HVAC filters and batteries	101.4200.000.5125	5.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Joe Remack…	12/30/2024	pipe coupling - returned later	101.4200.000.5125	8.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Joe Remack…	12/30/2024	HVAC filters and batteries	101.4200.000.5400	6.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Joe Remack…	12/30/2024	returned hose coupling	101.4200.000.5125	-8.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Joel Jacks …	12/30/2024	Supplies for removing Graffiti	101.3200.000.5125	27.97
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Kyle Ravn …	12/30/2024	misc fasteners	101.4200.000.5125	22.85
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Kyle Ravn …	12/30/2024	socket wrench attachments	101.4200.000.5160	29.98
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Mike Sperl…	12/30/2024	spray paint	101.4200.000.5125	7.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Mike Sperl…	12/30/2024	garden hose	101.4200.000.5160	31.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Mike Sperl…	12/30/2024	steel cables	101.4200.000.5190	63.98
WELLS FARGO CREDIT CARD A…	Amazon Mark 656sp5ee3 Cora…	12/30/2024	Tablecloth, Napkins & Plates f…	101.1120.000.5178	53.98
WELLS FARGO CREDIT CARD A…	Amazon Mark 7l5r61d53 Ray R…	12/30/2024	Ear Plugs & Nitrile Gloves	101.3200.000.5175	82.94
WELLS FARGO CREDIT CARD A…	Amazon Mark Ab0o43om3 Jul…	12/30/2024	2025 Calendar	101.4300.459.5105	39.90
WELLS FARGO CREDIT CARD A…	Amazon Mark Ab0o43om3 Jul…	12/30/2024	Returned calendar- not as exp…	101.4300.459.5105	-39.90
WELLS FARGO CREDIT CARD A…	Amazon Mark V599j5cw3 Cora…	12/30/2024	Tablecloth, Napkins & Plates f…	101.1120.000.5178	171.49
WELLS FARGO CREDIT CARD A…	Amazon Mark Ya5wp3s03 Ma…	12/30/2024	iPad case	101.2200.000.5190	53.38
WELLS FARGO CREDIT CARD A…	Amazon Mktpl 0v13r4r13 Acc…	12/30/2024	Plates, Utensils, Tape, Picture…	101.1000.000.5190	42.10
WELLS FARGO CREDIT CARD A…	Amazon Mktpl 2z2gy70c3 Reb…	12/30/2024	Collapsible cart: CC Materials	101.1140.000.5105	35.48
WELLS FARGO CREDIT CARD A…	Amazon Mktpl 5a2c37v03 Acc…	12/30/2024	Gift bags, Velvet hangers & C…	101.1000.000.5190	59.95
WELLS FARGO CREDIT CARD A…	Amazon Mktpl B454k0rm3 M…	12/30/2024	salad bowls for Station 2	101.2200.000.5190	28.98
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Li7vg0xr3 Rach…	12/30/2024	Santa mailbox for Letters to S…	101.4300.453.5190	25.98
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Li7vg0xr3 Rach…	12/30/2024	Whistles for Youth Volleyball …	101.4300.454.5190	9.99
WELLS FARGO CREDIT CARD A…	Amazon Mktpl N23u96mb3 A…	12/30/2024	Room divider, Clear wire, Tabl…	101.1000.000.5190	113.15
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Oy6ag2ud3 M…	12/30/2024	floor cable cover and power st…	101.2200.000.5190	66.47
WELLS FARGO CREDIT CARD A…	Amazon Mktpl P37gl91l3 Acc…	12/30/2024	2-tier table for state of the city…	101.1000.000.5190	35.14
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Pv6yo3jp3 Acc…	12/30/2024	Check stock	101.1800.000.5105	49.44
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Pv6yo3jp3 Acc…	12/30/2024	wall mail holder	101.5000.000.5105	13.16
WELLS FARGO CREDIT CARD A…	Amazon Mktpl U50j28kl3 Mon…	12/30/2024	flashlight for FM	101.2200.000.5190	39.99
WELLS FARGO CREDIT CARD A…	Amazon Mktpl V62z060u3 Ac…	12/30/2024	Party plate, stickers, pens, tab…	101.1000.000.5190	118.09
WELLS FARGO CREDIT CARD A…	Amazon Mktplace Pmts Acco…	12/30/2024	Refund for returned plastic pla…	101.1000.000.5190	-27.49
WELLS FARGO CREDIT CARD A…	Amazon Reta 6r2e034v3 Marc…	12/30/2024	Camera replacement	101.1300.000.5160	614.86
WELLS FARGO CREDIT CARD A…	Amazon Reta Y531e3tp3 Chel…	12/30/2024	Standing Score Boards for Voll…	101.4300.454.5190	110.97
WELLS FARGO CREDIT CARD A…	Amazon Reta Y531e3tp3 Chel…	12/30/2024	Standing Score Boards for Voll…	101.4300.455.5190	110.97
WELLS FARGO CREDIT CARD A…	Amazon Reta Y531e3tp3 Chel…	12/30/2024	Refund of one volleyball leagu…	101.4300.454.5190	-36.99
WELLS FARGO CREDIT CARD A…	Amazon Reta Y531e3tp3 Chel…	12/30/2024	Refund of one volleyball leagu…	101.4300.455.5190	-36.99
WELLS FARGO CREDIT CARD A…	Amazon.Com 6j6it11j3 Monica…	12/30/2024	toilet bowl cleaner for stations	101.2200.000.5190	21.34

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A…	Amazon.Com Joshua Oti WF 1…	12/30/2024	Returned Firestick meant for …	101.2000.000.5190	-19.99
WELLS FARGO CREDIT CARD A…	Amazon.Com Joshua Oti WF 1…	12/30/2024	Returned Firestick meant for …	101.2000.000.5190	-19.99
WELLS FARGO CREDIT CARD A…	Amazon.Com U93z69sj3 Chels…	12/30/2024	Score board for youth and adu…	101.4300.454.5190	41.42
WELLS FARGO CREDIT CARD A…	Amazon.Com U93z69sj3 Chels…	12/30/2024	Score board for youth and adu…	101.4300.455.5190	41.42
WELLS FARGO CREDIT CARD A…	Amazon.Com Vo54482x3 Joel …	12/30/2024	PPE Chainsaw Chaps	101.3200.000.5125	107.81
WELLS FARGO CREDIT CARD A…	Amazon.Com Zk4hh3r03 Marc…	12/30/2024	Children's High Chair	101.1000.000.5190	46.97
WELLS FARGO CREDIT CARD A…	American Heart Shopcpr Danie…	12/30/2024	American Heart Assn BLS prov…	101.2200.000.5340	484.37
WELLS FARGO CREDIT CARD A…	American Heart Shopcpr Danie…	12/30/2024	American Health Assn BLS pro…	101.2200.000.5340	16.25
WELLS FARGO CREDIT CARD A…	Amzn Mktp US 042q95463 Ra…	12/30/2024	Supplies for Letters to Santa	101.4300.453.5190	159.94
WELLS FARGO CREDIT CARD A…	Amzn Mktp US N03yz8ux3 M…	12/30/2024	laundry soap for uniforms	101.2200.000.5190	196.00
WELLS FARGO CREDIT CARD A…	Amzn Mktp US Xm7vz0ky3 Co…	12/30/2024	Tape	101.1120.000.5178	23.67
WELLS FARGO CREDIT CARD A…	Apa Accounts P WF 11/24	12/30/2024	APA Online Job Posting-Planni…	101.1120.000.5330	295.00
WELLS FARGO CREDIT CARD A…	Apa Accounts P WF 11/24	12/30/2024	MN APA Online Job Posting-Pl…	101.1120.000.5330	25.00
WELLS FARGO CREDIT CARD A…	Apple.Com/Bill Julie Dors WF …	12/30/2024	Music for HIH programs	101.4300.453.5190	7.56
WELLS FARGO CREDIT CARD A…	Apple.Com/Bill Julie Dors WF …	12/30/2024	Music for Holidays in the Heig…	101.4300.453.5190	7.56
WELLS FARGO CREDIT CARD A…	Columbia Cafe Tpa Judy Smith…	12/30/2024	Lunch Thill TPA IAFC Symposi…	101.2200.000.5340	20.43
WELLS FARGO CREDIT CARD A…	Crown Rental-Burnsvill Alexan…	12/30/2024	Coat racks	101.5000.420.5190	81.40
WELLS FARGO CREDIT CARD A…	Crown Trophy Cora Henke WF…	12/30/2024	Pickle Ball Trophy Inscription …	101.1120.000.5178	15.00
WELLS FARGO CREDIT CARD A…	Cub Foods #1639 Cora Henke…	12/30/2024	Employee recognition event	101.1120.000.5178	15.95
WELLS FARGO CREDIT CARD A…	Delta 00622831594770 Scott …	12/30/2024	FM Plane Tickets for Natl. Fire…	101.2200.424.5340	432.46
WELLS FARGO CREDIT CARD A…	Dollartree Rachel Mik WF 11/…	12/30/2024	Wellness Committee prizes	101.1120.000.5178	10.00
WELLS FARGO CREDIT CARD A…	Eig Constantcontact.C Amy Lo…	12/30/2024	email marketing	101.1300.000.5335	20.00
WELLS FARGO CREDIT CARD A…	Fedex Offic62000006205 Joel …	12/30/2024	City/Plow Map Laminated offi…	101.3200.000.5105	47.85
WELLS FARGO CREDIT CARD A…	Frameiteasy.Com Emily Heid …	12/30/2024	Frame mounting brackets - zo…	101.2000.000.5190	31.45
WELLS FARGO CREDIT CARD A…	Frameiteasy.Com Emily Heid …	12/30/2024	Frames for zone maps - J.Otis …	101.2000.000.5190	1,351.86
WELLS FARGO CREDIT CARD A…	Hilton Clearwater Beac Judy …	12/30/2024	Hotel Thill IAFC Symposium 11…	101.2200.000.5340	807.61
WELLS FARGO CREDIT CARD A…	Hilton Clearwater Beac Judy …	12/30/2024	Dinner Thill IAFC Symposium (…	101.2200.000.5340	30.22
WELLS FARGO CREDIT CARD A…	Hilton Clearwater Beac Judy …	12/30/2024	Lunch Thill IAFC Symposium (F…	101.2200.000.5340	28.90
WELLS FARGO CREDIT CARD A…	Hobby-Lobby #753 Marc Gade…	12/30/2024	Backdrop material for coin re…	101.1000.000.5190	32.42
WELLS FARGO CREDIT CARD A…	Holiday Stations 0471 Melissa…	12/30/2024	Fuel Purchase 11.11.2024	101.2000.000.5340	48.39
WELLS FARGO CREDIT CARD A…	Holiday Stations 0471 Melissa…	12/30/2024	Fuel purchase 11/16/2024	101.2000.000.5340	52.05
WELLS FARGO CREDIT CARD A…	Holiday Stations 0471 Melissa…	12/30/2024	Fuel purchase 11/25/2024	101.2000.000.5340	18.26
WELLS FARGO CREDIT CARD A…	Holiday Stations 0471 Melissa…	12/30/2024	Fuel purchase 11/28/2024	101.2000.000.5340	47.89
WELLS FARGO CREDIT CARD A…	Holiday Stations 0471 Melissa…	12/30/2024	Fuel Purchase 11/3/24	101.2000.000.5340	46.84
WELLS FARGO CREDIT CARD A…	Holiday Stations 0471 Melissa…	12/30/2024	Fuel purchase 11/22/2024	101.2000.000.5340	28.20
WELLS FARGO CREDIT CARD A…	Holiday Stations 0475 Melissa…	12/30/2024	Fuel Purchase 11.08.2024	101.2000.000.5340	48.03
WELLS FARGO CREDIT CARD A…	Holiday Stations 0479 Melissa…	12/30/2024	Fuel purchase 11/27/2024	101.2000.000.5340	15.35
WELLS FARGO CREDIT CARD A…	Hy-Vee Eagan 1165 Cora Henk…	12/30/2024	Catering for volunteer recognit…	101.1120.000.5178	738.45
WELLS FARGO CREDIT CARD A…	Intl Code Council Scott Oswa …	12/30/2024	International Code Council tra…	101.2200.000.5340	1,000.00
WELLS FARGO CREDIT CARD A…	Jimmy Johns 1436 - Eco Rebec…	12/30/2024	Lunch on Saturday November …	101.1200.000.5190	136.39
WELLS FARGO CREDIT CARD A…	Kwik Trip #1260 Melissa Ch W…	12/30/2024	Fuel purchase 11.18.2024	101.2000.000.5340	22.28
WELLS FARGO CREDIT CARD A…	Menards West St Paul M Joel …	12/30/2024	Post, Mount, Bolts & Washers …	101.3200.000.5125	62.17
WELLS FARGO CREDIT CARD A…	Menards West St Paul M Mike…	12/30/2024	part for roll-up door	101.4200.000.5400	29.99
WELLS FARGO CREDIT CARD A…	Michaels Stores 9841 Account…	12/30/2024	Balloons for state of the city e…	101.1000.000.5190	55.72
WELLS FARGO CREDIT CARD A…	Nrpa Operating Joe Hawkin W…	12/30/2024	NRPA Marketing & Communic…	101.4200.000.5340	450.00
WELLS FARGO CREDIT CARD A…	Nu Ctr Public Safety 1 Emily He…	12/30/2024	Ticket for Haugland - Adam's g…	101.2000.000.5340	32.00
WELLS FARGO CREDIT CARD A…	Panera Bread #601409 O Reb…	12/30/2024	Election Staff - Direct Balloting…	101.1200.000.5190	166.80
WELLS FARGO CREDIT CARD A…	Paradise Car Wash - Ea Haugl…	12/30/2024	Squad car wash - after accident	101.2000.000.5410	43.24
WELLS FARGO CREDIT CARD A…	Paypal Minnesotaau Monica …	12/30/2024	MN Automatic Fire Alarm Assc…	101.2200.000.5340	20.00
WELLS FARGO CREDIT CARD A…	Pioneer Press Circ Amy Looze…	12/30/2024	newspaper subscription billed…	101.1300.000.5335	14.00
WELLS FARGO CREDIT CARD A…	Rascals Bar & Grill Accounts P…	12/30/2024	Building Inspector Meeting Lu…	101.5200.000.5340	38.85
WELLS FARGO CREDIT CARD A…	River Heights Marina I Monica…	12/30/2024	fee for electricity for Boat 1	101.2200.000.5355	4.11
WELLS FARGO CREDIT CARD A…	Roseville Cub Foods Monica C…	12/30/2024	Mental health wellness traini…	101.2200.000.5190	84.93
WELLS FARGO CREDIT CARD A…	Samsclub #4738 Emily Heid W…	12/30/2024	Misc. Office & Cleaning Suppli…	101.2000.000.5190	160.79
WELLS FARGO CREDIT CARD A…	Sp Umn Pest Safety Sto Teri O…	12/30/2024	pesticide study books for Park…	101.4200.000.5190	185.25
WELLS FARGO CREDIT CARD A…	Sp Umn Pest Safety Sto Teri O…	12/30/2024	tax on study books refunded -…	101.4200.000.5190	-13.95
WELLS FARGO CREDIT CARD A…	Sq Yoyo Donuts - Inve Account…	12/30/2024	Donuts for Dakota Cty Mayors…	101.1100.000.5190	68.17
WELLS FARGO CREDIT CARD A…	Super Day # 4 Eric Bergu WF 1…	12/30/2024	20 pound propane fill	101.2200.000.5190	14.05
WELLS FARGO CREDIT CARD A…	Target 00025197 Accounts P …	12/30/2024	Drinks for State of the City & …	101.1000.000.5190	27.67
WELLS FARGO CREDIT CARD A…	Target 00025197 Accounts P …	12/30/2024	Coffee for state of the city ev…	101.1000.000.5190	8.69

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A…	Target 00025197 Accounts P …	12/30/2024	Drinks for State of the City & …	101.1000.000.5190	10.77
WELLS FARGO CREDIT CARD A…	Target 00025197 Amy Looze …	12/30/2024	Spritz for SOTC Event	101.1000.000.5190	13.50
WELLS FARGO CREDIT CARD A…	Target 00025197 Amy Looze …	12/30/2024	Fabric Care, Tape & Glue for S…	101.1000.000.5190	26.26
WELLS FARGO CREDIT CARD A…	Target 00025197 Amy Looze …	12/30/2024	Hangers & Clips for SOTC Event	101.1000.000.5190	39.43
WELLS FARGO CREDIT CARD A…	Target 00025197 Cora Henke…	12/30/2024	Gift bags, pens, journals, crafts…	101.1120.000.5178	100.46
WELLS FARGO CREDIT CARD A…	Target 00025197 Cora Henke…	12/30/2024	Food & Beverages for employ…	101.1120.000.5178	32.33
WELLS FARGO CREDIT CARD A…	The Business Journals Account…	12/30/2024	Digital subscription renewal	101.5000.000.5335	100.00
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Cory …	12/30/2024	Water Filter, Hooks, Pads & B…	101.2200.000.5190	65.92
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Cory …	12/30/2024	Squeegee, Wiring & a Metal H…	101.2200.000.5190	57.71
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Joe H…	12/30/2024	snowplow pkg lot stakes & ro…	101.4200.000.5125	89.11
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Joe H…	12/30/2024	cleaning supplies & rodent bait	101.4200.000.5125	44.36
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Joe S…	12/30/2024	cable ties, pliers & mallet	101.4200.000.5160	38.94
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Joe S…	12/30/2024	cable ties, pliers & mallet	101.4200.000.5190	44.38
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Joel J…	12/30/2024	Mailbox posts for repair	101.3200.000.5125	129.90
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Kyle …	12/30/2024	thermostat guard, key tags, cl…	101.4200.000.5190	13.92
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Kyle …	12/30/2024	thermostat guard, key tags, cl…	101.4200.000.5400	21.98
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Mike …	12/30/2024	marine hose & tote to hold it	101.4200.000.5160	102.94
WELLS FARGO CREDIT CARD A…	Tractor-Supply-Co #019 Craig …	12/30/2024	Flagging tape for field marking	101.3100.000.5160	21.96
WELLS FARGO CREDIT CARD A…	Tractor-Supply-Co #019 Joel J…	12/30/2024	Tools for Tree Maintenance Ch…	101.3200.000.5160	134.97
WELLS FARGO CREDIT CARD A…	Tst Little Anthonys Cl Judy Smi…	12/30/2024	Dinner Thill IAFC Symposium …	101.2200.000.5340	34.26
WELLS FARGO CREDIT CARD A…	Tst Turittos Pizza - Accounts P…	12/30/2024	Lunch for interviews	101.1800.000.5190	65.01
WELLS FARGO CREDIT CARD A…	Twin Cities Magic & Co Chelse…	12/30/2024	Santa Suit Rental for skate wit…	101.4300.453.5430	98.33
WELLS FARGO CREDIT CARD A…	U Of M Contlearning Ol Judy …	12/30/2024	Workshop Nicole Portugal	101.3100.000.5340	75.00
WELLS FARGO CREDIT CARD A…	U Of M Contlearning Ol Judy …	12/30/2024	Workshop Alisa Witte	101.3100.000.5340	75.00
WELLS FARGO CREDIT CARD A…	Usps Po 2683370008 Emily He…	12/30/2024	USPS stamps for lab kits, 2 rolls	101.2000.000.5325	146.00
WELLS FARGO CREDIT CARD A…	Walgreens #6943 Katrina Le …	12/30/2024	Department photo	101.2000.000.5310	1.80
WELLS FARGO CREDIT CARD A…	Wal-Mart #1472 Rebecca Ki …	12/30/2024	8 Power Strips for EpollBooks	101.1200.000.5160	60.20
WELLS FARGO CREDIT CARD A…	Wal-Mart #5089 Joshua Oti W…	12/30/2024	Super glue for evidence room …	101.2000.000.5190	5.16
WELLS FARGO CREDIT CARD A…	Walmart.Com 8009256278 Ra…	12/30/2024	Prizes for Wellness Committee…	101.1120.000.5178	110.23
WELLS FARGO CREDIT CARD A…	Wpsg, Inc. Monica Chi WF 11/…	12/30/2024	refund for taxes charged.	101.2200.000.5190	-13.59
WELLS FARGO CREDIT CARD A…	Zoom.Us 888-799-9666 Katrin…	12/30/2024	Zoom Subscription	101.2000.000.5395	12.79
WELLS FARGO CREDIT CARD A…	Zoom.Us 888-799-9666 Melis…	12/30/2024	Zoom Subscription	101.2000.000.5395	15.99
				Fund 101 - GENERAL FUND Total:	**1,247,190.63**
Fund: 201 - C.V.B. FUND					
HOUR MEDIA	10-24-AAA1006	10/31/2024	Digital Ad - AAA Regional Me…	201.5600.000.5330	3,604.00
CATHERINE PIEPER	9129	10/31/2024	Facebook Ad Campaigns 11 & …	201.5600.000.5330	1,000.00
PROFESSIONAL SPORTS PUBLI…	24091918	11/12/2024	Half Page Ad in 2024 MN Tim…	201.5600.000.5330	2,500.00
CATHERINE PIEPER	9166	11/13/2024	Web Maintenance, Custom D…	201.5600.000.5310	460.42
CATHERINE PIEPER	9166	11/13/2024	Google & Facebook Ad Campa…	201.5600.000.5330	576.00
LILLYANNA MILLER	11/15/2024	11/15/2024	Stamp Reimbursements	201.5600.000.5325	14.60
LILLYANNA MILLER	11/15/2024	11/15/2024	Holiday lights map add on Re…	201.5600.000.5335	84.23
LILLYANNA MILLER	11/15/2024	11/15/2024	Holiday lights map subscriptio…	201.5600.000.5335	32.00
LILLYANNA MILLER	11/15/2024	11/15/2024	Google Workplace Subscriptio…	201.5600.000.5335	14.40
LILLYANNA MILLER	11/15/2024	11/15/2024	Donuts & Coffee for Meeting …	201.5600.000.5340	60.11
INVER GROVE HEIGHTS HOCK…	3697	11/18/2024	Ad: VMCC dasher boards	201.5600.000.5330	890.00
KEY ENTERPRISES, LLC	M2024-147038	11/19/2024	1/3 Page Ad in MPLS St. Paul …	201.5600.000.5330	1,330.00
RIVER HEIGHTS CHAMBER OF …	103530	11/30/2024	Monthly service contract - Per…	201.5600.000.5310	6,312.34
RIVER HEIGHTS CHAMBER OF …	103530	11/30/2024	CVB Health Insurance Reimbu…	201.5600.000.5310	250.00
RIVER HEIGHTS CHAMBER OF …	103530	11/30/2024	Monthly service contract - Ad…	201.5600.000.5310	300.00
RIVER HEIGHTS CHAMBER OF …	103530	11/30/2024	CVB Cell Phone Reimburseme…	201.5600.000.5320	75.00
RIVER HEIGHTS CHAMBER OF …	103529	12/05/2024	Monthly Office Rent 12.2024	201.5600.000.5430	600.00
RUSS M. LOWTHIAN	4115	12/05/2024	Print & Digital Ad in MN Bike/…	201.5600.000.5330	2,880.00
LILLYANNA MILLER	12/11/2024	12/20/2024	LMiller Reimbursemt - Subsc …	201.5600.000.5335	178.40
				Fund 201 - C.V.B. FUND Total:	**21,161.50**
Fund: 205 - COMMUNITY CENTER-OPERATING FUND					
NASSEFF PLUMBING & HEATI…	62940B	12/05/2024	start up Infra-red heaters	205.4440.000.5400	3,140.00
MN DEPT OF LABOR & INDUS…	ALR0167887X	10/26/2024	VMCC elevator operating licen…	205.4420.000.5335	60.00
MN DEPT OF LABOR & INDUS…	ALR0167887X	10/26/2024	VMCC elevator operating licen…	205.4430.000.5335	40.00
TWIN SOURCE SUPPLY	00513454	12/13/2024	cleaning cloths & spray bottles	205.4420.000.5125	80.69
TWIN SOURCE SUPPLY	00513454	12/13/2024	brooms & handles	205.4420.000.5160	104.14

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TWIN SOURCE SUPPLY	00513454	12/13/2024	cleaning cloths & spray bottles	205.4430.000.5125	53.80
TWIN SOURCE SUPPLY	00513454	12/13/2024	brooms & handles	205.4430.000.5160	69.43
TWIN SOURCE SUPPLY	00513454	12/13/2024	cleaning cloths & spray bottles	205.4440.000.5125	100.87
TWIN SOURCE SUPPLY	00513454	12/13/2024	brooms & handles	205.4440.000.5160	130.17
TWIN SOURCE SUPPLY	00513454	12/13/2024	cleaning cloths & spray bottles	205.4450.481.5125	33.62
TWIN SOURCE SUPPLY	00513454	12/13/2024	brooms & handles	205.4450.481.5160	43.39
TWIN SOURCE SUPPLY	00513516	12/13/2024	paper towels & bath tissue	205.4420.000.5125	484.40
TWIN SOURCE SUPPLY	00513516	12/13/2024	paper towels & bath tissue	205.4430.000.5125	322.93
TWIN SOURCE SUPPLY	00513516	12/13/2024	paper towels & bath tissue	205.4440.000.5125	605.50
TWIN SOURCE SUPPLY	00513516	12/13/2024	paper towels & bath tissue	205.4450.481.5125	201.83
INNOVATIVE OFFICE SOLUTIO…	IN4679292	12/13/2024	Copy Paper for VMCC	205.4410.470.5105	187.52
LANGUAGE LINE SERVICES	11434258	10/31/2024	Interpreter for Adult Activity c…	205.4410.470.5310	250.00
R & R SPECIALTIES OF WI, INC.	0083721-IN	11/19/2024	Zamboni blade sharpening	205.4440.000.5405	40.00
BRUCE NELSON PLUMBING A…	8732	11/19/2024	toilet repair in rink area	205.4440.000.5400	818.25
BRUCE NELSON PLUMBING A…	8732	11/19/2024	toilet repair in rink area	205.4450.481.5400	272.75
TWIN SOURCE SUPPLY	00513803	11/20/2024	hand soap & can liners	205.4420.000.5125	184.45
TWIN SOURCE SUPPLY	00513803	11/20/2024	hand soap & can liners	205.4430.000.5125	122.97
TWIN SOURCE SUPPLY	00513803	11/20/2024	hand soap & can liners	205.4440.000.5125	230.56
TWIN SOURCE SUPPLY	00513803	11/20/2024	hand soap & can liners	205.4450.481.5125	76.86
ESCAPE FITNESS USA LLC	08517-Z4	11/20/2024	mat rack for fitness center	205.4430.000.5160	541.12
HAWKINS, INC.	6923267	11/20/2024	pool chemicals	205.4420.000.5135	4,691.27
HUEBSCH SERVICES	20364760	12/13/2024	lobby mats	205.4420.000.5430	157.40
HUEBSCH SERVICES	20364760	12/13/2024	lobby mats	205.4430.000.5430	104.93
HUEBSCH SERVICES	20364760	12/13/2024	lobby mats	205.4440.000.5430	196.75
HUEBSCH SERVICES	20364760	12/13/2024	lobby mats	205.4450.481.5430	65.58
TWIN SOURCE SUPPLY	00514030	12/13/2024	hand towels, TP, liquid cleaner	205.4420.000.5125	582.14
TWIN SOURCE SUPPLY	00514030	12/13/2024	hand towels, TP, liquid cleaner	205.4430.000.5125	388.10
TWIN SOURCE SUPPLY	00514030	12/13/2024	hand towels, TP, liquid cleaner	205.4440.000.5125	727.68
TWIN SOURCE SUPPLY	00514030	12/13/2024	hand towels, TP, liquid cleaner	205.4450.481.5125	242.56
KULLY SUPPLY, INC.	662030	11/25/2024	shower parts for pool locker r…	205.4420.000.5150	218.59
KULLY SUPPLY, INC.	662030	11/25/2024	shower parts for pool locker r…	205.4430.000.5150	145.72
GRAINGER	9326835304	12/13/2024	v-belt pulley for pool equipm…	205.4420.000.5150	18.29
GRAINGER	9326835312	12/13/2024	dielectric grease	205.4420.000.5150	20.16
GRAINGER	9326835320	12/13/2024	v-belts for pool equipment	205.4420.000.5125	33.46
FIRST IMPRESSION GROUP	163196	12/13/2024	Postage-winter/spring 2024-2…	205.4410.472.5325	189.00
FIRST IMPRESSION GROUP	163196	12/13/2024	2024-25 winter/spring P&R br…	205.4410.472.5333	8,898.00
FIRST IMPRESSION GROUP	163279	11/26/2024	Business cards - Adam	205.4410.470.5105	15.00
KULLY SUPPLY, INC.	662322	11/27/2024	shower parts for locker rooms	205.4420.000.5150	280.16
GRAINGER	9330473449	12/13/2024	pool lane rope	205.4420.000.5190	292.62
CULLIGAN	157011438908X113024	12/13/2024	softener salt	205.4420.000.5125	90.20
CULLIGAN	157011438908X113024	12/13/2024	softener salt	205.4430.000.5125	60.12
CULLIGAN	157011438908X113024	12/13/2024	softener salt	205.4440.000.5125	48.32
CULLIGAN	157011438908X113024	12/13/2024	softener salt	205.4450.481.5125	16.11
CINTAS CORPORATION	9298508432	11/30/2024	VMCC AED Agreement 11.2024	205.4410.470.5310	537.68
R & R SPECIALTIES OF WI, INC.	0083859-IN	12/05/2024	Zamboni blade sharpening	205.4440.000.5405	65.00
ROBYN J. MILLS	10659	12/05/2024	Line dancing instructor payme…	205.4450.480.5310	336.00
MEDPRO WASTE DISPOSAL, L…	1432741	12/05/2024	Quarterly medical waste pick…	205.0000.000.1400	80.91
MEDPRO WASTE DISPOSAL, L…	1432741	12/05/2024	Quarterly medical waste pick…	205.4410.470.5310	40.46
DANIEL BAUER - TRUE MECH…	1696	12/05/2024	Boiler operation check 11.2024	205.4420.000.5310	405.00
CINTAS CORPORATION	5237997003	12/05/2024	Refill first aid supplies	205.4410.470.5190	151.28
TOTAL MECHANICAL SERVICES…	S12536	12/05/2024	compressor oil	205.4440.000.5150	347.25
MN DEPT OF REVENUE	November 2024	12/09/2024	Taxes	205.0000.000.2205	10,043.32
CAROL GARBER	12/10/2024	12/13/2024	Arenas brine system review 2…	205.4440.000.5310	550.00
KENDELL DOORS & HARDWARE	SO209297	12/20/2024	replace top latches for arena …	205.4440.000.5400	5,325.00
KENDELL DOORS & HARDWARE	SO209297	12/20/2024	replace top latches for arena …	205.4450.481.5400	1,775.00
JOHNSON FITNESS & WELLNE…	22-044328	12/20/2024	ropes, bars, handles for fitness…	205.4430.000.5150	1,177.18
GRAINGER	9343131125	12/20/2024	floor grate for locker room	205.4420.000.5150	128.91
MN FUNERAL PLANNING	1188	12/20/2024	MN Funeral Planning guide ad	205.4410.472.5330	100.00
PERFECTION PLUS, INC	315716	12/13/2024	12.2024 cleaning svcs	205.4410.470.5310	691.28
PERFECTION PLUS, INC	315716	12/13/2024	12.2024 cleaning svcs	205.4420.000.5310	3,110.71

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PERFECTION PLUS, INC	315716	12/13/2024	12.2024 cleaning svcs	205.4430.000.5310	3,110.71
KULLY SUPPLY, INC.	663057	12/13/2024	VMCC shower parts	205.4420.000.5150	441.74
COMCAST	8772105910127188X121224	12/20/2024	12.2024 VMCC cable TV	205.4410.470.5335	299.24
GRAINGER	9344022893	12/20/2024	C batteries	205.4420.000.5125	18.10
AEP ONSITE PARTNERS, LLC	INV-0194	12/13/2024	11.2024 Solar Panels	205.4420.000.5355	1,034.02
AEP ONSITE PARTNERS, LLC	INV-0194	12/13/2024	11.2024 Solar Panels	205.4430.000.5355	689.34
AEP ONSITE PARTNERS, LLC	INV-0194	12/13/2024	11.2024 Solar Panels	205.4440.000.5355	1,405.46
AEP ONSITE PARTNERS, LLC	INV-0194	12/13/2024	11.2024 Solar Panels	205.4450.481.5355	468.49
TOTAL CONSTRUCTION & EQU…	41442	12/20/2024	exterior GFCI work at VMCC	205.4420.000.5400	344.30
TOTAL CONSTRUCTION & EQU…	41442	12/20/2024	exterior GFCI work at VMCC	205.4430.000.5400	229.53
GILBERT MECHANICAL CONTR…	64204	12/20/2024	boiler control replacemt and c…	205.4420.000.5400	7,120.00
TWIN SOURCE SUPPLY	00514434	12/20/2024	soap, liners, TP, paper towels	205.4420.000.5125	793.21
TWIN SOURCE SUPPLY	00514434	12/20/2024	soap, liners, TP, paper towels	205.4430.000.5125	528.81
TWIN SOURCE SUPPLY	00514434	12/20/2024	soap, liners, TP, paper towels	205.4440.000.5125	991.51
TWIN SOURCE SUPPLY	00514434	12/20/2024	soap, liners, TP, paper towels	205.4450.481.5125	330.51
R & R SPECIALTIES OF WI, INC.	0084055-IN	12/20/2024	Zamboni blade sharpening	205.4440.000.5405	90.00
DANIEL BAUER - TRUE MECH…	1747	12/20/2024	repairs to boiler pump and boi…	205.4420.000.5400	2,355.00
GILBERT MECHANICAL CONTR…	253672	12/20/2024	boiler programming changes	205.4420.000.5400	5,880.66
CHEMSEARCH	8971478	12/20/2024	12.2024 contract water treat…	205.4440.000.5310	643.00
HUEBSCH SERVICES	20371707	12/19/2024	lobby mats	205.4420.000.5430	226.91
HUEBSCH SERVICES	20371707	12/19/2024	lobby mats	205.4430.000.5430	151.28
HUEBSCH SERVICES	20371707	12/19/2024	lobby mats	205.4440.000.5430	121.56
HUEBSCH SERVICES	20371707	12/19/2024	lobby mats	205.4450.481.5430	40.52
JOHNSON FITNESS & WELLNE…	22-044378	12/20/2024	weight-lifting belt	205.4430.000.5160	69.85
HAWKINS, INC.	6944531	12/20/2024	pool chemicals	205.4420.000.5135	6,931.53
KENDELL DOORS & HARDWARE	SO209190	12/20/2024	remove & replace exterior We…	205.4440.000.5400	11,000.00
SMOOT ENTERPRISES ADVAN…	25484	12/23/2024	VMCC maint staff uniforms	205.4420.000.5175	181.95
SMOOT ENTERPRISES ADVAN…	25484	12/23/2024	VMCC maint staff uniforms	205.4430.000.5175	121.30
SMOOT ENTERPRISES ADVAN…	25484	12/23/2024	VMCC maint staff uniforms	205.4440.000.5175	227.44
SMOOT ENTERPRISES ADVAN…	25484	12/23/2024	VMCC maint staff uniforms	205.4450.481.5175	75.81
R & R SPECIALTIES OF WI, INC.	0084138-IN	12/26/2024	Zamboni repair	205.4440.000.5405	323.85
KENDELL DOORS & HARDWARE	IN108244	12/26/2024	door repair at VMCC	205.4420.000.5400	189.00
KENDELL DOORS & HARDWARE	IN108244	12/26/2024	door repair at VMCC	205.4430.000.5400	126.00
HOLMES DESIGN, INC.	5579	12/28/2024	Digital & print media (flyers, bi…	205.4410.472.5310	1,620.00
CINTAS CORPORATION	5242321302	12/30/2024	Cintas Medical Supplies	205.4410.470.5190	91.17
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Paul Lacro…	12/30/2024	Threshold transition material …	205.4440.000.5150	17.98
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Paul Lacro…	12/30/2024	East rink gate latch repair	205.4440.000.5150	13.98
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Rick Roach…	12/30/2024	Copper caps	205.4420.000.5150	21.95
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Rick Roach…	12/30/2024	Washers	205.4420.000.5150	9.48
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Rick Roach…	12/30/2024	Couplings and traps	205.4440.000.5150	20.97
WELLS FARGO CREDIT CARD A…	Amazon Mark Z36b218e0 Julie…	12/30/2024	Training Bands & Swim Floatys…	205.4430.000.5190	130.10
WELLS FARGO CREDIT CARD A…	Amazon Mktpl 9c6he3p93 Suz…	12/30/2024	Mouse arm extender for desk …	205.4420.000.5105	49.99
WELLS FARGO CREDIT CARD A…	Amazon Mktpl 9c6he3p93 Suz…	12/30/2024	Tablecloths, Vinly Covers	205.4420.000.5190	183.91
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Ev8ih0fn3 Aar…	12/30/2024	Locker hinge repair parts	205.4420.000.5150	6.99
WELLS FARGO CREDIT CARD A…	Amazon Mktpl Ev8ih0fn3 Aar…	12/30/2024	Locker hinge repair parts	205.4430.000.5150	6.99
WELLS FARGO CREDIT CARD A…	Amazon.Com T16nd3qj3 Aaro…	12/30/2024	Salt Spreader for Sidewalks V…	205.4420.000.5160	84.00
WELLS FARGO CREDIT CARD A…	Amazon.Com T16nd3qj3 Aaro…	12/30/2024	Salt Spreader for Sidewalks V…	205.4430.000.5160	56.00
WELLS FARGO CREDIT CARD A…	Amazon.Com T16nd3qj3 Aaro…	12/30/2024	Salt Spreader for Sidewalks V…	205.4440.000.5160	104.00
WELLS FARGO CREDIT CARD A…	Amazon.Com T16nd3qj3 Aaro…	12/30/2024	Salt Spreader for Sidewalks V…	205.4450.481.5160	35.99
WELLS FARGO CREDIT CARD A…	Amzn Mktp US A373i6et3 Julie…	12/30/2024	Pool Noodles	205.4430.000.5190	55.98
WELLS FARGO CREDIT CARD A…	Amzn Mktp US H20sf6eb3 Suz…	12/30/2024	Windex refill, large size	205.4420.000.5125	33.98
WELLS FARGO CREDIT CARD A…	Amzn Mktp US Z34fx0072 Julie…	12/30/2024	Training Bands for Group Exer…	205.4430.000.5190	62.09
WELLS FARGO CREDIT CARD A…	Amzn Mktp US Z35ww50s2 Jul…	12/30/2024	Training Bands for Group Exer…	205.4430.000.5190	141.54
WELLS FARGO CREDIT CARD A…	Department Of Labor An Rick …	12/30/2024	Boilers License	205.4420.000.5335	20.00
WELLS FARGO CREDIT CARD A…	Py Advanced Sportswea Jamie…	12/30/2024	Operations T-Shirts and Sweat…	205.4420.000.5175	153.60
WELLS FARGO CREDIT CARD A…	Py Advanced Sportswea Jamie…	12/30/2024	Operations T-Shirts and Sweat…	205.4430.000.5175	102.40
WELLS FARGO CREDIT CARD A…	Py Advanced Sportswea Jamie…	12/30/2024	Operations T-Shirts and Sweat…	205.4440.000.5175	192.00
WELLS FARGO CREDIT CARD A…	Py Advanced Sportswea Jamie…	12/30/2024	Operations T-Shirts and Sweat…	205.4450.481.5175	64.00
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Rick …	12/30/2024	End Cap	205.4420.000.5150	15.70
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Rick …	12/30/2024	Hose, Hose Reel & Nozzles	205.4420.000.5150	120.16

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Rick …	12/30/2024	Sheet Metal, Cleaner & Paper …	205.4420.000.5150	73.24
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Rick …	12/30/2024	Paint, Putty & Epoxys	205.4420.000.5150	60.58
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Rick …	12/30/2024	Nuts, Bolts, Washers & Coupli…	205.4420.000.5150	60.53
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Rick …	12/30/2024	PVC Cutter	205.4420.000.5160	26.82
WELLS FARGO CREDIT CARD A…	Wal-Mart #5089 Jamie Musc …	12/30/2024	Kleenex, spoons & garbage ca…	205.4410.470.5125	15.82
WELLS FARGO CREDIT CARD A…	Wal-Mart #5089 Jamie Musc …	12/30/2024	Kleenex, spoons & garbage ca…	205.4420.000.5125	22.12
WELLS FARGO CREDIT CARD A…	Wal-Mart #5089 Jamie Musc …	12/30/2024	Kleenex, spoons & garbage ca…	205.4430.000.5125	3.99
WELLS FARGO CREDIT CARD A…	Wal-Mart #5089 Jamie Musc …	12/30/2024	Kleenex, spoons & garbage ca…	205.4440.000.5125	7.50
WELLS FARGO CREDIT CARD A…	Wal-Mart #5089 Jamie Musc …	12/30/2024	Kleenex, spoons & garbage ca…	205.4450.481.5160	2.49
WELLS FARGO CREDIT CARD A…	Wristbandexpresscom Terry B…	12/30/2024	Admission wristbands for eve…	205.4410.470.5125	84.75
			Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:		**100,875.81**
Fund: 206 - COMMUNITY CENTER-CAPITAL FUND					
GILBERT MECHANICAL CONTR…	63666	12/05/2024	controls for new dehumidifier …	206.4410.470.5605	16,345.00
			Fund 206 - COMMUNITY CENTER-CAPITAL FUND Total:		**16,345.00**
Fund: 270 - HOST COMMUNITY FUND					
SHORT ELLIOTT HENDRICKSON…	478608	12/13/2024	11.2024 boat launch svcs	270.4200.000.5310	2,386.86
LIBERTY TIRE RECYCLING, LLC	2880757	12/20/2024	Tire recycling	270.5900.000.5389	459.50
			Fund 270 - HOST COMMUNITY FUND Total:		**2,846.36**
Fund: 290 - EDA-OPERATING FUND					
KENNEDY & GRAVEN	184966	11/21/2024	EDA Matters: 10. 2024 Prepar…	290.5800.000.5305	255.00
KENNEDY & GRAVEN	184967	12/20/2024	Sale of Excess Golf Course Pro…	290.5800.000.5305	5,167.25
KENNEDY & GRAVEN	184967	12/20/2024	Republic Services (Concord Bl…	290.5800.000.5305	23.50
EHLERS AND ASSOCIATES, INC.	100014	12/20/2024	EDA 2024 Republic Site	290.5800.000.5310	1,343.75
			Fund 290 - EDA-OPERATING FUND Total:		**6,789.50**
Fund: 401 - PARK CAPITAL IMPROVEMENT FUND					
KENNEDY & GRAVEN	184965	12/13/2024	South Valley declaration & mi…	401.4210.000.5305	150.00
BITUMINOUS ROADWAYS, INC.	12/10/24 Oakwood	12/20/2024	retainage payable - Oakwood …	401.4210.000.5610	1,788.77
BITUMINOUS ROADWAYS, INC.	12/10/24 Skyview-Grvlnd	12/20/2024	retainage payable - Skyview/G…	401.4210.000.5610	2,204.57
KENNEDY & GRAVEN	185333	12/13/2024	South Valley declaration svcs	401.4210.000.5305	210.00
SHORT ELLIOTT HENDRICKSON…	478824	12/13/2024	11.2024 RISB lighting project	401.4210.000.5310	1,066.35
			Fund 401 - PARK CAPITAL IMPROVEMENT FUND Total:		**5,419.69**
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
KENNEDY & GRAVEN	184965	12/13/2024	Heritage Village Phase V work	402.4210.000.5305	675.00
KENNEDY & GRAVEN	185333	12/13/2024	HVP Phase IV declaration svcs	402.4210.000.5305	210.00
			Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:		**885.00**
Fund: 436 - 117TH STREET RECONSTRUCTION					
SRF CONSULTING GROUP, INC	16424.02-2	12/20/2024	Advance Clear & Grub Contrac…	436.3210.000.5310	5,638.08
NADEAU COMPANIES, LLC.	12/17/2024	12/20/2024	Pay Voucher #1 - Clearing & G…	436.3210.000.5310	103,455.81
			Fund 436 - 117TH STREET RECONSTRUCTION Total:		**109,093.89**
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
MCNAMARA CONTRACTING I…	10/28/2024	10/28/2024	Pay Voucher 5, Project 2024-0…	440.3210.000.5610	113,104.00
MCNAMARA CONTRACTING I…	10/28/2024	10/28/2024	Pay Voucher 5, Project 2024-0…	440.3210.000.5610	323,938.04
MCNAMARA CONTRACTING I…	10/28/2024	10/28/2024	Pay Voucher 5, Project 2024-0…	440.3210.000.5610	1,744.20
MCNAMARA CONTRACTING I…	10/28/2024	10/28/2024	Pay Voucher 5, Project 2024-0…	440.3210.000.5610	178,517.20
ASTECH CORP	10/31/2024	12/20/2024	Pay Voucher #1 (Final)	440.3210.000.5415	911,042.30
KIMLEY-HORN & ASSOCIATES, …	29780400	10/31/2024	Construction Services	440.3210.000.5310	1,161.70
SHORT ELLIOTT HENDRICKSON…	477085	11/11/2024	Final Design	440.3210.000.5310	9,418.73
SHORT ELLIOTT HENDRICKSON…	477570	11/13/2024	PMI South Feasibility	440.3210.000.5310	23,234.42
SHORT ELLIOTT HENDRICKSON…	477837	11/15/2024	2026 PMI North Feasibility	440.3210.000.5310	43,321.46
WSB & ASSOCIATES, INC.	R-024055-000-9	11/20/2024	Final Design	440.3210.000.5310	25,314.50
WSB & ASSOCIATES, INC.	R-024055-000-9	11/20/2024	Final Design	440.3210.000.5310	8,466.75
WSB & ASSOCIATES, INC.	R-024942-000-5	11/20/2024	Construction Materials Testing	440.3210.000.5310	27.75
WSB & ASSOCIATES, INC.	R-025328-000-4	11/20/2024	Construction Materials Testing	440.3210.000.5310	27.75
WSB & ASSOCIATES, INC.	R-025330-000-5	11/20/2024	Construction Materials Testing	440.3210.000.5310	247.75
WSB & ASSOCIATES, INC.	R-025332-000-6	11/20/2024	Construction Materials Testing	440.3210.000.5310	27.75
WSB & ASSOCIATES, INC.	R-026038-000-5	11/20/2024	Construction Materials Testing	440.3210.000.5310	27.75
KENNEDY & GRAVEN	184964	11/21/2024	Legal Services - Assessment C…	440.3210.000.5310	511.50
KENNEDY & GRAVEN	184964	11/21/2024	Legal Services - Easement Acq…	440.3210.000.5310	47.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF TRANSPORTATI…	P00019262	12/13/2024	MnDOT Material Testing	440.3210.000.5310	2,498.80
KENNEDY & GRAVEN	185332	12/13/2024	ROW Acquisition	440.3210.000.5305	108.50
SHORT ELLIOTT HENDRICKSON..	478934	12/20/2024	2026 PMI South Feasibility	440.3210.000.5310	11,359.69
SHORT ELLIOTT HENDRICKSON..	478935	12/20/2024	2026 PMI North Feasibility	440.3210.000.5310	20,946.06
SHORT ELLIOTT HENDRICKSON..	479308	12/20/2024	Babcock Trl Final Design	440.3210.000.5310	943.69
DAKOTA CTY FINANCIAL SVCS	100340	12/13/2024	Babcock Trail Facility (U 55th t…	440.3210.000.5310	4,422.88
			Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:		**1,680,460.17**
Fund: 443 - TREE REPLACEMENT FUND					
EXPERT TREE SERVICE AND SC…	12201	11/21/2024	remove trees from stormwate…	443.4210.000.5310	11,490.00
HOFFMAN & MCNAMARA CO	21195	12/05/2024	trees for replacement at Rich …	443.4210.000.5190	15,400.00
			Fund 443 - TREE REPLACEMENT FUND Total:		**26,890.00**
Fund: 510 - WATER-OPERATING FUND					
FIRST IMPRESSION GROUP	162480	10/31/2024	Lead Service Mailings	510.7100.000.5310	2,931.92
TODD DOUGLAS EDINGER - R…	2024373	11/19/2024	meter reading 9.2024	510.7100.000.5310	1,770.96
TODD DOUGLAS EDINGER - R…	2024374	11/19/2024	meter reading 10.2024	510.7100.000.5310	1,887.99
MN DEPT OF HEALTH	11/20/2024	11/20/2024	4th Qtr 2024 Water Test Fee	510.0000.000.2207	21,097.00
IGH PARTNERS, LLC	11/26/2024	11/26/2024	Refund permit #PRBD202300…	510.7100.000.4725	1,817.50
LONE OAK COMPANIES	96015	11/26/2024	Replenish PrePaid Postage 11.…	510.0000.000.1405	6,000.00
CORE & MAIN LP	W077270	11/26/2024	Water meter	510.7100.000.5158	2,455.60
GRAINGER	9329978630	11/27/2024	Air filters for water plant	510.7100.000.5150	470.88
LONE OAK COMPANIES	95791	11/27/2024	11.2024 Reminder Letters (50…	510.7100.000.5310	223.84
GOPHER STATE ONE-CALL	4110494	11/30/2024	Locate Tickets	510.7100.000.5310	369.90
TODD DOUGLAS EDINGER - R…	2023061	12/05/2024	meter reading 1.2023	510.7100.000.5310	1,929.59
TODD DOUGLAS EDINGER - R…	2023062	12/05/2024	meter reading 2.2023	510.7100.000.5310	1,599.65
TODD DOUGLAS EDINGER - R…	2023063	12/05/2024	meter reading 3.2023	510.7100.000.5310	1,756.16
TODD DOUGLAS EDINGER - R…	2023141	12/05/2024	meter reading 4.2023	510.7100.000.5310	1,932.41
TODD DOUGLAS EDINGER - R…	2023142	12/05/2024	meter reading 5.2023	510.7100.000.5310	1,601.06
TODD DOUGLAS EDINGER - R…	2023200	12/05/2024	meter reading 6.2023	510.7100.000.5310	1,777.31
TODD DOUGLAS EDINGER - R…	2023328	12/05/2024	meter reading 7.2023	510.7100.000.5310	1,937.34
TODD DOUGLAS EDINGER - R…	2023329	12/05/2024	meter reading 8.2023	510.7100.000.5310	1,608.11
TODD DOUGLAS EDINGER - R…	2023330	12/05/2024	meter reading 9.2023	510.7100.000.5310	1,783.65
TODD DOUGLAS EDINGER - R…	2023331	12/05/2024	Meter reading 10.2023	510.7100.000.5310	1,783.65
TODD DOUGLAS EDINGER - R…	2023465	12/05/2024	Meter reading 11.2023	510.7100.000.5310	1,595.42
TODD DOUGLAS EDINGER - R…	2023466	12/05/2024	meter reading 12.2023	510.7100.000.5310	1,742.06
TODD DOUGLAS EDINGER - R…	2024104	12/05/2024	meter reading 1.2024	510.7100.000.5310	1,914.08
TODD DOUGLAS EDINGER - R…	2024105	12/05/2024	meter reading 2.2024	510.7100.000.5310	1,579.91
TODD DOUGLAS EDINGER - R…	2024106	12/05/2024	meter reading 3.2024	510.7100.000.5310	1,788.59
TODD DOUGLAS EDINGER - R…	2024107	12/05/2024	Meter reading 4.2024	510.7100.000.5310	1,866.84
TODD DOUGLAS EDINGER - R…	2024257	12/05/2024	meter reading 5.2024	510.7100.000.5310	1,687.77
TODD DOUGLAS EDINGER - R…	2024258	12/05/2024	meter reading 6.2024	510.7100.000.5310	1,763.91
TODD DOUGLAS EDINGER - R…	2024259	12/05/2024	meter reading 7.2024	510.7100.000.5310	1,552.41
TODD DOUGLAS EDINGER - R…	2024260	12/05/2024	meter reading 8.2024	510.7100.000.5310	1,909.14
GRAINGER	9274558775	12/05/2024	Cable ties for water treatment…	510.7100.000.5150	56.42
LONE OAK COMPANIES	95824	12/05/2024	UT Billing 11.2024 (50%)	510.7100.000.5310	553.87
MN DEPT OF REVENUE	November 2024	12/09/2024	Taxes	510.0000.000.2205	1,587.58
DALEY ELECTRIC, LLC	242005	12/13/2024	New light installed at booster …	510.7100.000.5400	578.00
CORE & MAIN LP	W160993	12/20/2024	Water Meters	510.7100.000.5158	5,853.33
HAWKINS, INC.	6937972	12/20/2024	WTP Chemicals	510.7100.000.5135	10.00
BAUER SERVICES OF WELCH L…	121772024-6239	12/17/2024	Water line repair	510.7100.000.5415	3,750.00
CORE & MAIN LP	W164591	12/17/2024	Meters	510.7100.000.5158	355.40
CORE & MAIN LP	W183823	12/18/2024	Meters	510.7100.000.5158	1,236.50
LONE OAK COMPANIES	96176	12/19/2024	Insert-New Pymt Portal-12.20…	510.7100.000.5310	36.48
CITY OF BLOOMINGTON	24417	12/20/2024	Bacteria Samples	510.7100.000.5310	560.00
BAUER SERVICES OF WELCH L…	12222024-6248	12/22/2024	Water Main Break Repair	510.7100.000.5415	6,000.00
MN DEPT OF LABOR & INDUS…	ABR0343902X	12/20/2024	WTP pressure Tank license	510.7100.000.5335	10.00
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Scott Guba…	12/30/2024	Arbot tower cabinet heater	510.7100.000.5150	46.99
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Scott Guba…	12/30/2024	Manganese sulfate tank hard…	510.7100.000.5150	34.18
WELLS FARGO CREDIT CARD A…	Amesbury Truth Scott Guba …	12/30/2024	reservoir hatch repair parts	510.7100.000.5400	416.00
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Matt …	12/30/2024	Cleaning supplies for storm w…	510.7100.000.5400	30.81
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Matt …	12/30/2024	Cleaning supplies for storm w…	510.7100.000.5400	9.48

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	12/30/2024	Lights for water plant	510.7100.000.5150	112.90
			Fund 510 - WATER-OPERATING FUND Total:		**95,372.59**
Fund: 511 - WATER-CAPITAL FUND					
KEYS WELL DRILLING CO	2024081-1	10/31/2024	Well 9 Rehab	511.7110.000.5420	39,772.10
KENNEDY & GRAVEN	185332	12/13/2024	Skyline Village Water Connect...	511.7110.000.5305	102.00
DALEY ELECTRIC, LLC	240411	12/13/2024	New WTP Antenna	511.7110.000.5420	6,429.00
STANTEC CONSULTING SERVI...	2332759	12/20/2024	Water Plant Rehab Constructi...	511.7110.000.5310	5,603.06
			Fund 511 - WATER-CAPITAL FUND Total:		**51,906.16**
Fund: 520 - SEWER-OPERATING FUND					
ELECTRIC PUMP INC	027625	12/13/2024	New lift station pump	520.7200.000.5405	8,682.00
MACQUEEN EMERGENCY GR...	P61304	11/22/2024	Sewer camera parts	520.7200.000.5405	110.52
BDG INC.	30801	11/27/2024	Jetter nozzle repair kit	520.7200.000.5405	474.25
LONE OAK COMPANIES	95791	11/27/2024	11.2024 Reminder Letters (50...	520.7200.000.5310	223.84
LONE OAK COMPANIES	95824	12/05/2024	UT Billing 11.2024 (50%)	520.7200.000.5310	553.87
AUTOMATIC SYSTEMS CO.	042627	12/20/2024	Replacmt Radio for Sanitary Li...	520.7200.000.5405	1,741.07
METROPOLITAN COUNCIL	0001180186	12/13/2024	Met Council Charges	520.0000.000.1400	202,840.87
AUTOMATIC SYSTEMS CO.	042611	12/13/2024	repair to communication at lift...	520.7200.000.5405	416.25
SMOOT ENTERPRISES ADVAN...	24616	12/13/2024	embroidery for Gerald's Unifo...	520.7200.000.5175	87.50
EXPERT TREE SERVICE AND SC...	12273	12/20/2024	Tree work- sanitary sewer eas...	520.7200.000.5420	1,600.00
LONE OAK COMPANIES	96176	12/19/2024	Insert-New Pymt Portal-12.20...	520.7200.000.5310	36.48
SMOOT ENTERPRISES ADVAN...	24775	12/20/2024	Scott's Uniforms	520.7200.000.5175	62.50
BAUER SERVICES OF WELCH L...	12232024-6242	12/23/2024	Settlers Ridge Lift Station Pipi...	520.7200.000.5405	1,408.00
BAUER SERVICES OF WELCH L...	12232024-6243	12/23/2024	Hampton Lift Station Piping R...	520.7200.000.5405	1,416.00
BAUER SERVICES OF WELCH L...	12232024-6244	12/23/2024	Black Stone Lift Station Piping...	520.7200.000.5405	1,852.50
BAUER SERVICES OF WELCH L...	12232024-6247	12/23/2024	Pine Bend Lift Station Piping R...	520.7200.000.5405	1,689.50
WELLS FARGO CREDIT CARD A...	Hose/Conveyors Inc Matt Joh...	12/30/2024	Air fittings for new service tru...	520.7200.000.5405	6.73
WELLS FARGO CREDIT CARD A...	Hose/Conveyors Inc Matt Joh...	12/30/2024	Air fitting for new service truck	520.7200.000.5405	14.28
			Fund 520 - SEWER-OPERATING FUND Total:		**223,216.16**
Fund: 530 - STORM WATER-OPERATING					
EXPERT TREE SERVICE AND SC...	12090	10/17/2024	Reller- Storm Water Tree Mai...	530.7300.000.5420	5,250.00
EXPERT TREE SERVICE AND SC...	12139	12/05/2024	Tree removal - 7384-7418 Aga...	530.7300.000.5420	1,475.00
GERTENS	799508/6	11/14/2024	Engineered Soil	530.7300.000.5420	51.90
M & J SERVICES, LLC	3032	11/18/2024	Catch Basin Repairs	530.7300.000.5420	1,950.00
M & J SERVICES, LLC	3033	11/18/2024	Catch Basin Repair	530.7300.000.5420	3,760.00
M & J SERVICES, LLC	3035	11/25/2024	storm water repair	530.7300.000.5420	3,840.00
M & J SERVICES, LLC	3036	11/25/2024	Storm Water Maintenance	530.7300.000.5420	2,600.00
EXPERT TREE SERVICE AND SC...	12147	12/05/2024	Reller-Storm Water Tree Main...	530.7300.000.5420	7,500.00
SAVATREE	'000709160	12/13/2024	Storm Water Easement Tree ...	530.7300.000.5420	8,617.00
EHLERS AND ASSOCIATES, INC.	100015	12/20/2024	Stormwater fund research	530.7300.000.5310	285.00
EXPERT TREE SERVICE AND SC...	12237	12/20/2024	Storm Water Tree Maintenan...	530.7300.000.5420	6,925.00
			Fund 530 - STORM WATER-OPERATING Total:		**42,253.90**
Fund: 550 - INVER WOOD GOLF COURSE					
UNIVERSITY OF WISCONSIN S...	563815102024	10/31/2024	soil thatch test	550.7700.000.5310	108.00
BIG TOP RENTAL, INC.	80835	10/31/2024	GC portable toilet rental 10.2...	550.7700.000.5430	162.19
UNIFIRST CORPORATION	1410100707	11/11/2024	towels & lobby mats	550.7600.000.5430	90.02
UNIFIRST CORPORATION	1410100707	11/11/2024	maintenance uniforms	550.7700.000.5175	16.17
UNIFIRST CORPORATION	1410100710	11/11/2024	lobby mats	550.7600.000.5430	45.34
HERITAGE LANDSCAPE SUPPLY...	0018313983-001	11/25/2024	Golf course chemicals	550.7700.000.5135	361.24
UNIFIRST CORPORATION	1410104189	11/25/2024	lobby mats	550.7600.000.5430	88.24
UNIFIRST CORPORATION	1410104189	11/25/2024	maintenance uniforms	550.7700.000.5175	16.17
UNIFIRST CORPORATION	1410104190	11/25/2024	lobby mats & towels	550.7600.000.5430	45.34
FIRST IMPRESSION GROUP	163279	11/26/2024	Business cards - Adam	550.7600.000.5105	7.50
CUTTER & BUCK	0098156572	12/13/2024	staff uniforms for 2025	550.7600.000.5175	5,370.44
COPY RIGHT	95817	12/13/2024	score cards	550.7600.000.5333	3,835.18
CINTAS CORPORATION	9298507145	12/13/2024	11.2024 AED agreement	550.7600.000.5310	216.25
ILLINOIS CASUALTY COMPANY	12/1/2024	12/05/2024	2025 Liquor Liability Insurance	550.0000.000.1400	1,266.00
MN DEPT OF REVENUE	November 2024	12/09/2024	Taxes	550.0000.000.2205	1,109.88
YAMAHA GOLF & UTILITY, INC.	01-308413	12/13/2024	repair parts for golf carts-cabl...	550.7600.000.5405	1,866.03
YAMAHA GOLF & UTILITY, INC.	01-308436	12/20/2024	repairs to golf carts	550.7600.000.5405	389.25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
UNIFIRST CORPORATION	1410105817	12/13/2024	uniforms and towels	550.7700.000.5175	43.09
UNIFIRST CORPORATION	1410107281	12/13/2024	lobby mats & towels	550.7600.000.5430	45.34
COLUMBIA WINDOW FILM & …	53313	12/13/2024	replace window film in Club H…	550.7600.000.5400	2,847.00
SCHAEFFER MFG CO	HV4617-INV1	12/13/2024	lubricants	550.7700.000.5125	1,962.90
UNIFIRST CORPORATION	1410108757	12/20/2024	uniforms	550.7700.000.5175	41.31
WORLD FUEL SERVICES	516187393515-41801	12/20/2024	lubricants	550.7700.000.5125	2,196.08
UNIFIRST CORPORATION	1410107280	12/20/2024	uniforms	550.7700.000.5175	41.31
WELLS FARGO CREDIT CARD A…	Afp Minnesota Golf Cou Joel …	12/30/2024	Joel/Aaron 2024 MGCSA mega…	550.7700.000.5340	300.00
WELLS FARGO CREDIT CARD A…	Alcohol And Gambling E Matt…	12/30/2024	convenience fee for paying onl…	550.7600.000.5335	0.43
WELLS FARGO CREDIT CARD A…	Alcohol And Gambling E Matt…	12/30/2024	MN AGED license payment -B…	550.7600.000.5335	20.00
WELLS FARGO CREDIT CARD A…	Anderson Vacuums, Inc Matt…	12/30/2024	Vaccum Repairs	550.7600.000.5405	61.46
WELLS FARGO CREDIT CARD A…	Holiday Stations 3556 Matt M…	12/30/2024	Ice	550.7600.000.5197	10.76
WELLS FARGO CREDIT CARD A…	Menards West St Paul M Timo…	12/30/2024	Misc. cleaning & maintenance…	550.7700.000.5125	308.17
WELLS FARGO CREDIT CARD A…	Minnesota Pga Section Leon O…	12/30/2024	PGA Fall Meeting - Otness	550.7600.000.5340	30.00
WELLS FARGO CREDIT CARD A…	South Suburban Rental Timot…	12/30/2024	rent compressor comfortstati…	550.7700.000.5430	178.31
WELLS FARGO CREDIT CARD A…	Target 00025197 Leon Otnes…	12/30/2024	Tonic and Seltzer water	550.7600.000.5125	4.12
WELLS FARGO CREDIT CARD A…	Target 00025197 Matt Moyni…	12/30/2024	Lighter	550.7600.000.5125	7.13
WELLS FARGO CREDIT CARD A…	The Home Depot #2845 Timot…	12/30/2024	Concrete Seal, Glue & Cable Ti…	550.7700.000.5125	68.41
USGA	12/31/2024	12/13/2024	2025 Club membership	550.0000.000.1400	175.00
			Fund 550 - INVER WOOD GOLF COURSE Total:		**23,334.06**
Fund: 602 - RISK MANAGEMENT					
LEAGUE OF MN CITIES INS TR…	9328	11/26/2024	Deductible: Claim 393620 (Flai…	602.8200.000.5472	608.74
LEAGUE OF MN CITIES INS TR…	23587	12/13/2024	W/C Deductible #504423	602.8200.000.5474	146.65
LEAGUE OF MN CITIES INS TR…	23587	12/13/2024	W/C Deductible #508937	602.8200.000.5474	248.56
			Fund 602 - RISK MANAGEMENT Total:		**1,003.95**
Fund: 603 - CENTRAL EQUIPMENT					
NORTHLAND CHEMICAL CORP	12644	10/16/2024	Lubricants for Shop	603.8300.000.5150	272.52
FACTORY MOTOR PARTS COM…	1-Q08294	10/25/2024	Large battery for city hall gene…	603.8300.000.5405	524.70
FACTORY MOTOR PARTS COM…	1-Q08295	10/25/2024	Stock batteries	603.8300.000.5410	373.42
INVER GROVE FORD	5350361	10/25/2024	TPMS & Exhaust Sensors for S…	603.8300.000.5410	108.78
NORTH AMERICAN TRAILER S…	030004233712	10/30/2024	Dump Truck Quick Release Val…	603.8300.000.5410	36.62
INVER GROVE FORD	5350570	10/31/2024	Bolts for Squad Car	603.8300.000.5410	2.91
INVER GROVE FORD	5350579	10/31/2024	Bolts & Washers for Squad Car	603.8300.000.5410	3.11
BIG TOP RENTAL, INC.	80857	10/31/2024	Porta Potty rental at shop 10.…	603.8300.000.5430	70.00
UNIFIRST CORPORATION	1410100705	11/11/2024	Mechanic Uniforms	603.8300.000.5175	33.62
UNIFIRST CORPORATION	1410100705	11/11/2024	Shop Rentals	603.8300.000.5430	167.98
NUSS TRUCK AND EQUIPMENT	SWO037805-2	11/11/2024	Dump Truck Nox Sensor Rrepl…	603.8300.000.5410	486.38
METRO JANITORIAL SUPPLY I…	11016043	11/12/2024	Gel lubricant	603.8300.000.5150	211.53
CINTAS CORPORATION	4211210037	11/12/2024	Rental Rugs	603.8300.000.5430	437.73
WORLD FUEL SERVICES	508673280047-41801	11/12/2024	Diesel Exhaust Fluid for Dump…	603.8300.000.5410	197.50
WORLD FUEL SERVICES	508675710226-41801	11/12/2024	Stock oil	603.8300.000.5410	1,120.33
METRO JANITORIAL SUPPLY I…	11016044	11/13/2024	Bathroom, toilet and disinfect…	603.8300.000.5125	405.26
FERRELLGAS	1128566033	12/13/2024	Forklift gas refill	603.8300.000.5405	85.00
INVER GROVE FORD	5351044	11/13/2024	TPMS Sensor for Squad Car	603.8300.000.5410	105.78
FACTORY MOTOR PARTS COM…	1-Q08519	12/20/2024	Stock batteries	603.8300.000.5410	332.92
FACTORY MOTOR PARTS COM…	1-Q08520	12/20/2024	Shop supplies - nitrile gloves	603.8300.000.5125	104.60
TOWMASTER TRAILERS INC	473471	12/13/2024	Dump truck yoke & pin	603.8300.000.5410	31.52
UNIFIRST CORPORATION	1410102681	11/18/2024	Mechanic Uniforms	603.8300.000.5175	33.62
UNIFIRST CORPORATION	1410102681	11/18/2024	Shop Rentals	603.8300.000.5430	177.15
POMP'S TIRE SERVICE, INC.	980126540	11/18/2024	Misc. parts to repair dump tru…	603.8300.000.5410	390.00
POMP'S TIRE SERVICE, INC.	980126710	11/18/2024	Tires for F250	603.8300.000.5410	303.04
MACQUEEN EMERGENCY GR…	P61150	11/18/2024	Camera van O-rings & wheel s…	603.8300.000.5410	96.34
ZIEGLER INC	IN001714627	11/19/2024	Misc. parts to repair side walk…	603.8300.000.5405	69.63
MACQUEEN EMERGENCY GR…	P11822	11/19/2024	Auto Pump Timer Fire Truck	603.8300.000.5410	705.30
NUSS TRUCK AND EQUIPMENT	PSO156098-1	11/19/2024	Control Rod & Level Valve for …	603.8300.000.5410	83.72
SYN-TECH SYSTEMS	305712	11/20/2024	FuelMaster Software Mainten…	603.8300.000.5395	1,275.00
POMP'S TIRE SERVICE, INC.	980127010	11/20/2024	Stock tires	603.8300.000.5410	5,736.06
HEPPNER'S AUTO BODY	503014	12/20/2024	Squad car - front bumper repa…	603.8300.000.5410	419.00
INVER GROVE FORD	5351298	12/13/2024	Unmarked squad spark plugs/…	603.8300.000.5410	58.47
INVER GROVE FORD	5351304	12/13/2024	Squad car bumper repair parts	603.8300.000.5410	531.99

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
POMP'S TIRE SERVICE, INC.	980127040	11/21/2024	Tires for F550	603.8300.000.5410	1,258.56
MACQUEEN EMERGENCY GR...	P11831	11/21/2024	Fire truck auto pump timer	603.8300.000.5410	185.36
NORTH AMERICAN TRAILER S...	030004234825	12/20/2024	Fire truck - check valve	603.8300.000.5410	45.01
FACTORY MOTOR PARTS COM...	1-Z35988	12/20/2024	Stock battery	603.8300.000.5410	332.92
TOWMASTER TRAILERS INC	473625	12/13/2024	Dump truck cylinder part	603.8300.000.5410	212.76
INVER GROVE FORD	5351332	12/13/2024	Squad car light part	603.8300.000.5410	529.29
INVER GROVE FORD	5351333	12/13/2024	F550 thermostat parts	603.8300.000.5410	219.16
INVER GROVE FORD	5351334	12/13/2024	Squad car fog lamp & screws	603.8300.000.5410	59.97
INVER GROVE FORD	5351342	12/13/2024	F550 thermostat parts return	603.8300.000.5410	-79.93
INVER GROVE FORD	5351352	12/13/2024	F550 thermostat parts return	603.8300.000.5410	-139.23
MACQUEEN EMERGENCY GR...	P11841	11/22/2024	Switches for fire truck	603.8300.000.5410	124.46
UNIFIRST CORPORATION	1410104187	11/25/2024	Mechanics Uniforms	603.8300.000.5175	33.62
UNIFIRST CORPORATION	1410104187	11/25/2024	Shop Rentals	603.8300.000.5430	156.95
DIAMOND MOWERS INC	276423	12/13/2024	Flail mower roller repair parts	603.8300.000.5405	2,455.25
DIAMOND MOWERS INC	276438	12/13/2024	Flail mower shaft repair parts	603.8300.000.5405	1,440.02
CINTAS CORPORATION	4212838024	11/26/2024	Rug Services	603.8300.000.5430	437.73
I-STATE TRUCK CENTER	C242903554-01	11/26/2024	Hose clamps for fire truck	603.8300.000.5410	19.84
CUMMINS INC.	E4-241182221	12/20/2024	Fire Truck - Had the engine re...	603.8300.000.5410	23,784.12
FERRELLGAS	RN10674236	12/13/2024	Blacktop truck tank rent	603.8300.000.5410	12.00
CINTAS CORPORATION	9298224824	11/27/2024	Maintenance Building AED 11....	603.8300.000.5310	130.50
I-STATE TRUCK CENTER	C242903554-02	12/13/2024	Fire truck hose	603.8300.000.5410	175.79
OXYGEN SERVICE COMPANY, ...	0003602990	11/30/2024	Oxygen tank for shop	603.8300.000.5150	17.40
BIG TOP RENTAL, INC.	80858	11/30/2024	Porta Potty rental at shop 11....	603.8300.000.5430	70.00
NORTH AMERICAN TRAILER S...	030004234006	12/05/2024	Fire Truck Hubcap	603.8300.000.5410	15.97
KIMBALL MIDWEST	102782583	12/05/2024	Cleaner for the shop	603.8300.000.5125	181.92
FACTORY MOTOR PARTS COM...	1-10223540	12/05/2024	Stock filters	603.8300.000.5410	47.52
BEAUDRY OIL & SERVICE INC	1119342	12/05/2024	Fuel	603.8300.000.5130	12,487.87
BEAUDRY OIL & SERVICE INC	1119343	12/05/2024	Diesel Fuel	603.8300.000.5130	7,869.71
BEAUDRY OIL & SERVICE INC	1119384	12/05/2024	Diesel Fuel	603.8300.000.5130	1,317.79
FACTORY MOTOR PARTS COM...	1-Q08438	12/05/2024	Stock battery	603.8300.000.5410	332.92
POMP'S TIRE SERVICE, INC.	210738976	12/05/2024	F150 repair parts	603.8300.000.5410	871.64
GERLACH OUTDOOR POWER ...	276132	12/05/2024	Mower bearings and seal grea...	603.8300.000.5405	122.30
GERLACH OUTDOOR POWER ...	276133	12/05/2024	Mower solenoid snapper and ...	603.8300.000.5405	39.20
INVER GROVE FORD	5350689	12/05/2024	Wipers and Pivot Shafts for Sq...	603.8300.000.5410	304.75
INVER GROVE FORD	5350697	12/05/2024	TPMS Sensor for Squad Car	603.8300.000.5410	105.78
INVER GROVE FORD	5350738	12/05/2024	Glass for Squad car	603.8300.000.5410	82.09
INVER GROVE FORD	5350833	12/05/2024	Battery for Fire Truck	603.8300.000.5410	9.78
INVER GROVE FORD	5350871	12/05/2024	Fire truck repair parts	603.8300.000.5410	86.24
INVER GROVE FORD	5350872	12/05/2024	TPMS Sensor for F150	603.8300.000.5410	105.78
POMP'S TIRE SERVICE, INC.	980126506	12/05/2024	Tires for F250	603.8300.000.5410	606.08
MN DEPT OF REVENUE	12/09/2024	12/09/2024	Fuel Tax 11.2024	603.8300.000.5130	304.67
CINTAS CORPORATION	4214180190	12/20/2024	rug rentals	603.8300.000.5430	437.73
INVER GROVE FORD	5351952	12/20/2024	Unmarked squad - sensor kit	603.8300.000.5410	105.78
FACTORY MOTOR PARTS COM...	74-344602	12/20/2024	Stock filters	603.8300.000.5410	131.83
TRI-STATE BOBCAT INC.	P29703	12/20/2024	Skid loader - couplers	603.8300.000.5405	277.73
TRI-STATE BOBCAT INC.	P29706	12/20/2024	Skid loader - tube exhaust	603.8300.000.5405	158.66
INVER GROVE FORD	5351976	12/20/2024	Fire truck - starter kit	603.8300.000.5410	325.90
INVER GROVE FORD	5351977	12/20/2024	Squad car - sensor kit	603.8300.000.5410	105.78
INVER GROVE FORD	5351982	12/20/2024	Credit for starter kit part	603.8300.000.5410	-20.00
INVER GROVE FORD	5351983	12/20/2024	Fire truck - screen & gasket	603.8300.000.5410	89.59
ZARNOTH BRUSH WORKS	0200428-IN	12/20/2024	Mower sweeper - broom repair	603.8300.000.5405	456.10
KIMBALL MIDWEST	102852744	12/13/2024	tire mounting supplies	603.8300.000.5150	383.57
BEAUDRY OIL & SERVICE INC	1120269	12/13/2024	winter diesel fuel	603.8300.000.5130	9,614.92
CUSTOM HOSE TECH	123873	12/13/2024	Sidewalk machine pipe part	603.8300.000.5405	52.30
UNIFIRST CORPORATION	1410105815	12/13/2024	Mechanic Uniforms	603.8300.000.5175	33.62
UNIFIRST CORPORATION	1410105815	12/13/2024	Shop Rentals	603.8300.000.5430	155.53
UNIFIRST CORPORATION	1410107276	12/13/2024	Mechanic Uniforms	603.8300.000.5175	33.62
UNIFIRST CORPORATION	1410107276	12/13/2024	Shop Rentals	603.8300.000.5430	154.31
PERFECTION PLUS, INC	315716	12/13/2024	12.2024 cleaning svcs	603.8300.000.5310	521.62
INVER GROVE FORD	5352031	12/20/2024	F250 - screen & gasket	603.8300.000.5410	65.56

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KREMER SERVICES LLC	93786	12/13/2024	Fire truck spring clip/bolt	603.8300.000.5410	11.98
INNOVATIVE OFFICE SOLUTIO...	IN4708897	12/13/2024	calendar, desk pad, sheet prot...	603.8300.000.5105	109.38
TRI-STATE BOBCAT INC.	P29239	12/13/2024	Bobcat utility light bulbs	603.8300.000.5405	93.46
NUSS TRUCK AND EQUIPMENT	SWO037079-2	12/20/2024	Dump truck - replaced broken...	603.8300.000.5410	2,195.84
INVER GROVE FORD	5352080	12/13/2024	Squad car ignition coil assemb...	603.8300.000.5410	83.35
INVER GROVE FORD	5352081	12/13/2024	Squad car window switch	603.8300.000.5410	63.71
KIMBALL MIDWEST	102892568	12/20/2024	Shop supplies-cable ties, scre...	603.8300.000.5150	484.81
UNIFIRST CORPORATION	1410108754	12/20/2024	Mechanic Uniforms	603.8300.000.5175	33.62
UNIFIRST CORPORATION	1410108754	12/20/2024	Shop Rentals - towels, laundry...	603.8300.000.5430	158.34
CINTAS CORPORATION	5244716702	12/16/2024	First Aid Cabinet Services	603.8300.000.5190	431.54
INVER GROVE FORD	5352154	12/16/2024	Unmarked squad tensioner & ...	603.8300.000.5410	119.60
KIMBALL MIDWEST	102898423	12/20/2024	Dump truck - plow bolts	603.8300.000.5410	151.20
INVER GROVE FORD	5352169	12/17/2024	Squad car hose assembly & cl...	603.8300.000.5410	50.95
INVER GROVE FORD	5352170	12/17/2024	Unmarked squad TPMS sensor	603.8300.000.5410	158.67
INVER GROVE FORD	5352192	12/17/2024	Unmarked squad car rotor & b...	603.8300.000.5410	229.97
POMP'S TIRE SERVICE, INC.	980127668	12/20/2024	Fire truck - tire replacement	603.8300.000.5410	3,450.08
POMP'S TIRE SERVICE, INC.	980128048	12/20/2024	Stock squad tires	603.8300.000.5410	1,524.00
HOTSY EQUIPMENT OF MINN...	23565	12/20/2024	New guns for pressure washer	603.8300.000.5405	300.55
ZARNOTH BRUSH WORKS	0200503-IN	12/19/2024	Toolcat broom refill	603.8300.000.5405	582.00
TOWMASTER TRAILERS INC	474138	12/19/2024	Dump truck curb runner	603.8300.000.5410	276.48
POMP'S TIRE SERVICE, INC.	980128223	12/20/2024	MV sidewalk machine - tire	603.8300.000.5405	165.68
NUSS TRUCK AND EQUIPMENT	PSO164534-1	12/19/2024	Dump truck mirror	603.8300.000.5410	244.92
HOSE / CONVEYORS INC	00111695	12/20/2024	Water truck - hose assembly	603.8300.000.5410	328.72
NORTH AMERICAN TRAILER S...	030004235601	12/20/2024	Fire truck - battery	603.8300.000.5410	926.40
NORTH AMERICAN TRAILER S...	030004235603	12/20/2024	Water truck - back up light	603.8300.000.5410	9.39
BEAUDRY OIL & SERVICE INC	1120268	12/20/2024	Fuel	603.8300.000.5130	12,485.37
FACTORY MOTOR PARTS COM...	1-Z36109	12/20/2024	Stock batteries	603.8300.000.5410	872.80
TOWMASTER TRAILERS INC	473851	12/20/2024	Wet tank valves	603.8300.000.5410	506.30
WORLD FUEL SERVICES	513591962343-41801	12/20/2024	Water truck - micromatic drum	603.8300.000.5410	197.50
WORLD FUEL SERVICES	516991782764-41801	12/20/2024	Washer fluid	603.8300.000.5410	131.45
WORLD FUEL SERVICES	516994212943-41801	12/20/2024	Dump truck diesel exhaust	603.8300.000.5410	197.50
INVER GROVE FORD	5351673	12/20/2024	Squad car - brakes & parts	603.8300.000.5410	363.63
MIDWAY FORD	630309	12/20/2024	F550 - alignment & rear LED lts	603.8300.000.5410	308.74
SNAP-ON INDUSTRIAL	ARV/63336577	12/20/2024	Small tools - wrench & pliers	603.8300.000.5160	118.51
INTERSTATE POWER SYSTEMS,...	C001213457-01	12/20/2024	Stock filters	603.8300.000.5410	543.72
INTERSTATE POWER SYSTEMS,...	C001213477-01	12/20/2024	Fire truck - flanged hex bolts	603.8300.000.5410	152.28
CRYSTEEL TRUCK EQUIPMENT	FP197586	12/20/2024	F250 - bolt kit	603.8300.000.5410	45.18
CRYSTEEL TRUCK EQUIPMENT	FP1978585	12/20/2024	Stock cutting edges	603.8300.000.5410	864.43
TRI-STATE BOBCAT INC.	P30441	12/20/2024	Skid loader couplers	603.8300.000.5405	194.56
TRI-STATE BOBCAT INC.	P30459	12/20/2024	Skid loader coupler	603.8300.000.5405	217.04
NUSS TRUCK AND EQUIPMENT	PSO164601-1	12/20/2024	Dump truck actuator & switch	603.8300.000.5410	85.83
UNIFIRST CORPORATION	1410110558	12/23/2024	Uniforms-Mechanics	603.8300.000.5175	35.15
UNIFIRST CORPORATION	1410110558	12/23/2024	Shop Rentals	603.8300.000.5430	196.07
WELLS FARGO CREDIT CARD A...	Amazon Mark 0m2u79ua3 Ric...	12/30/2024	Grease swivel	603.8300.000.5150	120.41
WELLS FARGO CREDIT CARD A...	Amazon Mark 868q46sr3 Rick ...	12/30/2024	Utilities valve machine carbur...	603.8300.000.5405	22.96
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Dz24q0ts3 Joel ...	12/30/2024	holder for commercial vehicles	603.8300.000.5125	69.98
WELLS FARGO CREDIT CARD A...	Amazon Mktpl J30p12ar3 Joel ...	12/30/2024	holder for commercial vehicles	603.8300.000.5125	51.98
WELLS FARGO CREDIT CARD A...	Building Materials Out Matt J...	12/30/2024	Cabinets for shop	603.8300.000.5400	1,814.40
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Matt...	12/30/2024	Cold weld epoxy & white caulk	603.8300.000.5400	9.48
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Foam engine additive	603.8300.000.5150	37.77
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	F250 Battery	603.8300.000.5150	163.02
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Sweeper (no lic.) air filters	603.8300.000.5405	67.24
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Oil filters for mowers	603.8300.000.5405	43.40
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	F250 tune up parts	603.8300.000.5410	109.55
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Hyd Fittings	603.8300.000.5410	35.64
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Dump truck light plug	603.8300.000.5410	11.04
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Stock wiper blades	603.8300.000.5410	139.90
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	F550 Fuel filter	603.8300.000.5410	71.45
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Rick Jacks WF 11/...	12/30/2024	Hyd fitting	603.8300.000.5410	8.91

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Matt …	12/30/2024	Knob, Bar & Screws	603.8300.000.5400	44.69
				Fund 603 - CENTRAL EQUIPMENT Total:	**116,971.76**
Fund: 605 - CITY FACILITIES					
NASSEFF PLUMBING & HEATI…	62943B	12/05/2024	start up Infra-red heaters	605.8500.000.5400	1,390.00
HUEBSCH SERVICES	20359565	12/20/2024	lobby mats	605.8500.000.5430	188.15
MN GLOVE & SAFETY, INC.	349074	11/19/2024	Winter gear - Insulated jacket	605.8500.000.5175	199.99
SHERWIN-WILLIAMS CO.	3516-1	11/19/2024	Paint for PW Offices	605.8500.000.5125	129.44
GRAINGER	9321410715	11/19/2024	v-belts for HVAC	605.8500.000.5125	25.50
FIRST SUPPLY LLC	3679761-00	11/20/2024	Radiator wrench	605.8500.000.5160	12.07
GRAINGER	9322732141	11/20/2024	toilet rebuild kit	605.8500.000.5150	36.27
GRAINGER	9322732158	11/20/2024	plastic pail lids	605.8500.000.5190	7.98
GRAINGER	9322968638	11/20/2024	plastic buckets & scoop	605.8500.000.5190	70.00
DANIEL BAUER - TRUE MECH…	1688	11/21/2024	FS #3 replaced failed gas valve	605.8500.000.5400	887.00
HILLYARD INC	605666167	11/21/2024	Paper Towels, TP, Cleaners	605.8500.000.5125	456.02
OTIS ELEVATOR COMPANY	CL17861001	11/21/2024	elevator work for new fire pa…	605.8500.000.5400	912.50
GRAINGER	9327348745	12/13/2024	disinfecting wipes	605.8500.000.5125	59.71
FIRST IMPRESSION GROUP	163279	11/26/2024	Business cards - Adam	605.8500.000.5105	7.50
HUEBSCH SERVICES	20366524	11/28/2024	lobby mats	605.8500.000.5430	188.15
TOTAL CONSTRUCTION & EQU…	41189	11/28/2024	repairs to PW breakroom light…	605.8500.000.5400	360.63
CINTAS CORPORATION	9298532146	11/30/2024	City Hall AED Agreement 11.2…	605.8500.000.5310	270.00
DANIEL BAUER - TRUE MECH…	1704	12/05/2024	reviewed fire/smoke dampers…	605.8500.000.5310	640.00
SEACOLE	243218	12/05/2024	de-icing liquid for City Hall	605.8500.000.5190	2,901.25
LVC COMPANIES, INC.	157568	12/13/2024	Annual Extinguisher inspect at…	605.8500.000.5310	766.00
DANIEL BAUER - TRUE MECH…	1727	12/13/2024	repaired lower PD heat	605.8500.000.5400	390.00
DANIEL BAUER - TRUE MECH…	1737	12/20/2024	AHU4 fault repairs in PD	605.8500.000.5400	657.00
LAURENTINA DEJONG	12022024	12/13/2024	Winter pot & monument deco…	605.8500.000.5310	3,500.00
DANIEL BAUER - TRUE MECH…	1711	12/13/2024	FS #3 boiler alarm repairs	605.8500.000.5400	320.00
DANIEL BAUER - TRUE MECH…	1725	12/13/2024	FS #2 repairs to boiler	605.8500.000.5400	8,972.00
HUEBSCH SERVICES	20370008	12/20/2024	lobby mats	605.8500.000.5430	188.15
PERFECTION PLUS, INC	315716	12/13/2024	12.2024 cleaning svcs	605.8500.000.5310	5,133.19
AEP ONSITE PARTNERS, LLC	INV-0194	12/13/2024	11.2024 Solar Panels	605.8500.000.5355	976.67
GIP III ZEPHYR ACQUISITION P…	INVRGRV-12412	12/13/2024	10.2024 Solar Garden fees	605.8500.000.5357	35,341.77
GIP III ZEPHYR ACQUISITION P…	INVRGRV-22412	12/13/2024	10.2024 Solar Garden fees	605.8500.000.5357	8,088.47
LVC COMPANIES, INC.	157900	12/20/2024	WTP annual extinguisher svc &…	605.8500.000.5310	1,279.15
LVC COMPANIES, INC.	157901	12/20/2024	FS #3 annual extinguisher svc …	605.8500.000.5310	117.60
LVC COMPANIES, INC.	157902	12/20/2024	FS #1 annual extinguisher svc …	605.8500.000.5310	111.65
LVC COMPANIES, INC.	157903	12/20/2024	Cold Storage annual extinguis…	605.8500.000.5310	207.56
LVC COMPANIES, INC.	157904	12/20/2024	FS #2 annual extinguisher svc …	605.8500.000.5310	125.45
LVC COMPANIES, INC.	157905	12/20/2024	GC annual extinguisher svc &…	605.8500.000.5310	263.55
LVC COMPANIES, INC.	157906	12/20/2024	RV Park annual extinguisher s…	605.8500.000.5310	259.30
TOTAL CONSTRUCTION & EQU…	41441	12/20/2024	shutdown and re-install for W…	605.8500.000.5400	2,561.89
TOTAL CONSTRUCTION & EQU…	41445	12/20/2024	repair to lighting control in PD…	605.8500.000.5400	670.66
TOTAL CONSTRUCTION & EQU…	41446	12/20/2024	repair to CH restroom lighting …	605.8500.000.5400	1,651.37
CINTAS CORPORATION	5244716701	12/20/2024	first aid supplies	605.8500.000.5190	117.87
LVC COMPANIES, INC.	158215	12/20/2024	2024 Cold Storage Sprinkler In…	605.8500.000.5310	465.00
TOTAL CONSTRUCTION & EQU…	40249927.1	12/20/2024	new City Hall sign	605.8500.000.5400	7,900.00
LVC COMPANIES, INC.	158375	12/20/2024	FS #3 annual fire alarm inspect…	605.8500.000.5310	430.00
SMOOT ENTERPRISES ADVAN…	25484	12/23/2024	CH maint staff uniforms	605.8500.000.5175	1,082.75
LVC COMPANIES, INC.	158613	12/27/2024	FS #2 leaking valve	605.8500.000.5400	310.00
LVC COMPANIES, INC.	158618	12/27/2024	PW annual fire alarm & sprink…	605.8500.000.5310	930.00
LVC COMPANIES, INC.	158619	12/27/2024	WTP annual fire alarm & sprin…	605.8500.000.5310	1,240.00
LVC COMPANIES, INC.	158620	12/27/2024	PD/CH annual fire & sprinkler …	605.8500.000.5310	620.00
LVC COMPANIES, INC.	158707	12/30/2024	FS #2 annual sprinkler & fire a…	605.8500.000.5310	620.00
LVC COMPANIES, INC.	158708	12/30/2024	GC sprinkler & fire alarm insp…	605.8500.000.5310	620.00
LVC COMPANIES, INC.	158709	12/30/2024	RV Park sprinkler & fire alarm …	605.8500.000.5310	620.00
WELLS FARGO CREDIT CARD A…	Ace Hardware 693 Patrick To…	12/30/2024	Shop supplies	605.8500.000.5150	16.99
MN DEPT OF LABOR & INDUS…	ALR0169562X	12/20/2024	City Hall elevator operating lic…	605.0000.000.1400	100.00
WELLS FARGO CREDIT CARD A…	Holiday Inn & Suites Aaron Fitz…	12/30/2024	MCCFMA Hotel - Fitzloff	605.8500.000.5340	156.55
WELLS FARGO CREDIT CARD A…	Holiday Inn & Suites Patrick To…	12/30/2024	MCCFMA Hotel - Todd	605.8500.000.5340	156.55
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Patric…	12/30/2024	Wall texture to repair walls ar…	605.8500.000.5150	55.96

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Patric…	12/30/2024	Backer rod	605.8500.000.5150	9.86
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Patric…	12/30/2024	Wall anchors and glue gun for …	605.8500.000.5150	32.84
WELLS FARGO CREDIT CARD A…	The Home Depot #2843 Patric…	12/30/2024	Shop supplies	605.8500.000.5150	56.90
				Fund 605 - CITY FACILITIES Total:	**95,864.86**
Fund: 606 - TECHNOLOGY FUND					
VERIZON WIRELESS	9974623844	12/20/2024	Monthly Cell Phones 9.2024	606.8600.000.5320	363.02
CONSOLIDATED COMMUNICA…	10/15/2024	10/15/2024	Monthly phone bill 10.2024	606.8600.000.5320	1,994.30
LOCAL GOVERNMENT INFOR…	18014	10/17/2024	Refund for duplicate payment	606.8600.000.5310	-114.75
LOCAL GOVERNMENT INFOR…	18014	10/17/2024	Refund for duplicate payment	606.8600.000.5395	-16,425.89
LOCAL GOVERNMENT INFOR…	80008	10/17/2024	Software renewal - MP Nextle…	606.8600.000.5395	1,240.68
LOCAL GOVERNMENT INFOR…	81006	10/17/2024	PD Soft Token	606.8600.000.5395	15.00
LOCAL GOVERNMENT INFOR…	81007	10/17/2024	PD Network Services 8.2024	606.8600.000.5395	290.00
AT&T MOBILITY	287298707874X11032024	10/25/2024	FD Cell Phones 10.2024	606.8600.000.5320	1,015.21
AT&T MOBILITY	287298708193X11032024	10/25/2024	PD Cell Phones 10.2024	606.8600.000.5320	8,121.75
LOCAL GOVERNMENT INFOR…	91021	12/13/2024	Internet & Fiber Optic Svcs/Su…	606.8600.000.5395	8,061.00
LOCAL GOVERNMENT INFOR…	31009	10/31/2024	Gopher State One Calls	606.8600.000.5310	-2,276.15
LOCAL GOVERNMENT INFOR…	68035	10/31/2024	Soft Tokens PD	606.8600.000.5395	60.00
LOCAL GOVERNMENT INFOR…	69015	10/31/2024	Line Locates PD	606.8600.000.5310	44.55
LOCAL GOVERNMENT INFOR…	80007	10/31/2024	Cisco annual security software	606.8600.000.5395	8,096.00
LOCAL GOVERNMENT INFOR…	80007	10/31/2024	KnowBe4 Security Training & …	606.8600.000.5395	2,811.44
TOTAL CONSTRUCTION & EQU…	40976	11/11/2024	Add Receptacles & Data Drops…	606.8600.000.5615	3,732.96
COMMERCIAL INFRASTRUCTU…	I10759	11/14/2024	Install data drops, camera, da…	606.8600.000.5615	6,157.63
CONSOLIDATED COMMUNICA…	11/15/2024	11/15/2024	Monthly Phone bill 11.2024	606.8600.000.5320	1,016.48
ZAYO GROUP, LLC	21064593	11/23/2024	Multi-site Phones 12.2024	606.8600.000.5320	3.53
VERIZON WIRELESS	9979491115	12/20/2024	Monthly Cell Phone 11.2024	606.8600.000.5320	425.12
AT&T MOBILITY	287298707874X12032024	12/20/2024	FD Cell phones 11.25.2024	606.8600.000.5320	3,863.65
AT&T MOBILITY	287298708193X12032024	12/20/2024	PD Cell Phones 11.25.2024	606.8600.000.5320	3,118.06
AT&T MOBILITY	287299110577X11032024	12/20/2024	CH Cell Phones 10.2024	606.8600.000.5320	3,396.84
AT&T MOBILITY	287299110577X12032024	12/20/2024	CH Cell Phones 11.2024	606.8600.000.5320	3,333.48
US INTERNET	4832909	11/25/2024	Email filtering software 12.20…	606.8600.000.5395	230.00
BAYCOM INC	EQUIPINV_052191	11/26/2024	Replacement Keyboard for To…	606.8600.000.5160	143.00
INSIGHT PUBLIC SECTOR	1101227697	12/20/2024	Office 365 Monthly License 11…	606.8600.000.5395	2,340.75
INSIGHT PUBLIC SECTOR	1101228027	12/20/2024	Office 365 Monthly License 11…	606.8600.000.5395	-332.58
PRO-TEC DESIGN INC.	117045	12/20/2024	Rich Valley Pk - 4 Card readers…	606.8600.000.5615	20,470.00
SPOK, INC.	H0317493X	11/30/2024	Monthly Translation Svcs 11.2…	606.8600.000.5395	5.49
AT&T MOBILITY	287298707874X10032024	12/05/2024	FD Cell Phones 09.2024	606.8600.000.5320	1,014.24
AT&T MOBILITY	287298708193X10032024	12/05/2024	PD Cell Phones 09.2024	606.8600.000.5320	3,016.20
MARCO TECHNOLOGIES, LLC	37842259	12/05/2024	Printers & Copiers 11.2024	606.8600.000.5430	1,867.28
PPT HOLDINGS I, LLC	PUSA10090152174	12/13/2024	Maint. Contract Svc 1.1.-8.31.…	606.0000.000.1400	7,133.36
PPT HOLDINGS I, LLC	PUSA10090152174	12/13/2024	Maint. Contract Svc 12.31.2024	606.8600.000.5395	3,566.68
COMMERCIAL INFRASTRUCTU…	I10768	12/20/2024	Relocate data drop for TV	606.8600.000.5310	193.22
ZAYO GROUP, LLC	21133683	12/20/2024	City Hall Phones 12.15.2024	606.8600.000.5320	953.60
CDW GOVERNMENT INC	AB9QV2T	12/20/2024	Logitech Mic Pod Mount (2) - …	606.8600.000.5615	131.58
CDW GOVERNMENT INC	AB93G7I	12/20/2024	Apple Pencil Pro (Qty 5)	606.8600.000.5190	193.70
AT&T MOBILITY	287299110577X10032024	12/20/2024	CH Cell Phones 9.2024	606.8600.000.5320	3,441.86
MARCO TECHNOLOGIES, LLC	38069007	12/20/2024	Printers & Copiers Contract 12…	606.8600.000.5430	8,154.76
WELLS FARGO CREDIT CARD A…	Amazon Mark A07uy8tc3 Marc…	12/30/2024	EOC AV Refresh cabling	606.8600.000.5615	22.89
WELLS FARGO CREDIT CARD A…	Amazon Mark F24339o83 Mar…	12/30/2024	iPhone case	606.8600.000.5190	11.98
WELLS FARGO CREDIT CARD A…	Amazon Mark G73bu9ux3 Ma…	12/30/2024	Scissors, Rulers & HMDI Cables	606.8600.000.5190	47.76
WELLS FARGO CREDIT CARD A…	Amazon Mark K20k83j43 Marc…	12/30/2024	EOC AV refresh cabling	606.8600.000.5615	52.44
WELLS FARGO CREDIT CARD A…	Amazon Mark Ks61m9rq3 Ma…	12/30/2024	Monitor arms for laptops	606.8600.000.5615	41.98
WELLS FARGO CREDIT CARD A…	Amazon Mark Rh2yo54m3 Ma…	12/30/2024	EOC AV power strips	606.8600.000.5615	140.55
WELLS FARGO CREDIT CARD A…	Amazon Mark U30yh5t03 Mar…	12/30/2024	EOC AV refresh cabling	606.8600.000.5615	49.99
WELLS FARGO CREDIT CARD A…	Amazon Mark Yq7sd2s53 Marc…	12/30/2024	EOC AV refresh HDMI Splitters	606.8600.000.5615	35.92
WELLS FARGO CREDIT CARD A…	Amazon Mark Zh8k21hl1 Marc…	12/30/2024	EOC AV Refresh cabling	606.8600.000.5615	80.83
WELLS FARGO CREDIT CARD A…	Amzn Mktp US 0l66p8n03 Acc…	12/30/2024	Access points	606.8600.000.5160	1,150.00
WELLS FARGO CREDIT CARD A…	Amzn Mktp US 3x5iv9it3 Marc…	12/30/2024	Keyboard replacement	606.8600.000.5190	35.44
WELLS FARGO CREDIT CARD A…	Amzn Mktp US S77zd3jp3 Mar…	12/30/2024	EOC AV refresh Clickshare	606.8600.000.5615	1,949.99
WELLS FARGO CREDIT CARD A…	Interstate All Battery Marc Ga…	12/30/2024	UPS Battery replacement	606.8600.000.5190	27.00
WELLS FARGO CREDIT CARD A…	Menards West St Paul M Marc…	12/30/2024	EOC AV Refresh shelving	606.8600.000.5615	75.98

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Target 00020461 Marc Gade ...	12/30/2024	Tape for securing cabling	606.8600.000.5190	16.49
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Marc ...	12/30/2024	Zoom teleconferencing	606.8600.000.5395	31.98
WELLS FARGO CREDIT CARD A...	Zoom.Us 888-799-9666 Marc ...	12/30/2024	Zoom teleconferencing	606.8600.000.5395	31.98
				Fund 606 - TECHNOLOGY FUND Total:	**94,670.25**
Fund: 702 - ESCROW FUND					
KIMLEY-HORN & ASSOCIATES, ...	29511248	10/31/2024	EAW Petition Memo & City Co...	702.5100.215.2050	4,600.00
KIMLEY-HORN & ASSOCIATES, ...	29780399	10/31/2024	Construction Observations	702.3100.281.2050	2,431.37
WSB & ASSOCIATES, INC.	R-024005-000-4	12/20/2024	Storm Water Review	702.3100.237.2050	124.50
M/I HOMES, INC.	11/19/2024	11/19/2024	Escrow Release	702.3100.285.2050	69,134.90
M/I HOMES, INC.	11/19/2024B	11/19/2024	Escrow Release	702.3100.250.2050	52,244.03
KENNEDY & GRAVEN	184964	11/21/2024	Legal Services - Water Connect...	702.3100.328.2050	731.00
KENNEDY & GRAVEN	184964	11/21/2024	Legal Services	702.3100.333.2050	102.00
KENNEDY & GRAVEN	184967	12/20/2024	Canvas Development	702.3100.237.2050	25.50
KENNEDY & GRAVEN	184967	12/20/2024	Pine Bend Estates 2nd Additio...	702.3100.267.2050	127.50
KENNEDY & GRAVEN	184967	12/20/2024	Peltier Reserve Development	702.3100.272.2050	4,219.75
KENNEDY & GRAVEN	184967	12/20/2024	Pine Bend Landfill Expansion ...	702.5100.015.2050	3,758.50
KENNEDY & GRAVEN	184967	12/20/2024	National Land Holdings: Rezon...	702.5100.215.2050	2,193.00
KENNEDY & GRAVEN	184967	12/20/2024	Stuart Development	702.5100.220.2050	2,575.50
KENNEDY & GRAVEN	184967	12/20/2024	InSite Development	702.5100.229.2050	76.50
KENNEDY & GRAVEN	184967	12/20/2024	Middle Earth Development	702.5100.244.2050	433.50
KENNEDY & GRAVEN	184967	12/20/2024	The Bardo/Mend Zoning Matt...	702.5100.245.2050	102.00
BOLTON & MENK, INC.	0350620	12/13/2024	Peltier Reserve Constr Admin ...	702.3100.272.2050	3,503.50
TOTAL CONSTRUCTION & EQU...	11/25/2024	12/13/2024	Planning Appl. Escr Ref Case ...	702.5100.228.2050	471.40
ST. PAUL PIONEER PRESS	1124572521	12/13/2024	NoPH: BFI Waste 24-21NCUC	702.5100.207.2050	42.12
ST. PAUL PIONEER PRESS	1124572521	12/13/2024	NoPH: Susan McNeely 24-41...	702.5100.246.2050	27.04
ST. PAUL PIONEER PRESS	1124572521	12/13/2024	NoPH: Susan McNeely 24-41...	702.5100.246.2050	27.04
ST. PAUL PIONEER PRESS	1124572521	12/13/2024	NoPH: Ky Fang 24-40Z	702.5100.247.2050	24.44
KENNEDY & GRAVEN	185332	12/13/2024	Legal Services for SWFMA	702.3100.333.2050	433.50
BARR ENGINEERING COMPANY	23190218.02-16	12/20/2024	PBL June 22' Expansion Permit...	702.5100.015.2050	10,505.50
				Fund 702 - ESCROW FUND Total:	**157,914.09**
				Grand Total:	**4,120,465.33**

CITY OF INVER GROVE HEIGHTS

Agenda Item 5.D.

Request for Council Action

SUBJECT: Personnel Actions

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

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

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

FISCAL IMPACT
All positions to be filled are funded within the adopted City budget.

RECOMMENDATION
Staff recommends approval of the attached personnel actions.

ATTACHMENTS
1. Personnel Actions 1.06.25 (hires-terms)

CITY OF INVER GROVE HEIGHTS

Agenda Item 5.E.

Request for Council Action

SUBJECT: 2025 Official Newspaper Designation

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED
The Council is asked to designate the Pioneer Press as the official newspaper of record for the City of Inver Grove Heights in 2025.

BACKGROUND
Annually, the City Council designates the official newspaper of record for the City. This is where official legal notices, such as notices of public hearings and adopted ordinances, are published as required by state law. The Pioneer Press is the current official newspaper of record for the City and has submitted a bid to be the designated paper for the City in 2025. A comparison between the Pioneer Press and the Star Tribune is as follows:

	Pioneer Press	Star Tribune
Full Sunday publication	124,711	136,197
Full Sunday publication for Dakota County	18,805	16,230
Full Sunday publication for Inver Grove Heights	3,317	730
Weekday publication average for Inver Grove Heights	1,134	330
Proposed Rate per line	$ 0.64	$ 1.58
Proposed Rate per inch	$ 7.70	$ 17.90

FISCAL IMPACT
Funding for publication of required documents and notices is included in the City's adopted 2025 budget.

RECOMMENDATION
Staff recommends designating the Pioneer Press as the City's official newspaper for 2025.

ATTACHMENTS
1. 2025 Quote - Pioneer Press
2. 2025 Quote - Star Tribune

TwinCities.com
PIONEER PRESS
1 Water Street West, Suite 200
St. Paul, MN 55017

Rebecca Kiernan
City of Inver Grove Heights

Dear Rebecca,

Thank you for the opportunity to bid on the public notice publications for City of Inver Grove Heights.

The Saint Paul Pioneer Press is a Daily Newspaper located in Saint Paul, MN, primarily serving Ramsey, Dakota, and Washington Counties and Western Wisconsin.

Our Legal Publication rates for all notices for 2025 are as follows:

$7.70 per column inch per publication *(this = $0.55 per line, there are 14 lines per column inch)

Our circulation number below is for Sunday Full Run, however you can publish a notice any day of the week.

Full Run – 124,711, all notices will be published full run.

DEADLINE TO SUBMIT LEGAL NOTICES:

Deadlines for Liner (text only) ads.

Publication Day	Deadline to submit materials
Monday	Friday, 4pm
Tuesday	Monday, 12pm
Wednesday	Tuesday, 12pm
Thursday	Wednesday, 12pm
Friday	Thursday, 12pm
Saturday	Friday, 11am
Sunday	Thursday, 4pm

Deadlines for Display ads.

Notice includes chart, graphics, map, or any special formatting.

Publication Day	Deadline to submit materials
Monday	Friday, 2pm
Tuesday	Monday, 11am
Wednesday	Tuesday, 11am
Thursday	Wednesday, 11am
Friday	Thursday, 11am
Saturday	Friday, 9am
Sunday	Thursday, 3pm

All legal notices should be emailed to legals@pioneerpress.com after doing so, you'll be sent an email confirming receipt of your information and you'll be contacted shortly. You will be emailed a proof (which includes the cost). An affidavit will be emailed after the notice publishes.

Let me know if you would be considering the Saint Paul Pioneer Press as the official legal newspaper for City of Inver Grove Heights. Please let me know if you have any questions, we look forward to partnering with you.

Thank you,

True Lee – Advertising
tlee@pioneerpress.com

Rebecca Kiernan

From:	True Lee <tlee@pioneerpress.com>
Sent:	Wednesday, December 18, 2024 11:26 AM
To:	Rebecca Kiernan
Subject:	Re: 2025 Bid Legal Notice Publications
Attachments:	image002.png

Hi Rebecca,
See below for the circulation numbers for Dakota County and Inver Grove Heights.

Dakota County:
Mon: 3,732
Tues: 3,706
Wed: 3,897
Thurs: 9,211
Fri: 4,869
Sat: 4,764
Sun: 18,805

Inver Grove Heights:
Mon: 763
Tues: 767
Wed: 701
Thurs: 1858
Fri: 809
Sat: 773
Sun: 3,317

Thanks.

True Lee
ST. PAUL PIONEER PRESS
One West Water Street, Suite 200 • St Paul, MN 55107
Direct: 651.228.2166
Email: tlee@pioneerpress.com

On Wed, Dec 18, 2024 at 10:18 AM Rebecca Kiernan <rkiernan@ighmn.gov> wrote:

Why choose Star Tribune when it comes to Legal Notices?

Because we offer everything you need to be successful, including a simple placement process, fair rates, timely turnaround, and the legal qualification to meet all statute requirements.

2024 DESIGNATED LEGAL NEWSPAPER RATES:

- **$1.58 per line per day**. Approximately $17.90 per column inch. 12 lines per column inch.
- **Notices are charged per line not per column inch**, so you are not paying for space you are not using.
- Pricing applies to legal notices/public hearing notices only.

PLACEMENT:

- Minnesota Statute 412.831 requires annual designation of an official newspaper. Star Tribune is a qualified legal newspaper, publishing legal notices 7 days per week.
- Primary areas served: Anoka County, Ramsey County, Dakota County, Hennepin County, Scott County, Carver County, Wright County, and Sherburne County.
- **Legal notices will also run on StarTribune.com at no extra charge.**
- **Legal Notices will also run on the MNA Public Notice website at no extra charge, a requirement for the State of Minnesota.** https://www.mnpublicnotice.com

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DEADLINES - (applies to placement, changes & cancellations):

- Two days prior to first publication date at 4pm CST.
- Legal display deadlines are advanced 24-48 hours.
- Deadlines will be advanced for holidays/special occasions.
- Affidavits must be emailed 24-48 business hours after last publication date.

Monday: Friday 4pm
Tuesday: Friday 4pm
Wednesday: Monday 4pm

Thursday: Tuesday 4pm
Friday: Wednesday 4pm
Saturday: Thursday 4pm
Sunday: Friday 4pm

CIRCULATION:

- Sunday - 206,724
- Monday - 98,486
- Tuesday - 98,486
- Wednesday - 98,486
- Thursday - 98,486
- Friday - 98,486
- Saturday - 98,486

Star Tribune Print, DMA (AAM News Media Statement, September 30 2022)

For more information and to advertise, contact Liz Deleeuw or email placeads@startribune.com or call 612-673-7000.

StarTribune

From: Rebecca Kiernan <rkiernan@ighmn.gov>
Sent: Wednesday, December 20, 2023 9:55 AM
To: Deleeuw, Elizabeth <Elizabeth.Deleeuw@startribune.com>
Cc: Olsen, Connor <Connor.Olsen@startribune.com>
Subject: RE: City of Inver Grove Heights / Legal Notice placement question

Good Morning Liz,

I have not seen a quote from the Star Tribune to be considered for our legal publication for 2024.

Could you please provide a quote so I may have Council consider changing in 2024?

Thanks.

Rebecca Kiernan

From: Deleeuw, Elizabeth <Elizabeth.Deleeuw@startribune.com>
Sent: Tuesday, December 17, 2024 10:21 AM
To: Rebecca Kiernan
Subject: FW: City of Inver Grove Heights / Legal Notice placement question

Hi Rebecca,
Good morning!

For Inver Grove Heights, MN:

- Weekday HD: 230
- Weekday SC: 100
- Weekday Combo: 330

- Sunday HD: 510
- Sunday SCES: 220
- Sunday Combo: 730

For Dakota County, MN:

- Weekday HD: 6,930
- Weekday SC: 1,350
- Weekday Combo: 8,280

- Sunday HD: 12,810
- Sunday SCES: 3,420
- Sunday Combo: 16,230

We hope to have the opportunity to work with City of Inver Grove Heights in 2025.

Liz

Liz Deleeuw
Advertising Account Executive
C: 612-743-0133
elizabeth.deleeuw@startribune.com
The Minnesota Star Tribune

Hi,

Just checking in to see if you have statistics for Inver Grove Heights and Dakota County for Sunday -

If you could include your circulation data for Dakota County for a full Sunday Publication and what it would be for a weekday publication, I would appreciate it.

Thank you!

CITY OF INVER GROVE HEIGHTS

Agenda Item 5.F.

Request for Council Action

SUBJECT: Appointment of Acting Mayor

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED
The Council is asked to appoint Councilmember John Murphy to the position of Acting Mayor for the year 2025.

BACKGROUND
The Acting Mayor presides over City Council meetings in cases where the Mayor is absent.

FISCAL IMPACT
NA

RECOMMENDATION
Mayor Dietrich recommends the appointment of Councilmember Murphy to fill the role of Acting Mayor, as needed, during calendar year 2025.

ATTACHMENTS
None

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Appointment of Assistant Weed Inspector

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED
The Council is asked to appoint Parks Superintendent Brian Swoboda as the Assistant Weed Inspector.

BACKGROUND
Pursuant to Minnesota State Statute 18.80, the Mayor of each Minnesota city serves as the official "Local Weed Inspector." However, Assistant Weed Inspectors may be appointed to act on behalf of the appointing authority.

According to MN Statute 18.81, Subd. 2, local weed inspectors shall: (1) examine all lands, including highways, roads, alleys, and public ground in the territory over which their jurisdiction extends to ascertain if section 18.78 and related rules have been complied with; (2) see that the control or eradication of noxious weeds is carried out in accordance with section 18.83 and related rules; and (3) issue permits in accordance with section 18.82 and related rules for the transportation of materials or equipment infested with noxious weed propagating parts.

FISCAL IMPACT
NA

RECOMMENDATION
Staff recommends appointing Parks Superintendent Brian Swoboda as the Assistant Weed Inspector for 2025-2026.

ATTACHMENTS
None

CITY OF INVER GROVE HEIGHTS

Agenda Item 5.H.

Request for Council Action

SUBJECT: Resolution Authorizing Official Depositories for 2025

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED
The Council is asked to adopt the attached Resolution, authorizing official depositories for 2025.

BACKGROUND
Annually, the City Council designates banks, brokers and dealers which may be used by the City during the calendar year.

The following institutions have been designated in the past and the City has been satisfied with their services:

- Bremer Bank, N.A.
- Wells Fargo Bank, N.A.
- RBC Capital Markets, LLC
- Wells Fargo Securities, LLC
- Stifel Nicolaus & Co., Inc.
- Moreton Capital Markets, LLC
- US Bankcorp
- Ehlers Investment Partners
- UBS Financial Services, Inc.
- Oppenheimer & Co, Inc.

Although not utilized in recent years, staff recommends that PMA Financial Network and Prudent Man Advisors, LLC (PMA) & the 4M Fund remain on the list of authorized depositories. The 4M Fund, also known as the Minnesota Municipal Money Market Fund, is administered by PMA and is a customized cash management and investment program for Minnesota public funds sponsored and governed by the League of Minnesota Cities.

FISCAL IMPACT
This is a procedural action with no specific fiscal impact.

RECOMMENDATION
Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AUTHORIZING OFFICIAL DEPOSITORIES FOR 2025

WHEREAS, the Finance Director or designee(s), as custodian of public monies of the City of Inver Grove Heights, regularly deposits said monies in depositories of the City; and

WHEREAS, the Finance Director or designee(s) shall also invest funds not immediately needed pursuant to Minnesota Statutes; and

WHEREAS, it is the express intention of the City to maximize its investments and interest earnings by allowing each financial institution to compete for such investments;

NOW THEREFORE, BE IT RESOLVED by the Inver Grove Heights City Council that the following financial institutions are hereby designated as public depositories for the City:

- Bremer Bank, N.A.
- Wells Fargo Bank, N.A.
- RBC Capital Markets, LLC
- Wells Fargo Securities LLC
- Stifel Nicolaus & Co., Inc.
- Moreton Capital Markets, LLC
- US Bancorp
- Ehlers Investment Partners
- UBS Financial Services, Inc.
- Oppenheimer & Co, Inc.
- PMA Financial Network/Securities, LLC 4M Fund

Adopted this 6th day of January 2025 by the City Council of Inver Grove Heights, MN.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

Agenda Item 5.I.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Resolution Authorizing Electronic Fund Transfers for 2025**

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing electronic fund transfers in 2025.

BACKGROUND

State Statute 471.38 subds. 3 and 3a authorizes electronic fund transfers under certain conditions. Electronic fund transfer is the process of value exchange via mechanical means without the use of checks, drafts or other similar negotiable instruments. The City utilizes electronic fund transfers in addition to checks for payment purposes of payroll, investments, contributions to pension or retirement funds; vendor payments (select vendors only) and bond principal, bond interest and fiscal agent service charges. The Finance Director or designee(s) shall be responsible for making such payments. All payments, regardless of payment method, shall be included in the list of disbursements reviewed by Council.

State Statute 471.38 subd. 3a requires annual approval of authorization to utilize electronic fund transfers.

FISCAL IMPACT

RECOMMENDATION

Staff recommends adoption of the attached Resolution, authorizing electronic fund transfers in 2025.

ATTACHMENTS

1. Resolution Authorizing Electronic Funds Transfers

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ELECTRONIC FUND TRANSFERS FOR 2025

WHEREAS, the City Council of the City of Inver Grove Heights, acknowledges the need for electronic fund transfers for such things as payroll, investments, contributions to pension or retirement fund, vendors and bond principal, interest, and fiscal agent service charges; and

WHEREAS, Minnesota State Statute 471.38, subdivision 3a requires governing bodies delegate this authority annually.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF INVER GROVE HEIGHTS: that the City Council authorizes the Finance Director or designee(s) to make such payments by electronic fund transfers. These payments will be included in the disbursement registers for Council approval.

Adopted this 6th day of January 2025 by the City Council of Inver Grove Heights, MN.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

Agenda Item 5.J.

Request for Council Action

SUBJECT: Resolution Adopting Annual Update to the City of Inver Grove Heights Emergency Operations Plan

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving an annual **update** to the City of Inver Grove Heights Emergency Operation Plan (EOP).

BACKGROUND

Minnesota Statutes, Section 299K.05 stipulates that "Political subdivisions should prepare emergency plans that adequately address the requirements contained in section 11003 of the federal act. The emergency plan may be a part of a plan prepared by a political subdivision in accordance with chapter 12."

The "federal act" is the Emergency Planning and Community Right to Know Act, otherwise known as Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986. SARA Title III includes several requirements regarding the development, exercising, and updating of a local emergency plan. SARA Title III recommends the plan be updated every two years to maintain accuracy, however, Inver Grove Heights has typically done an annual EOP update.

The Federal Emergency Management Agency (FEMA) has developed a Comprehensive Preparedness Guide (CPG) 101 to provide recommendations on developing EOPs. The CPG promotes a common understanding of the fundamentals of risk-informed planning and decision-making to help planners produce integrated, coordinated, and synchronized plans. The goal of CPG 101 is to make the planning process routine across all phases of emergency management and for all homeland security mission areas.

The Minnesota Department of Public Safety's Division of Homeland Security and Emergency Management (HSEM) has also developed a local EOP crosswalk known as the MNWALK that is used by HSEM and Dakota County to evaluate the completeness of local EOP's. The Inver Grove Heights updated EOP has been deemed MNWALK compliant by the Dakota County Emergency Preparedness Coordinator.

The official EOP documents are not available to the public.

Once the EOP has been approved and certified, the updated EOP will be distributed to individuals identified on the EOP distribution list.

FISCAL IMPACT

None

RECOMMENDATION
Staff recommends the City of Inver Grove Heights adopt the updated City of Inver Grove Heights Emergency Operation Plan (EOP). Allowing the EOP to be certified by the Mayor and the Chief of Police (Emergency Preparedness Coordinator).

ATTACHMENTS
1. 2025 EOP Resolution
2. 2025 EOP Signature page

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION ADOPTING THE 2025 INVER GROVE HEIGHTS EMERGENCY OPERATIONS PLAN

RESOLUTION NO.___

WHEREAS, the City of Inver Grove Heights desires to follow Minnesota State Statute 12, "Emergency Management," and

WHEREAS, requires that the governing bodies plan and prepare to deal with disasters; and

WHEREAS, the City adopts plans specific to the situations that may arise within the geographical area and plans covering all hazards; and

WHEREAS, the City must train and practice on written plans; and

WHEREAS, the City must review for compliance and submit for review to the Dakota County Emergency Manager who will then forward to the State of Minnesota the plan for review and approval; and

WHEREAS, the City Council of the City of Inver Grove Heights believes that adopting a plan and updating the plan will enhance the safety and security of the citizens of the City of Inver Grove Heights.

NOW, THEREFORE BE IT HEREBY RESOLVED that the City Council of the City of Inver Grove Heights adopts the 2025 Inver Grove Heights Emergency Operations Plan.

Adopted by the City Council of the of Inver Grove Heights this 6th day of January 2025.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

CERTIFICATION OF PLAN APPROVAL

This page documents approval of the Basic Plan, Emergency Support Functions, SARA Title III, and the Resource Manual.

Plan prepared and submitted by: (MNWALK #3)

Melissa Chiodo
Emergency Manager

Signature: ______________________________

Date: ______________________________

Brenda Dietrich (MNWALK #1)
Mayor

Signature: ______________________________

Date: ______________________________

ADOPTED BY RESOLUTION:

Date of Adoption:

Agenda Item 5.K.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Resolution Approving Minimum Cash Reserve Policy for Stormwater Operating Fund, Transferring Excess Balances and Consolidating Capital Funds**

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED
The Council is asked to adopt the attached Resolution:

- Approving a Minimum Cash Reserve Policy for the Stormwater Operating Fund;
- Transferring balances in excess of the minimum reserve to the Stormwater Capital Fund;
- Consolidating Stormwater Capital Funds by closing the NWA Stormwater Capital Fund to the Stormwater Capital Fund.

BACKGROUND
Throughout 2022, and into early 2023, the City worked with consultant AE2S to conduct a comprehensive Utility Rate Study for the City's water, sewer and stormwater systems. To prioritize the project budget and timeline, detailed efforts were focused on the City's water and sewer utilities, while much of the stormwater study and analysis was postponed. A thorough stormwater rate study is scheduled within 2025 work plans.

As a result of the original rate study, the Council accepted final reports and directed staff to utilize and incorporate the analysis, findings and recommendations contained within the reports. The final reports contained various recommendations regarding future rate increases but also called for a reduction in the number of utility funds, restructuring them around their uses (operating vs. capital), and also proposed the establishment of minimum cash reserve targets for the City's Water and Sewer Operating funds.

At its June 12, 2023 meeting, the Council approved minimum cash reserve policies for the Water and Sewer Operating Funds and consolidated the NWA and non-NWA capital funds within each of those utilities. As a result, the City is better-positioned to analyze each capital fund and its ability to pay for the water and sewer projects proposed within the City's five-year Capital Improvement Plan (CIP).

Although a comprehensive stormwater rate study has yet to be completed, staff recommend the City consider similar recommendations for its Stormwater Funds: adopt a minimum cash reserve policy and consolidate the two Stormwater Capital Funds (Stormwater Capital and Stormwater Capital-NWA).

Minimum Cash Reserve Policy

Staff have drafted a minimum cash reserve policy for the Stormwater Operating Fund setting the year-end target cash balance at 90-days, or 3 months, of the next year's budgeted operating costs.

In determining this recommendation, staff reviewed the financial activities within the Stormwater Operating Fund for the first six months of the year. In both the 3-month analysis and 6-month analysis of financial activities, revenue collections in the fund exceeded expenditures (after excluding depreciation, which is a non-cash transaction). This led staff to recommend the smaller 90-day cash reserve target for the Stormwater Operating Fund. The City's Sewer cash reserve target is also set at 90-days, whereas the City's Water cash reserve is set at 180-days.

A copy of the recommended policy is attached for the Council's review and approval. If the results of the upcoming stormwater rate study recommend a different minimum cash reserve target, staff will bring forward a revised policy for Council consideration.

Transferring Excess Operating Cash Balance to Capital Fund
The calculation below reflects the newly established minimum cash reserve level for the Stormwater Operating Fund, and the subsequent transfer of $135,344 to the Stormwater Capital Fund. The calculation reflects the year-end 2023 transfer, based on the 2024 budget. Cash reserve transfers for 2024 (Water operating, Sewer operating and Stormwater operating) are scheduled for Council consideration in March 2025 once all 2024 financial transactions have been recorded.

Stormwater Operating Fund - Minimum Balance Calculation

2024 Operating Budget	760,280	*excludes depreciation*
Minimum Balance Calculation (3 months)	190,070	
Cash Balance 12/31/2023	325,414	
Less: Carryovers/Budget Amendments	-	
Less: Minimum Cash Balance Target	(190,070)	
Cash Balance - transfer to Stormwater Capital	$ 135,344	

Consolidating Stormwater Capital Funds
In following the same reasoning that was applied to the City's water and sewer utilities, staff are recommending the City maintain just two funds for its stormwater activities - an operating fund and a capital fund, allowing staff to structure the fund based on intended use rather than revenue source or geographical location within the City. Like with the Water and Sewer capital funds, this creates simplicity in reporting, clarity of funding and transparency for long-term planning of capital projects.

When staff were preparing the original recommendations to combine the respective Water and Sewer capital funds, consideration was given whether the Stormwater capital funds should also be included in that recommendation. It was decided that given the complex nature of the City's stormwater system and fees, that recommendation should be withheld until both the City Attorney and the City's Financial Advisor, Ehlers, could review the matter. That review has since occurred and both parties are satisfied that there is nothing in state statute or city code that prohibits the City from taking this action.

The City currently has two Stormwater Capital Funds, a regular capital fund and a NWA capital fund. The NWA Stormwater Capital Fund (Fund 533) has an estimated positive cash balance of $3,199,279. As of December 31, 2024, the balance in the NWA Stormwater Capital Fund will be transferred to the Stormwater Capital Fund (Fund 531), which has an estimated positive cash balance of $1,269,208.

FISCAL IMPACT

These recommendations are a result of several years of internal efforts to improve upon how the City tracks and reports financial activities within its utility funds. Approving the three action items requested above will help provide context as to how the City's Stormwater Utility supports ongoing operations while also saving for future capital needs.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution
2. Minimum Cash Reserve Policy for Storm Water Operating Fund (Dec 2024)

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING MINIMUM CASH RESERVE POLICY FOR, AND TRANSFERRING EXCESS BALANCES FROM, THE STORMWATER OPERATING FUND, AND CLOSING THE NWA STORMWATER CAPITAL FUND

WHEREAS, between 2022 and 2023, the City worked with consultant AE2S on a comprehensive Utility Rate Study that focused on the City's water and sewer utilities, and;

WHEREAS, as a result of those efforts, the City implemented several of the financial recommendations contained within that report such as the establishment of a minimum cash targets for the City's Water and Sewer Operating Funds, as well as consolidation of the capital funds for each utility, and;

WHEREAS, it desirable that the City implement a similar cash reserve policy for the Stormwater Operating Fund, setting the cash balance target at 90-days (3 months) to ensure that any funds in excess of that target are transferred to the Stormwater Capital Fund where they can be considered as available for the City's ongoing stormwater capital needs, and;

WHEREAS, it is also desirable that the City combine the two Stormwater Capital Funds, Stormwater Capital (Fund 531) and Stormwater Capital-NWA (Fund 533), to show the totality of funding available to finance the City's ongoing stormwater capital needs;

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

- The establishment of Minimum Cash Reserve Policy for the Stormwater Operating Fund, equivalent to 90-days, or 3 months, of the following year's budgeted operating costs.
- The transfer of 2023 balances in excess of that minimum cash reserve, calculated at $135,344, to the Stormwater Capital Fund.
- The consolidation of the Stormwater Capital Funds, by transferring balances in the NWA Stormwater Capital Fund (Fund 533), estimated at $3,199,278.67 to the City's regular Stormwater Capital Fund (Fund 531).

Adopted this 6th day of January 2025 by the City Council of Inver Grove Heights, MN.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

Minimum Cash Reserve Policy For Stormwater Operating Fund

Purpose

The purpose of this policy is to ensure there will be adequate cash resources in the Stormwater Operating Fund (Fund 530) to meet the ongoing financial obligations of the Fund and that any amount above and beyond those adequate cash resources are transferred to the Stormwater Capital Fund to support planned capital reinvestment in the City's stormwater system.

Stormwater Operating Fund

The City's stormwater system includes collection and infiltration ponds, ditches, pipes, and outfall structures that are designed and maintained to collect and treat stormwater and prevent or minimize flooding within the city. The Stormwater Operating Fund receives revenue from the City's stormwater utility fees, approved annually by the City Council and charged to all property owners within the City.

Expenses in the fund include operating costs such as wages and benefits, supplies, building maintenance and utilities, technology, etc. The fund's budget will also include a planned Transfer Out (typically equivalent to the estimated depreciation) to the Stormwater Capital Fund (Fund 531) to support future capital reinvestment in the City's stormwater system.

Minimum Cash Reserve

The target for year-end cash balances in the Stormwater Operating Fund will be 90-days, or 3 months, of the next year's budgeted operating costs (excluding the planned Transfer Out to the Stormwater Capital Fund which is reflected by the Depreciation Expense budget).

Any year-end cash balances in excess of the established target will be transferred to the Stormwater Capital Fund by City Council Resolution.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Resolutions Amending the City's Special Assessment Policy and Hardship Deferral Requirements**

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Brian Connolly, Public Works Director, 651.450.2571

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, approving an amendment to the City's Special Assessment Policy, and updating the City's policy regarding hardship deferral of special assessments.

BACKGROUND

The City has utilized a Special Assessment Policy for public improvements dating back to 1981. The most recent update to the City's Special Assessment Policy was adopted by the City Council on November 2, 2023, via Resolution No. 2023-289.

The 2023 Special Assessment Policy update was comprehensive, and took into account feedback and recommendations provided by the City's Citizen Task Force report on the City's Pavement Management Program (2022), the City's Public Works Director and City Engineer, consultants, public feedback through the 2022 and 2023 PMI projects, and feedback from the City Council.

The following key Special Assessment Policy provisions were incorporated into the 2023 Special Assessment Policy:

1. Clear formatting and use of "plain language", including a glossary of common terms (Appendix A)
2. Clarification of the typical public improvement process for which special assessments may be utilized to fund improvements (Section 4)
3. Clarification of special assessment calculation methods utilized (Section 5), and the addition of visual examples of calculation methods (Appendix B)
4. Addition of a special assessment rate for the upgrade of gravel roads to paved roadways (Section 6)
5. Modification of the payment terms for special assessments based on assessment value (as opposed to improvement type) (Section 7)

The 2023 Special Assessment Policy was approved to go into effect for projects where the feasibility study would be completed on or after January 1, 2024, so as to not convolute or overlap policies and procedures (specifically, calculation of assessments) that had been utilized for projects authorized under the previous 2016 Special Assessment Policy. The 2024 PMI projects were the last set of Capital Improvement Projects that followed the 2016 Special Assessment Policy, and staff utilized these projects to run "test scenarios" and verify the provisions of the 2023 Special Assessment Policy could be clearly implemented, and to train staff on the new changes ahead of their formal implementation with projects slated for construction in 2025.

Through that effort, staff have identified minor corrections and clarifications to the 2023 Special Assessment Policy provisions that are recommended to be implemented, including corrections to definitions used within the policy, descriptions/clarifications of interest calculations, and example assessment rolls contained in the appendices. These modifications are superficial in nature, and do not impact the calculations or application of the Special Assessment Policy, and as such, have no impact on the funding or value of special assessments for projects currently in progress (i.e., 2025 PMI, 2026 PMI, Argenta Trail Reconstruction, Bacardi Ave. Reconstruciton, etc.). A copy of the changes made, with noted changes tracked (in red text) has been included for Council reference. The Resolution, if approved, authorizes staff to implement these changes, integrate any updated resolutions into the appendices, and publish the amended Special Assessment Policy to the City's website.

In conjunction with this effort, requests for hardship deferrals associated with the 2024 PMI projects resulted in staff recognizing a few key components that require clarification from the past policy on hardship deferral for special assessments (Resolution 09-13, approved on January 26, 2009). These modifications include clarification of tax return requirements, interest calculation, and creating a fixed period of 30 days to submit a deferral request following the assessment hearing. A copy of the changes made, with noted changes tracked (in red text) is attached, along with a "clean" version of a hardship deferral Resolution for Council's consideration.

If approved by the City Council, the amended Special Assessment Policy and hardship deferral resolution would be effective as of January 6, 2025, and apply to any current and future project that is ordered by the City Council where special assessments may be considered a funding source.

FISCAL IMPACT

The approval of the amendment to the 2023 Special Assessment Policy and the hardship deferral Resolutions do not have any immediate fiscal impact. The application of the Special Assessment Policy and any subsequent hardship deferral applications may have fiscal impacts on a project-specific basis, with those impacts identified through Council actions at the time of the project approval, assessment, and hardship deferral consideration.

RECOMMENDATION

Staff recommend the adoption of the attached Resolutions, approving the amendment to the 2023 Special Assessment Policy, and approving a revised policy for hardship deferral of special assessments.

ATTACHMENTS

1. Resolution - Special Assessment Policy Amendment
2. Special Assessment Policy Amendment (Changes Tracked)
3. Resolution - Policy on Hardship Deferrals
4. Policy on Hardship Deferral (Changes Tracked)

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. ________

RESOLUTION APPROVING AN UPDATE TO THE CITY'S SPECIAL ASSESSMENT POLICY

WHEREAS, on November 27, 2023, the City Council approved the most recent version of the City's Special Assessment Policy (Resolution 2023-289); and

WHEREAS, through implementation and application of the policy to projects scheduled to be constructed in 2025, staff have identified minor corrections related to policy definitions, interest descriptions, and sample assessment rolls contained within the Special Assessment Policy; and

WHEREAS, the items addressed are superficial in nature, and do not impact the calculations or application of the Special Assessment Policy to projects previously authorized by Council; and

WHEREAS, to correct these items and maintain public transparency, City staff recommend an amendment to the Special Assessment Policy.

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

1. The updated Special Assessment Policy with Amendment No. 1 incorporated, dated January 6, 2025, is hereby adopted.

2. The updated Special Assessment Policy, and any amendments thereto, is effective as of January 6, 2025, and will supersede all previous assessment policies, and such amendments thereto.

3. Staff is directed to implement and finalize the recommended changes made to the Special Assessment Policy, integrate any resolutions and other appendices approved, and publish the amended Special Assessment Policy to the City's website.

Approved by the City Council of the City of Inver Grove Heights, Minnesota, this 6th day of January 2025.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

Special Assessment Policy

Adopted by City Council: 11/27/2023 – Resolution 2023-289

Amendment No. 1 by City Council: 1/6/2025 – Resolution 2025-XXX

This Policy is effective as of January ~~1~~6, ~~2024~~2025, and will supersede all previous assessment policies, and such amendments thereto. ~~The Special Assessment Policy adopted January 25, 2016, shall remain in effect until that date, and for all projects where the feasibility study has been completed and the project ordered by City Council prior to January 1, 2024.~~

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Table of Contents

Section 1: Policy Purpose & Goals

The purpose of this policy is to establish a consistent, uniform, fair, and equitable manner of assessing *public improvements* to benefiting properties. The procedures used by the City of Inver Grove Heights for levying *special assessments* are designed to be in conformance with those specified by Minnesota Statute, Chapter 429 – Local Improvements, Special Assessments.

The goals of the City of Inver Grove Heights special assessment policy are to:

1. Provide a stable and continuing source of funding within the financial capacity of the City to accommodate the infrastructure needs of new development, redevelopment, and maintenance of existing infrastructure facilities within the community in a cost-effective manner.
2. Provide the City Council and staff with clear guidelines and methods to efficiently distribute infrastructure costs to benefiting properties in an equitable and consistent manner, thereby enhancing the value of property by assigning a proportionate value of the improvements to the properties deriving from the improvement.
3. Provide an effective tool for the management of City resources to support a highly functional and well-maintained system of infrastructure that promotes economic development and growth, fosters a since of pride throughout the community, and facilitates the development and adoption of short- and long-range capital improvement plans by identifying the magnitude and sources of funding available.

Section 2: Introduction

A *Special Assessment* is a charge imposed on real property to help defray the cost of public improvements. The State of Minnesota constitution allows the legislature to authorize local governments to use *special assessments* to help pay for local improvements based on the benefit the improvement provides to individual properties. Since 1953, that authority has been detailed in [Minnesota Statute, Chapter 429 – Local Improvements, Special Assessments](). Chapter 429, as it is henceforth referenced in this policy, authorizes local government entities such as cities, towns, and counties to make specific improvements and recoup the costs through special assessments, and outlines the requirements and procedures that a local government entity must follow to impose *special assessments*.

The City of Inver Grove Heights ("City") utilizes *special assessments* as a tool to help finance the construction of major infrastructure projects (roads, sidewalks/trails, storm sewer facilities, water facilities, sanitary sewer facilities, etc.), as well as the rehabilitation and/or replacement of public infrastructure as it ages. The City has utilized several versions of a formal special assessment policy ("Policy") dating to 1981, with the most recent policy being adopted in 2016.

In 2022, the Pavement Management Program Citizen Task Force delivered a report focused on recommendations for the City to improve its Pavement Management Initiative, which included a review of the City's Special Assessment Policy provisions. The primary recommendation of the Citizen Task Force related to the Policy was to maintain the general rates and structure of the assessment policy, but to make clarifying changes to ensure consistent application of the policy provisions for different types of projects. The Policy modifications put forth in this current version include:

- Use of "plain language", to better explain technical aspects of the Policy.
- Inclusion of definitions for common words/phrases utilized throughout the Policy.
- Inclusion of links to referenced State Statute, City Code, and various other City Council-adopted documents that are utilized in the implementation of this Policy.
- Revised public improvement project process summary.
- Modified assessment calculation methods, with clear visual descriptions and examples of assessment calculations.
- Updated assessment rate tabulations and descriptions, standardizing language across different improvement types (street, utilities, etc.), and incorporating the revised Pavement Management Initiative project types identified through the Citizen Task Force effort.
- Condensed description of assessment payment period and process, including the addition of partial prepayment options and an assessment payment period based on *special assessment* amount, not project type.

Words that are *italicized* within the Policy are defined in ***Appendix A – Definitions***.

The ***bold italicized*** words reference other sections within the Policy.

Section 3: Public Improvement Project Types

The types of *public improvements* that are eligible for the levying of *special assessments* are detailed in Chapter 429 (§429.021), with an additional provision in Minnesota Statute Chapter 459 (§459.14). At the discretion of the City Council, the City may choose to levy *special assessments* for any type of eligible project as allowed by Statute. The primary project types that the City regularly levies *special assessments* for new and/or rehabilitation/replacement of public infrastructure are:

- Streets, curb and gutter, and appurtenant improvements thereto (new and rehabilitated/replaced)
- Sidewalks, trails, and other non-motorized transportation facilities (new and rehabilitated/replaced)
- Storm sewer and storm water management systems (new and rehabilitated/replaced)
- Sanitary sewer systems (new)
- Water systems (new)
- Streetlights and street lighting systems, including decorative lighting (new and replaced)
- Abatement of nuisances as defined in City Code and allowed by §429.101

Section 4: Public Improvement Process

The *public improvement* process is defined by Chapter 429 and applies for projects where *special assessments* may be levied. Statute allows for some flexibility in how local governments can choose to review and approve projects, and how to levy *special assessments* (i.e., before vs. after construction). The City's *public improvement* process for projects with *special assessments* is as follows:

4.1 Project Initiation

Public improvement projects may be initiated in several ways. The following are the most common methods utilized by the City:

City Initiated Projects

On recommendation of staff through the Capital Improvement Plan (CIP) process, the City Council decides an improvement is necessary and desirable for the community, and schedules it for a specified year within the CIP.

Partner Agency Projects

A project may be initiated by a public agency, such as the Minnesota Department of Transportation (MnDOT), Dakota County, or an adjacent City.

1. Such partner projects generally include interagency agreements (i.e., joint powers and/or cooperative agreements) that detail the scope and cost of such projects, allowing the City to determine if participation in such a project is fiscally viable and/or in the best interest of the community, and plan for these projects through the CIP process.

Petitioned Projects

Chapter 429 (§429.031) specifies that *public improvements* may be initiated by *petition* of owners of not less than 35% in frontage of the real property abutting a requested improvement. Additionally, a developer may *petition* the City for *public improvements* related to a new subdivision or plat, to have the City provide new streets or public utilities to service new development. A developer *petition* will not be considered without the developer waiving all rights to appeal the assessment through a formal Development Contract.

When property owners or a developer submit a *petition* for any *public improvement*, the following process will be undertaken:

1. The Engineering Division will receive and review the *petition* for completeness.
2. A staff member from the Engineering Division will be assigned to reach out to the *petition* submitter, and schedule a meeting to discuss the following items:
    a. Scope and parameters of the *petition* as submitted.
    b. Review items within the *petition* related to City Code, policy, CIP, or Chapter 429 that may impact the *petitioned* request.
    c. Review *assessment waiver* provisions, if applicable.
    d. Request and/or provide clarity on the needs and desires for a project, to provide education to petitioners regarding project planning, cost, and general process.

3. After the staff review and initial meetings with a petitioner, if a petitioner desires to move forward with formal presentation and review before the City Council, staff will prepare a schedule and timeline for a formal agenda item to be presented and prepare a submittal as part of a Regular Agenda item on a future City Council meeting. The petitioner will be informed of the proposed meeting date.
4. At the scheduled Council Meeting, staff will present to the City Council the *petition*, options to address the *petitioned* request, and staff's recommendation on how to proceed with the *petition* request, and the petitioner will be given an opportunity to speak to the Council.

4.2 Feasibility Report

In response to the City Council's desire to proceed with a project, the City Council will authorize the preparation of a *feasibility report* for the proposed *public improvements*. As defined in ***Appendix A***, a *feasibility report* is an engineering and fiscal planning document that details whether a *public improvement* is necessary, cost-effective, and feasible to complete. The key components of a *feasibility report* include:

1. Project Scope
2. Cost Estimates
3. Funding Sources
4. List of Benefiting Properties
5. Preliminary Assessment Calculations and Preliminary/Draft *Assessment Roll*
6. Feasibility and Recommendations Regarding the *Public improvement*

4.3 Public Hearing

Upon completion of the *feasibility report*, the City Council schedules and holds a *public hearing*, to accept the *feasibility report* and discuss the merits of authorizing that a project proceeds to final design. *Public hearings* require specific public notification in accordance with Chapter 429 (§429.031), including two publications in legal newspapers, and direct notification to benefiting property owners via US Mail. After the *public hearing* is held, the City Council votes on a resolution ordering the improvements, setting a timeline for the project to be bid, and directing staff to prepare final plans and construction specifications. Upon authorizing the improvements, the assessments become *pending*, but will not be finalized until the assessment hearing.

1. A vote on a resolution is typically held on the same date as the *public hearing*, but the City Council may choose to table the discussion or extend the *public hearing* to a future meeting date. A formal vote to authorize a *public improvement* must be held within six months of the initial *public hearing* date, or else the *public hearing* process must re-start.
2. *Public improvement* projects with assessments that are initiated through the *petition* process and meet the requirement of 35% *front footage*, as described in ***Section 4.1***, may be authorized via the *public hearing* process with a three-fifths majority vote of the City Council.
   a. *Public improvement* projects with assessments initiated in any other manner (City or other public agency) require authorization via the *public hearing* process with a four-fifths majority vote of all members of the City Council.
3. *Public hearings* are not necessary for *petitioned* projects where 100% of the benefiting property owners have *petitioned* for the project, or 100% of benefiting property owners have

signed an *assessment waiver*. A City Council resolution with a three-fifths majority vote is still necessary to authorize improvements for either of these scenarios.

4.4 Final Plan Design, Bidding, and Construction

Final plan and construction specification compilation occurs following the City Council authorization of improvements. While City Council approval of plans and specifications and authorization of the advertisement for contract bids is not required under Chapter 429 (§429.041), the City ~~chooses~~ may choose on a project-specific basis to follow this step to ensure transparency in the assessment process, and to consider any changes in cost or scope that may have occurred through the final plan design process.

The advertisement period for bids is detailed in Chapter 429 and varies based on the estimated construction cost for the *public improvement*. The City typically uses a sealed bid process and advertises bids for *public improvements* with *special assessments* for at least three (3) weeks. Upon receipt of bids, the sealed bids are opened, and the bids are reviewed by staff for conformance with the contract bidding documents, and a formal bid tabulation is developed. If the bids are found to be in conformance with anticipated budgets, staff prepare a recommendation and resolution for the City Council to award a contract based on the bid requirements (lowest responsible bidder or best-value alternative). Concurrently, staff will prepare a final project budget resolution for the City Council to review and approve, comparing the *feasibility report* costs and the as-bid costs, and detailing the funding sources to be utilized for the construction of the *public improvement*.

Upon City Council approval of resolutions awarding a contract and setting the project budget, construction of the *public improvement* in accordance with the plans and specifications commences. The timeframe for construction of every project varies and will impact the final timing of the *assessment hearing*, as detailed in ***Section 4.5***.

Should a *project bid* not be awarded, due to financial or other project concerns of staff or the City Council, staff will provide recommendations as to the next steps in the project review process. These steps may include revised plans, re-bidding, or potential tabling or termination of a project.

4.5 Assessment Hearing

When a project is deemed to be *substantially complete*, the *assessment hearing* is scheduled. Chapter 429 (§429.061) allows for the *assessment hearing* to be held prior to construction (based on estimated *public improvement costs* after bids are received); however, the City typically holds the hearing after construction is *substantially complete*, allowing final assessments to be based on the actual project costs incurred.

1. After completion of a project, a final cost report is prepared that calculates the actual project costs (construction costs plus all overhead costs such as legal, engineering, administrative, and finance (LEAF) costs).
2. The final *assessment roll* is generated and cross-checked against the preliminary *assessment roll* for accuracy in address and assessment calculation data.
3. Notice for the *assessment hearing* (time, place, and assessment amount) is performed in accordance with Chapter 429. This notice includes one publication in a legal newspaper, and direct notification to benefiting property owners via US Mail.

4. The City Council conducts the *assessment hearing* at a City Council meeting. Following the *assessment hearing*, the City Council votes on a resolution to adopt the *assessment roll*, thereby levying the assessments and beginning the assessment collection process.

4.6 Assessment Payment and Certification

After the *assessment hearing* is held, there are several options for benefiting property owners to pay their assessment, and steps that City staff take to certify assessments with the Dakota County Auditor. These items are detailed in ***Section 7***.

Section 5: Assessment Calculation

Assessable costs may be distributed to *benefited properties* using a variety of *assessment methods*. The specific method chosen depends on the project type, parcel layout, and parcel type/zoning classification. The City utilizes three primary assessment calculation methods for *public improvements*:

1. Per Lot
2. Adjusted Front Footage
3. Area

Assessments must be applied uniformly to <u>the same classification of property within an assessed area</u>. That means that for some properties (i.e., residential lots zoned R-1, R-2, E-1, etc.), the per lot *assessment method* may provide the most equity, while for other properties (i.e., business or PUD lots), the *area* or *front footage* method may be more equitable. The City endeavors to be consistent in the application of assessments and may utilize one or more of the assessment calculation methods for a project. The specific type of assessment calculation utilized, and the calculation applied thereto, will be detailed in the *public improvement feasibility report* for each project and summarized in the *assessment roll*.

5.1 Per Lot Assessment Method

When the "per lot" *assessment method* is utilized, all lots in the *assessable area* with similar zoning classification are assessed equal amounts, independent of their area or *front footage*. The "per lot" method for assessments is most utilized for street improvement projects, where most, if not all, properties are single-family residential (E-1, E-2, R-1, and R-2 parcels where the number of dwelling *units* can be ascertained). The *assessable cost* is divided by the total number of properties to determine the per-property *assessment rate*.

<u>Example</u>:

Total Assessable Cost:	$10,000
Number of Lots/Properties:	5
Per Lot Assessment:	$10,000/5 Lots = **<u>$2,000/Lot</u>**

Special Considerations

1. When a "per lot" *assessment method* is utilized in combination with an "*adjusted front foot*" or "area" *assessment method*, the sum of the total *adjusted front footage* or total area attributed to be assigned on a "per lot" basis will be calculated, and the total divided by the total number of lots to determine a "per lot" *assessment rate*. Refer to example in ***Exhibit B-1*** and ***Exhibit B-2*** in ***Appendix B***.
2. For street improvement projects, corner residential lots will be assessed on a "per lot" basis for the street where the primary driveway *access* is located. If a residential property has two driveway *accesses*, the driveway on the longest *adjacent/abutting property* frontage will be identified as the "primary" driveway. If no driveway exists on a parcel, the access frontage will the side on which the property address is assigned. Refer to example in ***Exhibit B-1*** in ***Appendix B***.

3. When considering larger residential lots for a per *lot assessment*, the ability for a lot to subdivide ~~shall~~ may be considered. The *assessable cost* of the *public improvement* may be allocated to subdividable lots based on the number of residential parcels that the property could be subdivided into. The number of lots will be based on the size of surrounding residential properties in the *assessable area*, City Code requirements for lot subdivision, and zoning classification.

5.2 Adjusted Front Foot Assessment Method

The "*adjusted front foot*" *assessment method* considers that individual parcels vary by size, area, zoning classification, and land use type. The procedure for calculating the "*adjusted front foot*" for different parcels will vary based on the following conditions:

1. Rectangular Lots: The *adjusted front footage* is the actual *front footage* of the lot.
2. Odd-Shaped Lots: For use on lots that exist on cul-de-sacs and curved streets where the front and back lot footage is not proportional to the lot depth. The computation for *adjusted front footage* may be computed as follows:
   a. Taking the average of the front and back *front footage* of the lot; or
   b. Using the width of the lot at the building setback line, as defined in City Code; or
   c. Using the average lot width for comparable properties in the *assessable area*; or
   d. Another method deemed appropriate and detailed in the feasibility study to calculate the assessment fairly and equitably for the property and approved by the City Council.
   e. Refer to examples in ***Exhibit B-3*** in ***Appendix B***.
3. Flag Lots: For use on lots that are flag-shaped and have main *access* to a street or project area but are otherwise "landlocked" by other properties with no secondary street frontage or *access*. The *adjusted front footage* for flag lots shall be considered the greater of the rear-lot property line (farthest from the street *access*), or the sum of the main *access* frontage plus the portion of the lot that is adjacent and parallel to, but not abutting, the street *right-of-way*. Refer to example in ***Exhibit B-3*** in ***Appendix B***.
4. Corner Lot Adjustment (Single-Family Residential Properties Only): ***NOTE: This method only applies to projects where single-family residential parcels are assessed on an adjusted front footage basis.*** For a corner *lot assessment*, the short side is assessed for the actual *front footage* and the long side is assessed for *front footage* that exceeds 135'. Refer to example in ***Exhibit B-3*** in ***Appendix B***.
5. Non-Single-Family Lot Adjustment: ~~***NOTE: This method only applies to projects where single-family parcels are within a project's assessable area.***~~ The actual frontage for non-single-family lots (all zoning classifications other than E-1, E-2, R-1, and R-2 parcels where the number of dwelling *units* can be ascertained), after applying the procedures noted in items 1-3 above, will be multiplied by a factor of two (2) for any *adjacent/abutting property* frontage where a driveway exists to calculate the *adjusted front footage*. This is done to account for the fact that non-single-family parcels may have multiple *access* points to a roadway and generate more traffic than single-family parcels. For non-single-family parcels with *adjacent/abutting property* frontage that does not have a driveway, the *adjusted front footage* for the applicable frontage will be as measured as the actual frontage. Refer to ***Exhibit B-1*** in ***Appendix B***.

6. *Common Interest Parcels*: When *common interest* parcels exist within an *assessable area*, the *adjusted front footage* shall be calculated as defined in item 5 above, and subsequently divided equally to all taxable parcels with a *common interest* in that parcel.

Adjusted front footage will be determined based on plat maps, section maps, and property data supplied by Dakota County via GIS or other digital mapping means. In areas where parcels are un-platted, the centerline length of the roadway or utility improvement may be utilized and extrapolated to calculate the *front footage* of an *adjacent property*.

Upon determination of the "adjusted front foot" calculation for each parcel within a project's *assessable area*, the *assessable cost* is divided by the sum of the "adjusted front foot" calculation for all properties to determine a per-adjusted front foot *assessment rate* for the project.

Example:

Total Assessable Cost:	$10,000
Total Adjusted Front Footage:	2,000 Feet
Per Adjusted Front Foot Assessment:	$10,000/2,000 Feet = **$5/Adjusted Front Foot**

Special Considerations

1. When an "*adjusted front foot*" *assessment method* is utilized in combination with an "per lot" *assessment method*, the sum of the total *adjusted front footage* attributed to be assigned on a "per lot" basis will be calculated, and the total divided by the total number of lots to determine a "per lot" *assessment rate*. Refer to example in ***Exhibit B-1*** in ***Appendix B***.

5.3 Area Assessment Method

The "area" *assessment method* shall be based on the area (square feet or acres) of benefiting properties within an *assessable area*. Upon determination of the total area calculation for each parcel within a project's *assessable area*, the *assessable cost* is divided by the sum of the "area" calculation to determine a per-square foot (or per acre) *assessment rate* for the project.

Example:

Total Assessable Cost:	$10,000
Total Parcel Area:	1,000 Square Feet
Per Square Foot Assessment:	$10,000/1,000 square feet = **$10/Square Foot**

Special Considerations

1. When an "area" *assessment method* is utilized in combination with a~~n~~ "per lot" *assessment method*, the sum of the total area attributed to be assigned on a "per lot" basis will be calculated, and the total divided by the total number of lots to determine a "per lot" *assessment rate*. Refer to example in ***Exhibit B-2*** in ***Appendix B***.

2. *Stormwater Easements*: Parcels that contain a drainage and utility easement for the purposes of stormwater ponding or stormwater treatment will have the area calculation reduced by the area of the stormwater ponding easement. For instance, a 50,000 square foot parcel that is encumbered by a 10,000 square foot stormwater ponding easement will have an *assessable area* of 50,000 – 10,000 = 40,000 square feet.

a. Front, rear, and/or side yard drainage and utility easements that are applied equally throughout a plat that covers all or portions of the *assessable area* will not be considered for area calculation reduction.

b. Properties with stormwater ponding facilities that are not encumbered by a dedicated easement will not receive a reduction in the *assessable area*.

3. <u>Common Interest Parcels</u>: When *common interest* parcels exist within an *assessable area*, the area shall be calculated and subsequently divided equally ~~to~~<u>between</u> all taxable parcels with a *common interest* in that parcel.

5.4 Recommended Assessment Calculation Methods

Table 5.4.A summarizes the <u>recommended</u> assessment calculation methods that can be implemented for each type of zoning classification within the City.

TABLE 5.4.A – Assessment Calculation Method

Zoning Type		<u>Recommended</u> Assessment Calculation Method		
Code	**Definition**	**Per Lot**	**Adjusted Front Footage**	**Area**
A	Agricultural	X	X	X
E-1 & E-2	Estate Lots (Residential)	X(4)	X	
R-1	Residential (Single-Family Homes)	X(4)	X	
R-2	Residential (Duplex/Triplex)	X(2)	X(1)(2)	
R-3	Residential (Apartments/High Density)		X(1)	<u>X</u>
R-4	Manufactured Homes		X(1)	X
B-1 - B-4	Business		X(1)	X
OP	Office Park		X(1)	X
PUD	Planned Urban Development		X(1)(3)	X
I-1 & I-2	Industrial		X(1)	X
P	Public/Institutional		X(1)	X

(1) *Front footage* rate is doubled for multi-family zoning (R-2, R-3, R-4), business, office park, industrial, and public/institutional zoning classes when assessments calculated based on the "*adjusted front footage*" method <u>only</u>.

(2) Where number of dwelling *units* can be confirmed, per lot rate may apply to R-2 zoning classifications when calculated based on a "per lot" basis alone, or in combination with other assessment calculation methods.

(3) In PUD's, the current land use type may be utilized to determine *front footage* rate to apply.

(4) Refer to "lot equivalent" definition in ***Appendix A***

The zoning classifications noted above are based on the zoning classification in place at the time of the adoption of this policy. Current zoning classifications are available on the City's website: <u>Zoning Classifications</u>.

The "per lot" method shall be utilized to the greatest extent possible on Pavement Management Initiative projects where the majority of properties are zoned single-family residential (E-1, E-2, R-1, and R-2 parcels where the number of dwelling *units* can be ascertained).

5.5 Unique Property Considerations

There are several types of unique property situations that may arise within the *assessable area* of a project. The following types of property are most encountered in the performance of Capital Improvement Projects where *special assessments* are utilized:

Public Right-of-Way

When a *public improvement* fronts the *right-of-way* of a City, County, State, or other political subdivision, that *right-of-way* shall be excluded from the calculation of *special assessments*.

Frontage Roads

Frontage roads along highways or other arterial streets are deemed to be of benefit to the adjacent properties. The cost of any *public improvements* on such frontage roads, notwithstanding any roadway width adjustments as defined in ***Section 6.1***, will be assessable to the benefiting properties along the frontage road as follows:

1. For non-single-family parcels (all zoning classifications other than E-1, E-2, R-1, and R-2 parcels where the number of dwelling *units* can be ascertained), the <u>entire cost of the roadway width</u> for the *adjacent/abutting property* frontage will be assessed.
2. For single-family parcels (zoning classifications E-1, E-2, R-1, and R-2 where the number of dwelling *units* can be ascertained), the cost for <u>half of the roadway width</u> for the *adjacent/abutting property* frontage will be assessed.

Tax-Exempt Property

Apart from *public right-of-way*, benefiting property owned by the City, County, State, or other political subdivisions shall be regarded as being assessable on the same basis as if the property was privately owned. Property owned by other tax-exempt organizations such as charitable organizations, religious organizations, and school districts shall be regarded as being assessable on the same basis as if the property was taxable. The assessment calculation method for these properties will be applied based on the zoning classification of the benefiting property, to calculate the assessment fairly and equitably for all benefiting parcels.

1. When the calculated assessment for public property is not identified in a formal *assessment roll* for the *public improvement* project, the public property assessment cost will be otherwise identified in the budget for the *public improvement*, and where applicable, the payment of costs identified through an inter-agency cost sharing agreement.
2. The calculated assessment for private, tax-exempt property will be shown on the *assessment roll* for the *public improvement* project.

Railroad Property

While railroad property is assessable in accordance with Chapter 429, not all types of railroad property may be found to receive a *special benefit* from a *public improvement*. Determination of the *special benefit* and whether a railroad property is considered assessable will be determined through the *feasibility report* process.

Indirect Property Access

Properties that are in the *assessable area* of a *public improvement* and have *access* via easement (i.e., a private road or driveway) are considered to have indirect property *access*. Where such properties exist, the assessment calculation shall be based on the per lot or area assessment method as detailed in ***Section 5.1***, or the area assessment method as detailed in ***Section 5.3***, respectively. Indirect parcels shall be assessed at 50% of an equivalent direct access property of the same zoning classification.

Undeveloped Property

Undeveloped land within an assessable area may be assessed in accordance with the highest and best use of the property, as defined in the City's most current Comprehensive Plan. The zoning classification assigned to undeveloped property for the purposes of calculating a special assessment will be the zoning classification with the greatest density of development when comparing the current zoning classification, and the land use classification as defined in the Comprehensive Plan.

Section 6: Assessment Rates

The *assessment rate* that is utilized for a *public improvement* project will be based on the type of project being performed. ***Table 6.1.A*** summarizes the *assessment rates* applied to the noted project types:

TABLE 6.1.A – Assessment Rates

	Project Type	Percent Assessed
Street Improvements (Includes Storm Sewer)	New Construction	100%
	Reconstruction	35%
	Partial Reconstruction/Reclamation	55%
	Mill & Overlay	80%
	Gravel Road Paving (no Public Utilities)	80%
	Gravel Road Paving (with Public Utilities)	55%
	Routine Maintenance	Not Assessed
Utility Improvements (Sanitary Sewer & Water)	New Construction	100% (1)
	Reconstruction/Replacement	(2)
Other Improvements	Sidewalks/Trails (New Construction)	(3)
	Sidewalks/Trails (Repair)	(4)
	Sidewalks/Trails (Reconstruction/Replacement) (5)	55%
	Streetlights	(6)

(1) Refer to ***Section 6.2*** regarding oversizing and over-depth costs.

(2) Refer to ***Section 6.2*** regarding assessments related to reconstruction/replacement costs.

(3) Refer to ***Section 6.3*** regarding application of special assessments for new sidewalks/trails.

(4) Refer to ***Section 6.3***. Spot repair of existing sidewalk/trail facilities performed in conjunction with a street and utility project will be assessed at the same rate as the street improvements for the neighborhood in question.

(5) Includes full removal and replacement of existing sidewalk or trail facilities, or where applicable for bituminous trails, a mill and/or overlay.

(6) Refer to ***Section 6.3*** regarding new street light assessments.

6.1 Street Improvements

Street improvements are most often undertaken as part of the City's Pavement Management Initiative. These *public improvements* often include work on the pavement section, curb and gutter, adjacent sidewalks and trails, storm sewer systems, ditches, and boulevard areas within the *public right-of-way*.

New Construction

The construction of new streets with a full street section, curb and gutter (if within Municipal Urban Services Area (MUSA) boundary), storm sewer system, and appurtenant improvements in accordance with the current City [engineering design standards] for roadway classification is considered "new construction." Costs of construction of new streets will be assessed based on the following minimum design standards:

1. 7-ton axle load (for local/residential streets).
2. 9-ton axle load (for collector and State Aid streets).
3. 6' sidewalk (for local streets, when required by City Code).
4. 10' bituminous trail and 6' sidewalk (for collector and State Aid streets).
5. Design width of 32' curb-face to curb-face (all street types).
6. Storm sewer facilities necessary to accommodate the above minimum roadway design standards, including piping, manholes, and stormwater treatment facilities (ponds, treatment structures, infiltration basins, etc.)

Where the installation of a roadway or stormwater features exceed the minimum standards noted above, the City Council may authorize funding of the improvements via any method deemed acceptable, including *special assessments*.

Reconstruction

Reconstruction is defined as the removal and replacement of pavement, curb and gutter (in urban areas), aggregate base and subgrade replacement, the partial or full reconstruction of storm sewer systems (including ditch grading for rural areas), and appurtenant improvements in accordance with the current City engineering design standards.

Where sidewalks or bituminous trail currently exist, the partial or full replacement of those facilities will be included in the *assessable cost* for the *public improvement* project.

Partial Reconstruction/Reclamation

Partial Reconstruction/Reclamation is defined as the removal/recycling of pavement and/or aggregate base, spot curb repair (in urban areas) and spot storm sewer repairs (including minor ditch grading for rural areas), and appurtenant improvements in accordance with the current City engineering design standards. Partial reconstruction/reclamation may include spot subgrade correction (not to exceed 50% by total *area* of the *public improvement*).

Where sidewalks or bituminous trail currently exist, the partial or full replacement of those facilities will be included in the *assessable cost* for the *public improvement* project.

Mill & Overlay

Mill and overlay is defined as the removal of the top 1.5”-4” of pavement via mechanical milling, and placement of new bituminous pavement surfacing on the roadway. Work may include spot repairs to storm sewer structures and/or castings, and spot curb repair in accordance with the current City engineering design standards.

Where sidewalks or bituminous trail currently exist, spot repairs or replacement of those facilities (less than 35% by area) will be included in the *assessable cost* for the *public improvement* project. If full replacement of sidewalk or bituminous trail is performed (greater than 35% by area), the sidewalk and bituminous trail work will be reclassified under the “partial reconstruction/reclamation” category for calculating the assessment.

Gravel Road Paving

Existing gravel roads that are upgraded with pavement will include grading of the roadway and ditches, installation of storm sewer culverts, shoulder aggregate, and where necessary to accommodate drainage, installation of curb and gutter. The *assessment rate* for paving of gravel roads has been separated into the following two categories:

1. Gravel Roads with no Public Utilities: These are existing gravel roads with no sanitary sewer or water service, and/or located outside the Metropolitan Council’s Municipal Urban Service Area (MUSA) boundary. The cost for the *public improvement* to upgrade the street to a paved street (with or without curb and gutter) and install storm sewer systems are assessed at a rate of 80% to *benefited properties*.
2. Gravel Roads with Public Utilities: These are existing gravel roads with sanitary sewer and/or water service, and are located inside the Metropolitan Council’s Municipal Urban Service Area (MUSA) boundary. The cost for the *public improvement* to upgrade the street to a paved street (with or without curb and gutter) and install storm sewer systems are assessed at a rate of 55% to *benefited properties*.

Routine Maintenance

Routine maintenance activities include patching of potholes, placement of crack sealing, sealcoating, broad area patching (patching large segments of roadway utilizing City crews to address deteriorating sections of pavement without removal or replacement of existing pavement or subgrade surfaces), and other maintenance techniques that are deemed to be routine in nature are not assessed.

As it relates to storm sewer, routine maintenance includes cleaning of storm sewer structures, cleaning of pond sediment, replacement of castings (separate from Pavement Management Initiative street improvements), replacement of inlet and outlet structures from stormwater or infiltration basins, and other routine inspection and maintenance required as part of the City’s Municipal Separate Storm Sewer System (MS4) permit with the Minnesota Pollution Control Agency.

Assessment Reduction for Wide Roadways

For the purposes of calculating street assessments for residential properties, the assessable rate calculation will be based on the lesser of:

1. 32' wide roadway (curb face to curb face); or
2. The actual road width, measured from curb face to curb face (or in the case of rural roads, from edge of pavement to edge of pavement), perpendicular to the centerline of the road.

For roads wider than 32' (curb face to curb face), the cost for the additional width of pavement over 32' will not be assessed.

For neighborhood reconstruction projects where road widths may vary between streets, the average of all roadway widths will be measured and applied equally to all *benefited residential properties* within the project area when determining if an assessment reduction for road width is applicable. There will be no assessment reduction associated with cul-de-sac or intersection areas.

There will be no assessment reduction associated with road width for adjacent/abutting property that is zoned as non-single-family (all zoning classifications other than E-1, E-2, R-1, and R-2 where the number of dwelling *units* can be ascertained).

6.2 Utility Improvements

Utility improvements include *public improvements* associated with the City's sanitary sewer and water main utilities. Improvements to these utilities are typically undertaken via new or redevelopment activities, or as part of the City's Pavement Management Initiative. In certain undeveloped areas within the Metropolitan Council's Municipal Urban Service Area (MUSA) boundary, extension of sanitary sewer and watermain may be requested by property owners via *petition* and considered in accordance with ***Section 4.1***.

Storm sewer improvements are categorized the same as street improvements and are detailed in ***Section 6.1***.

New Construction

Sanitary sewer and watermains installed as part of new subdivisions are assessed at a rate of 100%. This includes all costs associated with excavation, backfilling, compaction, and material costs required to complete the installation of the *public improvement*s in accordance with the current City engineering design standards. Credits resulting from the oversizing or over-depth of sewer and water utilities are detailed in ***Table 6.2.A***. Trunk area charges are levied to all un-platted property at the time of plat in accordance with City Code Title 3, Chapter 4. Where sanitary sewer or water service are extended to previously-platted or un-platted property, the assessment for the *trunk area assessment* will be determined as specified in City Code, Title 3, Chapter 4. The City may levy a *lateral assessment* for any costs of sanitary sewer or water main extension that are above and beyond the *trunk area assessments*.

Reconstruction/Replacement

Reconstruction or replacement of existing sanitary sewer and water main infrastructure is not assessed, when reconstruction or replacement is a result of routine maintenance, or replacement of existing facilities with new facilities of similar size. Where water and sewer facilities may require upsizing via a *public improvement* due to new property development or redevelopment, the cost for the replacement may be assessed as "new construction", but only to the new development or redevelopment property *benefited* by the upsizing improvement.

Water service lines are owned by the City from the mainline to the curb stop, generally located at the *right-of-way*/property boundary. The remaining water service from the curb stop to the building is owned by the respective property owner. Sanitary sewer service lines are owned by the respective property owner from the sewer main to the building, including the portion in the *right-of-way*. In the course of reconstruction or replacement of the mainline, the City may identify defective service lines that are owned by a private property owner and may require replacement. The costs for service line replacement that is not owned by the City will be 100% assessed to the *benefited property*.

Oversize & Over-Depth Considerations

The oversizing of sanitary sewer and watermain, and the installation of sanitary sewer at a depth necessary to serve adjacent development, is often necessary to ensure the design and installation and extension of new utility services is adequate to serve future development needs. The City recognizes that the oversizing or over-depth installation of sanitary sewer and water utility infrastructure provides benefit beyond individual development and subdivisions, and as such, the City will provide for a credit to developers or property owners who install these utilities. ***Table 6.2.A*** summarizes the oversizing and over-depth considerations the City will utilize in determining development utility credits:

TABLE 6.2.A – Utility Oversize & Over-Depth Considerations

	Oversize	Over-Depth	Calculation of Credit
Sanitary Sewer	12" or larger	24 feet or greater	Material Cost Difference (compared to 12" Sanitary Sewer) Material and Labor Cost (compared to 12" sanitary sewer at 24' depth)
Water Main	12" or larger	N/A	Material Cost Difference (compared to 12" Water main)

The calculation of cost differential related to utility oversize and over-depth credits will be determined by the City Engineer, and as agreed to in the Development Contract for the proposed *public improvements*.

6.3 Other Improvements

Other types of improvements include stand-alone sidewalk and bituminous trail improvements, street light installation, and other general improvements that may be eligible for *special assessments* in accordance with Chapter 429 (§429.021).

Sidewalks and Trails

Where **new** sidewalks/trails are proposed to be constructed as part of an adopted City Comprehensive Plan or City or County Sidewalk/Trail Plan, the costs for installation of these sidewalks may not be assessed. All remaining types of **new** sidewalks and trails, including but not limited to those constructed as a result of a property owner petition, as part of new street construction as defined in ***Section 6.1***, or as part of a new development plat, the costs will be assessed to benefited properties at the "new street construction" rate as defined in ***Table 6.1.A.***

Where existing sidewalks and trails serve a local neighborhood or street, the cost for spot repairs for these facilities may be assessed in conjunction with a street improvement project at the rates detailed in ***Section 6.1***. Full reconstruction/replacement of existing sidewalk or trail facilities will be assessed at the rate noted in ***Table 6.1.A***.

Maintenance activities such as patching, crack sealing, sealcoating, mud jacking, or grinding of trip hazards are considered routine maintenance, and are not assessed.

Streetlights

All costs for new streetlights installed as part of constructing *public improvements*, or the addition or replacement of streetlights to a neighborhood where streetlights provide insufficient coverage or did not previously exist, are to be assessed to the *benefited properties* at a rate of 100%. Further information regarding determination and assignment of street lighting costs are detailed in City Code, Title 7, Chapter 4.

6.4 Special Benefit Analysis and Assessment Caps

To determine the *special benefit* received by a *benefiting property* due to a *public improvement* project, the City will perform a review of County-appraised property values for *benefitting properties* during the *feasibility study* process, to determine if the assessment rates are reasonable in value. In cases where the City believes the assessment rates for a project may exceed the *special benefit* value for properties within the *assessable area*, the City Council may request a *special benefit* analysis be performed by an independent appraiser, and the results will be included in the *feasibility study*. The assessment rates will be "capped" at the s*pecial benefit* value for each property within the *assessable area*, as summarized in the preliminary assessment role in the *feasibility study*.

Section 7: Payment

Special assessments shall be levied for the designated term as summarized below:

$0.00 - $999.99	1 Year
$1,000 - $4,999.99	5 Years
$5,000 - $9,999.99	10 Years
$10,000 and over	15 Years

Exceptions to these terms may be determined through *assessment waiver* agreement, Development Contract, or deferment agreement (refer to ***Section 8.2***), as approved by the City Council.

7.1 Assessment Interest

Accrual of interest will commence beginning on January 1 of the year following the certification of the *special assessment*, unless otherwise specified by the City Council. Interest will be calculated on a simple interest basis for the term of the assessment payment.

The interest rate is determined via the following process:

1. If the City issues bonds for the *public improvement*, the rate will be the City's current year bond rating +2%.
2. If the City does not issue bonds for the *public improvement*, the rate will be the current market interest rate for an AAA rated bond +2% at the time of the *assessment hearing*.

7.2 Assessment Payment and Certification

After the *assessment hearing* is held, benefiting property owners to pay their *special assessment* in several ways:

1. Property owners can pay all of their assessment "interest free" by submitting payment directly to the City of Inver Grove Heights within 30 days of the *assessment hearing*.
2. Following the 30-day period after the *assessment hearing*, the City will certify assessments to Dakota County, and will no longer accept assessment payments.
3. Upon certification to the County, any unpaid assessment will be added to the benefiting parcel's property taxes, with annualized installments amortized and based on the term of the assessment.
   a. Assessments levied on or before October 31 will be included in the next year's property taxes (Example: Assessments levied on September 1, 2023, will be included in the 2024 property taxes)
   b. Assessments levied on or after November 1 will be included in the following year's property taxes (Example: Assessments levied on November 15, 2023, will be included in the 2025 property taxes).
4. Payment of any remaining assessment balance can be made at any time after certification of the assessment to Dakota County by making payment directly to the Dakota County Auditor.
   a. A property owner may pay all of their assessment "interest free" to the Dakota County Auditor until noon on the last business day of the calendar year in which the assessment was levied.

b. After that time, interest will be due on any payoff amount for the calendar year in which the payment is made.

Section 8: Deferrals

Chapter 429 (§429.061) allows for *deferred* or delayed assessments. The City approved Resolution 09-13 on January 26, 2009, approving a deferral policy for special assessments. This section provides a summary of Resolution 09-13 and is meant to cover the most frequent cases encountered by the City in the performance of Capital Improvement Projects where *special assessments* are utilized.

8.1 Hardship Deferment

Deferment based on will be considered based on the following:

1. The property upon which the assessment is levied is a homestead property; AND
2. One or more owners of the property meet the following criteria:
    a. Is over 64 years of age; or
    b. Is retired by virtue of a permanent and total disability; or
    c. Is a member of the Minnesota National Guard or other military reserve service who is ordered into active military service, as defined by Minnesota Statute, Chapter 190.05, subdivision 5(b) or 5(c), as stated in the person's military orders;

    AND

3. Payment of the assessment would be a hardship for the owner(s) of the property.

Hardship Definition

"Hardship" shall be deemed to exist if:

1. The average annual payments of principal and interest for all assessments levied against the property exceed one percent (1%) of the owner's adjusted gross income as filed in the owner's U.S. income tax return for the tax year prior to the year in which the assessment was certified; and
2. The total amount of the principal of the *levied assessment* exceeds $300.

This definition is intended to provide a guideline for implementation of equitable hardship determination across all *public improvement* and property types. The City Council may determine that a hardship exists based on exceptional and unusual circumstances not covered by the standards and guidelines where the determination is made in a non-discriminatory manner and does not give the property owner an unreasonable preference or advantage over other property owners.

Hardship Deferment Application Process

Individuals seeking deferral shall make their application on a form prescribed by the City Clerk (See ***Appendix C***). The form shall require the property owner to furnish to the City Clerk the documentation necessary to prove the hardship in accordance with the "Hardship Definition" section above. The request must be submitted within 30 days of the *assessment hearing*.

If the City Council agrees to a hardship deferment, it shall be memorialized via a resolution approved by the City Council, and subsequently recorded with Dakota County and on file with the Dakota County Auditor. The resolution shall state the assessment amount, deferral period, interest rate, and criteria regarding termination of deferrals, as defined in the following section.

Deferment Payment and Termination

If a deferral is granted, the payment of annual installments of principal and interest with respect to the *special assessment* shall be *deferred* until occurrence of one of the following:

1. The death of the eligible owner; provided no other owner is otherwise eligible for the benefits under the deferral resolution.
2. The sale, transfer, donation, or subdivision of the property, or any part thereof.
3. Contracting to sell, transfer, or donate the property.
4. The property no longer has its homestead status.
5. The owner is no longer eligible for deferral.
6. The City Council determines, for any reason, that there would be no hardship to require immediate full or partial payment.

The interest shall accrue on the basis of simple interest during the period of deferment and shall be added to the principal amount of the *special assessments*, and both principal and interest shall become payable at the end of the deferment.

If the deferment ceases prior to the last year over the term by which the original assessments were levied (refer to ***Section 7***), then the *deferred* unpaid installments of principal, together with the accrued interest, shall become due and payable with the real estate taxes in the next calendar year. The remaining principal installments, if any, together with interest, shall be paid in the years originally levied.

If the deferment ceases in or after the last year over the term by which the original assessments were levied (refer to ***Section 7***), then the entire unpaid principal amount of the *special assessments*, together with the accrued interest, shall become due and payable with the real estate taxes in the next calendar year.

8.2 Other Deferments

The City Council has the authority to defer assessments for unimproved or undeveloped property as deemed appropriate. If deferments are granted for unimproved property, they shall be for a term of no longer than 15 years, and interest shall accrue over the period of the deferment.

Deferments shall be memorialized via a formal deferment agreement, and a resolution approved by the City Council. These documents shall be subsequently recorded with Dakota County and on file with the Dakota County Auditor. The deferment agreement and resolution shall state the assessment amount, deferral period, interest rate, and criteria regarding termination of deferrals.

Section 9: References

The digital references listed below were utilized in the compilation of this Policy and are accurate as of the date of adoption.

Minnesota Statute, Chapter 190: https://www.revisor.mn.gov/statutes/cite/190

Minnesota Statute, Chapter 429: https://www.revisor.mn.gov/statutes/cite/429

Minnesota Statute, Chapter 459: https://www.revisor.mn.gov/statutes/cite/459.14

League of Minnesota Cities – Special Assessment Toolkit: https://www.lmc.org/wp-content/uploads/documents/Special-Assessment-Toolkit.pdf

City of Inver Grove Heights – City Code: https://codelibrary.amlegal.com/codes/invergrovehtsmn/latest/invergrovehts_mn/0-0-0-1

City of Inver Grove Heights Zoning Classifications: https://igh.maps.arcgis.com/apps/MapSeries/index.html?appid=d3b2e6703e514b9cbc9156a449036ce4

Appendix A - Definitions

Adjacent/Abutting Property: A property directly adjacent to a *public improvement*

Access: Properties shall be considered to have *access* to public street improvements when they may enter onto the improvement from a private driveway, private road, common driveway, shared easement, or public street. A property with an alley or front and rear/side street footage will be deemed to have primary *access* on the frontage where the driveway is located. Refer to ***Section 5*** for determination of "primary" driveway location where more than one driveways exist.

A property need not be an *adjacent/abutting property* to have *access* to the street; such properties will be considered to have *indirect access*. Properties shall be considered to have *access* to underground utility improvements when they directly abut a public utility improvement within a street or utility easement, and the utility is less than 150 feet from the property.

Adjusted Front Footage: Where the *assessable footage* of a *benefited property* has been modified by an adjustment factor to more accurately represent the true benefit that a property receives from an improvement in comparison to other properties in a project area. The adjustment will be based on the design parameters of the that are applicable to that parcel, as approved by the City Council. Refer to the "Assessment Calculation" section of this policy.

Assessable Area: The area of an *adjacent/abutting property*, and/or a property with *access*, to an improvement.

Assessable Cost: The portion of the *public improvement cost* to be financed by *special assessments*.

Assessable Footage: The *front frontage* of an *adjacent/abutting property*, and/or a property with *access*, to an improvement, minus any non-assessable frontage and/or corner lot credits.

Assessment Hearing: A hearing held during a City Council meeting, where the project costs and final *assessable costs* are summarized based on the expected final project costs, and the final *levied assessments* are determined and voted on by the City Council.

Assessment Method: The method of distributing *assessable costs* to benefiting parcels. Refer to ***Section 5***.

Assessment Rate: The *assessable cost* calculated by the *assessment method* utilized. The *assessment rate* may be weighted to apportion the benefits of the *public improvement* fairly and equitably to properties of different zoning or land use classifications.

Assessment Roll: A tabular format of all *special assessments* for a *public improvement*, including the current property owner name, property address, property identification number, *special assessment rate*, and individual property assessment. A draft *assessment roll* is prepared with the Feasibility/Preliminary Report based on preliminary cost estimates, while a final *assessment roll* is prepared for the *Assessment Hearing* based on as-bid or final construction costs.

Assessment Waiver: A legal document whereby a benefiting property owner has agreed to pay and not challenge a *special assessment*.

Benefited Property/Assessable Property: A property determined to receive a *special benefit* due to a *public improvement*. Typical *benefited properties* may consist of *adjacent/abutting properties*, and/or property with *access*, to a *public improvement*, and properties where a *special benefit* may be realized by a *public improvement* in an *assessable area*. Property owned by other political subdivisions, school districts, non-profit organizations, and other parcels exempt from property taxes are *benefited property* when adjacent/abutting or with *access* to a *public improvement*.

Certified Assessment: An assessment that has been levied and forwarded to the Dakota County Auditor for including on the property tax rolls.

City Cost: The cost share of a *public improvement* that the City will pay based on this special assessment policy, as approved by the City Council.

Common Interest: Parcels zoned as planned urban developments (PUD) and for manufactured home communities, as well as properties with common-interest ownership via homeowner's associations (HOA) such as townhomes, condominiums, and where applicable, single-family homes.

Deferred Assessment: A *certified assessment* for which the levy will be delayed. Refer to ***Section 8***.

Feasibility/Preliminary Report: An engineering and fiscal planning document that details whether a *public improvement* is necessary, cost-effective, and feasible to complete. A feasibility or preliminary report is mandated by Chapter 429 (§429.031), unless *petitioned* by 100% of *adjacent/abutting property* owners requesting the full cost of an improvement be assessed against their properties.

Front Footage: The distance measured along the *right-of-way* line that directly abuts an improvement. Where improvements occur in unplatted areas or where *right-of-way* exists by prescriptive easements or rights, the *front footage* will be the distance measured along the centerline of the road in which the improvement is occurring.

Indirect Access: A property that may have *access* to a *public improvement,* is a *benefited property,* but is not an *adjacent/abutting property*. Access may be through a public or private easement, private road, driveway, or a common/shared driveway.

Improvement Cost: The total cost of the *public improvement* which shall include, but not be limited to: preliminary design, final design, *right-of-way*, easement, construction, legal, engineering, administrative, finance, and other costs associated with the improvement.

Lateral: The portion of a *public improvement* that provides direct utility service to a limited area as necessary to provide a minimum standard service to meet the area's immediate or future service demands.

Lateral Assessment: The *assessable costs* calculated to account for the cost of extension of *lateral* sanitary sewer or water service to a *benefited property* as part of a *public improvement*. The *lateral assessment* for a given utility is typically calculated by taking the total utility cost, subtracting the *trunk area assessment*, and then appropriating the cost fairly and equitably to properties based on the *assessment method* utilized.

Levied Assessment: An assessment that has been approved by the City Council.

Lot Assessment: The *assessable cost* of a *public improvement* is allocated to each property based on the classification of the zoning/land use of the property. Refer to ***Table 5.4-A*** in ***Section 5.4***.

Lot Equivalent: The number of in-place dwelling units that can be ascertained for single-family residential parcels (E-1, E-2, R-1, and R-2). Lot equivalent may consider actual land use, and many not match current zoning (i.e., a parcel zoned R-2 but only containing a single dwelling unit).

Pending Assessment: A *preliminary assessment* that has been specified in a feasibility study/report that has been accepted by the City Council via a Council Resolution.

Petition: A formal request submitted by *adjacent/abutting property* owners to the City to request a *public improvement*. *Petitions* require a minimum of 35% of the property owners, determined by *front footage* of *adjacent/abutting property*, to be included in the *petition* to meet the requirements of Chapter 429 (§429.031) related to City Council approval for a *petitioned public improvement*.

Project Bid: The formal process of selecting a contractor to perform the construction phase of a project. A *public improvement* project performed under this policy must be competitively bid, with the lowest responsible bidder being awarded a contract to perform the construction work.

Public Hearing: A hearing held during a City Council meeting where the merits of the project are discussed based on the *Feasibility/Preliminary Report*. Following a *public hearing*, the City Council votes on whether to advance the project to final design.

Public Improvement: Improvements as allowed by Minnesota Statute, Chapter 429 that provide a *special benefit* to properties, including but not limited to streets, sidewalks/trails, curb, gutter, sanitary sewer systems, storm sewer systems, water treatment and distribution systems, etc.

Public Right-of-Way: The area on, below, or above a public roadway, highway, street, or sidewalk in which a government subdivision (i.e., City, County, State, etc.) has an interest in maintenance of an existing transportation facility, or the future installation of a transportation facility.

Special Assessment: A charge imposed on a *benefited property* to help defray the cost of *public improvements*.

Special Benefit: The increase in property valuation because of a *public improvement* for which a *special assessment* may be applied.

Street: All public ways designed as means of *access* to *adjacent/abutting properties*. *Streets* may exist within dedicated or prescriptive right-of-way or easements.

Substantial Completion: Defined specifically and in detail in the construction contract documents for each *public improvement*, this is typically point that a project is determined to be complete enough for the public to utilize a project, and for the *special benefit* value received by benefiting properties to be realized. For most *street* projects, *substantial completion* typically is the point that the final layer of roadway pavement has been placed, all other hard-surface areas (curb and gutter, sidewalk, driveways, etc.) have been completed, and 95% of the contract work by cost has been completed.

Trunk Area Assessment: An assessment for the extension of trunk sanitary sewer or water to a previously platted or un-platted area that has not been previously assessed for sewer or water service. The t*runk area assessment* is set annually via City Code, Title 3, Chapter 4.

<u>Unit</u>: A *unit* may include, but is not limited to a household, a dwelling *unit*, a parcel/lot, or a similar collection of measurements that can be quantified and divided equally among *benefiting properties*.

Appendix B – Assessment Calculation Examples

ADJUSTED FRONT FOOT & UNIT COMBINATION EXAMPLE

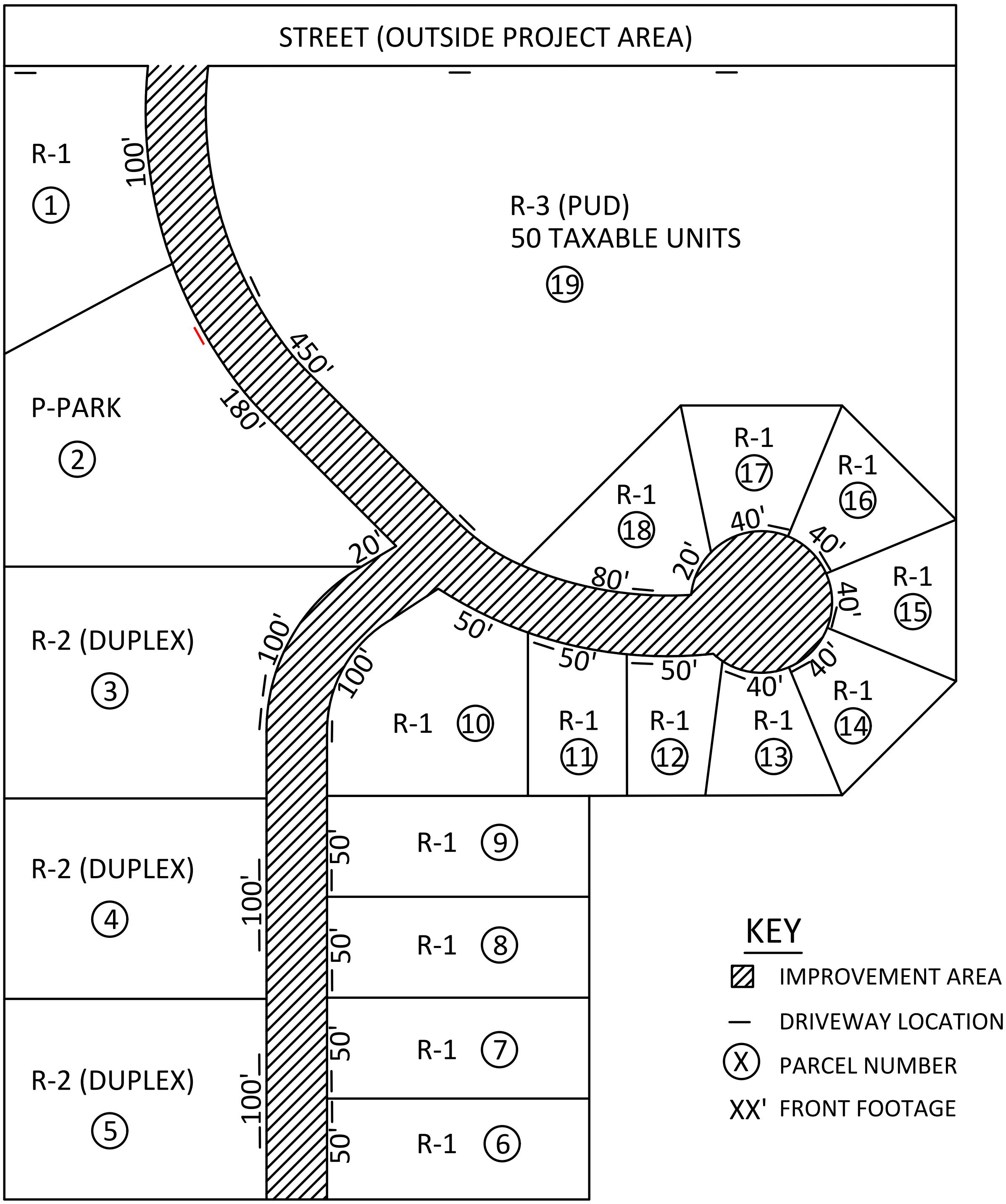

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EXHIBIT B-1

SAMPLE ASSESSMENT CALCULATION and ASSESSMENT ROLL

Map #	Property Type Classification	Driveway Access in Project Area	SF Residential Front Footage	Non-Residential Front Footage	Adjusted Front Footage	Equivalent SF Residential Units	Per Policy Assessment	Notes
	MILL & OVERLAY							
1	R-1 - SF RESIDENTIAL	0	100		100	1	**$0.00**	**Driveway access not on project street. No assessment (Assessment Policy Section 5.1, Special Consideration #2)**
2	P - PARK	1		200	380		**$31,274.00**	**City Property - Assessment Paid Through Pavement Management Fund Driveway Side - 2X Length. Non-DW Side, 1X Length**
3	R-2 - SF RESIDENTIAL	2	100		100	2	**$9,464.50**	**Duplex - 2 Units**
4	R-2 - SF RESIDENTIAL	2	100		100	2	**$9,464.50**	**Duplex - 2 Units**
5	R-2 - SF RESIDENTIAL	2	100		100	2	**$9,464.50**	**Duplex - 2 Units**
6	R-1 - SF RESIDENTIAL	1	50		50	1	**$4,732.25**	
7	R-1 - SF RESIDENTIAL	1	50		50	1	**$4,732.25**	
8	R-1 - SF RESIDENTIAL	1	50		50	1	**$4,732.25**	
9	R-1 - SF RESIDENTIAL	1	50		50	1	**$4,732.25**	
10	R-1 - SF RESIDENTIAL	1	150		150	1	**$4,732.25**	
11	R-1 - SF RESIDENTIAL	1	50		50	1	**$4,732.25**	
12	R-1 - SF RESIDENTIAL	1	50		50	1	**$4,732.25**	
13	R-1 - SF RESIDENTIAL	1	40		40	1	**$4,732.25**	
14	R-1 - SF RESIDENTIAL	1	40		40	1	**$4,732.25**	
15	R-1 - SF RESIDENTIAL	1	40		40	1	**$4,732.25**	
16	R-1 - SF RESIDENTIAL	1	40		40	1	**$4,732.25**	
17	R-1 - SF RESIDENTIAL	1	40		40	1	**$4,732.25**	
18	R-1 - SF RESIDENTIAL	1	100		100	1	**$4,732.25**	
19	R-3 - CONDOS (PUD)	2		450	900		**$74,070.00**	**Assessment Divided Among 50 Units in PUD $73,469.39/50 Units = $1,469.39/Unit**
	TOTALS	**22**	**1150**	**650**	**2430**	**20**	**$ 195,257**	

Blue Cells - Denotes Per Lot (Unit) Assessment Method Utilized	
Yellow Cells - Denotes Adjusted Front Foot Assessment Method Utilized	

	IGH STREET & STORM ASSESSMENT (MILL & OVERLAY) ASSESSMENT RATE CALCULATIONS		
A	TOTAL STREET & STORM COST:	$250,000.00	Public Improvement Cost (Street & Storm Only) - EXAMPLE COST ESTMATE
B	ASSESSABLE STREET & STORM COST (80%):	$200,000.00	= Line A x 80%
C	TOTAL PROJECT ADJUSTED FRONT FOOTAGE (LF):	2,430	From Table Above (Total of Adjusted Front Foot)
D	**NET ASSESSMENT RATE PER ADJUSTED FRONT FOOTAGE (LF):**	**$82.30**	= Line B / Line C
E	FRONT FOOTAGE OF SF RESIDENTIAL PARCELS	1,150	From Table Above (Total of SF Residential Front Footage)
F	ASSESSMENT APPLIED TO SF RESIDENTIAL PARCELS	$94,645.00	= Line D x Line F
G	NUMBER OF SF RESIDENTIAL UNITS	20	From Table Above (Total of Equivalent SF Residential Units)
H	**ASSESEMENT RATE PER RESIDENTIAL UNIT**	**$4,732.25**	= Line F / Line G

AREA & UNIT COMBINATION EXAMPLE

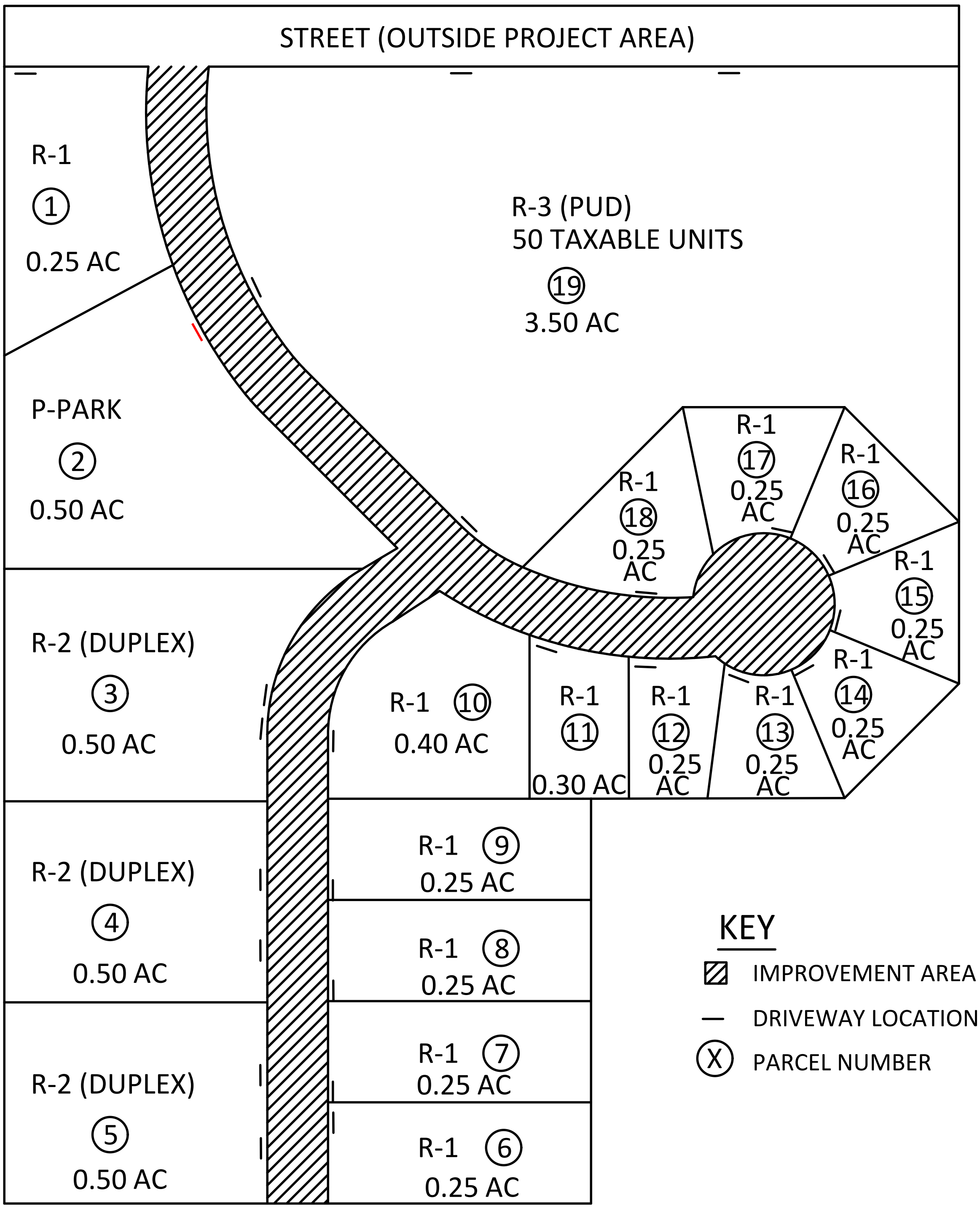

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EXHIBIT B-2

SAMPLE ASSESSMENT CALCULATION and ASSESSMENT ROLL

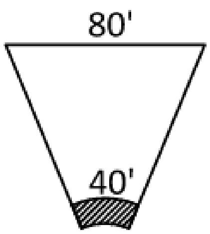
Map #	Property Type Classification	Driveway Access in Project Area	SF Residential Area (Acres)	Non-Residential Area (Acres)	Total Area (Acres)	Equivalent SF Residential Units	Per Policy Assessment	Notes
	MILL & OVERLAY							
1	R-1 - SF RESIDENTIAL	0	0.25		0.25	1	**$0.00**	**Driveway access not on project street. No assessment (Assessment Policy Section 5.1, Special Consideration #2)**
2	P - PARK	0		0.5	0.5		**$10,869.57**	**City Property - Assessment Paid Through Pavement Management Fund**
3	R-2 - SF RESIDENTIAL	2	0.5		0.5	2	**$11,304.35**	**Duplex - 2 Units**
4	R-2 - SF RESIDENTIAL	2	0.5		0.5	2	**$11,304.35**	**Duplex - 2 Units**
5	R-2 - SF RESIDENTIAL	2	0.5		0.5	2	**$11,304.35**	**Duplex - 2 Units**
6	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
7	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
8	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
9	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
10	R-1 - SF RESIDENTIAL	1	0.4		0.4	1	**$5,652.17**	
11	R-1 - SF RESIDENTIAL	1	0.3		0.3	1	**$5,652.17**	
12	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
13	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
14	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
15	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
16	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
17	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
18	R-1 - SF RESIDENTIAL	1	0.25		0.25	1	**$5,652.17**	
19	R-3 - CONDOS (PUD)	2		3.5	3.5		**$76,086.96**	**Assessment Divided Among 50 Units in PUD $76,086.96/50 Units = $1,521.74/Unit**
	TOTALS	**21**	**5.2**	**4**	**9.2**	**20**	**$ 194,348**	

Blue Cells - Denotes Per Lot (Unit) Assessment Method Utilized
Purple Cells - Denotes Area Assessment Method Utilized

IGH STREET & STORM ASSESSMENT (MILL & OVERLAY) ASSESSMENT RATE CALCULATIONS			
A	TOTAL STREET & STORM COST:	$250,000.00	Public Improvement Cost (Street & Storm Only) - EXAMPLE COST ESTMATE
B	ASSESSABLE STREET & STORM COST (80%):	$200,000.00	= Line A x 80%
C	TOTAL PROJECT AREA (ACRES):	9.2	From Table Above (Total Area)
D	**NET ASSESSMENT RATE PER ACRE:**	**$21,739.13**	= Line B / Line C
E	ACRES OF SF RESIDENTIAL PARCELS	5.2	From Table Above (Total of SF Residential Front Footage)
F	ASSESSMENT APPLIED TO SF RESIDENTIAL PARCELS	$113,043.48	= Line D x Line F
G	NUMBER OF SF RESIDENTIAL UNITS	20	From Table Above (Total of Equivalent SF Residential Units)
H	**ASSESSEMENT RATE PER RESIDENTIAL UNIT**	**$5,652.17**	= Line F / Line G

Exhibit B-3 – Adjusted Front Footage Examples

Average of Front & Back Footage



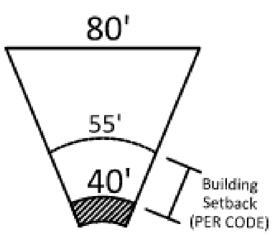
Front Footage: 40’

Back Footage: 80’

Average Footage: (40’+80’)/2 = 60’

Adjusted Front Footage: **60’**

Footage at Building Setback



Front Footage: 40’

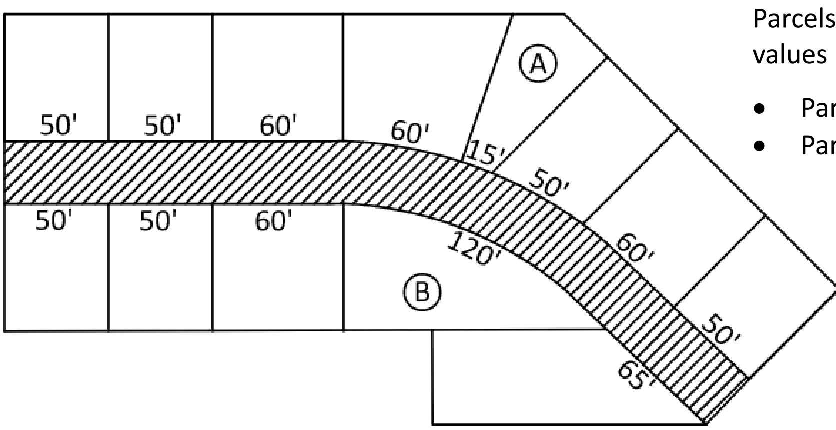
Back Footage: 80’

Building Setback Distance: Per City Code

Footage at Building Setback: 55’

Adjusted Front Footage: **55’**

Average Footage of Comparable Properties in Assessable Area



Parcels “A” and “B” have unique frontage values

- Parcel “A” is very short
- Parcel “B” is very long

Determine average Front Footage based on other properties in assessable area:

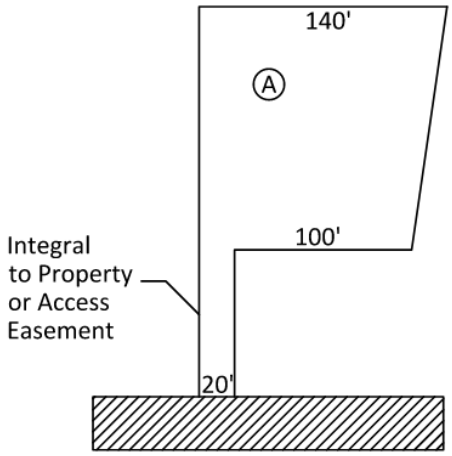
Total of all Other Property Frontage: 595’

Number of Other Properties: 11

Average Footage: 595/11 = 54’

Adjusted Front Footage for Parcels “A” and “B”: **54’**

Flag Lots



Front Footage: 20’

Adjacent & Parallel Front Footage: 100’

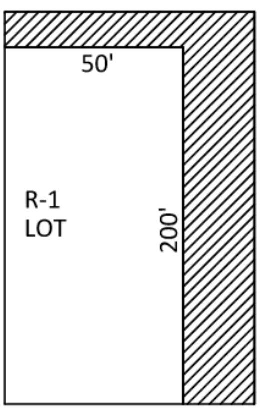
Total of Front + Adjacent & Parallel: 20 + 100 = 120’

Back Lot Footage: 140’

Greater of Two Values: 140’ > 120’

Adjusted Front Footage: **140’**

Corner Lot Adjustment



Short Side Frontage: 50’

Long Side Frontage: 200’

Discounted Long-Side Frontage: -135’

Sum of Footage: 50 + 200 – 135 = 115’

Adjusted Front Footage: **115’**

Appendix C – Hardship Deferral Application

CITY OF INVER GROVE HEIGHTS
PUBLIC WORKS DEPARTMENT

8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2500
Engineering: 651-450-2570
Streets and Utilities: 651-450-4309
www.ighmn.gov

REQUEST FOR DEFERRAL OF SPECIAL ASSESSMENTS

The undersigned apply to the City of Inver Grove Heights for a deferral of a special assessment on City Project No. ____________________

NAMES OF ALL OWNERS | BIRTH DATE

____ ____________________

____ ____________________

PROPERTY ADDRESS | PROPERTY ID #

____ ____________________

____

OWNER CONTACT INFO

Phone | E-mail

______________________________ ____

Check all that apply:

☐ 65 years of age or older

☐ Permanent and Total (100%) Disability

☐ Active military service

The applicant(s) must provide evidence of their status eligibility and attach a copy of their signed and dated U.S. federal tax return for the year prior to the year the assessment is certified.

Owner Signature:____

Owner Signature:____

Dated:______________________

Application and supplemental materials must be completed and received by the City of Inver Grove Heights no later than 30 days after the project assessment hearing.

SUBMIT APPLICATION AND SUPPLEMENTAL MATERIAL TO:
CITY OF INVER GROVE HEIGHTS
8150 BARBARA AVE
INVER GROVE HEIGHTS, MN 55077
ATTN: ENGINEERING DEPT.
OR
EMAIL TO: engineeringinfo@ighmn.gov

I

Eligibility Requirements per Resolution No. 09-13

If the property is the homestead of the eligible applicant as on file with Dakota County, if payment of the assessment would be a hardship (as defined below) for the owner of the property, and if one or more of the following conditions exist:

1. One or more of the owners of the property is 65 years of age or older; or
2. One or more of the owners of the property is retired by virtue of a permanent and total disability; or
3. One or more of the owners of the property is a member of the Minnesota National Guard or other military reserves who is ordered into active military service (as defined in Minnesota Statutes Section 190.05, subdivision 5(b) or 5(c)) as stated in the person's military orders.

"Hardship" shall be deemed to exist if (1) the average annual payments of principal and interest for all assessments levied against the property exceed one percent of the owner's adjusted gross income as filed in the owner's U.S. income tax return for the tax year prior to the year in which the assessment was certified; and (2) the total amount of the principal of the levied assessment exceeds $300.00. The "average annual payment" is the total principal of the levied assessment plus the interest that would be payable based on a declining principal balance during the number of years over which the principal assessment was originally spread with the sum of principal and interest then being divided by the number of years over which the principal assessment was originally spread.

Deferrals granted pursuant to this resolution shall terminate upon the occurrence of any of the following events:

(a) The death of the eligible owner provided that no other owner is otherwise eligible for the benefits under Resolution No. 09-13.
(b) The sale, transfer, donation or subdivision of the property or any part thereof.
(c) Contracting to sell, transfer or donate the property.
(d) The property no longer has its homestead status.
(e) The owner is no longer eligible for a deferral.
(f) The City Council determines, for any reason, that there would be no hardship to require immediate, full or partial payment.

Appendix D – Policy Adoption Resolution

Add Resolution Following Adoption of Amendment No. 1

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. ________

RESOLUTION APPROVING A POLICY FOR HARDSHIP DEFERRAL OF SPECIAL ASSESSMENTS

WHEREAS, pursuant to Minnesota Statutes §435.193, any county, city, or town making a special assessment may, at its discretion, defer the payment of that assessment for the following reasons:

1. Any homestead property owned by a person 65 years of age or older, for whom it would be a hardship to make the payments; or

2. Any homestead property owned by a person who is retired by virtue of a permanent and total disability, for whom it would be a hardship to make the payments; or

3. Any homestead property owned by a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service (as defined in Minnesota Statutes §190.05, subdivision 5(b) or 5(c)), as stated in the person's military orders, for whom it would be a hardship to make the payments.

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

1. The City Council of the City of Inver Grove Heights shall have the authority to defer the payment of any special assessment hereafter made for local improvements constructed by the City within the City of Inver Grove Heights when it is determined that:

   a. The property upon which the assessment is to be levied is homestead property.

      AND

   b. One (1) or more of the following conditions exist:

      i. One (1) or more of the owners of the property is 65 years of age or older; or

      ii. One (1) or more of the owners of the property is retired by virtue of a permanent and total disability; or

      iii. One (1) or more of the owners of the property is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes §190.05, subdivision 5(b) or 5(c), as stated in the person's military orders.

      AND

   c. Payment of the assessment would be a hardship for the owner of the property.

2. Upon showing that the requirements have been met, the authority to recommend the deferment of payments to the City Council is hereby delegated to the City Clerk of the City of Inver Grove Heights, or their designee. The decisions of the City Clerk may be appealed to the City Council, who, in its discretion and pursuant to the provisions of Minnesota Statute §435.193, may overrule the City Clerk and approve the deferral.

3. "Hardship" shall be deemed to exist if:

a. The average annual payments of principal and interest for all assessments levied against the property exceed one percent of the owner's adjusted gross income as filed in the owner's U.S. federal income tax return for the tax year prior to the year in which the assessment was certified; and

b. The total amount of the principal of the levied assessment exceeds $300.00.

The "average annual payment" is the total principal of the assessment plus the interest that would be payable based on the amortization of the annual payment over the levied assessment payoff period, as identified in the City's Special Assessment Policy that is in-place at the time the assessment is levied.

Irrespective of the standards and guidelines for hardship as stated above, nothing herein shall be construed to prohibit the Council from determining that a hardship exists on the basis of exceptional and unusual circumstances not covered by the standards and guidelines where the determination is made in a non-discriminatory manner and does not give the application and unreasonable preference or advantage over other applicants.

4. Individuals seeding deferral shall make their application on a form prescribed by the City Clerk or the Dakota County Auditor within 30 days of the assessment hearing. The form shall require the applicants to furnish to the City their signed and dated U.S. federal income tax return for the year prior to the year in which the assessment was certified. The application shall be filed with the City Clerk. If a deferral is granted, the terms of the deferral shall be memorialized in a resolution approved by the City Council. The resolution shall be recorded with the Dakota County Recorder and filed with the Dakota County Auditor.

5. The interest rate for any deferral shall be equivalent to the interest rate levied for the special assessment and shall be calculated based on simple interest on an annual basis over the period of the deferral.

6. If a deferral is granted, the payment of the annual installments of principal and interest with respect to the special assessment shall be deferred until occurrence of one of the termination events set forth in Item #7 below. The interest shall accrue during the period of deferment and shall be added to the principal amount of the special assessments and shall be payable with the principal amount when the principal amount becomes payable at the expiration of the deferment.

   If the deferment ceases prior to the last year of the payoff period over which the special assessments were original levied, then the deferred unpaid installments of principal, together with the accrued interest on the unpaid principal balance, shall become due and payable in the next calendar year, and shall become payable with real estate taxes in the next calendar year. The remaining principal installments, if any, together with interest, shall be paid in the years originally levied.

   If the deferment ceases in or after the last year of the payoff period over which the assessments were originally levied, then the entire unpaid principal amount of the special assessments, together with accrued interest, shall become due and payable in the next calendar year and shall be payable with the real estate taxes in the next calendar year.

7. Deferrals granted pursuant to this resolution shall terminate upon the occurrence of any of the following events:

   a. The death of the eligible owner provided no other owner is otherwise eligible for the benefits under this resolution.

b. The sale, transfer, donation, or subdivision of the property or any part thereof.
c. Contracting to sell, transfer, or donate the property.
d. The property no longer has its homestead status.
e. The owner is no longer eligible for a deferral as noted in Item #1 above.
f. The City Council determines, for any reason, that there would be no hardship to require immediate full or partial payment of the deferment.

8. The City Clerk shall be responsible for establishing and maintaining procedures assuring that the terms for continued eligibility are met.

9. This resolution supersedes City Resolution No. 09-13.

Approved by the City Council of the City of Inver Grove Heights, Minnesota this 6th day of January 2025.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

CHANGES FROM PREVIOUS RESOUTION 09-13. CHANGES ARE NOTED IN RED TEXT

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. ________

RESOLUTION APPROVING A POLICY FOR HARDSHIP DEFERRAL OF SPECIAL ASSESSMENTS

WHEREAS, pursuant to Minnesota Statutes §435.193, any county, city, or town making a special assessment may, at its discretion, defer the payment of that assessment for the following reasons:

1. Any homestead property owned by a person 65 years of age or older, for whom it would be a hardship to make the payments; or

2. Any homestead property owned by a person who is retired by virtue of a permanent and total disability, for whom it would be a hardship to make the payments; or

3. Any homestead property owned by a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service (as defined in Minnesota Statutes §190.05, subdivision 5(b) or 5(c)), as stated in the person's military orders, for whom it would be a hardship to make the payments.

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

1. The City Council of the City of Inver Grove Heights shall have the authority to defer the payment of any special assessment hereafter made for local improvements constructed by the City within the City of Inver Grove Heights when it is determined that:

    a. The property upon which the assessment is to be levied is homestead property.

    AND

    b. One (1) or more of the following conditions exist:

        i. One (1) or more of the owners of the property is 65 years of age or older; or

        ii. One (1) or more of the owners of the property is retired by virtue of a permanent and total disability; or

        iii. One (1) or more of the owners of the property is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes §190.05, subdivision 5(b) or 5(c), as stated in the person's military orders.

    AND

    c. Payment of the assessment would be a hardship for the owner of the property.

2. Upon showing that the requirements have been met, the authority to recommend the deferment of payments to the City Council is hereby delegated to the City Clerk of the City of Inver Grove Heights, or their designee. The decisions of the City Clerk may be appealed to the City Council, who, in its discretion and pursuant to the provisions of Minnesota Statute §435.193, may overrule the City Clerk and approve the deferral.

CHANGES FROM PREVIOUS RESOUTION 09-13. CHANGES ARE NOTED IN RED TEXT

3. "Hardship" shall be deemed to exist if:

   a. The average annual payments of principal and interest for all assessments levied against the property exceed one percent of the owner's adjusted gross income as filed in the owner's U.S. federal income tax return for the tax year prior to the year in which the assessment was certified; and

   b. The total amount of the principal of the levied assessment exceeds $300.00.

   The "average annual payment" is the total principal of the assessment plus the interest that would be payable based on the amortization of the annual payment over the levied assessment payoff period, as identified in the City's Special Assessment Policy that is in-place at the time the assessment is levied.

   Irrespective of the standards and guidelines for hardship as stated above, nothing herein shall be construed to prohibit the Council from determining that a hardship exists on the basis of exceptional and unusual circumstances not covered by the standards and guidelines where the determination is made in a non-discriminatory manner and does not give the application and unreasonable preference or advantage over other applicants.

4. Individuals seeding deferral shall make their application on a form prescribed by the City Clerk or the Dakota County Auditor within 30 days of the assessment hearing. The form shall require the applicants to furnish to the City their signed and dated U.S. federal income tax return for the year prior to the year in which the assessment was certified. The application shall be filed with the City Clerk. If a deferral is granted, the terms of the deferral shall be memorialized in a resolution approved by the City Council. The resolution shall be recorded with the Dakota County Recorder and filed with the Dakota County Auditor.

5. The interest rate for any deferral shall be equivalent to the interest rate levied for the special assessment and shall be calculated based on simple interest on an annual basis over the period of the deferral.

6. If a deferral is granted, the payment of the annual installments of principal and interest with respect to the special assessment shall be deferred until occurrence of one of the termination events set forth in Item #7 below. The interest shall accrue during the period of deferment and shall be added to the principal amount of the special assessments and shall be payable with the principal amount when the principal amount becomes payable at the expiration of the deferment.

   If the deferment ceases prior to the last year of the payoff period over which the special assessments were original levied, then the deferred unpaid installments of principal, together with the accrued interest on the unpaid principal balance, shall become due and payable in the next calendar year, and shall become payable with real estate taxes in the next calendar year. The remaining principal installments, if any, together with interest, shall be paid in the years originally levied.

   If the deferment ceases in or after the last year of the payoff period over which the assessments were originally levied, then the entire unpaid principal amount of the special assessments, together with accrued interest, shall become due and payable in the next calendar year and shall be payable with the real estate taxes in the next calendar year.

7. Deferrals granted pursuant to this resolution shall terminate upon the occurrence of any of the following events:

    a. The death of the eligible owner provided no other owner is otherwise eligible for the benefits under this resolution.
    b. The sale, transfer, donation, or subdivision of the property or any part thereof.
    c. Contracting to sell, transfer, or donate the property.
    d. The property no longer has its homestead status.
    e. The owner is no longer eligible for a deferral as noted in Item #1 above.
    f. The City Council determines, for any reason, that there would be no hardship to require immediate full or partial payment of the deferment.

8. The City Clerk shall be responsible for establishing and maintaining procedures assuring that the terms for continued eligibility are met.

9. This resolution supersedes City Resolution No. 09-13.

Approved by the City Council of the City of Inver Grove Heights this 6th day of January 2025.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Resolution Finalizing Budget, Closing City Project No. 2017-24, and Closing Fund 406 - MSA Fund**

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Brian Connolly, Public Works Director, 651.450.2571
Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to approve the attached Resolution, finalizing the project budget and closing the project account for City Project No. 2017-24 - TH 3/65th Street Intersection Improvements. The Resolution also includes closing the City's MSA Fund (Fund 406), and transferring the remaining balance to the City's Pavement Management Fund (Fund 440).

BACKGROUND

In 2018, through Resolution 2018-152, the City awarded a contract for the construction of watermain, stormwater, and roadway improvements associated with combined City Project Nos. 2015-03, 2017-03, and 2017-24, which included the intersection of TH 3 and 65th Street. A project budget for the work was not clearly defined, although funding was identified to be provided through Municipal State Aid funds, the NWA Water Fund (now the Water Capital Fund), and the NWA Stormwater Fund. The project work was completed, and final construction payment was approved via Resolution 2022-150 in July 2022. At the end of 2022, project accounts for City Project Nos. 2015-03 and 2017-03, which were related primarily to water and stormwater components of the project, were closed, and any positive balances directed back to original funding sources, including the Water Capital Fund (Fund 511) and NWA Stormwater Capital Fund (Fund 533). An outstanding balance remained for City Project No. 2017-24, pending receipt of final Municipal State Aid (MSA) funding for the project.

Concurrently, City Public Works and Engineering staff have been working with State Aid staff to close out several old MSA projects dating back to the early 2000s where MSA funding had been utilized, but the projects were never formally "closed" by the City with the State Aid office. Since City Project No. 2017-24 was the most current project requiring finalization, State Aid staff utilized the project finalization process to "clean up" the City's past fiscal debits and credits for several projects through City Project No. 2017-24. As a result of this effort, however, the approved MSA funding provided for City Project No. 2017-24 had a shortfall of $463,611.54. Approximately 42% of this shortfall was due to over-payments on past MSA projects that were not previously finalized, while the remaining shortfall was a result of City Project No. 2017-24 costs that exceeded State Aid allowances for such items as retaining wall construction, right of way acquisition, and local costs ineligible for State Aid funding.

The City has maintained an MSA Fund (Fund 406) to manage past MSA reimbursements for projects that were performed prior to 2019. This account has historically taken many of the past MSA over-payments, as well as project payments that were MSA-eligible, but were subsequently funded through other means (i.e., assessments, Pavement Management Fund, etc.). This fund has a balance of $490,737.65 as of December 2024. These funds are sufficient to cover the shortfall in MSA funding for City Project No. 2017-24.

FISCAL IMPACT

City staff recommend utilizing the City's MSA Fund (Fund 406) account to cover the shortfall in current MSA funding for City Project No. 2017-24. The MSA Fund has not been utilized since 2019 for direct project funding, as changes to the City's Capital Project financing structure assign any MSA funding directly to the associated project in the Pavement Management Funds (Fund 440 and Fund 441). Since all past/inactive MSA projects have been brought up to date in the past year, staff from the City's Public Works and Finance departments recommend that the balance of money in Fund 406 be utilized to cover the noted $463,611.54 shortfall for Project 2017-24, and the remaining balance in Fund 406 (estimated at $27,126) be transferred to the Pavement Management - Local Streets fund, and Fund 406 be closed.

RECOMMENDATION

Staff recommend approval of the attached Resolution, finalizing the budget and closing City Project No. 2017-24, and closing the MSA Fund (Fund 406) to the Pavement Management - Local Streets fund (Fund 440).

ATTACHMENTS

1. Resolution to Close Project No. 2017-24

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO.________

RESOLUTION AMENDING FINAL PROJECT BUDGET AND CLOSING THE PROJECT ACCOUNT FOR CITY PROJECT NO. 2017-24, AND CLOSING FUND 406 – MSA FUND

WHEREAS, in July 2018, the City Council adopted Resolution No. 2018-152, awarding a contract for the construction of watermain, stormwater, and roadway infrastructure improvements associated with combined City Project Nos. 2015-03 (65th Street Construction – TH 3 to Argenta Trail), 2017-03 (NWA Trunk Water Improvements, Phase 3), and 2017-24 (TH 3/65th St Intersection Improvements); and

WHEREAS, in July, 2022, the City Council adopted Resolution No. 2022-15 authorizing the final contractor payment for improvements associated with the combined City Project Nos. 2015-03, 2017-03, and 2017-24; and

WHEREAS, Project Nos 2015-03 and 2017-03, consisting of only local (City) funding sources, and being under the original budget for their respective project components, were closed and any positive project balances were refunded to the original funding sources, including the Water Capital Fund (Fund 511) and the NWA Stormwater Fund (Fund 533); and

WHEREAS, Project No. 2017-24, being funding primarily though Municipal State Aid (MSA) funding, remained open until final MSA funding could be finalized; and

WHEREAS, through efforts to update and close out several old MSA projects for the City in conjunction with the finalization of payment for Project No. 2017-24, the Minnesota Department of Transportation's State Aid office determined the eligible MSA funding for Project 2024-17 was $4,590,617.68, which represented a shortfall of $463,611.54 in funding for the Project; and

WHEREAS, the City has maintained an MSA Fund (Fund 406) where excess MSA payments from past projects have been saved, and the current funding balance of $490,738, as of December 2024, is adequate to cover the shortfall in MSA funding approved for City Project No. 2024-17; and

WHEREAS, to clearly identify the requisite funding sources and to close City Project No. 2017-24, staff recommend the formal adoption of a detailed final budget, to balance the project account and resolve all contributing fund expenses to the current fund names and numbers; and

WHEREAS, the MSA Fund (Fund 406) has not been utilized for recording of MSA fund revenue since 2019, and through updated internal financial recording practices since 2020, MSA funds provided as revenue for specific projects or maintenance needs have been assigned directly to the Pavement Management Fund (Fund 440), and it is reasonable to transfer the remaining balances in Fund 406 to the Pavement Management Fund (Fund 440).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, that the following budget is hereby amended for City Project No. 2017-24:

PROJECT COSTS	2017-24
Final Construction	$3,635,536.81
Right of Way/Easements	$567,478.56
Legal, Engineering, Administrative, & Finance (LEAF)	$851,213.85
TOTAL	**$5,054,229.22**

FUNDING SOURCES	2017-24
Municipal State Aid (MSA – Previously Received)	$4,590,617.68
MSA Fund (Fund 406) – Funding Shortfall	$463,611.54
TOTAL	**$5,054,229.22**

BE IT FURTHER RESOLVED THAT:

1. The Council hereby authorizes the use of the MSA Fund (Fund 406) as noted to cover the funding shortfall and to balance the project budget; and

2. Upon transfer of these funds and balancing of the project budget, Project No. 2017-24 will be closed; and

3. The remaining balance in the MSA Fund (Fund 406), estimated as of December 2024, at $27,126 following the above-noted distribution, shall be transferred to the Pavement Management – Local Streets Fund (Fund 440), and MSA Fund (Fund 406) shall be closed.

Approved by the City Council of the City of Inver Grove Heights, Minnesota this 6th day of January 2025.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Resolution Approving Write-Off of Overspent Escrow Accounts**

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the write-off of balances that remain in three city escrow accounts.

BACKGROUND

When property owners or developers submit various land use applications for consideration, they provide the City with an escrow payment to cover the costs related to processing and reviewing their application. When plans are far enough along, often a second escrow is submitted for the engineering component of the project. On a monthly basis, the Finance Department provides an escrow summary to all departments informing them of the status of each escrow account. In addition, statements are mailed to all escrow holders showing them the status of their escrow account. When an escrow is overspent, the statement indicates such and requests prompt payment. Each respective department is expected to follow up with their escrows in a timely manner.

At present, there are three overspent escrows, totaling $30,259.20 that staff are recommending for write-off due to their age and the lack of pathway for collection:

- **Nabersberg Addition** - this was an Engineering escrow established in 2013. Transactions within this escrow date back to 2013-2016. Expenses charged against the escrow include legal expenses, engineering reviews, and various consultant time and studies, as well as some in-house resident engineering charges for time spent on project reviews. There was one deposit received from the developer in the amount of $2,500 but otherwise no additional payments were received. The escrow has an overdrawn balance of $10,971.74. The former city attorney, Tim Kuntz, was able to provide staff with some background on the proposed development. According to Mr. Kuntz, the development had major challenges regarding how much of the vacant land needed to be devoted to stormwater ponding. Eventually the landowners brought both an inverse condemnation claim and a lawsuit against the City - both of which were unsuccessful. Given this activity occurred almost a decade ago, and a formal attempt at collection was not made in a timely manner, staff are recommending that Council approve the write-off this balance by utilizing budgetary savings in the Engineering Department's 2024 budget.

- **Tony Weber - Prairie Oaks Case #14-11PUD** - this was a Planning escrow established in 2014. Transactions within this escrow date back to 2014-2015. Expenses charged against the escrow include legal expenses, and various consultant time and studies, as well as some in-house resident engineering charges and planning charges for time spent on project reviews. There was one deposit received from the developer in the amount of $5,250 but otherwise no additional payments were received. The escrow has an overdrawn balance of $16,549.37. Per the former City Planner, the Council eventually denied this application and collection attempts were unsuccessful. Given this activity occurred almost a decade ago, staff are recommending that Council approve the write-off this balance by utilizing budgetary savings in the Planning Department's 2024 budget.

- **Builder Jones Dev - 7120 Allen Way (Plan Review)** - this was a Planning escrow established in 2020. Transactions within this escrow cover the date range of August 2020 through June 2021. Expenses charged against the escrow include legal expenses, stormwater review, and consultant time, as well as some in-house resident engineering charges. There was one deposit received from the developer in the amount of $1,000 but otherwise no additional payments were received. The escrow has an overdrawn balance of $2,738.09. Per Planning staff, this escrow was established for a Northwest Area Sketch Plan Review - the sketch plan review process is a high-level staff review of a potential development. In the case of this application, the applicant did not move forward with development of the parcel and the initial deposit did not cover the outside expenditures initiated by staff. Given this activity was for a development that never came to fruition, that staff did not collect the appropriate amount of escrow to cover the costs initiated by the City, and over three years have passed since there was any activity within this escrow, staff are recommending that Council approve the write-off of this balance by utilizing budgetary savings in the Planning Department's 2024 budget.

At present, there are 7 additional escrows on the City's overspent escrow account listing for October 2024. All the remaining overspent escrows are tied to ongoing development discussions, so staff anticipate the City will be receiving future deposits to cover those overspent balances.

FISCAL IMPACT

Staff is recommending the use of General Fund budgetary savings from the 2024 Engineering budget and 2024 Planning budget to cover the shortfalls in their department's respective escrows. This use of General Fund budgetary savings means there will be less savings available to the General Fund at year-end. However, there were staffing vacancies in both departments so there remains unspent budget which is available for this use.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, approving the write-off of balances that remain in three city escrow accounts.

ATTACHMENTS

1. Resolution Approving Escrow Write-Offs

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. ________

RESOLUTION APPROVING WRITE-OFF OF OVERSPENT ESCROWS

WHEREAS, the City collects a Planning cash escrow from property owners, or developers, when they submit zoning applications; and

WHEREAS, the City also collects an additional Engineering cash escrow when an engineering component is needed for those projects; and

WHEREAS, each month the Finance Department sends out an invoice to each escrow holder showing that reflects either a positive balance in their account, or a negative balance indicating payment is due;

WHEREAS, each respective department is also expected to regularly engage with their escrow holders in a timely manner, particularly when their balances fall in arrears; and

WHEREAS, the City currently has three (3) older escrows that are overspent, totaling $30,259.20, that are recommended for write-off due to their age and the lack of clear pathway for enforcing collection; and

WHEREAS, staff are recommending using 2024 budget savings in each respective department to cover these overspent escrows

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF INVER GROVE HEIGHTS: that, the City Council approves the write-off of the following escrow accounts with overspent balances:

1) Nabersberg Addition (2013 escrow), in the amount of $10,971.74 using 2024 budget savings in the Engineering Department.
2) Tony Weber – Prairie Oaks Case #14-11PUD (2014 escrow), in the amount of $16,549.37, using budget savings in the Planning Department.
3) Builder Jones Dev-7120 Allen Way (2020 Plan Review), in the amount of $2,738.09, using budget savings in the Planning Department.

Adopted this 6th day of January 2025 by the City Council of Inver Grove Heights, MN.

____
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Approval of Hotel Licenses

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Katie Malott, Deputy City Clerk, 651.450.2470

ACTION REQUESTED
The Council is asked to approve four hotel licenses for the 2025 calendar year.

BACKGROUND
There are a total of four hotels currently operating in Inver Grove Heights and each has submitted the required 2025 license application along with payment.

The four hotels are:

Doing Business As	Location
AmericInn	5861 Blaine Ave
Microtel Inn & Suites	5681 Bishop Ave
Holiday Inn & Suites	5653 Bishop Ave
Coratel Inn & Suites	5492 S Robert Trail

Each application has been reviewed by staff and found to be complete and qualified to hold the license. All four hotels are current on utility bills, lodging tax and property taxes.

FISCAL IMPACT
N/A

RECOMMENDATION
Staff recommends approval of hotel licenses for the four businesses listed above.

ATTACHMENTS
None

Agenda Item <u>5.P.</u>

Request for Council Action

SUBJECT: Resolution Approving the Vacation of a Drainage and Utility Easement - 17 High Road

MEETING DATE: January 6, 2025
ITEM TYPE: Consent Agenda
CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the vacation of an existing Drainage and Utility Easement at 17 High Road.

BACKGROUND

Susan and Harry McNeely, the owners of the property located at 17 High Road, have asked the City to vacate a portion of an existing public Drainage and Utility Easement ("Easement") located on their property that was dedicated with the plat of Mac Gregor Acres Rearrangement. In exchange for vacating this existing Easement, the McNeelys are willing to dedicate a new 10-foot Drainage and Utility Easement along their westerly property line.

The Easement proposed to be vacated was part of the original 1953 plat – Mac Gregor Acres – as right-of-way. In the early 1970s, "Lot 12" was re-platted as the Mac Gregor Acres Rearrangement, and the right-of-way was converted to a Drainage and Utility Easement, presumably to preserve the right to install utilities, and perhaps convert a future roadway to a Public Road, through the plat. As a result of the re-plat, the Easement runs through the Owners' property.

The Owners would like to construct a small addition onto their home, which would encroach into the Easement. Other improvements that have occurred on the Subject Property over the years also encroach into the Easement. In lieu of an approach requiring several variance requests to address the home addition and clean-up existing encroachments, City staff and the property owners explored the option of vacating and re-dedicating Drainage and Utility Easements on the subject property.

<u>Plat Requirements</u>

Except for vacating the existing Easement as shown on the attached documents, the property owners are not proposing any other changes to the property. The property conforms to all minimum lot standards required for properties zoned E-2. City Code requires a minimum of a 10-foot Drainage and Utility Easement ("DUE") along rear and side yard lot lines (§11-3-5 A.) and the proposed new easement conforms to these requirements.

<u>Analysis of Easement Vacation</u>

The Mac Gregor Acres Rearrangement plat provided a Drainage and Utility Easement for the purpose of a potential future road. The City Engineer has reviewed the request and does not see a current or future public purpose related the existing Easement and has no objection to the proposed Easement vacation. Additionally, there are no public utilities located in the Easement and there is no plan to relocate High Road. The City Engineer requested the dedication of a new 10-foot-wide Drainage and Utility Easement along the westerly boundary of the property; the Owners have consented to that new DUE. The new easement would need to be provided by a separate Easement Agreement from the property owner to the City. The Owners have provided an exhibit showing the easements to be vacated and dedicated.

Planning Commission Review

The Planning Commission conducted a public hearing related to this request; no public comments were received for or against the proposed easement vacation. The Commission reviewed the request and voted to recommend approval of the Easement vacation and dedication of new DUE, as presented. The new easement is not subject to City Council approval, but receipt of the signed easement agreement for the new easement is a condition of the approval related to the vacation of the existing easement.

FISCAL IMPACT

None.

RECOMMENDATION

Staff and the Planning Commission recommend approval of the attached Resolution, vacating the Drainage and Utility Easement at 17 High Road.

ATTACHMENTS

1. Resolution_17 High Road Drainage Utility Easement Vacation_01-06-2025
2. Notice of Completion of Vacation_17 High Road_01-06-2025
3. New Easement Survey_Lot 1 Block 1 MacGregor Acres Rearrangement_01-06-2025

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. 25-____

RESOLUTION APPROVING THE VACATION OF A UTILITY EASEMENT DEDICATED ON LOT 1, BLOCK 1 WITH THE PLAT OF MACGREGOR ACRES REARRANGEMENT

WHEREAS, on August 28, 1972, the Village Council of the Village of Inver Grove Heights, Minnesota approved the plat known as MacGregor Acres Rearrangement ("Plat"); and,

WHEREAS, a Utility Easement ("Easement") was dedicated across Lot 1, Block 1 of said Plat, as legally described in Exhibit A and depicted in Exhibit B; and,

WHEREAS, Susan and Harry McNeely, as the Trustees of the Susan D. McNeely Revocable Trust ("Owners") of real property located at 17 High Road ("Subject Property"), applied for the vacation of said Easement as stated herein, of which the City Engineer has reviewed said request and has determined said Easement may be vacated as there are no existing public utilities located within the Easement area and there is no current or future public purpose for said Easement; and,

WHEREAS, in exchange for vacating said Easement, the Owners of the Subject Property have consented to dedicate, under a separate easement agreement, a new 10-foot-wide Drainage and Utility Easement along the western boundary of the Subject Property; and,

WHEREAS, pursuant to Minnesota Statutes §462.358, subd. 7 and §412.851 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on December 3, 2024 to receive public comment regarding the proposed Easement to be vacated; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed as required by said Statutes; and,

WHEREAS, no verbal or written comments were received for or against the vacation of said Easement prior to or at the Hearing; and,

WHEREAS, following the Hearing, the Commission found the Easement, as legally described and depicted herein, is no longer necessary for public purposes and, therefore, has no interest to the public and may be vacated.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Utility Easement dedicated with the plat of MacGregor Acres Rearrangement and located on Lot 1, Block 1 of MacGregor Acres Rearrangement, which said Utility Easement is legally described in Exhibit A and depicted in Exhibit B, is hereby declared as vacated.

BE IT FUTHER RESOLVED, said vacation of the Utility Easement shall be conditioned upon receipt of the executed Easement Agreement from the Owners, dedicating a new 10-foot-wide Drainage and Utility Easement on the Subject Property, along with an executed Certificate of Trust and Affidavit of Trustee.

BE IT FURTHER RESOLVED, upon receipt of said Easement Agreement and related documents, the City Clerk shall prepare a Notice of Completion of Vacation, which shall be signed by the Mayor and City Clerk and recorded with the Office of the Dakota County Recorder.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 6th day of January, 2025.

Aye:
Nay:

CITY OF INVER GROVE HEIGHTS

____
Brenda Dietrich
Its: Mayor

ATTEST:

____
Rebecca Kiernan
Its: City Clerk

EXHIBIT A

DRAINAGE AND UTILITY EASEMENT VACATION
LEGAL DESCRIPTION

That part of Lot 1, Block 1, MACGREGOR ACRES REARRANGEMENT, according to the recorded plat on file with the Dakota County Recorders Office, Dakota County, Minnesota, further described as follows:

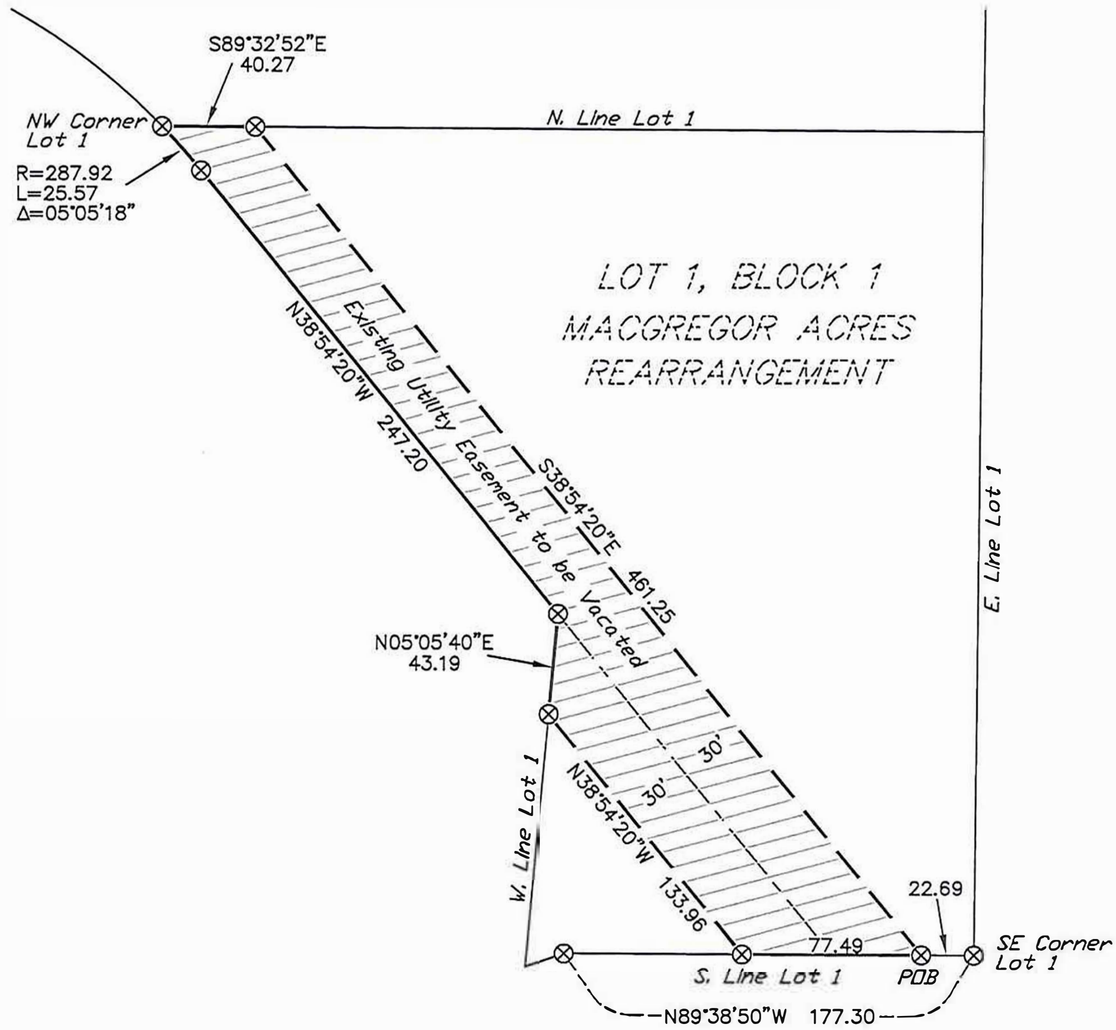
Commencing at the southeast corner of said Lot 1 of said plat of MACGREGOR ACRES REARRANGEMENT; thence North 89 degrees 38 minutes 50 seconds West, assigned bearing, along the south line of said Lot 1 a distance of 22.69 feet to the easterly line of the existing easement per said plat of MACGREGOR ACRES REARRANGEMENT, the point of beginning; thence continue North 89 degrees 38 minutes 50 seconds West along said south line a distance of 77.49 feet to the westerly line of said easement; thence North 38 degrees 54 minutes 20 seconds West along said westerly line a distance of 133.96 feet to the west line of Lot 1; thence North 05 degrees 05 minutes 40 seconds East along said west line of Lot 1 a distance of 43.19; thence North 38 degrees 54 minutes 20 seconds West along the west line of said Lot 1 a distance of 247.20 feet; thence northwesterly a distance of 25.57 feet along said west line, along a tangential curve, concave to the southwest with a radius of 287.92 feet and a central angle of 05 degrees 05 minutes 18 seconds to the northwest comer of said Lot 1; thence South 89 degrees 32 minutes 52 seconds East along the north line of said Lot 1 a distance of 40.27 feet to the easterly line of said easement; thence South 38 degrees 54 minutes 20 seconds West along said easterly line a distance of 461.25 feet to the point of beginning.

EXHIBIT B

SKETCH OF EASEMENT AREA TO BE VACATED
LOT 1, BLOCK 1 OF MACGREGOR ACRES REARRANGEMENT

EASEMENT VACATION EXHIBIT

For Susan McNeely Within Lot 1, Block 1, in the Plat of MACGREGOR ACRES REARRANGEMENT Dakota County, Minnesota



Proposed Drainage and Utility Easement Vacation Description

That part of Lot 1, Block 1, MACGREGOR ACRES REARRANGEMENT, according to the recorded plat on file with the Dakota County Recorders Office, Dakota County, Minnesota, further described as follows: Commencing at the southeast corner of said Lot 1 of said plat of MACGREGOR ACRES REARRANGEMENT; thence North 89 degrees 38 minutes 50 seconds West, assigned bearing, along the south line of said Lot 1 a distance of 22.69 feet to the easterly line of the existing easement per said plat of MACGREGOR ACRES REARRANGEMENT, the point of beginning; thence continue North 89 degrees 38 minutes 50 seconds West along said south line a distance of 77.49 feet to the westerly line of said easement; thence North 38 degrees 54 minutes 20 seconds West along said westerly line a distance of 133.96 feet to the west line of Lot 1; thence North 05 degrees 05 minutes 40 seconds East along said west line of Lot 1 a distance of 43.19; thence North 38 degrees 54 minutes 20 seconds West along the west line of said Lot 1 a distance of 247.20 feet; thence northwesterly a distance of 25.57 feet along said west line, along a tangential curve, concave to the southwest with a radius of 287.92 feet and a central angle of 05 degrees 05 minutes 18 seconds to the northwest corner of said Lot 1; thence South 89 degrees 32 minutes 52 seconds East along the north line of said Lot 1 a distance of 40.27 feet to the easterly line of said easement; thence South 38 degrees 54 minutes 20 seconds West along said easterly line a distance of 461.25 feet to the point of beginning.

NORTHERN LIGHTS SURVEYING SERVICES
611 9th St. No.
Virginia, MN. 55792
Phone: (218) 741-2575
northernlights@nlsurvey.com

PREPARED FOR:

Susan McNeely

SECTION: 32
TOWNSHIP 28 NORTH
RANGE 22 WEST
COUNTY: Dakota

DATE: 11/6/2024
DRAWN BY: TDT
JOB NO: V2024-205
DRAWING NO: V2024205

LEGEND

⊗ Calculated Position

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Chris Mattila

Date: 11-6-24 License No. 51766

N

Bearings are based on the Plat of MACGREGOR ACRES REARRANGEMENT

0 40 80 160

SCALE IN FEET

CITY OF INVER GROVE HEIGHTS

NOTICE OF COMPLETION OF VACATION
PROCEEDINGS FOR THE VACATION OF A UTILITY EASEMENT
17 HIGH ROAD, LOT 1, BLOCK 1 OF MACGREGOR ACRES REARRANGEMENT
PID: 20-47350-01-010

NOTICE IS HEREBY GIVEN that on 6th day of January, 2025, pursuant to Minnesota Statutes §462.358, subd. 7 and §412.851, the City Council for the City of Inver Grove Heights completed the proceedings for the vacation of a Utility Easement on real property located at 17 High Road in the City of Inver Grove Heights, County of Dakota, State of Minnesota, and legally described as Lot 1, Block 1 of MacGregor Acres Rearrangement. Said vacation of the Utility Easement was approved by Resolution No. 2025-___ as attached hereto.

IN WITNESS WHEREOF, the City Clerk of the City of Inver Grove Heights has executed this Notice of Completion of Vacation.

____
Rebecca Kiernan, City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF)

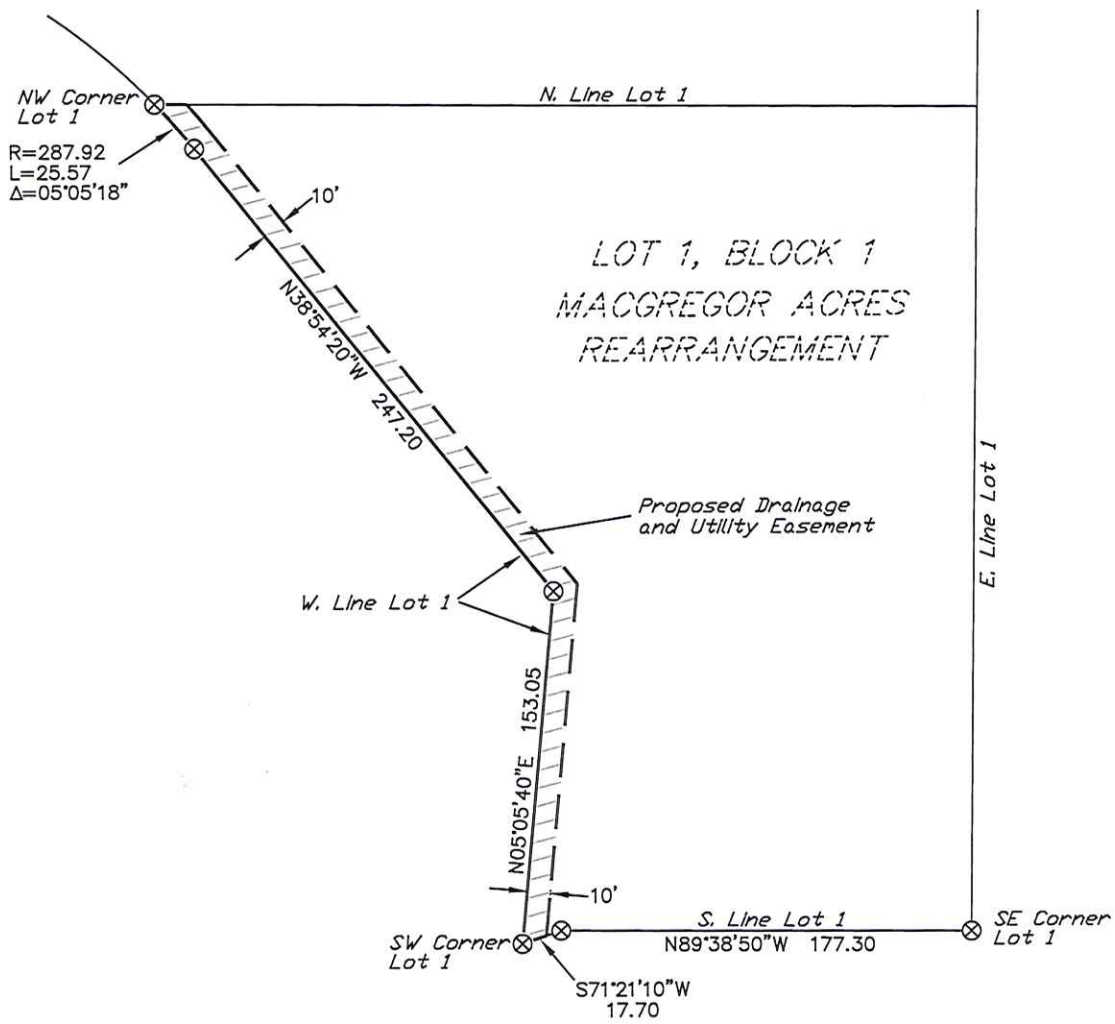
On this ____ day of ______________ 2025, before me, a Notary Public, personally appeared Rebecca Kiernan to me personally known, who being by me duly sworn, City Clerk of the City of Inver Grove Heights, a Minnesota municipality within the State of Minnesota, and that said instrument was signed on behalf of the City of Inver Grove Heights by the authority of the City Council of the City of Inver Grove Heights, and Rebecca Kiernan, City Clerk, acknowledge said instrument to be the free act and deed of said Municipality.

____
Notary Public

THIS INSTRUMENT DRAFTED BY:
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077
(651) 450-2500

PROPOSED EASEMENT EXHIBIT

For Susan McNeely
Within Lot 1, Block 1,
in the Plat of MACGREGOR
ACRES REARRANGEMENT
Dakota County, Minnesota



Proposed Easement Description

An easement for drainage and utility purposes over, under and across the westerly 10 feet of Lot 1, Block 1, MACGREGOR ACRES REARRANGEMENT, according to the recorded plat on file with the Dakota County Recorders Office, Dakota County, Minnesota.

NORTHERN LIGHTS SURVEYING SERVICES
611 9th St. No.
Virginia, MN. 55792
Phone: (218) 741-2575
northernlights@nlsurvey.com

PREPARED FOR:
Susan McNeely

SECTION: 32
TOWNSHIP 28 NORTH
RANGE 22 WEST
COUNTY: Dakota

DATE: 11/6/2024
DRAWN BY: TDT
JOB NO: V2024-205
DRAWING NO: V2024205

LEGEND

⊗ *Calculated Position*

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Chris Mattila

Date: 11-6-24 License No. 51766

N

Bearings are based on the Plat of MACGREGOR ACRES REARRANGEMENT

0 40 80 160

SCALE IN FEET

Agenda Item 6.A.

Request for Council Action

SUBJECT: 2025 Liquor License Renewal

MEETING DATE: January 6, 2025
ITEM TYPE: Public Hearing
CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED
The Council is asked to conduct a public hearing and consider approval of the last renewal application received for liquor licenses for the 2025 calendar year.

BACKGROUND
The license listed below is being brought forward for a public hearing and Council consideration at this time:

Establishment	Liquor License Type
Arbor Point Golf Course	3.2 On-Sale & Sunday

The license application submitted by the above-listed business has been reviewed by staff and found to be complete and eligible for renewal. The Police Department has completed the background investigation and found no basis for denial.

This completes the 2025 Liquor License Renewal process.

FISCAL IMPACT
None

RECOMMENDATION
Staff recommends holding a public hearing and then approving the liquor license renewal application.

ATTACHMENTS
None

Agenda Item <u>7.A.</u>

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Rental Housing Licenses

MEETING DATE: January 6, 2025
ITEM TYPE: Regular Business
CONTACT: Mary Lein, Assistant to the Chief Building Official, 651-450-2552

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

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

The following rental license applications have been submitted:

RENTAL ADDRESS	PROPERTY OWNER	PROPERTY MANAGER
6852 Craig Ct	HP Minnesota 1 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
3956 71st St E	SFR II Borrower 2021-3 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
3284 71st St E	SFR II Borrower 2021-3 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
3363 69th St E	HPA II Borrower 2021-1 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
6512 Dawn Ave	SFR II Borrower 2021-3 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
3984 64th St E	HPA II Borrower 2021-1 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
3760 75th St E	SFR II Borrower 2021-3 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN

7550 Banning Way	HP Minnesota 1 LLC Plano, TX	Richmond Fiksdal Minneapolis, MN
6690 Catherine Ave	Douglas & Tammy Steven Eagan, MN	Douglas Steven Eagan, MN
3302 Lower 67th St E	Douglas & Tammy Steven Eagan, MN	Douglas Steven Eagan, MN
3280 Lower 67th St E	Douglas & Tammy Steven Eagan, MN	Douglas Steven Eagan, MN
7254 Brittany Ln	Brittany Williams Hastings, MN	Brittany Williams Hastings, MN
7037, 7071 & 7125 Concord Blvd	7071 & 7125 South Concord St. Paul, MN	Mark Prokop St. Paul, MN

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

FISCAL IMPACT
None

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

ATTACHMENTS
None

Agenda Item 7.B.

Request for Council Action

SUBJECT: **Resolution Denying Request to Rezone 9120 Rich Valley Boulevard from Agriculture (A) to Estate Residential (E-1)**

MEETING DATE: January 6, 2025
ITEM TYPE: Regular Business
CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The City Council is asked to consider the attached Resolution, denying a request to rezone the property located at 9120 Rich Valley Boulevard from Agriculture (A) to Estate Residential (E-1).

BACKGROUND

Ky N Fang and Pa Foua J Yang, the owners of 9120 Rich Valley Boulevard, have applied for a rezoning of the property from Agriculture (A) to Estate Residential (E-1). The property is a 5.3-acre parcel, located on Rich Valey Boulevard about one-quarter mile east of the intersection with Minnesota State Highway 149. There is currently a single-family home and accessory buildings on the property. The home is planned for demolition.

Current zoning requires a minimum lot size of 5.0 acres. The Owners desire to subdivide the property to create two lots, each 2.5 acres. Before the Owners could make application to subdivide by plat, the property would need to be rezoned to E-1. Subdivision of the property would be a subsequent process and require both a Preliminary and Final Plat.

Land Use & Zoning

The property is guided Rural Density Residential, per the 2040 Comprehensive Plan, and is zoned A, Agriculture. The application proposes no changes to the 2040 Land Use designation, but does propose rezoning the property from A, Agriculture to E-1, Estate Residential. The existing land uses, guiding and zoning on the adjacent properties are:

Location	Use	Land Use	Zoning
North	Residential	Rural Density Residential	A, Agriculture
East	Residential	Rural Density Residential	A, Agriculture
South	Residential	Rural Density Residential	A, Agriculture
West	Residential	Rural Density Residential	A, Agriculture

Analysis of the Rezoning Request

Both the current zoning (A) and proposed zoning (E-1) are consistent with the underlying land use of Rural Density Residential (RDR), as established by the 2040 Comprehensive Plan.

According to City Code §10-3-5, consideration and approval of a rezoning request must be “in the best interest of the physical development of the City.” This suggests that the request should be reviewed against such factors as infrastructure availability and compatibility with existing land uses in the neighborhood, in addition to consistency with the Comprehensive Plan.

Either zoning – A or E-1 – supports rural development patterns in that any related use depends on private wells and on-site septic systems as public infrastructure is not available or immediately accessible to the site. In terms of neighborhood compatibility, as noted, the current land use (RDR) and either zoning designation (A or E-1) are intended to allow rural residential uses that typically synonymous with larger "acreage" lots, and private wells and septic systems. The immediate neighborhood in which the Subject Property is located does have inconsistency of lot sizes and zoning classifications, ranging from A and E-1, to PUD, Planned Unit Development to I-1, Light Industrial. However, when considering a rezoning request, it is critically important to focus on those lots immediately adjacent to where the change is requested. In other words, does the requested rezoning constitute spot zoning?

By definition, spot zoning is a situation that exists when a parcel of land is given a different zoning designation than the surrounding area. If approved, spot zoning can sometimes result in conflicting uses and sometimes the results are simply different or competing zoning standards that do not apply to adjacent properties, which can also create competing uses or alter the neighborhood. Generally, Minnesota court rulings have identified spot zoning as illegal.

It is supportable that rural residential development is an intended land use, per the Comprehensive Plan, and is a permitted use on land zoned both A and E-1. However, in this instance, all of the parcels immediately adjacent to the Subject Property are not only zoned A, but also conform to the minimum lot standards required for that zoning district. Thus, the change in zoning would be the epitome of spot zoning and, therefore, the request should be denied.

Although the current request is only a rezoning request, City staff did explore the intended outcome of the Owners – which is to subdivide the existing lot to create two new lots for the purpose of constructing two new residential homes. Two important minimum standards the Owners would need to satisfy to subdivide are minimum lot area and minimum lot width, which are 2.5 acres and 200 feet, respectively, for land zoned E-1.

Lot width is measured at the front yard setback adjacent to public right-of-way (ROW). This means the lot would need to have at least 5.0 acres and 400 feet to subdivide and meet minimum standards at the time of subdivision – without variances. Although the Subject Property is 5.3 acres, it is just under 310 feet wide - meaning it is not wide enough to subdivide into two parcels.

Further, Rich Valley Boulevard is also County Road 71. The existing roadway is currently allowed under a public road easement, meaning the subdivision of the Subject Property will require a re-plat to create the two lots and also formally dedicate the ROW. It is unknown at this time as to how much ROW Dakota County would require, and whether that subtracted ROW would adversely impact the subdivision of the Subject Property to meet the 2.5-acre minimum required for the two new (proposed) lots.

Planning Commission Review

The Planning Commission conducted the required public hearing related to this request; no public comments were received for or against the proposed rezoning. The Commission reviewed the request and voted to recommend denial. During their review, the Commission noted the inconsistency in the size (acres) of lots in the area, as well as the different zoning classifications. With their recommendation, the Commission concurred that the properties surrounding the Subject Property are currently zoned A, Agriculture, and those lots immediately adjacent to the Subject Property do conform to minimum lot standards as defined for this Agricultural zoning. As a result, the

Commission agreed with staff the requested change would constitute spot zoning, resulting in the creation of zoning standards that differ from the zoning standards applicable to the lots immediately adjacent to the Subject Property.

Although not applicable to the rezoning request, Commissioners did discuss the Owners' intent to subdivide the Subject Property, creating two lots – if the rezoning request was approved by the City. As part of that discussion, the Commission noted that subdivision would require a re-plat of the Subject Property, and that such subdivision would result in one, if not both lots not conforming to minimum lot standards without a variance. In this instance the Owners would be required to obtain both a zoning variance(s) and a subdivision variance(s), meaning the Owners must demonstrate both practical difficulties (zoning) and undue hardship (subdivision), of which the Owners is unlikely able to satisfy either or both arguments. Again, such considerations are not applicable to the rezoning request but are issue(s) that would need to be addressed at a future date.

The Commission recommended denial of the rezoning request. In their discussion, given the varying different zoning classifications in this area, the Commission noted it may be worthwhile for City staff to re-evaluate the zoning and recommend future changes to all parcels, if warranted.

FISCAL IMPACT
None.

RECOMMENDATION
Staff and the Planning Commission recommend adoption of the attached Resolution, denying the rezoning request for 9120 Rich Valley Boulevard.

ATTACHMENTS
1. Resolution_Denial Rezoning_9120 Rich Valley Boulevard_01-06-2025
2. Map_Zoning_9120 Rich Valley Boulevard
3. Map_Land Use_9120 Rich Valley Boulevard
4. Narrative_9120 Rich Valley Boulevard

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. 25-____

RESOLUTION DENYING THE APPLICATION FOR REZONING OF 9120 RICH VALLEY BOULEVARD (PID: 20-01900-27-016) FROM A, AGRICULTURAL DISTRICT TO E-1, ESTATE DISTRICT

WHEREAS, Ky N Fang and Pa Foua J Yang, Owners of the property located at 9120 Rich Valley Boulevard (PID: 20-01900-27-016) ("Subject Property"), requested the rezoning of the Subject Property from A, Agricultural District to E-1, Estate District; and,

WHEREAS, the Subject Property is a 5.3-acre parcel located on Rich Valley Boulevard, one-quarter (¼) mile east of the intersection of Rich Valley Boulevard and Jefferson Trail/Minnesota Highway 149; and,

WHEREAS, the Subject Property is currently guided RDR, Rural Density Residential, per the 2040 Comprehensive Plan ("2040 Plan"), and zoned A, Agricultural District ("Zoning"), and currently conforms to all use and minimum standards as required by those Land Use and Zoning designations; and,

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on December 3, 2024, to received public comment regarding the proposed rezoning; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed to the owners of adjacent properties, as required by Statute; and,

WHEREAS, no verbal or written comments were received for or against the rezoning of the Subject Property at or before the Public Hearing except from the Owners; and,

WHEREAS, following the Hearing, the Commission considered Owner testimony, and all information related to the request to rezone the Subject Property, noting the proposed new zoning designation is consistent the underlying 2040 Plan; however, the Commission voted to recommend denial of said request to the City Council, citing the change in zoning would result in spot zoning based on the following findings:

1. All properties immediately adjacent to, and across the street from, the Subject Property are currently zoned A, Agricultural District.
2. Properties immediately adjacent to the Subject Property currently conform to minimum use and zoning standards as required for land zoned A, Agricultural District.
3. If rezoned, the Subject Property would have zoning standards different from those properties immediately adjacent to the Subject Property, resulting in potentially negative impacts to those adjacent properties, including but not limited to different zoning standards, competing or conflicting uses, increased density, etc.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the application to rezone 9120 Rich Valley Boulevard (PID: 20-01900-27-016) from A, Agricultural District to E-1, Estate District is hereby denied with the recitals as set forth above adopted as the Findings of the City Council.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 6th day of January, 2025.

Aye:
Nay:

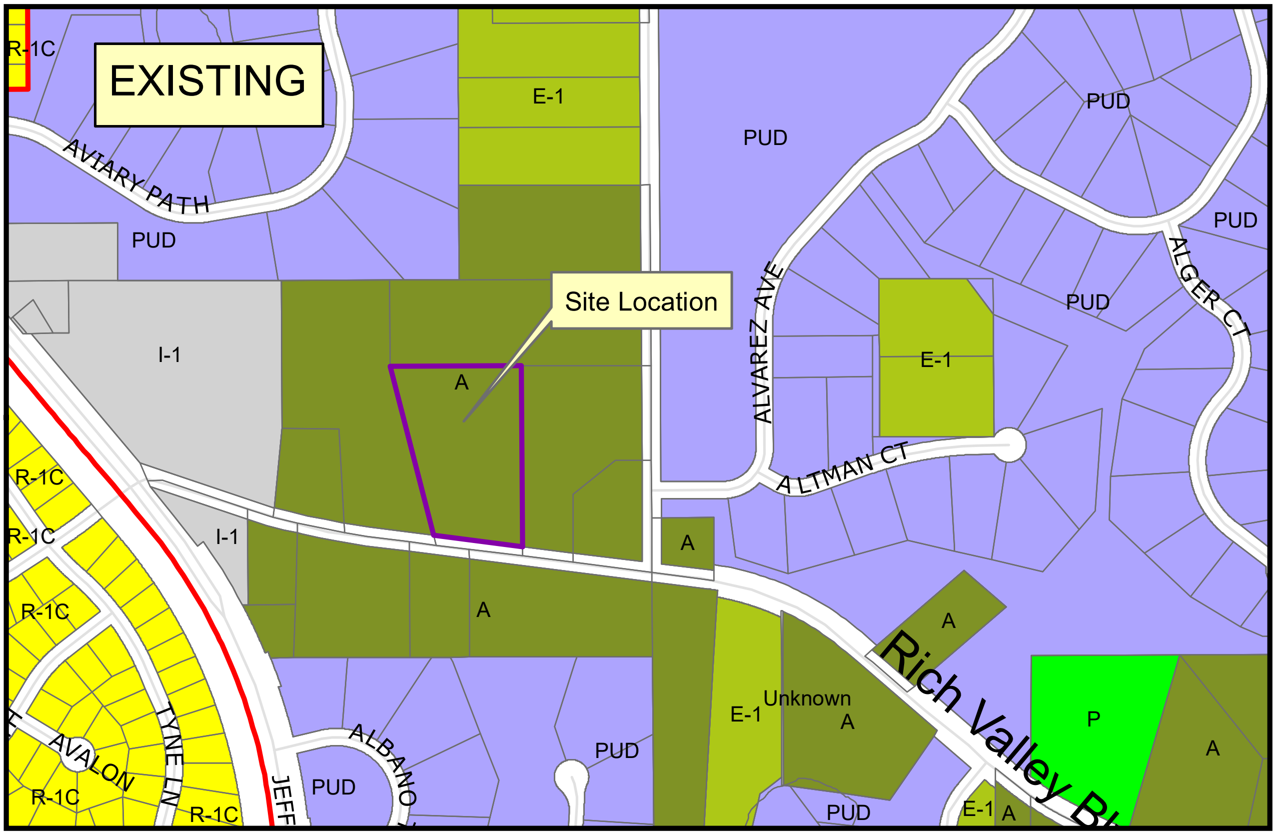
CITY OF INVER GROVE HEIGHTS

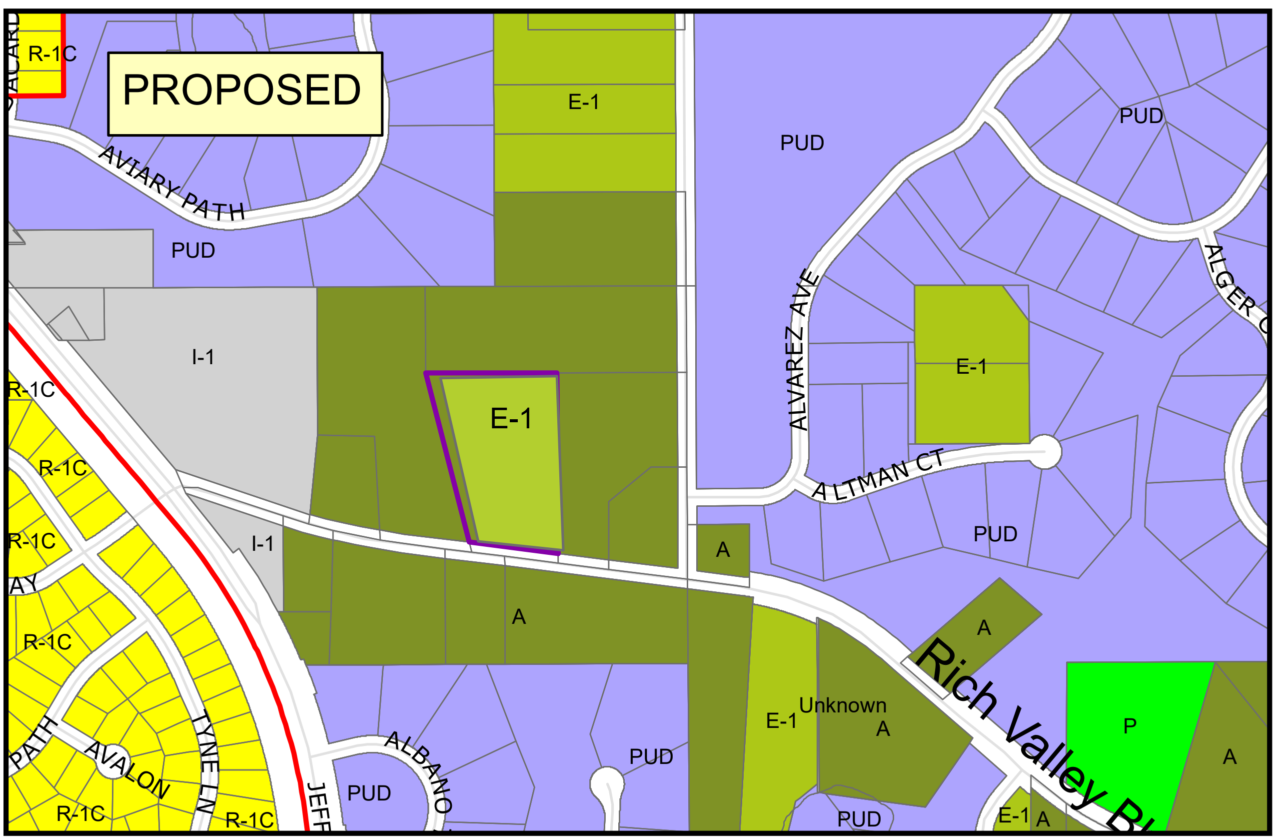
____
Brenda Dietrich
Its: Mayor

ATTEST:

____
Rebecca Kiernan
Its: City Clerk

9120 Rich Valley Blvd





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N

Exhibit B
Existing and Proposed
Zoning

9120 Rich Valley Blvd

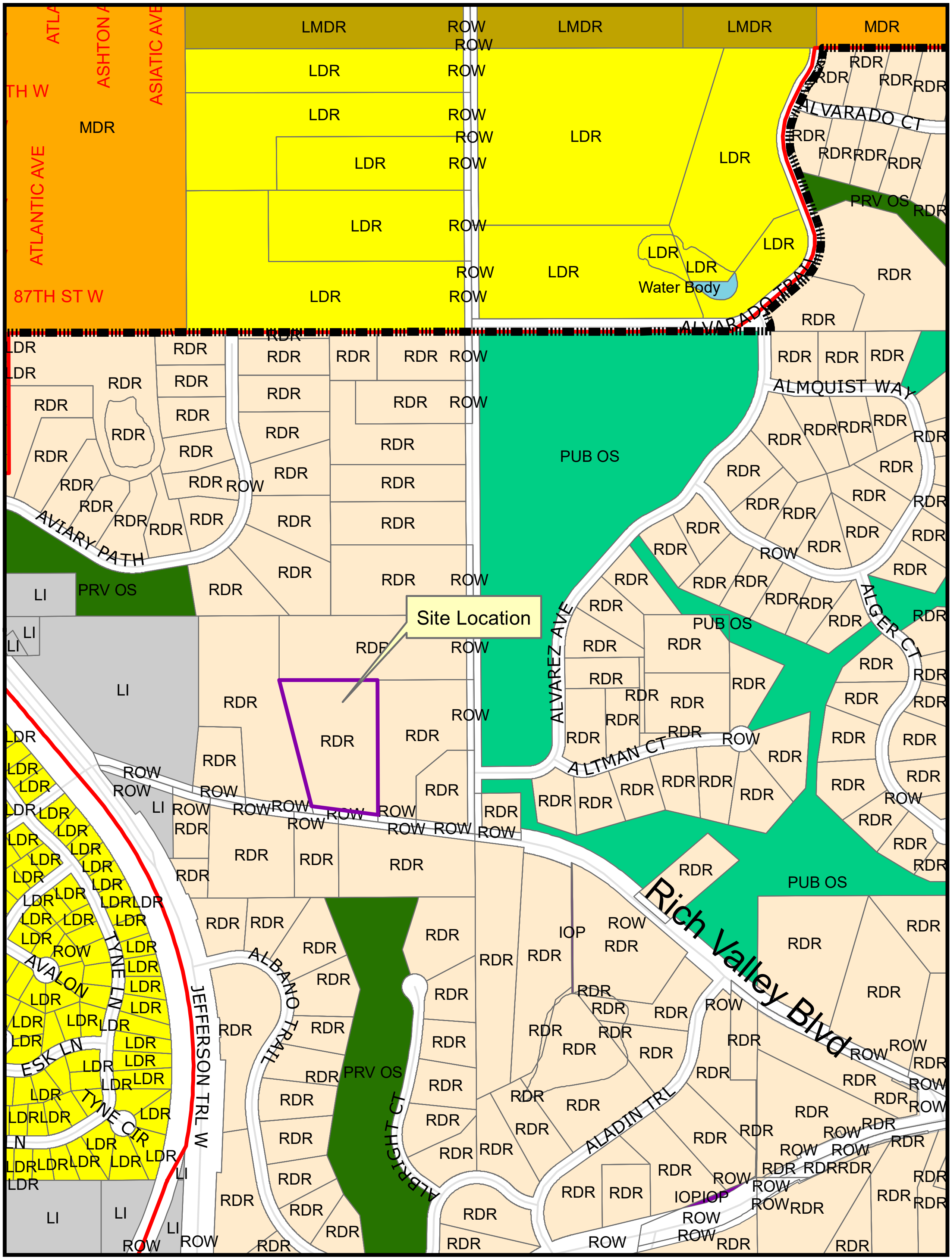

Exhibit A

2040 Land Use Designations

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

Map produced by the City of Inver Grove Heights GIS Dept.
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November 7, 2024

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

To The Planning Commision:

We are writing to request to change the zoning of our property at 9120 Rich Valley Boulevard, Inver Grove Heights, MN 55077, from A (Agricultural) to E-1 (Estate Residential). We are very happy and excited to be the new owners of this sizable 5.53-acre land. As the world descended into the pandemic and slowly is recovering, home and rental properties are becoming increasingly unaffordable to many people in our communities, especially the young 30-something's who are starting off in life. We hope to build homes for our young adult children, as our gift to them now, and not after we are deceased.

One of the practical difficulties that The Planning Commision is aware of, is that the existing dwelling has no occupancy permit. The house on this property will need to be demolished and a new dwelling rebuild on this lot. Secondly, we have one of the larger lots/parcels in this neighborhood, 5.53 acres; this lot can support two units/dwellings. We are writing to request a zone change to E-1 to build two homes on this property, after demolition of the existing dwelling. We want to build two homes at 2.5 acres per lot/parcel. We enclosed a schematic drawing of the possible lot/parcel boundaries for these two homes.

As we drive through the neigborhood, we can see that many of the lots/parcels to the East and North of our property, on Rich Valley Boulevard, are of similar sizes to our requested E-1 zoning, 1-2 acre lots/parcels. Our requested change in zoning to E-1 is compatible with the neigborhood and consistent with the 2040 Comprehensive Plan. Aesthetically, our requested zoning change will not alter the characteristics and landscape of this neigborhood but is in compliance and will protect the adjacent properties in this growing, sprawling suburb. The proposed zoning change is in harmony with the general purposes and intent of the Zoning and Subdivision Ordinances. We also reviewed the City of Inver Grove Heights 2040 Land Use Map and our requested zoning change is consistent with the Comprehensive Plan. Most importantly for the City of Inver Grove Heights, two new homes will increase the property taxes for the City.

We are requesting a zoning change to build two new homes on our property, once the current uninhabitable dwelling has been demolished. If granted, the E-1 zone change will not alter the characteristic and landscape of the current neighborhood. Our decision to rebuild two homes stems from our desire to help our children while we are still living. We've made this decision with care and conscientiousness of our neighbors, the Zoning and Subdivision Ordinances, and the City of Inver Grove Heights Comprehensive Plan. We believe that we fulfilled the hardship requirements of The Planning Commission for Variance and kindly ask you to review and grant E-1 zoning change.

Thank you for your time and consideration.
Ky N Fang and Pa Foua J Yang

Agenda Item 7.C.

Request for Council Action

SUBJECT: **Multiple Agreements and Land Use Approvals to Permit the Vertical Expansion of Pine Bend Landfill**

MEETING DATE: January 6, 2025
ITEM TYPE: Regular Business
CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to consider four actions that, when taken together, allow for the continued operation and vertical expansion of Pine Bend Landfill, located at 2495 117th St.

These include:

1. Zoning Code Text Amendment (requires a 3/5 vote)
2. Conditional Use Permit (requires a 4/5 vote)
3. Amendment to Pine Bend Landfill's Existing Non-Conforming Use Certificate (requires a 4/5 vote)
4. Resolution Authorizing the Appropriate Officials to enter into a new Host Community Agreement and a Special Assessment Agreement with Pine Bend Landfill (requires a 3/5 vote)

BACKGROUND

In June of 2024, Pine Bend Landfill submitted applications for a zoning text amendment, a Conditional Use Permit (CUP), an amendment to its Non-Conforming Use Certificate (NCUC), and an updated Host Community Agreement - all to allow for a vertical expansion of the landfill, located at 2495 117th St. E. in Inver Grove Heights. The City's Environmental Advisory Commission has reviewed the proposed Conditional Use Permit and recommended it to the Council for approval. Similarly, the Planning Commission held a public hearing on the proposed zoning text amendment, CUP and amended NCUC, beginning November 19 and continuing at their December 3 meeting, and then voted (5-2-2) to recommend approval to the City Council. And finally, the City Administrator and City Attorney have negotiated an updated Host Community Agreement for the Council's consideration.

OVERVIEW

Since initially being permitted by the MPCA in 1971, Pine Bend Landfill has operated on approximately 323 acres located at 2495 117th Street, between Highways 52/55 and Rich Valley Boulevard. The Landfill is a sanitary landfill that accepts solid waste for disposal, including mixed municipal solid waste, non-hazardous industrial solid waste, construction debris and demolition debris, non-infectious waste, and asbestos. The landfill currently has a permitted airspace design capacity of 33,937,400 million cubic yards, including final cover. As of August 2023, the landfill had a remaining permitted airspace design capacity of approximately 2,986,936 cubic yards, including final cover. The landfill currently estimates an annual fill rate of approximately 600,000 cubic yards. This amount, however, can vary significantly depending on various factors.

The landfill is proposing a vertical capacity expansion of 8,185,800 cubic yards, including 7,888,250 cubic yards of waste and 297,550 cubic yards of final cover material. This vertical capacity expansion is referred to as Phase 7. The Phase 7 design proposes to vertically extend the currently permitted 3:1 final cover slopes around the perimeter of the landfill. The design provides for increased capacity vertically without increasing the landfill footprint horizontally. The expansion would extend the life of the landfill about 13.6 years and increase the landfill's elevation by approximately 86.8 feet at the highest point.

CITY LAND-USE APPROVALS REQUESTED BY LANDFILL

In addition to permits and approvals from the MPCA and Dakota County, Pine Bend Landfill's proposed vertical expansion requires the City's approval of the following:

- A Zoning Ordinance Amendment to allow a vertical capacity expansion of the existing sanitary landfill as a conditional use in the IRM overlay district. This does not change the zoning of the landfill, but rather changes what is allowed under the current zoning - to make a taller landfill permissible via a Conditional Use Permit.
- A Conditional Use Permit to allow a vertical capacity expansion of the landfill to a maximum capacity of 8,185,800 cubic yards, including 7,888,250 cubic yards of waste.
- An amendment to the Landfill's existing Non-Conforming Use Certificate to allow the capacity expansion and maximum elevation increase.

HISTORY OF CITY LAND USE APPROVALS

Pine Bend Landfill initially received a Conditional Use Permit (CUP) for its operation in 1975. The landfill became a legal non-conforming use in 1991 when the City adopted an amendment to its Zoning Code that prohibited final disposal facilities for mixed municipal waste within the I-2 zoning district. That amendment prohibited sanitary landfills, such as Pine Bend's, created the Integrated Resource Management Overlay Zoning District, and placed that overlay zoning district on the Pine Bend Landfill and other properties in the area. The overlay zoning district prohibits certain waste industries, restricts and regulates other waste industries, and requires waste industries to be concentrated in the southeast industrial area of the City. Because the Landfill pre-dated this change to the City's Zoning Code, it is allowed to continuing operating as a legal non-conforming use.

Since there were numerous questions regarding exactly how the City's new Zoning Code language applied to the Landfill, the City and the Landfill entered into a Non-Conforming Use Certificate (NCUC) in 1995 to resolve these uncertainties. It clarified the zoning status of the landfill, specified the rights and responsibilities of the landfill, and provided the City with more specific controls which had not been clearly defined in the previous Conditional Use Permit.

Since issuance of the Non-Conforming Use Certificate (NCUC) in 1995, the City has approved several additional requests by Pine Bend for modifications to the NCUC and changes to the Landfill. Most of these requests were for accessory uses or minor revisions, such as the establishment of an energy recovery facility for the generation of electricity, open storage of trucks and trailers, a revised landscaping plan, a modified elevation and grading plan, a compost facility, and stockpiling of soils.

In 2004, the City approved the first capacity expansion for the Landfill, to allow an additional 5.6 million cubic yards. This expansion was primarily a vertical expansion over previously filled areas and a small horizontal expansion where the landfill offices are located.

In 2018, the City approved a side slope capacity expansion of 3.53 million cubic yards. This required a change to the City's zoning ordinance and the approval of a new CUP and NCUC Amendment, just like the currently proposed expansion.

Based on existing airspace capacity, at current filling rates, it is anticipated that the landfill would run out of existing Certificate of Need (CON), which is the permitted tons of solid waste the MPCA has authorized the landfill to receive, by January 2028. Additionally, the terms of the existing Host Community Agreement require the landfill to permanently stop accepting waste for disposal and to close the landfill to the public no later than December 31, 2030, or when the permitted airspace capacity of 32.13 million cubic yards (not including final cover) is reached, whichever occurs first.

CURRENT EXPANSION REQUEST

In June 2022, Pine Bend Landfill made application to the State of Minnesota Pollution Control Agency (MPCA) for the proposed vertical capacity expansion currently under review by the City. The MPCA then prepared an Environmental Assessment Worksheet (EAW) for the expansion. In November 2023, the EAC and City Council reviewed the EAW and submitted comments to the MPCA. The MPCA completed the EAW process by making a finding of a negative declaration, meaning that a more involved Environmental Impact Statement (EIS) was not necessary.

The City, with Barr Engineering's assistance, performed four rounds of technical review of the June 2022 Application and September 2022 Addendum that focused on 12 technical topics: waste acceptance, groundwater monitoring system, leachate recirculation, solid waste composting, groundwater quality, surface water management, waste capacity, liner and leachate collection system design, gas monitoring and gas extraction/treatment systems, final cover design, closure, post-closure, contingency action, operation and maintenance plans, and final assurance cost estimates. In October and November of 2023, the EAC and City Council approved the City's technical review memo that included all recommendations submitted to Pine Bend Landfill and the MPCA. Pine Bend Landfill subsequently modified its June 2022 Application and September 2022 Addendum to the MPCA, based on comments provided by the City during this process.

Before the MPCA can act on Pine Bend Landfill's application to the state, the City of Inver Grove Heights and Dakota County must receive, review and act on expansion applications submitted by the Landfill. Pine Bend Landfill submitted an application to the City of Inver Grove Heights on June 17, 2024, to initiate this process with the City.

Barr Engineering's Final Letter Report (attached and dated November 8, 2024), reviews Pine Bend Landfill's application to the City. During this review, Barr Engineering paid particular attention to waste capacity, groundwater quality and trends, surface water, and gas migration and trends. Barr's review states the key environmental-related considerations regarding the proposed Phase 7 expansion are:

- Potential negative impacts would be increased visibility from nearby properties, and a potential increase in litter and odor due to the proposed increased landfill height.

- Landfill gas is currently collected, cleaned, and conveyed into a nearby natural gas pipeline. Additional landfill gas generated by the increased waste disposal would increase the quantity of gas supplied to the natural gas pipeline and therefore would be an environmental benefit, assuming the existing operation has the capacity to process additional gas.

- It is not expected that offsite subsurface migration of landfill gas would increase with the proposed Phase 7 expansion because it is believed that the source of the subsurface gas is waste in the older, unlined area. However, the issue of how to reduce or mitigate the existing subsurface gas migration remains.

- There is a potential negative environmental impact to surface water because the proposed Phase 7 expansion includes an increase in the amount of 3:1 (horizontal:vertical) sideslopes that will increase the rate of surface water runoff and potentially increase the amount of erosion on the sideslopes. However, these potential negative environmental impacts are mitigated with the proposed final cover and stormwater management systems that are designed to accommodate the steeper sideslopes.

EXPANSION-RELATED DOCUMENTS

1. Zoning Ordinance Amendment

The City's zoning ordinance prohibits the establishment of new sanitary landfills accepting mixed municipal solid waste, although it permits the expansion of existing sanitary landfills in certain circumstances. However, the proposed height and capacity of Pine Bend's proposed Phase 7 vertical expansion are not permitted under the existing zoning ordinance. In order for the landfill to expand vertically as proposed, the City's zoning ordinance would need to be amended to allow both the increase in height and the increase in airspace/capacity of the landfill. The attached zoning ordinance amendment would permit the requested vertical expansion of the landfill to a maximum elevation of 1,105.8 feet, as measured from mean sea level, National Geodetic Vertical Datum of 1929, and would allow the expanded design capacity of the sanitary landfill to a total capacity of 42,123,200 cubic yards, including final cover soils.

2. Non-Conforming Use Certificate Amendment

Pine Bend Landfill operates under a Non-Conforming Use Certificate (NCUC), which has been amended several times. The NCUC is a lengthy document that lays out in great detail how the landfill is permitted to operate, establishes the maximum height of the landfill, and approves various site plan-related documents. The proposed NCUC amendment increases the allowed height of the landfill, and includes the proposed Phase 7 expansion plans as part of the approved site plan documents.

3. Conditional Use Permit

If the attached zoning ordinance amendment, as described above, is approved, in order for Pine Bend Landfill to move forward with its vertical expansion, a CUP must be issued for that expansion. The proposed CUP would allow the landfill the ability to expand its height and volume as requested in its current application. The CUP contains a number of conditions, many of which are identical to the conditions included in the CUP issued in 2018 for the horizontal expansion of the landfill. It also contains a number of new and revised conditions, in particular conditions related to addressing subsurface gas migration.

4. Resolution Approving Agreements

The fourth item presented for Council consideration is a Resolution that authorizes the appropriate officials (Mayor and City Clerk) to sign two agreements: 1) an updated Host Community Agreement, and 2) a Special Assessment Agreement. In addition to the Resolution, these two Agreements are also attached, along with a summary of the terms of the proposed Host Community Agreement.

FISCAL IMPACT

Please see the attached summary of the proposed Host Community Agreement for an overview of the financial impacts of the Agreement.

RECOMMENDATION

The City's Environmental Advisory Commission has reviewed and recommended the attached Conditional Use Permit, and the Planning Commission voted to recommend approval of the CUP, plus the Zoning Code Amendment and Amendment to the Non-Conforming Use Certificate.

I recommend approval of the Host Community Agreement, as well as the above referenced land-use actions.

ATTACHMENTS

1. Summary of Host Community Agreement (January 2 2025)
2. Ordinance Amending Zoning Code to Allow for Phase 7 Expansion of Pine Bend Landfill (Jan. 2025)
3. Pine Bend Landfill Condition Use Permit (Phase 7 Expansion Jan 2025)
4. Amendment to Non Conforming Use Certificate for Phase 7 Expansion of Pine Bend Landfill (Jan 2025)
5. Resolution Approving Agreements (PBL Phase 7 Expansion Jan 2025)
6. Proposed Host Community Agreement with Pine Bend Landfill (2025-2032)
7. Agreement Waiving Right to Appeal Certain Assessments Against Pine Bend Landfill Parcel
8. Final Technical Report from Barr Engineering Regarding Pine Bend Landfill Phase 7 Expansion (November 8 2024)

Memo

TO: Mayor & City Councilmembers
FROM: Kris Wilson, City Administrator
CC: Bridget Nason, City Attorney
DATE: January 2, 2025
RE: Summary of Proposed Host Community Agreement

CITY OF INVER GROVE HEIGHTS

The City Attorney and I have been negotiating with Pine Bend Landfill (PBL) for approximately the past six months regarding the terms of a new Host Community Agreement (4^{th} Amended and Restated Host Community Agreement) to coincide with PBL's requested land-use approvals for its proposed Phase 7 expansion.

The following is a summary of the proposed Agreement. A copy of the full Agreement is also attached to the Request for Council Action.

Term of the Agreement
The term of the Agreement is January 1, 2025 through December 31, 2032. This term was selected with the goal of lining up the term of the City's Host Community Agreement with that of Dakota County's Host Community Agreement. The County has a practice of entering into 5-year Host Community Agreements with PBL. Their current Agreement extends through the end of 2027. The City did not want to enter into that short of an agreement, so sought to match up with the end of what is expected to be the County's next 5-year agreement – in 2032.

Landfill Closure Date
Changes the required closure date of the landfill from December 31, 2030 to December 31, 2042 (unless the authorized volume of waste is reached first). Includes language requiring a successor Host Community Agreement to be negotiated prior to December 31, 2032 in order for PBL to continue operating. Having approval to operate through the full life of Phase 7 was a critical issue to PBL and a necessary part of the agreement in order to get other terms and conditions sought by the City.

(Remainder of page intentionally left blank. Please see next page.)

Host Community Fees

The following is a comparison of the Host Community Fees under the current Host Community Agreement, which runs through the end of 2030 and the proposed Agreement, which would run through 2032:

CURRENT HCA	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**		
Lump Sum	$225,000	$225,000	$225,000	$125,000	$125,000	$0		
Per Ton								
1 to 260,000 tons	$8.34	$8.69	$9.05	$9.42	$9.79	$10.17		
260,001 to 400,000 tons	$1.00	$1.00	$1.00	$1.00	$1.00	$1.00		
400,001 tons and beyond	$8.34	$8.69	$9.05	$9.42	$9.79	$10.17		

PROPOSED HCA	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**
Lump Sum	$250,000	$257,000	$265,225	$273,182	$281,377	$289,819	$298,513	$307,468
Per Ton								
All tons	$8.00	$8.24	$8.49	$8.74	$9.00	$9.27	$9.55	$9.84

The estimated impact of the proposed new fee structure on City revenues varies significantly depending on the year and how many tons is assumed to be landfilled at PBL in a given year. Because of the current fee structure, where tons 260,001 through 400,000 are charged just $1.00 per ton, revenues do not follow a straight line in relationship to tonnage. The new Agreement proposes a single rate for all tons landfilled. Similarly, in the current Agreement, the annual lump sum payment phases out, but under the new Agreement it would gradually increase over time.

If PBL accepts only 290,000 tons of waste in 2025, the City could expect revenues to be approximately 6% higher under the new agreement than they would be under the current Agreement. However, if PBL accepts 390,000 tons in 2025, the City could expect revenues to be approximately 33% higher – because there would be so many more tons paying the full rate that previously would have paid just $1.00. Lastly, if PBL accepts 490,000 tons in 2025, the City could expect revenues to be approximately 27% higher than under the current Agreement. City staff have taken to calling the $1.00 per ton for tons 260,001 through 400,000 the "donut hole" in the current Host Community Agreement. The proposed Agreement gets rid of the donut hole, but the benefit of that varies depending on the tonnage accepted each year.

Tonnage landfilled at PBL in recent years is as follows:

Year	Tons
2021	549,288
2022	491,656
2023	291,874

2024	333,544 (est.)

Finally (in regard to fee payments), the proposed agreement converts what is currently stated as a minimum monthly payment into a minimum annual payment and keeps it flat at the 2025 equivalent. Tonnage would have to drop below 90,000 tons per year for these minimum amounts to ever be triggered, which seems unlikely.

	CURRENT	PROPOSED
Year	**Sum Total of Minimum Monthly Payments**	**Minimum Annual Payment**
2025	$720,000	$720,000
2026	$720,000	$720,000
2027	$720,000	$720,000
2028	$864,000	$720,000
2029	$876,000	$720,000
2030	$888,000	$720,000
2031	NA	$720,000
2032	NA	$720,000

Settlements & Waiver of Claims

The Host Community Agreement also seeks to bring closure to two outstanding landfill related matters.

1.) The City and PBL mutually agree that Pine Bend Landfill's obligations under the 1993 Southern Water System Extension Agreement have been fully satisfied, following payment of the amounts owed for 2020-2024, which total just under $198,000. This 1993 Agreement was entered into when the state and federal government found groundwater contamination in the area and ordered PBL to pay for the extension of municipal water service to impacted properties, so that they could stop using water from their private wells. The core capital costs of this water extension were paid by PBL years ago, at the time the system was extended, however the Agreement created an ongoing annual obligation until certain conditions were met. One such condition is relatively clear – which is the connection of PBL to the City's sanitary sewer system. This is expected to happen with the 117th St. reconstruction project. The other conditions are somewhat murky and, it could be argued, impossible to ever fully achieve.

    Starting in January 2020, old emails indicate there was some debate between prior City staff and the prior City Attorney regarding the appropriateness/enforceability of the Agreement and invoicing of the ongoing, annual amount was paused. In 2021, Finance Director Hove began discussions with the prior City Attorney seeking clarification on this matter. However, it took until 2023 for an invoice to be sent and at that point PBL objected and argued that their obligation had been fulfilled. Staff sought the inclusion of this term in the new Host Community Agreement in order to bring closure to this more than 30-year-old agreement and to generate the $198,000 in revenue to the City's Water Capital Fund.

2.) The City and PBL mutually agree that both parties accept and agree that all prior payments due under the current and past Host Community Agreements have been properly made and accepted. This is an effort to tie up any remaining disagreements over the implementation of the current Host Community Agreement, which resulted from the City approving it in 2018 and the MPCA not issuing the corresponding Certificate of Need (CON) until 2021. At one point, the City claimed that PBL owed it money and PBL claimed that the City owed it a refund. With this language, both parties accept and acknowledge what has already been paid and that no back payments are due by PBL and no refunds are due from the City.

Special Assessment Agreement

Additionally, the HCA adds an additional $2 million Special Assessment Waiver on top of the existing $1 million Special Assessment Waiver for the reconstruction of 117th Street that was previously obtained as part of the 2018 HCA negotiations. This means Pine Bend Landfill is waiving its right to appeal these assessments, up to the noted amount, and will pay them once adopted the City Council as part of the normal assessment process. The additional $2 million special assessment waiver is intended to apply towards the costs for the extension of sanitary sewer service, which is anticipated to be part of the 117th St. project.

Additional Host Community Agreement Changes

In addition to the key terms outlined above, the draft HCA:

- Removes outdated language and references to past obligations already paid to the City by PBL over the years.

- Continues existing language defining routine and extraordinary fires, and obligates PBL to compensate the City for fighting an extraordinary fire. Continues other related language outlining the firefighting and emergency response obligations of both the City and PBL.

- Continues PBL's $15,000 annual donation to the City's Parks & Recreation Department.

- Continues and clarifies existing requirements for PBL to indemnify the City for any causes of action or liability related to the landfill operation, including migration of landfill gas beyond the landfill property itself.

- Continues language obligating PBL to cover the City's "reasonable" consultant and legal costs associated with the Host Community Agreement, CUP and NCUC. Adds a cap on this amount of $20,000 annually.

- Continues Republic Services' obligation to pick up trash and recycling from City facilities at no cost and adds the following:

  8.02 City Organics.
  If, at any time during the term of this Agreement, BFIWSNA offers residential or commercial organics collection to any persons or property within the City of Inver Grove Heights, BFIWSNA shall arrange for the pickup, hauling, and disposal of organics from City sources for the remainder of the term of this Agreement at no charge to the City. City sources will include City Hall, public works buildings, fire stations, the Community Center, Aquatic Center and Ice Arena, golf course, park buildings (provided that the City collects organics and deposits them in a suitable container at a single location in each park that is accessible by BFIWSNA'' trucks), and other similar City-owned structures.

Summary
The proposed Host Community Agreement is structured similarly to past agreements. Provided the tonnage of waste accepted at the landfill each year continues at a pace similar to that of the past few years, it is anticipated that the new HCA fee structure will generate increased annual revenue from HCA fees for the City.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
ORDINANCE NO. __________

AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE SECTION 10-13E-6 RELATED TO EXPANSION OF THE AIR SPACE OF AN EXISTING SANITARY LANDFILL

Section One. Amendment. Section 10-13E-6 of the Inver Grove Heights City Code related to expansion of the air space of an existing sanitary landfill is hereby amended to read as follows. The deleted language is shown with ~~strikethrough~~ and the added language is shown underlined:

Expansion of the air space of an existing sanitary landfill, provided all the following conditions are met:

A. The existing sanitary landfill must have a nonconforming use certificate.

B. The existing sanitary landfill must be in compliance with and must remain in compliance with the nonconforming use certificate, as amended.

C. The layer of expanded air space on the existing sanitary landfill where disposal will occur must have a liner, leachate extraction system and landfill gas extraction system. The liner and these extraction systems must be approved by the MPCA, the County and the City before disposal can occur in the expanded air space.

D. The landfill must also have in place an existing leachate extraction system and a leachate removal and management plan. The leachate removal and management plan must be approved by the MPCA.

E. The landfill must also have in place an existing landfill gas extraction system and a landfill gas management plan. The landfill gas management plan must be approved by the MPCA.

F. The final contour height of the sanitary landfill, as expanded (including the final cover system), must not exceed 1,105.8 feet ~~be more than one percent (1%) higher than the final contour (including the final cover system) as previously approved in the nonconforming use certificate, as amended~~. Measurements shall be taken from mean sea level, National Geodetic Vertical Datum of 1929.

G. The expanded air space must not increase the parcel boundaries of the existing sanitary landfill as previously approved in the nonconforming use certificate, as amended.

H. The design capacity of the sanitary landfill, including the expansion area, shall not exceed a total capacity of 42,123,200 cubic yards, including final cover system. ~~volume of the expanded air space for disposal (not including the final cover system) must not be more than forty percent~~

~~(40%) of the cubic yards of air space for disposal (not including the final cover system) that were allowed in the previously approved nonconforming use certificate, as amended.~~

I. The types of waste to be disposed in the expanded air space may only include the following:

1. Construction debris and demolition debris;

2. Infectious waste which has been processed so as to become noninfectious;

3. Mixed Municipal solid waste from whatever source including, but not limited to, mixed Municipal solid waste material from composting, energy recovery facilities, and recycling facilities and processes;

4. Nonhazardous industrial solid waste including, but not limited to, industrial incinerator ash, all in accord with the industrial waste management plan; and

5. Solid wastes approved by the MPCA for use as cover material including, but not limited to, foundry sands and certain sludges.

~~J. The surface square footage of the final cover system for the entire sanitary landfill, as expanded, must not be more than 8.5 acres greater than the surface square footage of the final cover system that would have been placed if the air space of the sanitary landfill had not been expanded.~~

Section Two. Effective Date. This ordinance amendment shall be effective from and after its passage and publication according to law.

Passed this ____ day of __________, 2025.

CITY OF INVER GROVE HEIGHTS

By: ________________________________
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. __________

RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW A VERTICAL EXPANSION OF PINE BEND LANDFILL

CASE NO. __________

PROPERTY LOCATED AT 2495 EAST 117TH STREET

WHEREAS, an application for a Conditional Use Permit for an airspace capacity vertical expansion ("Vertical Expansion") of the Pine Bend Sanitary Landfill ("Pine Bend Landfill" or "Landfill") has been submitted by BFI Waste Systems of North America, LLC ("BFI" or "BFI Waste Systems of North America"); and

WHEREAS, BFI is the owner of a portion of the property located at 2495 East 117th Street ("Property") and legally described in **Exhibit A** (that portion of the Property which the Landfill is located on and which expansion of Landfill is proposed is solely that real property legally described as Lot 1, Block 1, Pine Bend Sanitary Landfill, Dakota County, Minnesota), which proposed vertical expansion area is depicted in **Exhibit B**, attached hereto; and

WHEREAS, the Property is currently zoned 1-2, General Industry and IRM, Integrated Resource Management Overlay Zoning District; and

WHEREAS, the proposed Vertical Expansion of Pine Bend Landfill is a conditional use in the IRM, Integrated Resource Management Overlay Zoning District; and

WHEREAS, in accordance with Minnesota Statutes, Section 462.357, subd. 3, a public hearing concerning the proposed Conditional Use Permit was held before the Inver Grove Heights Planning Commission on November 19, 2024 and December 3, 2024; and

WHEREAS, this is the third application for a conditional use permit for an airspace capacity expansion of Pine Bend Sanitary Landfill since 1995.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Inver Grove Heights, that a Conditional Use Permit for the Vertical Expansion of the Pine Bend Landfill on that portion of the Property legally described as Lot 1, Block 1, Pine Bend Sanitary Landfill to allow: 1) an increase in height of the Landfill of an additional 86.8 feet to a maximum elevation of 1,105.8 feet (National Geodetic Vertical Datum of 1929); and 2) to increase the permitted design capacity of the Landfill by 8,185,800 cubic yards, inclusive of final cover soils, (7,888,250 cubic yards excluding final cover soils) to a total permitted airspace capacity of 42,123,200 cubic yards is **APPROVED** subject to the following **CONDITIONS:**

1. The City and BFI agree that prior to the vertical expansion allowed by this Conditional Use Permit, the total permitted/ultimate airspace capacity of Pine Bend Landfill was 33,937,400 cubic yards, inclusive of final cover materials, and the maximum permitted height of the Landfill was 1,019 feet (National Geodetic Vertical Datum of 1929).

2. The terms and conditions of the conditional use permit for an airspace capacity expansion for Pine Bend Landfill, dated March 22, 2004 (Resolution 04-48), as well as the terms and conditions of the conditional use permit for a side slope expansion for Pine Bend Landfill, dated April 9, 2018, (Resolution 18-69), to the extent the same are contradicted by any of the terms and conditions of this Resolution are hereby superseded by this Resolution.

3. The vertical expansion of the Landfill approved by this Conditional Use Permit shall be constructed and operated in substantial conformity with the following Approved Plans:

    a. The "Application Submittal to the City of Inver Grove Heights for the Pine Bend Landfill," prepared by Stantec dated June 2023, Revised July 2024, including the Plan Sheets found in Appendix C.

    b. Comment response memorandum prepared by Stantec dated September 23, 2024.

    c. Comment response letter from Republic Services dated October 29, 2024.

4. The area of the 2004 capacity expansion shall be limited to the area defined as Phase 5 on the Approved Plans, the area of the 2018 side slope capacity expansion shall be limited to the area defined as Phase 6 on the Approved Plans, and this Vertical Expansion shall be limited to the area defined and shown as Phase 7 on the Approved Plans.

5. BFI and Pine Bend Landfill shall comply with all applicable terms and conditions found in:

    a. Resolution No. 6330 Approving a Conditional Use Permit for an Energy Recovery Facility for the Generation of Electricity, dated May 30, 1995

    b. Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Landfill for a Sanitary Landfill, dated November 27, 1995

    c. Resolution No. 2001-86 Approving a Conditional Use Permit for Open Storage for Truck and Trailer Storage/Parking, dated July 9, 2001

    d. Resolution 01-117 Adopting a Revised Landscaping Plan, dated September 10, 2001

e. Resolution No. 02-32 Amending the Non-Conforming Use Certificate by Modifying the Phasing Plan, Maximum Elevation, and Final Grading and Storm Water Plans, dated March 11, 2002

f. Resolution No. 02-127 Approving a Conditional Use Permit for the Stockpiling of Clean Soil Material as an Accessory Use to an Existing Landfill to a Maximum of 335,100 Cubic Yards, dated August 26, 2002

g. Resolution No. 04-48 Approving a Conditional Use Permit to Allow an Airspace Capacity Expansion of Pine Bend Landfill, dated March 22, 2004; as modified by this resolution.

h. Resolution No. 04-49 Amending Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Landfill for a Sanitary Landfill, dated March 22, 2004

i. Resolution No. 04-51 Declaring Lapse of Nonconforming Use Rights for Pine Bend Sanitary Landfill to Operate a Compost Facility, dated March 22, 2004

j. Resolution No. 04-50 Approving A Conditional Use Permit for the Stockpiling of . Clean Soil Material as an Accessory Use to an Existing Landfill to a Maximum of 355,100 Cubic Yards, dated March 22, 2004

k. Resolution No. 18-69 Approving a Conditional Use Permit to Allow a Side Slope Capacity Expansion of Pine Bend Landfill, dated April 9, 2018

l. Resolution No. 18-70. Amending Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Sanitary Landfill, dated April 9, 2018.

m. Resolution No. 25-___ Amending Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Landfill for a Sanitary Landfill, dated November 27, 1995, as subsequently amended

With the exception of the conditions found in Section 13 herein, to the extent any of the conditions in the above documents are in conflict, except to the extent specifically noted otherwise, the most restrictive conditions found in the documents listed above shall apply.

6. Section 5 through 10 of the Nonconforming Use Certificate (NCUC), as amended, shall also apply to this Vertical Expansion and the terms and conditions of those sections are made part of this Conditional Use Permit and incorporated by reference.

7. Notwithstanding anything to the contrary contained in Pine Bend Landfill's Solid Waste Management Plan, the types of waste to be disposed in the 2004 airspace capacity expansion, the 2018 side slope capacity expansion, and this Vertical Expansion, shall only include the following:

    a. Construction debris and demolition debris.

    b. Infectious waste which has been processed so as to become non-infectious.

    c. Mixed municipal solid waste from whatever source including, but not limited to, mixed municipal solid waste material from composting, energy recovery facilities, and recycling facilities and processes. The term mixed municipal solid waste shall be as defined in Section 1.29 of the "Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Compost Facility and Sanitary Landfill," issued on November 27, 1995.

    d. Non-hazardous industrial solid waste including, but not limited to, industrial incinerator ash, all in accord with the Industrial Waste Management Plan. The term industrial solid waste shall be as defined in Section 1.24 of the "Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Compost Facility and Sanitary Landfill," issued on November 27, 1995.

    e. Solid wastes approved by the MPCA for use as cover material including, but not limited to, foundry sands and certain sludges.

8. If sanitary sewer is extended to the Landfill Property, BFI shall connect the Landfill's leachate collection/storage systems to the sanitary sewer, pay its pro rata share of special assessments (in conjunction with other lands served by the sanitary sewer extension) immediately or over a term determined by the City Council but not less than five years and not more than ten years, and pay connection and hook up charges, as soon as the sanitary sewer is accepted for use by the City.

9. Hours for the construction of the 2004 airspace capacity expansion, the 2018 side slope capacity expansion, and this Vertical Expansion shall be:

Monday through Friday	6:00 AM to 8:00 PM
Saturday	6:00 AM to 4:00 PM

Upon the request of BFI, temporary extensions of hours or days of construction may be approved by the City Administrator.

The hours of operation of the Landfill shall be as stated in Pine Bend Landfill's Non-Conforming Use Certificate.

10. BFI and Pine Bend Landfill's operations shall comply with all applicable Federal laws and regulations, Minnesota State Statutes, Minnesota Rules, Dakota County Ordinances and Regulations, and the terms of MPCA Solid Waste Permit SW-45 as it may be amended.

11. In addition to compliance with all applicable Minnesota Statutes, Minnesota Rules and the terms of MPCA Solid Waste Permit SW-45 as it may be amended, BFI and the Landfill shall comply with the following additional special conditions regarding surface water and groundwater monitoring and groundwater compliance boundary requirements:

    a. As part of its annual report to the MPCA, BFI may use alternative methods for the groundwater trend analysis, if approved in advance by the City.

    b. BFI shall conduct additional investigations, if required by the City Council, when hydrogeologic changes occur or continued release of contaminants to groundwater warrant, as determined by the City Council. BFI shall start the investigation within 60 days after determined by the City Council, complete the investigation within 360 days including design for additional groundwater remedial measures, and implement remedial measures within 180 days of City Council's approval of remedial measures design.

    c. Required water sampling may be waived by the City Administrator in conjunction with either the Community Development Director or Public Works Director, in the case of extenuating circumstances, such as inaccessibility caused by deep snow or wet soils. If such a waiver is granted, the City Council will be notified at its next regular meeting and the waiver shall be discussed at the next quarterly meeting with the City and BFI and documented in the meeting minutes.

12. In addition to compliance with all applicable Minnesota Statutes, Minnesota Rules and the terms of MPCA Solid Waste Permit SW-45 as it may be amended, BFI and the Landfill must comply with the following special conditions relating to the Landfill's dual gas/leachate extraction system:

    a. As part of the annual report, BFI shall describe the system operations and maintenance, including quality and quantity of leachate collected, and provide recommendations for system modifications.

    b. BFI shall perform the following and discuss efforts as part of the annual report, which is due March 1st each year, to:

i. Operate, maintain, and update the dual gas/leachate extraction system to maximize leachate extraction to the greatest extent practicable.

ii. Lower pump intakes or provide an explanation of why pumps could not, or should not, be lowered.

iii. Allow one full year of "dry" operations before removing pumps or provide explanation regarding why the pumps need to be removed and why they cannot be reinstalled.

iv. Monitor leachate head level in wells after pumps are removed.

v. Evaluate the market availability of new pumps that could be installed in the dual gas/leachate extraction wells.

vi. Reinstall pumps in wells currently in the dual gas/leachate extraction system and continually operate the pumps.

vii. Install pumps in existing wells and pumping stations and add them to the dual gas/leachate extraction system or provide an explanation of why the pumps could not, or should not, be installed.

c. Requirements for the dual gas/leachate extraction system may be waived by the City Administrator in conjunction with either the Community Development Director or Public Works Director, in the case of extenuating circumstances, such as inability to reinstall pumps or if it is technically unfeasible to operate or maintain the dual gas/leachate extraction system. If such a waiver is granted, the City Council will be notified at its next regular meeting and the waiver shall be discussed at the next quarterly meeting with the City and BFI and documented in the meeting minutes.

13. BFI and Pine Bend Landfill must achieve compliance with Minnesota Rule 7035.2815, Subpart 11 regarding landfill gas management, including future similarly applicable Minnesota Rule revisions, for six consecutive months as certified by a professional engineer prior to the following, whichever occurs first:

a. Filling of waste beyond 35.00 million cubic yards (excluding final cover); or
b. January 1, 2027

The City Council may, but is not required, to waive this requirement, if the City Council determines that adequate progress is being made to mitigate subsurface gas migration.

If this requirement is not waived, and if the City formally determines, after giving Pine Bend Landfill and BFI notice and an opportunity to be heard, that compliance with this condition is not achieved, then before a deadline to be set by the City at the time of such a determination, Pine Bend Landfill and BFI must temporarily cease accepting waste for disposal at the Pine Bend Landfill until this condition is met; after such a determination by the City, when Pine Bend Landfill and BFI demonstrate to the City's satisfaction that the condition is met, waste may once again be accepted for disposal at the Pine Bend Landfill.

Until compliance is achieved for six consecutive months as required above, BFI must present progress on its efforts to achieve compliance to the City of Inver Grove Heights Environmental Commission in the first quarter of every year and report progress in the annual report to the MPCA.

All ongoing gas migration related work plans and reports must be submitted to the City for review and comment.

The requirement contained above is not an election of remedies by the City and is not a waiver of the City's right and remedies under the conditional use permits or under the nonconforming use certificate or under any host community agreement.

The City specifically reserves the right to take action to enforce Minnesota Rule 7035.2815, Subpart 11 and to exercise its rights and remedies under the conditional use permits and under the non-conforming use certificate or under any host community agreement with respect to any past, existing or future violations of Minnesota Rule 7035.2815, Subpart 11, including future similarly applicable Minnesota Rule revisions.

No remedy conferred upon or reserved to the City in this or any other conditional use permit or in the non-conforming use certificate or in any host community agreement shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under the conditional use permits or the non[e] conforming use certificate or in the host community agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

During the time that the Pine Bend Landfill must temporarily cease to accept waste for disposal in the event that the City has made a formal determination that the above condition is not met, BFI must nonetheless continue to pay the City the fees and payments stated in

Section 7 of the Fourth Restated and Amended Host Community Agreement dated _______, 2025, by and among BFI Waste Systems of North America, LLC, Browning-Ferris Industries, Inc. and the City of Inver Grove Heights (as amended from time to time); and Pine Bend Sanitary Landfill and BFI Waste Systems of North America, LLC must meet and comply with the other obligations stated in the Fourth Restated and Amended Host Community Agreement (as amended from time to time) including, but not limited to, the Host Community Fee, the Minimum Monthly Payment, the Annual Payment, the Per Ton Payment, and any and all other payments required under the Fourth Restated and Amended Host Community Agreement.

14. BFI shall perform a subsurface gas concentration trend analysis at least once per year, and shall include the same in future annual reports.

15. BFI shall provide documentation showing the horizontal and vertical extent of the subsurface gas plume both on the Property and beyond the Property, including on adjacent properties; this shall be updated at least once per year and shall be included with future annual reports to the City.

16. BFI or Pine Bend Landfill shall maintain a Minnesota Pollution Control Agency air emission permit for the Renewable Natural Gas facility.

17. BFI, as the current owner and operator of the Landfill, and any future owner or operator of Pine Bend Landfill, shall be responsible for complying with all of the obligations and conditions contained in this Conditional Use Permit. All references to BFI in this CUP shall apply to BFI as the current owner and operator of the Landfill and to any future owners and operators of the Landfill.

18. Breach of the terms of any Host Community Agreement between the City and BFI is deemed to be violation of this Conditional Use Permit.

19. This Conditional Use Permit shall become effective only upon all of the following occurring:

    a. The execution of the Fourth Restated and Amended Host Community Agreement by the City and BFI;

    b. The Fourth Restated and Amended Host Community Agreement becoming effective; and

c. Approval of this Conditional Use Permit by the Commissioner of the Minnesota Pollution Control Agency, pursuant to Minnesota Statutes, Section 473.811, subd. 4a.

20. This Conditional Use Permit shall only remain effective if there is a Host Community Agreement in effect between the City and BFI. The City and BFI have approved the Fourth Restated and Amended Host Community Agreement which by its terms expires on December 31, 2032. BFI acknowledges and agrees that if that Fourth Restated and Amended Host Community Agreement is not extended or a new Fifth Restated and Amended Host Community Agreement is not executed by both the City and BFI on or before December 31, 2032, Pine Bend Landfill and BFI shall cease acceptance of waste on the Property on January 1, 2033, and no further waste shall be disposed on the Property until such time as the expiration date of the Fourth Restated and Amended Host Community Agreement is extended in writing by the parties, or a new Fifth Restated and Amended Host Community Agreement is executed.

21. Any violation of the terms and conditions of this Conditional Use Permit shall be grounds for revocation of the Conditional Use Permit.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to record a certified copy of this resolution at the Dakota County Recorder's Office.

Adopted by the City Council of the City of Inver Grove Heights this ____ day of ____________, 2025.

AYES:

NAYS:

CITY OF INVER GROVE HEIGHTS

By: ______________________________

Brenda Dietrich
Its: Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this ____ day of ________, 2025, before me a Notary Public within and for said County, personally appeared Brenda Dietrich 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 City Clerk acknowledged said instrument to be the free act and deed of said municipality.

____
Notary Public

ACCEPTANCE AND ACKNOWLEDGEMENT

BFI Waste Systems of North America, LLC, hereby accepts and agrees to the terms, conditions, and provisions as set forth in the foregoing resolution.

BFI WASTE SYSTEMS OF NORTH AMERICA, LLC

By: ______________________________

____

Its: _________________________

STATE OF _________________)

) ss.

COUNTY OF _____________)

On this _____ day of ___________, 202 before me a Notary Public within and for said County, personally appeared _________________________ to me personally known, who being by me duly sworn, did say that _______ is the _________________ of BFI Waste Systems of North America, LLC, the limited liability company named in the foregoing instrument, and that the foregoing instrument was executed on behalf of the limited liability company by authority of the_______________________ of said entity and that ________________________ acknowledged said instrument to be the free act and deed of BFI Waste Systems of North America, LLC.

____

Notary Public

This instrument was drafted by and after recording return to:

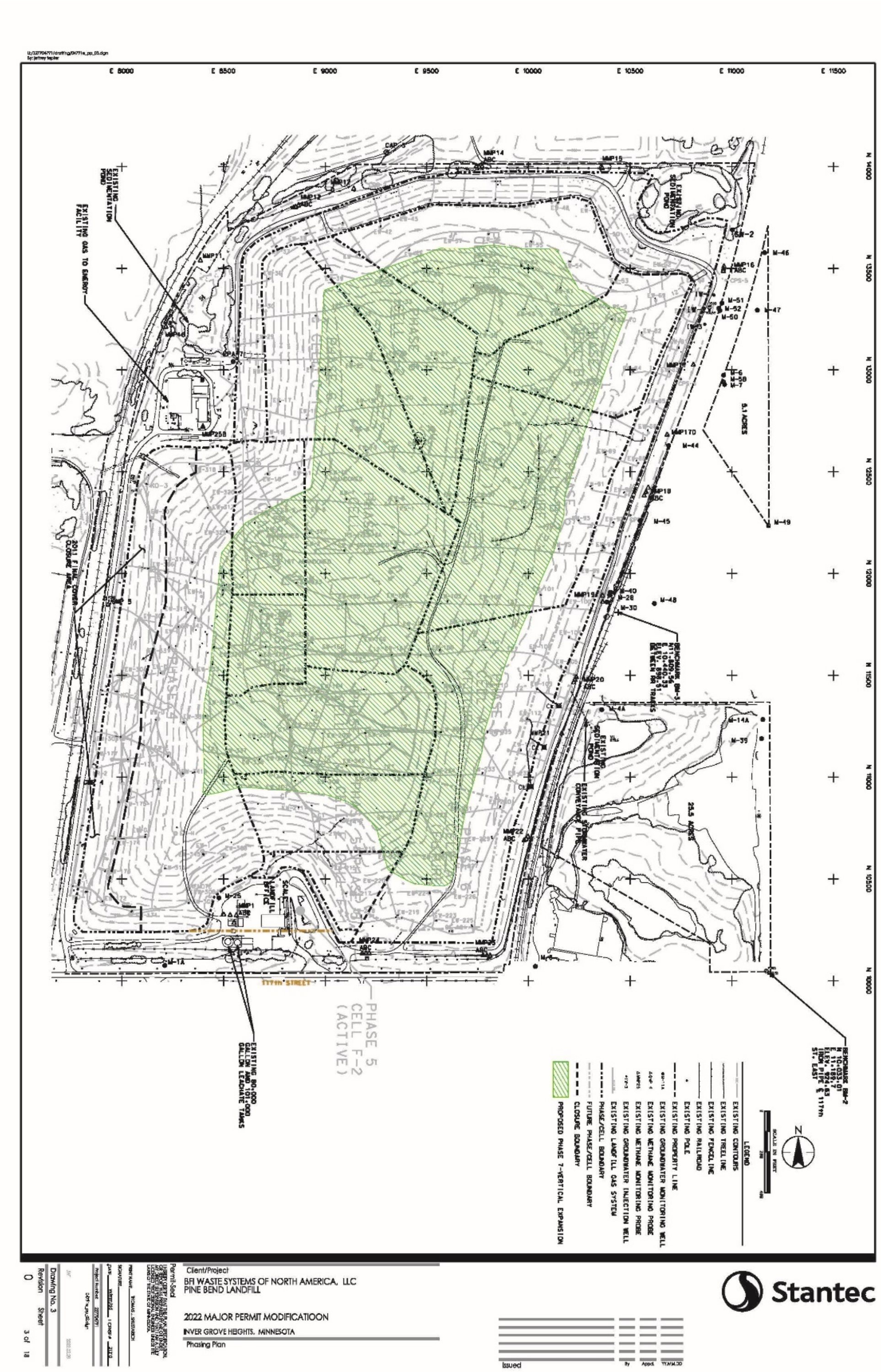
Bridget McCauley Nason, # 0347322
Kennedy & Graven, Chartered
150 South 5th Street, Suite 700
Minneapolis, MN 55402 (612) 337-9245

EXHIBIT A
LEGAL DESCRIPTION OF LANDFILL PROPERTY

Real property located in Dakota County, Minnesota legally described as follows:

Lot 1 Block 1, Lot 1, Block 2, and Outlot A, PINE BEND SANITARY LANDFILL.

EXHIBIT B
DEPICTION OF LANDFILL VERTICAL EXPANSION AREA



CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. ___________

A RESOLUTION AMENDING RESOLUTION NO. 6465 GRANTING A NON-CONFORMING USE CERTIFICATE FOR PINE BEND SANITARY LANDFILL FOR A SANITARY LANDFILL

The City Council of the City of Inver Grove Heights does hereby resolve as follows:

WHEREAS, BFI Waste Systems of North America, LLC (BFI) owns and operates the Pine Bend Sanitary Landfill (Landfill) located on the north side of 117th Street and legally described on the attached Exhibit A.

WHEREAS, on November 27, 1995, the City Council of the City of Inver Grove Heights approved Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Compost Facility and Sanitary Landfill (hereinafter referred to as the Non-Conforming Use Certificate).

WHEREAS, on March 11, 2002, by Resolution No. 02-32 the City Council amended the Non-Conforming Use Certificate to allow the maximum elevation limitation of the landfill to change from 1020 feet above sea level to 1,010 feet above mean sea level, to allow for steeper landfill side slopes without inadvertently increasing the airspace capacity of the Landfill.

WHEREAS, on March 22, 2004, by Resolution No. 04-49, the City amended the Non-Conforming Use Certificate to allow a greater airspace capacity for the disposal of solid waste by a CUP, increase the permitted final height of the landfill by nine feet, and revised the list of approved site plan documents by amending Section 3.3, Section 3.5, and Exhibit D to the Non-Conforming Use Certificate.

WHEREAS, on April 9, 2018, by Resolution No. 18-70, the City Council amended the Non-Conforming Use Certificate to allow a side slope expansion of the Landfill, amending Section 5.6.1, Section 5.8.3, and Exhibit D of the Non-Conforming Use Certificate.

WHEREAS, BFI in writing has accepted and agreed to the existing Non-Conforming Use Certificate, as amended by the resolutions noted above.

WHEREAS, the City and BFI desire to amend the Non-Conforming Use Certificate in the manner set forth hereafter.

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

A. Section 3.5 of the Non-Conforming Use Certificate is amended in its entirety to read as follows:

3.5 **Sanitary Landfill – Maximum Elevation Limitation.** No part of the final landfill contour shall exceed an elevation of 1,105.8 feet above mean sea level, National Geodetic Vertical Datum of 1929. That elevation includes the final cover system.

B. Section 5.4 of the Non-Conforming Use Certificate is amended in its entirety to read as follows:

5.4 **Final Cover System Timing for Lined Areas.** The final cover system shall be placed on areas of Pine Bend Sanitary Landfill as described in the Solid Waste Permit (SW-45) issued by the MPCA in 2015, except that if a Conditional Use Permit (CUP) for a Vertical Expansion of the Landfill allowing a final height of the landfill to a height of not more than 1,105.08 feet above mean sea level, National Geodetic Vertical Datum of 1929, is approved, then the final cover system shall be placed as shown on the Plans approved as part of that CUP and on Exhibit D of this NCUC.

C. Exhibit D of the Non-Conforming Use Certificate is amended to read as follows:

EXHIBIT D
SITE PLAN FOR PINE BEND SANITARY LANDFILL

The Site Plan includes six sheets as found in the Non-Conforming Use Certificate, as approved by the City Council on November 27, 1995, as follows:

Sheet 1 - Monitoring Systems, Gas Extraction System, Leachate Collection System and Lined/Unlined Areas

Sheet 2 - Entrances from 117th Street, Fence (Permanent), Buildings and Landscape Areas

Sheet 3 - Composting Areas, Fire Lanes, Fences (Permanent) and Temporary Open Storage Areas

Sheet 4 - Final Closure Grading and Stormwater Management

Sheet 5 - Landscape Plan

Sheet 6 -Landscape Details

Together with the amendments as shown in the following documents:

a. Landscape Plan, dated May 2001
b. "Proposed Final Grades", "Final Grade Comparison", and "Final Grade Isopach Map, dated April, 2001
c. Narrative and Plans of "Application to the City of Inver Grove Heights for the Pine Bend Landfill", dated August 2003
d. Twenty-six plan sheets, titled "Permit Application, Pine Bend Landfill – SW 45, Prepared for BFI Waste Systems of North America, Inc.", dated February 2002, January 2003, and August 2003.
e. "Response to comments for BFI Pine Pend Landfill," as prepared by Wenck Associates Inc., dated November 11, 2003.

Together with the amendments as shown in the following additional documents:

1. The following appendices found in the "Application Submittal to the City of Inver Grove Heights for the Pine Bend Landfill – Phase 2 Development" prepare by WENCK Associates, Inc., dated and revised February 2018 (Revised February 2018 City Application)
2. Appendix C – Plan Sheets – Including 28 permit design plan sheets
3. Appendix E – Stormwater Management Model and Calibrations

To the extent Appendix C and Appendix E of the Revised February 2018 City Application are inconsistent with the previous documents comprising the Site Plan, Appendix C and Appendix E of the Revised February 2018 City Application shall control and prevail.

Together with the amendments as shown in the following additional documents:

1. Narrative and Plans of "Application Submittal to the City of Inver Grove Heights for the Pine Bend Landfill Phase 7 Development, MPCA Permit #SW-45," dated June 2024, Revised July 2024 including the comment responses a and b below (the "2024 Revised City Application").

    a. Comment response memorandum prepared by Stantec data September 23, 2024.

    b. Comment response letter from Republic Services dated October 29, 2024.

2. Appendix C – Plan Sheets, consisting of a 19-page Plan Set titled "BFI Waste Systems of North America, LLC Pine Bend Landfill Inver Grove Heights, Minnesota 2022 Major Permit Modification" prepared by Stantec and dated 2022.02.21, which are included with the 2024 Revised City Application.

3. Appendix E – Stormwater Management Model and Calibrations, which is included with the 2024 Revised City Application.

To the extent that Appendix C and Appendix E of the 2024 Revised City Application are inconsistent with the previous documents comprising the Site Plan, Appendix C and Appendix E of the 2024 Revised City Application shall control.

D. All other sections, terms, provisions, and conditions of the Non-Conforming Use Certificate shall remain in full force and effect.

E. This Non-Conforming Use Certificate Amendment shall become effective only upon the approval and execution of the Fourth Amended and Restated Host Community Agreement by the City of Inver Grove Heights and BFI and approval of this NCUC Amendment by the Commission of the Minnesota Pollution Control Agency, pursuant to Minnesota Statutes, Section 473.811, subd. 4a.

F. This Resolution and the following Acceptance shall be recorded with the Dakota County Recorder against the land constituting the Landfill, which land is described on the attached Exhibit A.

Passed this ____ day of __________, 2025.

CITY OF INVER GROVE HEIGHTS

By: ________________________________
Brenda Dietrich, Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this ____ day of _______, 2025, before me a Notary Public within and for said County, personally appeared Brenda Dietrich 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 City Clerk acknowledged said instrument to be the free act and deed of said municipality.

____
Notary Public

ACCEPTANCE AND ACKNOWLEDGEMENT

BFI Waste Systems of North America, LLC, hereby accepts and agrees to the terms, conditions, and provisions as set forth in the foregoing resolution.

BFI WASTE SYSTEMS OF NORTH AMERICA, LLC

By: ______________________________
____
Its: _________________________

STATE OF _________________)
) ss.
COUNTY OF _____________)

On this _____ day of ___________, 2025 before me a Notary Public within and for said County, personally appeared _________________________ to me personally known, who being by me duly sworn, did say that _______ is the _________________ of BFI Waste Systems of North America, LLC, the limited liability company named in the foregoing instrument, and that the foregoing instrument was executed on behalf of the limited liability company by authority of the_______________________ of said entity and that ________________________ acknowledged said instrument to be the free act and deed of BFI Waste Systems of North America, LLC.

____

Notary Public

This instrument was drafted by and after recording return to:

Bridget McCauley Nason, # 0347322
Kennedy & Graven, Chartered
150 South 5th Street, Suite 700
Minneapolis, MN 55402 (612) 337-9245

EXHIBIT A

Real property located in Dakota County, Minnesota and legally described as follows:

Lot 1, Block 1, Lot 2, Block 1, and Outlot A, PINE BEND SANITARY LANDFILL.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING 4TH AMENDED AND RESTATED HOST COMMUNITY AGREEMENT AND MEMORANDUM OF AGREEMENT FOR WAIVER OF ASSESSMENT APPEALS

WHEREAS, the City of Inver Grove Heights (City) has approved a Conditional Use Permit (CUP) for a vertical expansion of the Pine Bend Landfill; and

WHEREAS, a condition of the approval of that CUP is that the City and BFI Waste Systems of North America, LLC enter into a 4th Restated and Amended Host Community Agreement; and

WHEREAS, the Council has reviewed and approved the attached 4th Restated and Amended Host Community Agreement (Agreement), which Agreement likewise calls for the recording of a summary memorialization of the Agreement as well as the recording of a memorandum of agreement related to the special assessment waiver regarding the 117th Street Project.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Inver Grove Heights as follows:

1. The Council hereby approves the attached 4th Amended and Restated Host Community Agreement, subject to any minor revisions approved by the City Attorney, and authorizes execution by the Mayor and City Clerk of the same.
2. The Council authorizes execution of summary memorialization of the Host Community Agreement in a form approved by the City Attorney and recording of the same.
3. The Council authorizes execution and recording of the attached Memorandum of Agreement regarding the special assessment appeal waiver, subject to any minor revisions approved by the City Attorney.

Passed this 6th day of January, 2025.

____

Brenda Dietrich, Mayor

Attest:

____

Rebecca Kiernan, City Clerk

FOURTH (4TH)
RESTATED AND AMENDED
HOST COMMUNITY AGREEMENT BY AND
AMONG BFI WASTE SYSTEMS OF NORTH AMERICA, LLC,
BROWNING-FERRIS INDUSTRIES, LLC, AND
THE CITY OF INVER GROVE HEIGHTS, MINNESOTA

SECTION 1. RECITALS.

1.01 Parties. This **FOURTH (4TH) AMENDED AND RESTATED HOST COMMUNITY AGREEMENT (Agreement),** dated as of ________, 2025, is entered into by and among the City of Inver Grove Heights (City), a Minnesota municipal corporation, and BFI Waste Systems of North America, LLC (BFIWSNA), a Delaware limited liability company, and Browning-Ferris Industries, LLC (BFI), a Delaware limited liability company (each referred to singly as Party or together as Parties).

1.02 The Landfill. BFIWSNA is a wholly owned subsidiary of BFI. BFIWSNA owns and operates a sanitary landfill known as the Pine Bend Sanitary Landfill (PBSL or Landfill), located within the city of Inver Grove Heights, Dakota County, Minnesota.

1.03 Landfill Regulation. BFIWSNA operates the Landfill pursuant to Solid Waste Permit No. 45 (SW-45), issued by the Minnesota Pollution Control Agency (MPCA), various licenses issued by Dakota County, and other applicable laws and regulations.

1.04 City Authority. The City possesses certain regulatory authority over PBSL, including, but not limited to, zoning authority and surface water drainage authority.

1.05 History of Landfill Within the City. The Parties have an extensive history of interaction regarding the Landfill. This includes issuance of a Non-Conforming Use Certificate (NCUC) in 1995, which NCUC has been amended several times; approval of Conditional Use Permits (CUPs) for various uses at the Landfill, including prior vertical and horizontal expansions, and associated Host Community Agreements. The history of these interactions and approvals are detailed more fully in the prior Host Community Agreements between the Parties, including the Third Amended and Restated Host Community Agreement between the Parties dated April 9, 2018.

1.06 Current City Permits and Approvals. The Landfill is or has been subject to the following City permits and approvals:

a. Resolution No. 6330 Approving a Conditional Use Permit for an Energy Recovery Facility for the Generation of Electricity, dated May 30, 1995;

b. Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Sanitary Landfill, dated November 27, 1995;

c. Resolution No. 2001-86 Approving a Conditional Use Permit for Open Storage for Truck and Trailer Storage/Parking, dated July 9, 2001;

d. Resolution 01-117 Adopting a Revised Landscaping Plan, dated September 10, 2001;

e. Resolution No. 02-32 Amending the Non-Conforming Use Certificate by Modifying the Phasing Plan, Maximum Elevation, and final Grading and Storm Water Plans, dated March 11, 2002;

f. Resolution No. 02-127 Approving a Conditional Use Permit for the Stockpiling of Clean Soil Material as an Accessory Use to an Existing Landfill to a Maximum of 335, 100 Cubic Yards, dated August 26, 2002;

g. Resolution No. 04-48 Approving a Conditional Use Permit to Allow an Airspace Capacity Expansion of Pine Bend Sanitary Landfill, dated March 22, 2004;

h. Resolution No. 04-49 Amending Resolution No. 6465 Granting a Non Conforming Use Certificate for Pine Bend Sanitary Landfill For a Sanitary Landfill, dated March 22, 2004;

i. Resolution No. 04-51 Declaring Lapse of Nonconforming Use Rights For Pine Bend Sanitary Landfill To Operate a Compost Facility dated March 22, 2004;

j. Resolution No. 04-50 Approving A Conditional Use Permit for the Stockpiling of Clean Soil Material as an Accessory Use to an Existing Landfill to a Maximum of 355,100 Cubic Yards, dated March 22, 2004;

k. Resolution No. 18-69 Approving a Conditional Use Permit to Allow a Side Slope Capacity Expansion of Pine Bend Landfill, dated April 9, 2018 (Case No. 07-36 NCUC);

l. Resolution No. 18-70 Amending Resolution No. 6465 Granting a Non Conforming Use Certificate for Pine Bend Sanitary Landfill for a Sanitary Landfill dated April 9, 2018;

m. Resolution No. 25-____ Amending Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Sanitary Landfill;

n. Resolution No. 25-____ Approving a Conditional Use Permit to Allow a Vertical Expansion of Pine Bend Landfill;

o. The Host Community Agreement dated May 30, 1995;

p. The Restated and Amended Host Community Agreement dated March 22, 2004;

q. The Second (2nd) Amended and Restated Host Community Agreement dated October 27, 2008;

r. The Third (3rd) Amended and Restated Host Community Agreement dated April 9, 2018; and

s. This Fourth (4th) Amended and Restated Host Community Agreement dated __________, 2025.

1.07 Agreement to End Operations. Since 2004, BFIWSNA and BFI have agreed to stop accepting waste for disposal at the Landfill and to close the Landfill by a set date. This date has changed from March 31, 2016 (Restated and Amended Host Community Agreement) to December 31, 2030 (2nd Amended and Restated Host community Agreement and 3rd Amended and Restated Host Community Agreement). The Parties acknowledge that this agreement by BFIWSNA and BFI to permanently stop accepting waste for disposal at the Landfill and to close the Landfill to the public has been key to the City's current and previous expansion approvals.

1.08 Intent of the Parties. This Agreement is entered into by the Parties for the purposes of: (1) Establishing the principles of association between the City as the host community to the PBSL and BFIWSNA as the owner and operator of the PBSL; (2) providing compensation to the City for the anticipated direct and indirect costs associated with the presence and operation of PBSL, its related solid waste management units and activities, its response and remediation activities, its ongoing permitting activities, and its emergency preparedness planning; (3) preventing landfill development on the West 100 Acres (the "West 100 Acres" is that real property identified as of the date of this Agreement by Dakota County Parcel ID Numbers 20-03300-51-011 and 20-03300-26-011) while fostering other development on the Property; (4) assuring that BFIWSNA will take certain fire prevention actions and provide certain firefighting capabilities at the Landfill; (5) accelerating certain remedial activities at the Landfill; and (6) amending and restating in its entirety the Original Host Community Agreement; the Restated and Amended Host Community Agreement; the Second (2nd) Restated and Amended Host Community Agreement; and the Third (3rd) Restated and Amended Host Community Agreement.

SECTION 2. AUTHORITY.

2.01 BFIWSNA. BFIWSNA enters into this Agreement pursuant to its limited liability company powers and by authorization of its Board of Governors.

2.02 BFI. BFI enters into this Agreement pursuant to its limited liability company powers and by authorization of its Board of Governors.

2.03 City. The City enters into this Agreement pursuant to powers granted to it by Minnesota Statutes, Chapters 412, 429, 444, 462, 465, and 471 and by authorization of the City Council.

2.04 Allied Waste Industries, LLC. Allied Waste Industries, LLC, guarantees this Agreement pursuant to its limited liability company powers and by authorization of the Board of Governors.

SECTION 3. ADMINISTRATION.

3.01 Points of Contact. This Agreement shall be administered by the Parties' Points of Contact listed below:

a. **The City's Point of Contact.** The City's Point of Contact shall be its City Administrator, 8150 Barbara Avenue, Inver Grove Heights, Minnesota 55077, Telephone: (651) 450-2511, Fax (651) 450-2502.

b. **BFIWSNA's Point of Contact.** BFIWSNA's Point of Contact shall be its General Manager, Pine Bend Landfill, 2495 East 117th Street, Inver Grove Heights, Minnesota 55077, Telephone (651) 457-2778, Fax (651) 457-7433.

c. **BFIs Point of Contact.** BFI's Point of Contact shall be its General Counsel, Browning-Ferris Industries, LLC, 18500 North Allied Way, Phoenix, AZ 85054.

3.02 Notices. Any notice, demand, direction, request, or other instrument authorized or required by this Agreement to be given to or filed with any Party or any agency, shall be deemed sufficiently given or filed if and when sent by (a) United States certified or registered mail, return receipt requested, postage prepaid, or (b) with a nationally recognized overnight courier service, in either case, addressed to the Party to receive the same, to the attention of that Party's Point of Contact.

SECTION 4. OPERATIONS AND CONSULTATIONS.

4.01 Operational Compliance. The Landfill shall be operated in accordance with MPCA Solid Waste Permit SW-45, as amended and reissued from time to time, the NCUC as it may be amended from time to time, the terms and conditions of any applicable Conditional Use Permits (CUPs), applicable Dakota County licenses, and all other applicable laws and regulations., including, but not limited to, the City permits, approvals and agreements listed in Section 1.06 above.

4.02 Regular Consultation. The Parties will use their best, good faith efforts to resolve informally any dispute arising under this Agreement. To avoid disputes and to promote informal dispute resolution, at the request of any Party, the Parties shall meet to review compliance with this Agreement and to review general operational and regulatory matters. The agenda at such meetings may include, but is not limited to:

a. Filling operations in the Landfill's lined area.

b. Any modification in financial assurances, including modifications in the cost estimates on which financial assurances are based.

c. Any modification in closure or post-closure care plans.

d. Reports or studies issued by the state or county.

e. Volumes and tons of waste received and remaining capacity.

f. Any plans for Landfill redevelopment or development on the West 100 Acres.

g. Any modifications to the groundwater monitoring systems, the gas monitoring, collection, and destruction systems, the leachate collection systems, and the liner.

h. Any operational deviations from permitted standards, exceedances of regulatory limits, or other noteworthy operational matters.

i. Any changes that might affect emergency planning or firefighting.

4.03 Special Consultation Regarding Permits and Licenses. Before seeking any new federal, state, county, or other license or permit, or a modification to any existing license or permit, or before seeking any approval to redevelop the Landfill or develop the West 100 Acres, BFIWSNA will meet with City staff to present the proposal for a new or modified permit or license or development or redevelopment plan and offer the opportunity for City staff and consultants to review and comment on the proposal. If special circumstances, including but not limited to a threat to health and safety or legal requirements, necessitate proceeding immediately with a license, permit, or modification application, BFIWSNA will inform the City of its action at least contemporaneously with the filing of any application and arrange for a meeting to review the proposal.

4.04 Responsibility to Consult. Before seeking changes in any federal, state, county, or other law, license, permit, or regulation affecting the Landfill, the City will meet with Landfill representatives and offer the opportunity for review and comment on the proposal. If special circumstances, including but not limited to a threat to health and safety or legal requirements, necessitate proceeding immediately with a change in law, license, permit, or regulation, the City will inform BFIWSNA of its action at least contemporaneously with initiating action on the change and arrange for a meeting to review the proposal.

SECTION 5. FIRE PROTECTION.

5.01 Firefighting and On-Going Emergency Planning. The City's Fire Department has responded in the past to several fires at PBSL and at other landfills in the City. Landfill fires can present unique challenges. The City, therefore, wants to assure that certain fire prevention actions are undertaken by BFIWSNA. The City further wants to assure that a sufficient water supply is present at the Landfill for future firefighting and that other firefighting and communication equipment is available. In addition, the City anticipates that BFIWSNA and the City's Fire Department will need to engage in ongoing planning and communication about fire prevention and firefighting at the Landfill.

5.02 BFIWSNA's Responsibilities. BFIWSNA, as the owner and operator of the Landfill, is obligated by Minnesota Rule Part 7035.2595 to make "prior arrangements" with a local fire department for services that may be needed at the Landfill. Dakota County Ordinance No. 110 obligates BFIWSNA to either have an agreement with a local fire department or to have adequate firefighting equipment of its own on site. BFIWSNA desires to meet its obligations under Minnesota Rule 7035.2595 and Dakota County Ordinance No. 110 through the terms of this Agreement, for the duration of this Agreement.

5.03 Roads and Water Supply. The Parties desire to have in place at the Landfill adequate access roads and an adequate water supply so that the City's firefighting equipment can be effectively mobilized and used at the Landfill to fight fires.

5.04 No Special Duty. The Parties do not wish to impose any duty on the City to fight Landfill fires beyond that specified by statute or common law. The existence of this Agreement shall not be construed to create a special duty owed to BFIWSNA or others by the City. The Parties desire that this Agreement not in any way abrogate the sovereign immunity enjoyed by the City, or the statutory liability limits specified in Minn. Stat. Chapter 466.

5.05 Terms. The following terms, unless otherwise specifically defined elsewhere in this Agreement, shall have the following meanings:

a. **Private Water Supply.** "Private Water Supply" means and includes a system, network, and combination of wells, pumps, tanks, hydrants, and related equipment such that a water supply of 1,500 gallons per minute can be produced and supplied for at least 120 consecutive minutes for use in fighting a fire at the Landfill. The system shall be installed in accordance with the Minnesota Fire Code.

b. **Fire Suppression Equipment.** "Fire Suppression Equipment" means and includes, jointly and severally, the following:

    1. A multi-purpose portable ABC fire extinguisher of at least twenty pounds capacity located in each of the heavy equipment vehicles used at the Landfill;
    2. A multi-purpose portable ABC fire extinguisher of at least five pounds capacity located in each of the trucks located at the Landfill; and
    3. At least two backpack pump cans maintained at locations specified by the Fire Marshall.

5.06 Active Sites. "Active Sites" mean those areas of the Landfill where treatment, processing and disposal of solid waste is actively occurring, as opposed to those areas of the Landfill where disposed solid waste has received intermediate or final cover in accordance with MPCA rules.

5.07 Road Maintenance. BFIWSNA, at its own expense, shall maintain and repair the access roads to the Active Sites and a perimeter road around the entirety of Lot 1, Block 1, Pine Bend Sanitary Landfill. The roads shall be maintained in good condition so that they will be passable at all times by any vehicle. BFIWSNA shall be solely responsible for snowplowing and for removing all vegetation and debris from the roads. The perimeter road shall continue to be at least 20 feet in width and shall be maintained with an all-weather surface so as to support all fire apparatus of the City. The perimeter road shall be maintained to have a minimum capacity of 18,000 pounds gross weight. The required width of the perimeter road shall not be obstructed in any manner, including by parked vehicles.

5.08 Keys for Gates. BFIWSNA shall provide the City with duplicate keys for all gates at the Landfill so that the City may have access to the roads specified in Section 5.07. Keys shall be placed in an approved fire department key box at the main gate or at some other mutually agreed-upon location.

5.09 Map of Roads. The location of permanent roads at the Landfill, including the perimeter road, shall be as specified on the plat documents on file with the City. BFIWSNA shall provide the City with a map of the permanent and temporary roads at the Landfill. BFIWSNA shall be responsible for updating this map whenever any new temporary or permanent roads are made or old temporary or permanent roads are removed and shall provide an updated copy to the City. BFIWSNA shall provide a current map to the City within thirty (30) days for the date of execution of this Agreement.

5.10 Right of Entry. The City's fire, police, and inspection departments shall have the right at all times to enter the Landfill and to utilize all the roads at the Landfill.

5.11 Fire Breaks. If the City's fire department orders BFIWSNA to construct a fire break around one or more of the Active Sites, BFIWSNA shall do so at its own expense. The width of the fire break around the Active Sites shall be specified by the City's fire department. The perimeter road shall be considered as a fire break around the perimeter of the Landfill. BFIWSNA shall maintain the perimeter road as a fire break. BFIWSNA at all times shall keep the fire breaks free from all combustible materials and free from vegetation and debris.

5.12 Fire Suppression Equipment. BFIWSNA shall provide and maintain the Fire Suppression Equipment at the Landfill at all times. All Fire Suppression Equipment shall be tested at least annually and maintained to ensure proper operation at all times.

5.13 Water Supply. BFIWSNA, at its own expense, shall maintain the Private Water Supply at the Landfill so that it is operational on a year-round basis. BFIWSNA shall keep the areas adjacent to the Private Water Supply (including all hydrants) accessible to the City's firefighting equipment at all times. The City shall have the right to use the Private Water Supply to suppress fires outside of the Landfill, as well as fires that occur within the perimeter of the Landfill. There shall be no charge to the City for the City's use of the Private Water Supply for purpose of suppressing and extinguishing fires, whether outside or within the Landfill.

5.14 No Special Duty. The Parties agree that the City has no special duty to fight any fire occurring at the Landfill beyond that specified by statute or common law. By entering into this Agreement, the City is not agreeing to fight all or any fires occurring at the Landfill and is not assuming any special duty to BFIWSNA or to any third parties to fight fires at the Landfill.

5.15 No Warranty. The City does not represent and in no way warrants that the City's fire department is properly trained, equipped, or staffed to fight a fire at the Landfill.

5.16 Discretionary Acts. The Parties agree that the City's decisions whether to fight a Landfill fire and the methods by which such fires are fought shall be considered discretionary acts as defined by Minn. Stat. § 466.03, subd. 6, and, as such, shall be actions protected by the doctrine of sovereign immunity. BFIWSNA and BFI hereby waive any rights they might otherwise have to challenge the City's decisions with respect to Landfill fires.

5.17 Communications Equipment. BFIWSNA shall, at the City's request and at BFIWSNA's expense, provide a command post where firefighting equipment can be mobilized and where communications equipment and supervisory personnel can be established and assembled. Further, BFIWSNA shall, at the City's request and at BFIWSNA's expense, allow the City to use BFIWSNA's communications equipment at the Landfill, including, but not limited to, telephones and two-way radios.

5.18 Insurance. BFIWSNA shall maintain at all times insurance covering liability, property, and casualty losses as a result of a Landfill fire. Such insurance shall at least be in the amounts specified by Dakota County Ordinance No. 110. Upon request of the City, BFIWSNA shall provide the City with evidence that insurance coverage required by this Agreement is in full force and effect.

5.19 Contingency Action Plan. BFIWSNA shall provide the City and its designees with copies of BFIWSNA's Contingency Action Plan that is required by the MPCA and Dakota County. BFIWSNA shall provide the City with copies of all amendments to the Contingency Action Plan in a timely manner. The Contingency Action Plan shall address and make provisions for controlling air emissions, leachate generation, and water runoff during the course of a Landfill fire.

5.20 Hazard Identification; Planning. BFIWSNA shall identify any potential fire hazards at the Landfill and shall cooperate with the City in developing adequate fire and emergency procedures for fighting fires at the Landfill.

5.21 Off-Site Notice and Evacuation. BFIWSNA must annually review and update, if necessary, an evacuation plan that describes the geographical area to be notified, when and to whom notice will be given, how and under what circumstances persons will be evacuated during a Landfill fire or other emergency, and how the evacuation costs will be handled. The evacuation plan is subject to the approval of the City's Emergency Management Director.

5.22 Facility Features. To the extent not otherwise specified in a NCUC, BFIWSNA shall provide the City with maps and other descriptions of the Landfill's features that might affect firefighting efforts at the Landfill. Such features include, but are not limited to, pipeline and utility locations, landfill gas collection systems, locations of special wastes, known locations of on-site chemicals and hazardous materials (whether landfilled or not), and the location of environmental monitoring points.

5.23 Substantial Compliance. To the extent that county, state, and federal laws or regulations impose upon BFIWSNA substantially the same responsibilities as required by Sections 5.19, 5.20 and 5.21, above, compliance with the applicable county, state, or federal laws and regulations shall constitute compliance with said Sections 5.19, 5.20, and 5.21.

5.24 Indemnification and Release. BFIWSNA and BFI, jointly and severally, shall release, defend, indemnify, and hold harmless the City and its officers, agents, employees, elected and appointed officials, boards, political bodies, and volunteers, and any other political subdivisions that provide mutual assistance to the City in fighting fires at the Landfill (Firefighting Indemnified Parties) from and against any and all causes of action of any nature, claims, costs, execution, expenses (including reasonable attorneys' and witnesses' fees and costs), judgments, liabilities, liens, or losses (collectively, Damages) based upon or arising out of the Firefighting Indemnified Parties' actions or inactions, other than gross negligence, with respect to future fires at the Landfill. This Section 5.24 shall not apply to the City's use of BFIWSNA's water system to fight fires off the Landfill which also did not start on the Landfill, and the City shall release BFIWSNA and BFI from any Damages that arise out of the use of BFIWSNA's water system to fight fires off the Landfill that did not start on the Landfill. This section shall not be deemed to abrogate the sovereign immunity enjoyed by the City or the statutory limits provided by Minn. Stat. Chapter 466, as amended from time to time. The responsibility of BFIWSNA and BFI for indemnification under this section is limited to the City's liability limits set forth in Minn. Stat. Chapter 466, as amended from time to time.

5.25 Relationship to Other Agreements. This Agreement shall supersede that certain agreement relating to reimbursement for firefighting equipment and personnel dated August 23, 1974, by and between the Pine Bend Development Company and the City.

SECTION 6. ASSURANCES.

6.01 Indemnification and Release. BFIWSNA and BFI, jointly and severally, shall release, defend, indemnify, and hold harmless the City, its officers, agents, employees, elected and appointed officials, boards, political bodies, and volunteers (the "Indemnified Parties") from and against any and all causes of action of any nature, claims, costs, executions, expenses (including reasonable attorneys' and witnesses' fees and costs), judgments, liabilities, liens, or losses (collectively, Damages) based upon or arising out of the following, whether or not BFIWSNA or BFI otherwise has any responsibility therefore and whether occurring in the past, present, or future:

a. BFIWSNA's conduct of operations of the Landfill;

b. The past conduct of operations of the Landfill by Pine Bend Sanitary Landfill, Inc.;

c. Waste or substances, including but not limited to leachate, treated, stored, disposed, or contained in the Landfill;

d. Waste or substances emanating or released from the Landfill, including but not limited to methane or any other landfill gas;

e. Failure of BFIWSNA or BFI to satisfy any legal requirements related to the foregoing and/or a failure of BFIWSNA or BFI to satisfy the duties and obligations under this Agreement; and

f. City permits or other land use approvals for the Landfill.

This section shall not be deemed to abrogate the sovereign immunity enjoyed by the City or the statutory liability limits provided by Minn. Stat. Chap. 466, as amended from time to time. The responsibility of BFIWSNA and BFI for indemnification under this section is limited to the City's liability limits set forth in Minn. Stat. Chap. 466, as amended from time to time. BFIWSNA and BFI shall not be responsible for the Indemnified Parties' gross negligence and shall not release, defend, indemnify, or hold harmless the Indemnified Parties for Damages based on or arising from gross negligence.

6.02 Financial Assurances. BFIWSNA shall maintain in full force and in effect all insurance, bonds, letters of credit, or cash deposits required to be maintained by county, state, and federal law in order to assure completion, closure, and post-closure care and maintenance of the PBSL as required by law. BFIWSNA shall also provide the City with such copies as it may request of all insurance policies, bonds, letters of credit, and any other financial assurance instruments and documents on a timely basis.

SECTION 7. HOST COMMUNITY FEES.

7.01 Host Community Fees. In consideration for the City serving as the host community to the PBSL, in consideration for ongoing direct and indirect costs associated with the presence and operation of PBSL, its related solid waste management units and activities, its response and remediation activities, and its emergency preparedness planning, and in consideration of all other matters as set forth in this Agreement, BFIWSNA or BFI shall pay the City the Host Community Fees (HCF) set forth in Sections 7.03, 7.04, and 7.05. BFIWSNA and BFI are jointly and severally responsible for making such payments.

The Parties agree that the HCF set forth in Sections 7.03, 7.04, and 7.05 shall be the only fees charged by the City for solid waste uses conducted at the Landfill by BFIWSNA and BFI, and their affiliates and subsidiaries, except for customary permit fees (e.g., building permits and zoning application fees), utility use fees (e.g., water and sewer bills), fees incident to platting and subdivision (e.g., park dedication fees), real estate taxes, and special assessments for public improvements and except for the firefighting reimbursement fees that arise prior to and after closure of the Landfill pursuant to Section 8.05.

The parties further agree that the fees detailed herein shall be effective as of January 1, 2025, notwithstanding the fact this Agreement will not be executed until after January 1, 2025.

7.02 Fee is in Lieu of Abatement Fees. The Parties agree that the City has statutory authority to impose abatement fees on the Landfill. That authority may be subject to legal challenge and is subject to legislative scrutiny and alteration. Therefore, the City agrees, for the term of this Agreement, to waive its right to impose such fees and to accept, in lieu thereof, the HCF described in this Agreement.

7.03 Annual Payments. As part of the HCA and in addition to the fees and payments required under Sections 7.04 and 7.05, BFIWSNA or BFI shall pay the City annual payments in two equal installments on January 1 and July 1 of each year, beginning on January 1, 2025, and continuing on January 1 and July 1 of each year thereafter through and including July 1, 2032, in the following amounts (reflecting a 3 percent increase per year):

Year	Annual Payment (paid in two equal installments on January 1st and July 1st of each Year)
2025*	$250,000
2026	$257,000
2027	$265,225
2028	$273,182
2029	$281,377
2030	$289,819
2031	$298,513
2032	$307,468

*= The annual payments for 2025 shall be made on February 1st and July 1st of 2025.

7.04 Per Ton Payment. BFIWSNA or BFI shall on a monthly basis pay the City a fee for every ton of waste or fraction thereof that is disposed in the Landfill. The per ton fee shall be as set forth on the attached **Exhibit A**. The monthly fee shall be paid to the City on or before the 15th day of the month following the month that the waste was disposed of at the Landfill.

BFIWSNA shall record the weight of all waste disposed of at the Landfill. BFIWSNA shall file monthly reports with the City in accord with the procedures set forth on the attached **Exhibit B**. The reports shall be filed by the 15th day of the month following the month that the waste was disposed of at the Landfill.

The waste subject to the fee required by this Section 7.04 shall include all forms of waste and waste materials except for the following:

- sand;
- uncontaminated earthen material
- other material or wastes approved by Dakota County that are used for daily intermediate or final cover material or the construction of roads or berms within the Landfill.

The fee required to be paid by this Section 7.04 shall continue to be paid until the Landfill permanently stops accepting waste for disposal at the Landfill and the Landfill is closed to the public.

Notwithstanding anything to the contrary contained in this Section 7.04, the per ton fee required to be paid shall never be less than the amount the City is authorized to impose under Minn. Stat. § 115A.921. For purposes of determining the per ton fee under Minn. Stat. § 115A.921, the conversion factor of one ton equals 3.33 cubic yards shall be used.

Notwithstanding anything to the contrary contained in this Section 7.04, if another city or township in any Metropolitan County (as the term Metropolitan County is defined by Minn. Stat. § 473.121, subd. 4 as amended from time to time) establishes a host community fee based on an amount per ton of waste (or an equivalent fee based on an amount per cubic yard) disposed at a licensed landfill (which accepts mixed municipal solid waste) that is greater than the fee established in this Section 7.04, then the City, at its option, may elect to have BFIWSNA or BFI pay to the City the higher fee and in such case BFIWSNA or BFI shall pay the higher fee to the City.

7.05 Minimum Payment. BFIWSNA or BFI shall pay the City at least $720,000 in per-ton fees each calendar year or shall make a Minimum Annual Payment that, when combined with the amounts paid based on tonnage per Section 7.04, shall equal at least $720,000.00, until the Landfill permanently stops accepting waste for disposal at the Landfill and the Landfill is closed to the public. Provided, however, that BFIWSNA or BFI shall only be required to pay the greater of the amount payable under Section 7.04 or Section 7.05. By way of illustration only, if in the year 2025, the total yearly amount payable under Section 7.04 (per ton payment) was $600,000, BFIWSNA and/or BFI would be required to pay the City $120,000 as specified by this Section 7.05 for calendar year 2025. By way of further illustration, if the amount payable in 2025 under Section 7.04 was $800,000, BFIWSNA and/or BFI would not be obligated to pay the City any additional payment under this Section 7.05 for a Minimum Annual Payment.

7.06 Use of Fees. The HCF shall be used by the City for public purposes Such purposes may include, but are not limited to: general fund purposes; hosting the Landfill; the cost of providing firefighting services; environmental review and monitoring; and meeting and conferring with, among others, BFIWSNA, Dakota County, the MPCA, the United States Environmental Protection Agency, the Metropolitan Council, the Office of Environmental Assistance, and any other body having jurisdiction over the Landfill; the cost of sustainability projects and programs; the cost of "green initiatives"; the cost of the GreenStep Cities Program, or any other legal public purpose.

7.07 Late Fee. If the City does not receive the payments within 5 days of the dates set forth in Sections 7.03, 7.04, 7.05, or 8.05, then BFIWSNA or BFI shall pay a late payment administrative charge of 6% of the amount owed and in addition the amount owed shall accrue annual interest at 6% beginning 5 days after the date the payment was due.

SECTION 8. ADDITIONAL AGREEMENTS BETWEEN THE PARTIES.

8.01 City Wastes. During the term of this Agreement, BFIWSNA shall arrange for pick-up, hauling, and disposal of non-hazardous wastes from City at no charge to the City. City sources will include City Hall, public works buildings, fire stations, the Community Center, Aquatic Center and Ice Arena, golf course, park buildings (provided that the City collects wastes and deposits them in a suitable container at a single location in each park that is accessible by BFIWSNA's trucks), and other similar City-owned structures. The non-hazardous wastes to be picked up, hauled, and disposed from City sources shall include recycling and special wastes. In addition, the City may deposit its street sweepings and similar wastes at the Landfill at no charge. In the case of special wastes, street sweepings, and similar wastes, if testing is required to establish the non-hazardous character of these materials, the City shall pay all the costs of establishing the non-hazardous character of these wastes. Hazardous wastes and wastes generated by "City days" are not subject to this privilege. This Section 8.01 does not apply to residences, businesses, or other sources of solid waste not listed above as City sources.

8.02 City Organics. If, at any time during the term of this Agreement, BFIWSNA offers residential or commercial organics collection to any persons or property within the City of Inver Grove Heights, BFIWSNA shall arrange for the pickup, hauling, and disposal of organics from City sources for the remainder of the term of this Agreement at no charge to the City. City sources will include City Hall, public works buildings, fire stations, the Community Center, Aquatic Center and Ice Arena, golf course, park buildings (provided that the City collects organics and deposits them in a suitable container at a single location in each park that is accessible by BFIWSNA'' trucks), and other similar City-owned structures.

8.03 Donation. BFIWSNA has offered to donate the sum of $15,000 annually to the City to support the programs and activities of the Veterans Memorial Community Center. The City hereby accepts such donation. BFIWSNA agrees to fulfill the terms of the donation by annually donating $ 15,000 to the City beginning January 1, 2025, and continuing each year thereafter until the Landfill is permanently closed. The $15,000 annual donation shall be payable on January 1 in each of the specified years.

8.05 Payment For Firefighting Costs. BFIWSNA and BFI, jointly and severally, agree to pay the City for firefighting costs with respect to the City fighting fires at the Landfill, prior to and after closure of the Landfill, in accordance with the following:

8.05.01 Definition of Routine Fire. For purposes of this Section 8.05, a Routine Fire means any of the following types of fires at the Landfill:

a.) a grass fire;
b.) a vehicle fire;
c.) a building fire;
d.) any fire at the Landfill where from the time the fire call comes to the City to the time the City firefighting equipment returns to the fire station less than one hour has elapsed.

8.05.2 Definition of Extraordinary Fire. For purposes of this Section 8.05, an Extraordinary Fire means any of the following types of fires at the Landfill:

a.) a large surface-area fire;
b.) a debris fire;
c.) a methane gas fire;
d.) a subsurface fire;
e.) any fire at the Landfill where from the time the fire call comes to the City to the time the City firefighting equipment is returned to the fire station one hour or more of time has elapsed; provided, however, a grass fire or a vehicle fire or a building fire at the Landfill of any duration shall not be considered an Extraordinary Fire.

8.05.3 No Payment For Routine Fires. Unless the City otherwise imposes by ordinance an obligation by all landowners in the City to pay the City for fire calls, BFIWSNA shall not be obligated to pay the City for the City's suppression and extinguishment of Routine Fires at the Landfill.

8.05.4 Payment For Extraordinary Fires. With respect to Extraordinary Fires, BFIWSNA or BFI shall pay the City on an hourly basis for all firefighters and equipment from the City as well as from other communities according to the formulas set forth on **Exhibit C**; provided, however, there shall be no firefighter or equipment charge for the first hour spent in suppressing the fire. Payment shall be made to the City within thirty (30) days of receipt an invoice for such costs.

8.05.5 Payment For Damaged Equipment. BFIWSNA or BFI shall pay the City for any firefighting equipment of the City or of other cities that have been damaged during the fighting of a fire at the Landfill. This payment obligation is in addition to the obligation set forth in Section 8.05.4.

8.05.6 Payment For Maintenance of Equipment During Fire. If during any fire at the Landfill the firefighting equipment of the City or of other cities requires more than normal and/or routine maintenance, then BFIWSNA or BFI shall be responsible and shall pay the City and other cities for those maintenance costs. This payment obligation is in addition to the obligation set forth in Section 8.05.4.

8.05.7 Payment For Fuel. During any fire at the Landfill, if the fire equipment and trucks require refueling, then BFIWSNA or BFI shall make available all the fueling trucks and tanks at its disposal to cause the refueling to occur. If such are not available or are not acceptable for the refueling, then BFIWSNA or BFI shall pay the City for any costs that the City or other cities incur in providing refueling to the fire apparatus at the Landfill during the fire suppression. This payment obligation is in addition to the obligation set forth in Section 8.05.4.

8.05.8 Water Supply Payment. BFIWSNA or BFI shall pay the City for any municipal water used in suppressing a fire at the Landfill. The charge for the municipal water shall be at the usual and customary water rates then in effect at the time of the fire. This payment obligation is in addition to the obligation set forth in Section 8.05.4.

8.05.9 Discretionary Act. Nothing contained in this Section 8.11 shall be deemed to limit the discretionary nature of this City'' determination whether or not to fight a fire at the Landfill. Nothing contained in this Section 8.05 shall be deemed to modify Sections 5.03, 5.12, 5.13, 5.14 and 5.22.

8.06 Consultant Reimbursement. During the term of this Agreement, BFIWSNA agrees to reimburse the City for all reasonable consultant engineering, environmental consultant, and legal expenses incurred by the City in relation this agreement and the enforcement of any terms of this Agreement and the NCUC and any CUP, up to a maximum of $20,000 in any given calendar year. The City shall provide an itemized invoice to BFIWSNA for all such reimbursable expenses. BFIWSNA shall pay all such invoices withing sixty (60) days.

8.07 No Dispute; Waiver of Claims-SWSEA Agreement. The City and Pine Bend Landfill, Inc., are parties to the Southern Water System Extension Agreement Between Pine Bend Landfill, Inc. and the City of Inver Grove Heights, Minnesota, dated May, 1993 (SWSEA Agreement). The City, BFIWSNA, and BFI all agree that upon execution of this Agreement and payment by BFIWSNA of the accumulated amount of $197,742.47 to the City, the SWSEA Agreement will be terminated. Such payment shall be made within thirty days from the date of execution of this Agreement and shall constitute full, final, and complete payment to the City of all monies owed to the City under the SWSEA Agreement. All parties hereby waive and agree to forego any legal claims or causes of action related to the SWSEA Agreement, including any claims or causes of action related to payment of fees or any unpaid fees claimed under the terms of the SWSEA Agreement.

8.08 No Dispute; Waiver of Claims-Prior Host Community Agreements. The City, Pine Bend Landfill, Inc., and/or BFIWSNA, and BFI are parties to several prior Host Community Agreements, including the 3rd Restated and Amended Host Community Agreement. The City, BFIWSNA, and BFI all agree that as part of this Agreement, all parties hereby waive and agree to forego any legal claims or causes of action related to any amounts due or payments owed to either party for Host Community Fees, including any claims or causes of action related to payment of fees or any unpaid fees claimed under the terms of any prior Host Community Agreement, including the 3rd Restated and Amended Host Community Agreement related to payments made or received through November 30, 2024.

8.09 BFIWSNA and BFI to Forego Legal Challenges. BFIWSNA and BFI agree that, with respect to the City, they will forego any legal challenges, direct or indirect, to the formation or validity of this Agreement or the City's authority to impose host community fees, expansion fees, abatement fees, or any other financial obligations imposed on BFIWSNA and BFI, past, present, or future, pursuant to and consistent with the terms of this Agreement or any prior or future Host Community Agreement. For purposes of the foregoing sentence, if a payment obligation or other duty of affirmative performance by BFIWSNA or BFI arising from this Agreement is not fully performed, then the assertion, as a defense by one or both entities, of a challenge to the formation or validity of this Agreement, including but not limited to challenging the City's authority to impose on BFIWSNA or BFI any of the financial obligations referenced in the Agreement, will constitute an indirect legal challenge, and therefore is foreclosed by this Agreement. This waiver shall not apply to disputes between the City and BFIWSNA or BFI to enforce any of the terms of this Agreement. BFIWSNA and BFI reserve the right to make such challenges as respects any parties other than the City.

SECTION 9. ADDITIONAL TAX BASE.

9.01 Need to Study Additional Tax Base. The Landfill has been in existence for more than 40 years. The presence of the Landfill over that period has caused, in the City's view, the following:

9.01.1 A non-expanding tax base relating to BFIWSNA properties, namely, the Landfill and the adjoining West 100 Acres owned by BFIWSNA.

9.01.2 A cognizable, broadly-perceived concern by the public and adjoining landowners that BFIWSNA will attempt to use the West 100 Acres in the future for disposal of waste.

9.01.3 An unwillingness of landowners living in proximity to the Landfill to develop their land until the development, character, direction, and pattern of the West 100 Acre parcel is ascertained.

9.01.4 Lack of development on the West 100 Acres.

9.01.5 Lack of development on surrounding parcels.

9.01.6 An unsatisfactory growth in industrial tax base. The City seeks to ameliorate this situation and to counteract the deleterious conditions stated above. The City does not believe that the HCF and other considerations recited in Section 8, above, as a substitute for the City's abatement fee, are adequate unless the potential for waste disposal on the West 100 Acres is removed and replaced with an opportunity for enhanced tax base that is consistent with principles of sound municipal planning and protection of the environment.

9.02 No Disposal on West 100 Acres. BFIWSNA, for itself, its successor and assigns, agrees that it will not use the West 100 Acres for disposal of solid waste. Solid waste as used in this section shall have the meaning set out in Minn. Stat. § 116.06, subd. 22. This prohibition in the form of a negative easement recorded as Document No. 1360508 with the Dakota County Recorder on July 8, 1996, shall run with the West 100 Acres and shall be binding upon the successors and assigns of BFIWSNA. This negative easement shall not expire unless expressly released by the City. The City shall not release the negative easement unless the City, in its sole legislative authority, rezones all or a part of the West 100 Acres to allow disposal of solid waste.

SECTION 10. ADDITIONAL PARTIES; CONTRACTS COMPELLING COMPLIANCE.

If the City grants conditional use permits for any waste-related uses on the West 100 Acres, as a condition precedent to the commencement of any waste-related uses on the West 100 Acres, BFIWSNA and BFI shall cause the operator of the use and the owner of the land, when such respective operator and owner are affiliates or subsidiaries of BFIWSNA or BFI or are directly or indirectly controlled by BFIWSNA or BFI to execute and be bound by an Addendum to this Agreement. Said Addendum will state that the operator and owner agree to operate the facility in compliance with all applicable governmental laws and regulations, including the terms and conditions of any conditional use permit granted by the City.

SECTION 11. CLOSING OF LANDFILL.

In exchange for the commitments and benefits provided by the City to BFIWSNA and BFI under this Agreement, for the City's agreement to NCUC, CUP and zoning ordinance amendments needed for The Proposed Pine Bend Landfill Vertical Expansion Project, for the City's non-opposition to the amendments to MPCA Solid Waste Permit SW-45 also needed for that expansion, and for the City's willingness to amend the longstanding December 31, 2030 date for the end of the Landfill's operations, BFIWSNA and BFI agree to permanently stop accepting waste for disposal at the Landfill and to close the Landfill to the public no later than December 31, 2042. No waste shall be disposed of at the Landfill after December 31, 2042, or when the permitted airspace capacity of 42,123,300 cubic yards (not including the final cover) is reached, whichever occurs first. Notwithstanding the foregoing, the Parties agree that this Host Community Agreement expires on December 31, 2032, and that upon expiration of the Agreement, acceptance of waste by the Landfill shall immediately cease, regardless of the existence of any remaining airspace capacity, or the December 31, 2042 closure date noted above, unless or until a subsequent written agreement shall be entered into by the Parties for an amendment to this Agreement or a new Host Community Agreement, as the existence of a valid Host Community Agreement is a term and condition of the Conditional Use Permit issued for the Landfill.

SECTION 12. GENERAL PROVISIONS.

Except as this Agreement may specifically provide to the contrary, the following provisions shall apply to all Parties to this Agreement:

12.01 Agreement Not to Alter or Amend Other BFIWSNA Legal Responsibilities. This Agreement does not shift, alter, amend or lessen BFIWSNA's duties and responsibilities as set forth in any Conditional Use Permit, NCUC, Dakota County's solid waste license(s), or the MPCA's solid waste permit.

12.02 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota; any legal action involving this Agreement shall be venued in Dakota County District Court or the United States District Court for the District of Minnesota.

12.03 Entire Agreement; Amendments. This Agreement may not be modified except by an instrument in writing duly executed by the Parties.

12.04 Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns. BFIWSNA and BFI may assign this Agreement only with the express written consent of the City. In the event of any assignment, however, BFIWSNA and BFI shall remain fully responsible to assure that its respective duties and responsibilities as expressed in this Agreement are fully performed.

12.05 Authorization. The City, BFIWSNA and BFI (and each person executing this Agreement) warrant each to the other that each has taken all actions necessary to authorize it to execute, deliver, and carry out this Agreement.

12.06 BFIWSNA's Obligations. The City shall have no obligation to pay any part of BFIWSNA's and BFI's expenses in carrying out its obligations under this Agreement.

12.07 Term. This Agreement shall be effective as of January 1, 2025 and shall continue until December 31, 2032, or until such time as the parties mutually agree in writing to terminate this agreement, whichever occurs first. The HCF under Sections 7.03, 7.04, and 7.05 ceases when the Landfill permanently stops accepting waste for disposal at the Landfill and the Landfill is closed to the public, or when superseded by a subsequent written agreement between the Parties.

12.08 Recording. Within thirty (30) days after execution of this Agreement by all Parties, BFIWSNA shall record a summary memorialization of this Agreement with the Dakota County Recorder against the Landfill Property and the West 100 Acres. The form of the memorial shall be first approved by the City Attorney.

SECTION 13. SIGNATURES.

By their signatures below, the undersigned represent that they have authority to bind the Parties that they represent, their agents, subsidiaries, successors, and assigns with respect to the performance of this Agreement. This Agreement may be executed simultaneously in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

SECTION 14. SUPERSEDING EFFECT.

This Fourth (4th) Restated and Amended Host Community Agreement supersedes and replaces in its entirety the Host Community Agreement dated May 30, 1995, by and among the City of Inver Grove Heights, Pine Bend Landfill, Inc., (now consolidated as a part of BFIWSNA), and Browning-Ferris Industries, Inc. This Fourth (4th) Restated and Amended Host Community Agreement supersedes and replaces in its entirety the Restated and Amended Host Community Agreement By and Among BFI Waste Systems of North America, Inc., Browning Ferris Industries, Inc., and The City of Inver Grove Heights, Minnesota, dated March 22, 2004. This Fourth (4th) Restated and Amended Host Community Agreement supersedes and replaces in its entirety the Second Restated and Amended Host Community Agreement By and Among BFI Waste Systems of North America, LLC, Browning-Ferris Industries, Inc., and The City of Inver Grove Heights, Minnesota, dated October 27, 2008. This Fourth (4th) Restated and Amended Host Community Agreement supersedes and replaces in its entirety the Third Restated and Amended Host Community Agreement By and Among BFI Waste Systems of North America, LLC, Browning-Ferris Industries, LLC, and The City of Inver Grove Heights, Minnesota, dated April 9, 2018.

Notwithstanding the foregoing, nothing herein shall invalidate, nullify, or otherwise have any impact on any separately executed agreements between the parties aside from those listed above, including but not limited to the previously executed and recorded Right of First Refusal Agreement between BFI Waste Systems of North America, LLC and City of Inver Grove Heights dated April 9, 2018.

SECTION 15. RELATIONSHIP TO NCUC AND CONDITIONAL USE PERMIT.

A breach of this Agreement by BFIWSNA or BFI, including, but not limited to, any failure to pay the amounts required to be paid under this Agreement is deemed to be a violation of the NCUC, as amended, and the Conditional Use Permits issued by the City for the Property, including but not limited to the Conditional Use Permit issued by the City by Resolution No. 25- _______ dated ________, 2025.

SECTION 16. REMEDIES.

If BFIWSNA or BFI fails to pay the amounts required to be paid under this Agreement, or if BFIWSNA or BFI otherwise breaches this Agreement in any other respect, then the City shall have available to it all remedies at law and in equity and all such remedies shall be cumulative and non-exclusive.

SECTION 17. 117th STREET IMPROVEMENT PROJECT

The City and Dakota County are in the process of finalizing preparations for construction of the 117th Street Project. As part of that project, the City anticipates that an extension of sanitary sewer to the Property will occur, and that the City will specially assess properties benefited by that improvement including, among other lands, certain property owned by BFIWSNA including Lot 1, Block 1 and Lot 1, Block 2, Pine Bend Sanitary Landfill, Dakota County, Minnesota, according to the recorded plat, and Lot 1, Block 1, Pine Bend Recyclery, Dakota County, Minnesota, according to the recorded plat (together the "Benefitted Property"). BFIWSNA has previously agreed to a special assessment waiver for the 117th Street Project as part of the Third Amended and Restated Host Community Agreement and executed a recordable Memorandum of Waiver of Assessment Appeals (Prior Waiver).

At the time that Prior Waiver was agreed to, the 117th Street Project was contemplated to include the reconstruction of 117th Street from Highway 52 on the east to Rich Valley Boulevard on the west, including street reconstruction, right of way and street expansion, turn lanes, grading, drainage and erosion control, expansion of travel lanes, relocation of existing utilities, signalization, street lights and appurtenances. At this time, the 117th Street Project is contemplated to include all of the foregoing, as well as the extension of sanitary sewer to the Benefitted Property.

BFIWSNA is now willing to waive any assessment appeals for the 117th Street Project up to and including the sum of $1,000,000 if sanitary sewer is not included within the final scope of the 117th Street Project and $3,000,000 if sanitary sewer is included within the final scope of the 117th Street Project if the Benefitted property is assessed and BFIWSNA is treated by the City substantially in the same manner with respect to assessment methodology as other similarly situated lands and landowners located along and/or benefited by the above described portion of 117th Street.

BFIWSNA warrants and represents that, as of the date hereof, BFIWSNA is the fee title owner of the Benefitted Property.

The City has generally explained the nature and scope of the 117th Street Project including the sanitary sewer extension component of the project with BFIWSNA.

BFIWSNA, after reviewing all the information about the 117th Street Project and the proposed sanitary sewer extension and the information related to the assessment methodology, has determined to waive its rights to appeal assessments up to and including $3,000,000 against the Benefitted Property for the 117th Street Project if a sanitary sewer extension is included within the 117th Street Project and up to and including $1,000,000 if the 117th Street Project does not include a sanitary sewer extension component.

BFIWSNA acknowledges benefit to the Benefited Property from the 117th Street Project of up to and including $3,000,000 if the project includes extension of sanitary sewer to the Benefitted Property and of up to and including $1,000,000 if the project does not include extension of sanitary sewer to the Benefitted Property.

BFIWSNA recognizes, acknowledges, and knowingly and voluntarily agrees that:

1. The Benefitted Property will be specially benefited up to and including $3,000,000 by the 117th Street Project if the project includes extension of sanitary sewer to the Benefitted Property and up to and including $1,000,000 by the 117th Street Project if extension of sanitary sewer is not included in the project.

2. BFIWSNA waives any and all procedural and substantive objections to the special assessment up to and including $3,000,000 against the Benefitted Property for the 117th Street Project if the project includes extension of sanitary sewer to the Benefitted Property and up to and including $1,000,000 if sanitary sewer extension is not included in the project. BFIWSNA hereby waives all notice and hearing

requirements with respect to imposition of the special assessment. BFIWSNA hereby waives any claim that the special assessment for the 117th Street Project against the Property up to and including the amount of $3,000,000 against the Benefitted Property for the 117th Street Project if the project includes extension of sanitary sewer to the Benefitted Property and up to and including $1,000,000 if sanitary sewer extension is not included in the project exceeds the benefit to the Benefitted Property.

3. With respect to special assessments up to and including $3,000,000 against the Benefitted Property for the 117th Street Project if the project includes extension of sanitary sewer to the Benefitted Property and up to and including $1,000,000 if sanitary sewer extension is not included in the project, BFIWSNA waives any appeal rights otherwise available pursuant to Minnesota Statutes § 429.081.

4. The waiver contained herein shall be continuing and irrevocable and is made knowingly and voluntarily by BFIWSNA.

5. All terms and conditions of the waiver contained herein shall run with the Benefitted Property herein described, and shall be binding upon the Benefitted Property and its current and future owners, including BFIWSNA and the successors and assigns of BFIWSNA. The waiver contained hereon shall also apply to any after-acquired title of BFIWSNA in the Property.

6. The Parties agree that upon execution of this Agreement the parties will execute a separate memorandum of the waiver contained herein in a form acceptable to the City Attorney and will record the memorandum against the Benefited Property with the Dakota County Recorder and Registrar of Titles.

The City agrees that the Benefitted Property will be assessed and BFIWSNA will be treated by the City substantially in the same manner with respect to assessment methodology as other similarly situated lands and landowners located along and/or benefited by the above described portion of 117th Street. The BFIWSNA waivers contained in this Section 17, including those in paragraphs 2 and 3 above, are expressly conditioned upon the City's compliance with its obligations under the immediately preceding sentence and nothing herein shall be deemed to prohibit or restrict BFIWSNA's right to assert non-compliance with such obligations.

[The remainder of this page is intentionally left blank.]

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first set forth above.

CITY:
CITY OF INVER GROVE HEIGHTS

By: ________________________________
Brenda Dietrich
Its: Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this ____ day of __________, 2025, before me a Notary Public within and for said County, personally appeared Brenda Dietrich 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

BFI WASTE SYSTEMS OF NORTH AMERICA, LLC

By: __________________________

Its: ______________________

STATE OF _________________)
) ss.
COUNTY OF _____________)

On this _____ day of ___________, 2025, before me a Notary Public within and for said County, personally appeared__________________, to me personally known, who being by me duly sworn, did say that ________________________ is the _______________________ of BFI Waste Systems of North America, LLC, a Delaware limited liability company and that the foregoing instrument was executed for and on behalf of BFI Waste Systems of North America, LLC by authority of its governing body.

____
Notary Public

GUARANTY

For good and valuable consideration, the undersigned, Allied Waste Industries, LLC, a Delaware limited liability company, hereby irrevocably and unconditionally guarantees the obligations, duties, responsibilities and liabilities of BFI Waste Systems of North America, LLC and Browning-Ferris Industries, LLC, under the foregoing Fourth (4th) Restated and Amended Host Community Agreement.

Dated: ___________________ , 2025

Allied Waste Industries, LLC

By:_________________________________

Its: _________________________________

EXHIBIT A

HOST COMMUNITY FEE PURSUANT TO SECTION 7.04

With respect to the years 2025 through and including 2032, for waste disposed in the Landfill, the per ton fee for waste per calendar year shall be the rate set forth in the following chart.

Year	Section 7.04 Fee Amount
2025	$8.00 per ton
2026	$8.24 per ton
2027	$8.49 per ton
2028	$8.74 per ton
2029	$9.00 per ton
2030	$9.27 per ton
2031	$9.55 per ton
2032	$9.84 per ton

The above per ton fee shall apply to all waste types, but daily cover material shall be exempt from this fee. All waste tons to be charged uniformly.

EXHIBIT B

RETURNS FEE PAYMENT EXTENSIONS AND REPORTING REQUIREMENTS

A. **Filing of Returns and Payment of Fees.** BFIWSNA shall file a monthly fee return on a form prescribed by the City. The return must be signed by BFIWSNA or by a person authorized by BFIWSNA to do so. The return shall be filed with the City on or before the 15th day of the month immediately following the month in which the waste was received at the facility, and must be accompanied by payment of the fees described in Section 8.

B. **Extensions.** The City may extend for reasonable cause the time for filing returns and remittance of fees for not more than sixty (60) days. The City may require the filing of an estimated return at the time fixed for filing the regularly required return and may require the payment of the estimated fees on the basis of such estimated return.

C. **Calculation of Fee.** Although all waste must be weighed, the fee shall be calculated based on measurements made at the scale located at the Landfill as follows:

1. Waste shall be measured in pounds or tons.
2. The measurement of waste in pounds or tons shall be based on the difference between the tare weight of the vehicle and/or conveyance and the scale weight of the loaded vehicle and/or conveyance.

D. **Monthly Return.** The fee monthly return shall include:

1. The amount of all waste accepted and disposed at the Landfill;
2. The fee due, computed by multiplying the total tons times the per ton fee as set by Section 7; and
3. Such other information as may be required by the City in order to administer Section 7.

E. **Failure to File Return.** If BFIWSNA is required to file any return and shall fail to do so within the time prescribed or shall make, willfully or otherwise, an incorrect, false or fraudulent return, BFIWSNA, upon written notice and demand, shall immediately file such return or corrected return and at the time pay any fees due on the basis thereof. If BFIWSNA shall fail to file such return or corrected return, the City may make for BFIWSNA a return, or corrected return, from its knowledge and from such information as the City can obtain through testimony or otherwise and assess a fee on the basis thereof, which fee (less any partial payments for the fee covered by such return) shall be immediately paid upon written notice and demand. Any such return or assessment made by the City shall be prima facie correct and valid and BFIWSNA shall have the burden of establishing its incorrectness or invalidity in any action or proceeding in respect thereto. Nothing in this paragraph shall preclude the City from enforcing Section 7 by pursing any other remedy authorized by law or ordinance.

F. **Records**

1. BFIWSNA shall keep adequate and complete records showing:

   a. The total weight of waste accepted and disposed based solely on the difference between the tare weight of the vehicle and/or conveyance and the gross weight of the vehicle and/or conveyance by measurements made by 'the scale located at the Landfill.
   b. General type or types of waste accepted and disposed;
   c. Origin(s) of waste accepted and disposed;
   d. The dates and times of deliveries; and
   e. The Hauler(s) that delivered waste accepted and disposed at the Landfill.

2. Daily records shall be kept in the form prescribed by the Minnesota Commissioner of Revenue under rule promulgated pursuant to the Metropolitan Landfill Abatement Act (Minn. Stat. §§ 473.842 - 473.847) and the County of Dakota.

G. **Examination of Records.** The City or its designated agent shall have the right to examine and copy records required by Section 7 or by Exhibit B.

EXHIBIT C

PAYMENT FORMULAS PURSUANT TO SECTION 8.11.4

TYPE OF EQUIPMENT		CHARGE PER HOUR
l.)	Rescue — Ambulance	$310.60 *
2.)	Grass Fire Truck	$219.56*
3.)	Pumper	$369.51 *
4.)	Tanker	$289.18 *
5.)	Aerial	$744.38 *
6.)	All other	$192.79 *

* Note: The hourly equipment charges set forth above shall be annually adjusted beginning April 1, 2009, to reflect the amount of the change in the Consumer Price Index. The "Consumer Price Index" is hereby defined to be the Consumer Price Index For All Items For All Urban Consumers for Minneapolis-St. Paul, Minnesota, with the standard base period of 1982-84 equals 100. If such index shall be discontinued, then any successor consumer price index of the United States Bureau of Labor Statistics or successor agency thereto, for Minneapolis shall be used, with such reconciliation of the different indices as may be required for accurate comparison.

Such adjustment shall be accomplished by multiplying the per hour charges set forth above by a fraction, the numerator of which shall be the average annual Consumer Price Index for the most recently ended year prior to the date of such adjustment and the denominator of which shall be the average annual Consumer Price Index for the year 2007.

In no event shall the adjustment reduce the hourly charges below the amounts set forth above.

FIRE FIGHTER PAYMENT:

The hourly payment for firefighters shall be at the highest hourly rate for a full-time firefighter with the Inver Grove Heights Fire Department. The hourly rate shall not include any fringe benefits that the firefighters may have or may show as part of their hourly rate; the rate shall be strictly for the firefighter wage.

Hours shall be computed to the nearest quarter of an hour.

MEMORANDUM OF AGREEMENT FOR WAIVER OF ASSESSMENT APPEALS

THIS MEMORANDUM OF AGREEMENT FOR WAIVER OF ASSESSMENT APPEALS (Memorandum of Agreement) is made, entered into and effective this _____ day of January, 2025, by and among the **City of Inver Grove Heights** (hereinafter referred to as the "City:), a Minnesota municipal corporation, and **BFI Waste Systems of North America, LLC** (hereinafter referred to as "BFIWSNA" or "Owner"), a Delaware limited liability company. Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

ARTICLE 1
DEFINITIONS

1.1 Terms. The following terms, unless elsewhere specifically defined herein, shall have the following meanings as set forth below.

a.) **City.** "City" means the City of Inver Grove Heights, a Minnesota municipal corporation.

b.) **Fourth Restated and Amended Host Community Agreement.** "Fourth Restated and Amended Host Community Agreement" means that certain Fourth (4^{th}) Restated and Amended Host Community Agreement By and Among BFI Waste Systems of North America, LLC, Browning-Ferris Industries, LLC, and the City of Inver Grove Heights, Minnesota, dated _________, 2025.

c.) **Property.** "Property" means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota, which is located on 117^{th} Street. The Property is that property legally described on the attached **Exhibit A**. The attached Exhibit A is incorporated hereby and made a part hereof.

ARTICLE 2
RECITALS

Recital No. 1. Owner owns the Property.

Recital No. 2. Owner and the City entered into that Fourth Restated and Amended Host Community Agreement.

Recital No. 3. Section 17 of the Fourth Restated and Amended Host Community Agreement provides that Owner waives any special assessment appeals up to and including $3,000,000 relating to special assessments against the Property for the 117th Street Project, if the Project includes extension of Sanitary Sewer to the Benefited Property and up to and including $1,000,000 if the Project to does include extension of sanitary sewer to the Benefited property, subject to and pursuant to the terms and conditions stated in Section 17 of the Fourth Restated and Amended Host Community Agreement.

Recital No. 4. The parties wish to memorialize the existence of the special assessment waiver contained in Section 17 of the Fourth Restated and Amended Host Community Agreement.

Recital No. 5. Section 17 of the Fourth Restated and Amended Host Community Agreement provides that the parties will execute and record a memorandum of the special assessment waiver.

ARTICLE 3
AGREEMENTS

3.1 Waiver of Special Assessment Appeals. As set forth in the Fourth Restated and Amended Host Community Agreement, Owner has waived all special assessment appeals up to and including $3,000,000 relating to special assessments to be made by the City against the Property for the 117th Street Project, if the project includes extension of sanitary sewer to the Benefited Property, and up to and including $1,000,000, if the project does not include extension of sanitary sewer to the Benefited Property, subject to and pursuant to the terms and conditions stated in Section 17 of the Fourth Restated and Amended Host Community Agreement.

3.2 Obligation to Comply With Fourth Restated Amended Host Community Agreement. City and Owner have agreed to, and agreed to comply with, the terms and conditions of Section 17 of the Fourth Restated Amended Host Community Agreement.

3.3 Property Subject to Section 17 of the Fourth Restated and Amended Host Community Agreement. This Memorandum of Agreement is executed and recorded for the purpose of giving notice of Section 17 of the Fourth Restated and Amended Host Community Agreement; this Memorandum of Agreement is not intended to supersede or vary the terms and conditions of Section 17 of the Fourth Restated and Amended Host Community Agreement. Nothing contained in this Memorandum of Agreement shall be construed to amend, modify, change, alter, amplify, interpret or supersede any of the terms and provisions of Section 17 of the Fourth Restated and Amended Host Community Agreement, which shall in all things control.

ARTICLE 4
MISCELLANEOUS

4.1 Counterparts. This Memorandum Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement the day and year first set forth above.

CITY:
CITY OF INVER GROVE HEIGHTS

By: ________________________________
Brenda Dietrich
Its: Mayor

ATTEST:

____
Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this ____ day of __________, 2025, before me a Notary Public within and for said County, personally appeared Brenda Dietrich 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

BFI WASTE SYSTEMS OF NORTH AMERICA, LLC

By: __________________________

____

Its: ______________________

STATE OF _________________)
) ss.
COUNTY OF _____________)

On this _____ day of ___________, 2025, before me a Notary Public within and for said County, personally appeared___________________, to me personally known, who being by me duly sworn, did say that ________________________ is the _______________________ of BFI Waste Systems of North America, LLC, a Delaware limited liability company and that the foregoing instrument was executed for and on behalf of BFI Waste Systems of North America, LLC by authority of its governing body.

____
Notary Public

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

Real property located in Dakota County, Minnesota described as follows:

Lot 1, Block 1 and Lot 1, Block 2, Pine Bend Sanitary Landfill, Dakota County, Minnesota; and Lot 1, Block 1, Pine Bend Recyclery, Dakota County, Minnesota.

November 8, 2024

Ms. Ally Sutherland
Environmental Specialist
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077-3412

Re: Pine Bend Landfill (PBL) Phase 7 Expansion – City Application Review

Dear Ms. Sutherland:

This letter presents Barr Engineering Co.'s (Barr's) review of the Pine Bend Landfill (PBL) "Application Submittal to the City of Inver Grove Heights for the Pine Bend Landfill – Phase 7 Development," prepared by Stantec Consulting Services Inc., dated Revised July 2024 (Revised July 2024 City Application).

This letter includes:

- an executive summary
- brief summaries of the Revised July 2024 City Application and the City's regulatory history of PBL,
- a history of recent requests and approval regarding PBL
- City technical review of PBL's permit application to the MPCA including key technical issues and associated recommended modifications for the amended Non-Conforming Use Certificate (NCUC), new Conditional Use Permit (CUP), and amended Zoning Ordinance
- a discussion of environmental-related considerations from the proposed Phase 7 expansion, and
- summary and conclusions

Executive Summary

PBL is seeking approval for a proposed vertical expansion (Phase 7) that would increase the landfill's approved height by approximately 87 feet and increase its airspace capacity (waste and cover material) by approximately 8.2 million cubic yards. The Phase 7 expansion would fill waste over a liner and leachate collection system that was approved as part of the 2018 Phase 6 expansion.

Phase 7 would not change the landfill's the aerial footprint.

The City, with Barr's assistance, performed a detailed technical reviewed PBL's Phase 7 MPCA solid waste permit application. PBL addressed all items identified by the City/Barr review and satisfactorily modified its MPCA permit application.

Key environmental-related considerations related to the Phase 7 expansion are:

- Potential negative impacts would be increased visibility from nearby properties, and potential increase in litter and odor due to the proposed increased landfill height.

- Landfill gas is currently collected, cleaned, and conveyed into a nearby natural gas pipeline. Additional landfill gas generated by the increased waste disposal in Phase 7 would increase the quantity of gas supplied to the natural gas pipeline and therefore would be an environmental benefit, assuming the existing operation has the capacity to process additional gas.
- It is not expected that offsite subsurface migration of landfill gas would increase with the proposed Phase 7 expansion because it is believed that the source of the subsurface gas is waste in the old unlined area, however the issue of how to reduce or mitigate the existing subsurface gas migration remains.
- Potential negative impacts to surface water are mitigated with the final cover system and surface water design and management system.

If the City is in agreement with the Phase 7 expansion, it will need to amend the NCUC, issue a new CUP, and amend its ordinance. Barr's recommendations for these three documents are below:

NCUC Amendment:

- Add reference to the 2018 NCUC Amendment to the "Whereas" section
- Add the Appendix C Plan Sheets and Appendix E Stormwater Management Model and Calculations from the Revised July 2024 City Application to NCUC Exhibit D
- Add the Revised July 2024 City Application, Appendix E Stormwater Management Model and Calculations to the list of approved documents

New CUP:

- Use the 2018 CUP and edit it as indicted below to create the 2024 CUP:
  - Add the landfill's increased maximum elevation to 1105.8 feet
  - Add the increased 7,888,250 cubic yards of airspace capacity for a new total airspace capacity of 40,018,250 cubic yards excluding final cover volume
  - Edit 2018 CUP item 14 regarding subsurface gas migration to allow the City Council to waive or modify PBL's requirements if the City Council determines that adequate progress is being made to mitigate subsurface gas migration
  - In the new CUP, add a requirement for PBL to perform a subsurface gas concentration trend analysis and include in future annual reports
  - In the new CUP, add a requirement for PBL to identify the horizontal and vertical extent of the subsurface gas plum beyond the waste boundaries including on adjacent properties
  - Add the 2018 CUP to the "Whereas" section
  - Add the Revised July 2024 City Application to item number 3
  - Add the Revised July 2024 City Application to item number 4
  - Complete the reference to the 2018 NCUC Amendment to item number 5.k
  - Add new NCUC Amendment to item number 5

- Add the Phase 7 expansion to item number 6
- Update item number 10 to show hours of waste received to be Monday through Saturday 6:00 AM to 4:00 PM and Sunday 7:00 AM to 3:00 PM
- Update item number 11 to reference the May 31, 2019 MPCA Permit Modification
- Remove the reference to February 1 annual report due date in items 12.a and 12.b
- Add requirement to install pumps in the pumping stations in item 12.b.vii
- Update item number 13 to reference the May 31, 2019 MPCA Permit Modification
- Delete item number 15

Ordinance Amendment to City Code Section 10-13E-6:

- Delete item H regarding allowing a percentage increase of cubic yards (including the final cover system) from the original 1995 NCUC
- Delete item J related to the limit of surface area limitation of the landfill final cover

Summary of Revised July 2024 City Application

The Revised July 2024 City Application contains information regarding the proposed Phase 7 expansion at PBL including general project description, facility and design information, operational information, a discussion of potential environmental and land use impacts, and additional information regarding the host community fee, compliance history, and status of non-City permits and approvals.

The Revised July 2024 City Application also includes a solid waste management plan, permit-level plan sheets, a geotechnical analysis, stormwater management model and calculations, financial assurance cost estimates for closure, postclosure, and contingency action, and 3D view modeling.

City Regulatory History of PBL

In general City Resolution No. 6465 (1995 NCUC) established, among other things, limits to the waste capacity and maximum elevation of PBL. City Resolution No. 04-48 (2004 CUP) and City Resolution No. 18-69 (2018 CUP) allowed an increase to the capacity of PBL. Below is a brief summary of the City's past regulation of PBL.

NCUC History

- City Resolution No. 6465 (1995 NCUC) – "A Resolution Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Compost Facility and a Sanitary Landfill," dated November 27, 1995. The 1995 NCUC was granted to PBL subject to terms, conditions, and qualifications contained in the 1995 NCUC. The 1995 NCUC granted a total airspace capacity (not including final cover) of 23.3 million cubic yards and a maximum elevation of 1020 feet above mean sea level.

- City Resolution No. 02-32 (2002 NCUC Amendment) – "Resolution Amending Resolution No. 6465, Granting a Non-Conforming Use Certificate for Pine Bend Landfill by Modifying the Phasing Plan, Maximum Elevation, and Final Grading and Stormwater Plans", dated March 11, 2002. The

2002 NCUC Amendment reduced the maximum elevation of Pine Bend Landfill to 1010 feet above mean sea level.

- City Resolution No. 04-49 (2004 NCUC Amendment)– "A Resolution Amending Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Sanitary Landfill", dated March 22, 2004. The 2004 NCUC Amendment established that the remaining airspace capacity as of October 1994 was 5.65 million cubic yards and limited the maximum elevation of PBL to an elevation of 1,019 feet above mean sea level.

- City Resolution No. 18-70 (2018 NCUC Amendment) – "A Resolution Amending Resolution No. 6465 Granting a Non-Conforming Use Certificate for Pine Bend Sanitary Landfill for a Sanitary Landfill", dated April 9, 2018. The 2018 NCUC Amendment:
    - Amended Exhibit D of the 1995 NCUC to add Appendix C (28 permit design plan sheets) and Appendix D (Stormwater Management Model and Calibrations) from the "Application Submittal to the City of Inver Grove Heights for the Pine Bend Landfill – Phase 6 Development" prepared by Wenck Associates dated revised February 2018.
    - Did not change the airspace capacity or maximum elevation.

CUP History

- City Resolution No. 6330 – "Approving a Conditional Use Permit for an Energy Recovery Facility for the Generation of Electricity in the General Industry (I-2) Zoning District," dated May 30, 1995.

- City Resolution No. 04-48 (2004 CUP) - "Resolution Approving a Conditional Use Permit to Allow an Airspace Capacity Expansion of the Pine Bend Sanitary Landfill," dated March 22, 2004. The 2004 CUP granted an airspace expansion which brought the total airspace (not including final cover) to 28.6 million cubic yards but did not change the maximum elevation.

- City Resolution No. 18-69 (2018 CUP) – "Resolution Approving a Conditional Use Permit to Allow a Side Slope Capacity Expansion of Pine Bend Landfill", dated April 9, 2018. The 2018 CUP:
    - Granted an airspace expansion which brought the total airspace (not including final cover) to 32.13 million cubic yards but did not change the maximum elevation
    - Adopted the terms and conditions in the 2004 CUP and then indicated that the 2004 CUP terms and conditions are superseded by the 2018 CUP
    - Required that the 2004 capacity expansion and the 2018 side slope capacity expansion conform to the 2003 Application to the City, 2002 and 2003 plan sheets, November 2003 response to comments, and the 2018 Application to the City
    - Limited the areas of the 2004 capacity expansion and the 2018 side slope capacity expansion
    - Required compliance with numerous historical CUPs and amendments, the NCUC and amendments
    - Made 1995 NCUC, section 5 through 10 applicable to the 2018 CUP

- Restricted the types of waste to be disposed of in the 2004 capacity expansion and the 2018 side slope capacity expansion
- Prohibited vehicles coming to PBL to not queue on 117th street
- Required that, if the sanitary sewer is extended to PBL, PBL pay its share and connect the leachate collection system to the sanitary sewer as soon as the City accepts the sanitary sewer for use
- Identified the hours of operation for PBL
- Required compliance with the 2015 MPCA Solid Waste Permit and in addition, allowed alternative groundwater trend analysis, conduct additional investigations when hydrogeologic conditions change or continued release of contaminants to groundwater warrant as determined by the City Council, and allows the City Administer to waive water sampling in the case of extenuating circumstances
- Identified numerous requirements for the dual gas/leachate management system
- Required compliance with the 2015 MPCA Solid Waste Permit for liner leak detection and leachate collection, conveyance, storage, and treatment
- Required achieving compliance with Minnesota Rule 7035.2815, subpart 11 regarding landfill gas migration for six consecutive months prior to, filling beyond 30 million cubic yard or January 1, 2025, whichever occurs first. Maintain an MPCA air emission permit for rental of an enclosed flare to serve as contingency for managing landfill gas
- Required both PBL's owner and operator to be responsible for complying with the CUP
- Stipulated that breach of the Host Community Agreement is deemed a violation of the CUP
- Indicated that the CUP becomes effective upon execution of the Third Restated and Amended Host Community Agreement

Ordinance History

- City Ordinance No. 721. On April 22, 1991 the City adopted Ordinance No. 721, which amended the City Zoning Code, Section 515.43, "I-2" General Industry District, and made mixed municipal solid waste disposal facilities (among others) prohibited uses. Ordinance No. 721 permitted prohibited uses that existed prior to April 22, 1991.

- City Ordinance No. 850. On November 27, 1995 the City adopted Ordinance 850 - "An Ordinance Establishing a Procedure for the Consideration of Nonconforming Use Certificates", amended the City Zoning Code to permit owners of a prohibited use to apply for a NCUC.

- City Ordinances No. 851 and 852. On November 27, 1995 the City adopted Ordinance 851 - "An Ordinance Establishing City Code Section 550 Integrated Resource Management Overlay Zoning District" and Ordinance 852 – "An Ordinance Rezoning Property to "IRM", Integrated Resource Management Overlay District", amended the City Zoning Code to create an Integrated Resource Management Overlay District which included PBL.

- City Ordinance No. 1084 (2004 Ordinance Amendment) – "An Ordinance Amending Inver Grove Heights City Code Section 515.80. Subd. 33 (E) by Adding a Conditional Use Permit for the Expansion of the Airspace of an Existing Sanitary Landfill", dated March 22, 2004.

- City Ordinance No. 1351 (2018 Ordinance Amendment) – "An Ordinance Amending Inver Grove Heights City Code Section 10-13E-6 Relating to Expansion of the Air Space of an Existing Sanitary Landfill", dated April 9, 2018 increased the percentage capacity allowed and increased area of final cover.

Brief History of Recent Requests and Approvals

PBL was first issued a solid waste permit by the MPCA in 1971. Since then, the MPCA solid waste permit has been reissued numerous times and most recently on July 30, 2015 and modified on May 31, 2019. The July 30, 2015 permit (with 2019 modification) authorized the Phase 6 sideslope expansion of the landfill by 4.1 million cubic yards to bring the total permitted capacity to 33.9 million cubic yards (including final cover). Below is a brief history of recent MPCA- and City-related requests and actions related to PBL.

City Review of PBL Permit Application to the MPCA

PBL submitted a "Request for Major Modification of Permit #SW-45," prepared by Stantec Consulting Services Inc., dated June 2, 2022, including the addendum dated September 15, 2022 (June 2022 Application and September 2022 Addendum) to the MPCA.

The June 2022 Application and September 2022 Addendum proposes an airspace capacity expansion of 8.2 million cubic yards over the existing landfill footprint which would bring the total permitted capacity to 42.1 million cubic yards including cover soils and an elevation increase of 86.8 feet to a maximum elevation of 1105.8 by extending the existing 3:1 (horizontal:vertical) sideslopes around the existing landfill footprint including filling over the liner and leachate collection system previously installed over old unlined waste. This proposed expansion is referred to as the Phase 7 expansion.

The City, with Barr's assistance, performed four rounds of technical review of the June 2022 Application and September 2022 Addendum that focused on these twelve topics:

I. Waste Acceptance
II. Groundwater Monitoring System
III. Leachate Recirculation
IV. Solid Waste Composting
V. Groundwater Quality
VI. Surface Water Management
VII. Waste Capacity
VIII. Liner and Leachate Collection System Design
IX. Gas Monitoring and Gas Extraction/Treatment Systems
X. Final Cover Design
XI. Closure, Post Closure, Contingency Action, and Operations and Maintenance Plans

XII. Financial Assurance Cost Estimates

Following the City/Barr review, PBL subsequently modified the June 2022 Application and September 2022 Addendum via three memoranda prepared by Stantec Consulting Services Inc. as shown below. All City/Barr review recommendations have been adequately addressed by PBL via these three memoranda.

- February 12, 2024 Response Memo with attachments,
- April 12, 2024 Response memorandum with attachments, and
- April 29, 2024 Response memorandum with attachment

The June 2022 Application and September 2022 Addendum and the three memoranda listed above comprise the 2022-2024 MPCA Permit Application.

More detailed information regarding the review of these topics is contained in the four rounds of City/Barr review letters and three PBL response memoranda noted above and can be provided if requested.

The MPCA is waiting for the City and County to complete their review and approval processes prior to reissuing the MPCA solid waste permit.

MPCA EAW

The MPCA prepared a draft Environmental Assessment Worksheet (EAW) for public review on October 31, 2023 that evaluated the current proposed Phase 7 expansion. The City, with Barr's assistance, provided extensive review and numerous comments on the draft EAW in a letter dated November 28, 2023. Numerous other parties also submitted comments on the draft EAW. Subsequently, the MPCA issued a final EAW and response to comments dated March 1, 2024. The final EAW concluded that proposed Phase 7 expansion project does not have the potential for significant environmental effects and that there is not a need for an Environmental Impact Statement.

City NCUC, CUP, and Zoning Ordinance Amendment Request

PBL is requesting that the City amend its NCUC, CUP, and zoning ordinance to allow the proposed Phase 7 expansion. The request is included in the Revised July 2024 City Application discussed above.

Key Technical Issues and Recommended NCUC/CUP/Ordinance Modifications

From the above twelve technical topics included in the City/Barr review of PBL's permit application to the MPCA, there were four topics that were of particular importance as they relate to the City's NCUC, CUP, and Ordinance. The remaining eight technical topics did not directly relate to the City's NCUC, CUP, and Ordinance but are summarized briefly at the end of this section.

These four topics that are of particular importance are:

- waste capacity,
- groundwater quality and trends,
- surface water, and

- gas migration and trends and are discussed in detail below.

Recommendations for changes to the NCUC, CUP, and Ordinance and a discussion regarding environmental impacts (if any) are provided at the end of each topic.

<u>Waste Capacity</u>

PBL is permitted by the MPCA for a capacity of 33.94 million cubic yards which includes waste and cover material. The remaining capacity (including final cover) of PBL was approximately 1.05 million cubic yards at the end of 2023 based on PBL's 2023 Annual Report.

The June 2022 Application and September 2022 Addendum proposes an airspace capacity expansion 8,185,800 cubic yards over the existing landfill footprint by extending the existing 3:1 (horizontal:vertical) sideslopes around the existing landfill footprint including filling over the liner and leachate collection system previously installed over old unlined waste. This quantity includes the bottom liner drainage layer, waste, and final cover. The proposed expansion would increase the capacity of PBL to 42,123,200 cubic yards of waste and cover material.

The City-approved capacity of 32.13 million cubic yards is slightly less than the MPCA's because it excludes the final cover material.

The maximum height of PBL would increase approximately 87 feet from elevation 1,019 feet as approved in City Resolution 04-09, dated March 22, 2004 to an elevation of 1105.8 feet.

The estimated final closure date of the PBL is proposed to be extended approximately 13.6 years from approximately 2027 without the Phase 7 expansion to approximate 2040 with the Phase 7 expansion. This final closure date is based on an assumed fill rate for all waste types and final cover of 600,000 cubic yards per year.

A review of the design drawings was completed to verify the accuracy of the capacity information for the proposed expansion. Based on review of the design drawings in AutoCAD Civil3D software, it appears that the volumes shown in the Revised July 2024 City Application are accurate.

<u>Recommended NCUC/CUP/Ordinance modifications:</u>

- New NCUC Amendment:
  - None
- New CUP:
  - Add the landfill's increased maximum elevation to 1105.8 feet
  - Add the increased 7,888,250 cubic yards of airspace capacity for a new total airspace capacity of 40,018,250 cubic yards excluding final cover volume
- New Ordinance Amendment:

- Delete item H regarding allowing a percentage increase of cubic yards (including the final cover system) from the original 1995 NCUC

Environmental Impacts:

- Because more waste will be disposed of at PBL with the proposed Phase 7 expansion, there would be associated potential negative environmental impacts related to groundwater and air emissions. These potential impacts would be mitigated by the approved 2018 sideslope expansion (Phase 6) liner and leachate collection system and the proposed final cover and gas collection systems.

Groundwater Quality and Trends

Based on our review, there are no changes being proposed to the groundwater monitoring system in the June 2022 Application and September 2022 Addendum or the revised Revised July 2024 City Application.

Groundwater samples are collected from 22 monitoring wells located upgradient and downgradient from the landfill and 2 downgradient springs (Pipeline and Ravine Springs). Groundwater monitoring of flow direction and quality has been ongoing since the landfill began operating in 1971. Routine monitoring is conducted on a quarterly basis to facilitate the detection of releases to groundwater from the landfill in accordance with a sampling and analysis plan (SAP). The SAP establishes sampling methodologies, analytes, and quality assurance/quality control procedures. The SAP also provides for contingencies to increase monitoring intervals if certain water-quality levels are exceeded. Based on the contingency monitoring results, corrective action may be required.

Groundwater flows approximately southwest to northeast underneath the landfill, becoming primarily easterly along the northeast edge of the Crosby-American demolition landfill area located immediately north of PBL. The depth to the groundwater is considerable (over 100 feet in some locations). The water table is in glacial drift. Monitoring wells are completed both shallow and deep in the glacial drift and in the Prairie du Chien Group (limestone). Groundwater underneath the site eventually discharges into the Mississippi River, east of PBL.

Groundwater samples are analyzed for volatile organic compounds (VOCs), metals, polyfluoroalkyl substances (PFAS), and general geochemical parameters, such as temperature, specific conductance, and pH. As has been the case for many years, groundwater intervention limits (ILs) concentrations are occasionally exceeded for some VOC chlorinated organic compounds that are common in municipal waste (e.g., trichloroethylene, tetrachlorethylene, and biogeneic breakdown products of these chlorinated compounds). Microbial reduction of the chlorinated compounds takes place in the groundwater and the geochemical indicators of this process are part of the monitoring program. The final reductive (low oxygen) breakdown product is vinyl chloride, which is oxidized to carbon dioxide and water in the more oxidizing conditions that likely exists a further distance downgradient of the landfill. Total concentrations of VOCs have generally shown a downward trend over the past several years. Some temporal (sequential) increases are observed for individual parameters as breakdown occurs, which are expected.

Manganese concentrations have exceeded the IL at many groundwater wells and in the Pipeline Spring for many years. These elevated manganese concentrations may be due, in part, to low oxygen concentrations in the groundwater (i.e. reduced conditions) that could cause the manganese to be converted to its soluble form and become mobile in groundwater. However, the manganese concentrations appear to be stable (i.e. neither an increasing nor decreasing trend). No further action is recommended at this time but the trends in concentrations of manganese and other metals should continue to be monitored to determine if remedial efforts downgradient from PBL should be performed.

PFAS compounds (i.e. perfluorcarbon compounds associated with Teflon, Scotchguard, etc.) have been monitored in the groundwater on a regular basis at PBL starting in 2011. The IL concentrations for four PFAS compounds (PFBA, PFOS, PFOA, and PFHxS) are 1,750 parts per trillion (ppt), 3.75 ppt, 8.75 ppt, and 11.75 ppt respectively, and have routinely been exceeded at numerous monitoring wells and at the two springs.

Temporal trends in PFAS compounds are very hard to quantify for a variety of reasons but the overall pattern is one of continuing presence of these constituents in groundwater and in the springs. It should be noted that remediation of PFAS compounds in groundwater is difficult because they do not biodegrade or otherwise react with the soil—they are very persistent. The need for the landfill to respond to the PFAS occurrences will largely be dependent on whether or not there are potential environmental and human health exposures.

<u>Current NCUC/CUP:</u> Section 5.6.1 of the 1995 NCUC requires approval by the City Council if certain percentages of the number of groundwater monitoring wells, monitoring frequency, or sampling parameters are proposed to be reduced. The baseline for determining these percentages is the June 1995 Permit Reissuance Application.

However, Item 10 of the 2004 CUP also describes the requirements for the groundwater monitoring system and sampling parameters based on the EnecoTech Report dated October 2003. Because the 2004 CUP was developed subsequent to the 1995 NCUC, it appears that the intent of the 2004 CUP monitoring system requirements was to supersede the 1995 NCUC requirements.

<u>Recommended NCUC/CUP/Ordinance modification:</u>

- None

<u>Environmental Impacts:</u>

- The 2018 Phase 6 expansion installed a liner and leachate collection system over existing unlined waste. The proposed Phase 7 expansion is proposed to be located above the Phase 6 expansion liner and leachate collection system. The proposed Phase 7 would also include a final cover and a gas collection system. Because the liner and final cover will minimize the amount of precipitation that could migrate into the unlined waste and produce leachate that could migrate to groundwater and because the gas collection system will extract gas for beneficial use, the proposed

Phase 7 expansion is not expected to have any significant negative environmental groundwater impact.

Surface Water

Barr reviewed the surface water management plan and modeling contained in the June 2022 Application and September 2022 Addendum. The proposed design uses benches placed generally at 40-foot (vertical) intervals along the 3:1 sideslopes to direct runoff from the build-out expansion area to cable-concrete-lined trapezoidal channels, which discharge through existing and proposed junction vaults, pipes, and culverts to existing stormwater ponds. HydroCAD version 10.10 was used to simulate rainfall-runoff from the site. According to the proposed plan, the existing ponds would not overflow from the site during the 100-year, 24-hour runoff event.

The 2018 NCUC Amendment added the 2018 stormwater model and calibrations as an amendment to NCUC Exhibit D.

Recommended NCUC/CUP/Ordinance modification:

- Add the 2024 City Application, Appendix E Stormwater Management Model and Calculations to the list of approved documents

Environmental Impacts:

- There is a potential negative environmental impact to surface water because the proposed Phase 7 expansion includes an increase in the amount of 3:1 (horizontal:vertical) sideslopes that will increase the rate of surface water runoff and potentially increase the amount of erosion on the sideslopes. However, these potential negative environmental impacts are mitigated with the proposed final cover and stormwater management systems that are designed to accommodate the steeper sideslopes.

Gas Migration and Trends

Landfill gas (primarily methane and carbon dioxide) is produced by the decomposition of solid waste under the anaerobic conditions that exist in landfills such as PBL. Methane can be a major concern at landfills due to its potential to migrate in the soil subsurface and accumulate in structures at explosive concentrations.

Minnesota Rule 7035.2815 Subp. [sic] 11 requires that the concentration of any explosive gas not exceed the Lower Explosive Limit (LEL) at the property boundary or 25 percent of the LEL in or around facility structures.

The existing gas management system at PBL consists of:

- Gas collection wells and piping
- The gas-to-natural gas processing plant
- The gas monitoring system

Based on the review of the Operations and Maintenance Plan in the August 2015 Application, the gas extraction system currently includes 190 gas extraction wells at the site and additional gas extraction wells are planned for Phases 5 and 6. These gas extraction wells are included in the proposed Phase 7 expansion design. The construction and installation of the additional gas extraction wells will be in accordance with the MPCA-approved design and PBL design standards. Extracted gas is currently piped through laterals, sub-headers, and header piping to a landfill gas-to-natural gas plant and/or a flare. F

The gas monitoring system is comprised of the three continuous electronic monitoring devices located in occupied buildings at PBL and 39 methane (gas) monitoring probes completed at varying depths around the perimeter of the landfill. The Gas Management and Monitoring Plan indicates the probes are monitored quarterly unless a positive gas reading is recorded, in which case, monitoring is increased to monthly. In recent years, the gas probes have been monitored on a monthly or weekly basis, as a result of methane detections at multiple probes around the facility.

Historically, elevated concentrations of methane have been detected in several of the subsurface gas monitoring probes located along the eastern, southern, and western boundaries of PBL. Methane concentrations in the gas monitoring probes around the facility exceeded the LEL on numerous occasions over the years. Based on these monitoring results, it does not appear that the existing controls at the PBL meet the requirements of Minnesota Rule 7035.2815 Subp. 11. PBL has been working with the MPCA and City to address gas migration concerns and annually provides a status update on this work to the City Environmental Advisory Commission.

Based on review of the Revised July 2024 City Application, proposed augmentations to the gas extraction systems includes:

- Vertical extension of existing gas extraction wells in the Phase 7 footprint
- Installation of new vertical gas extraction wells in the Phase 7 footprint
- Installation of a horizontal gas collection system beneath the final cover system in the Phase 6 and Phase 7 build outs where the proposed waste thickness is too thin for additional vertical gas wells

A dual gas and leachate extraction system has been operating in unlined Phases 1 and 2 of PBL since 2002. Twenty-six of the forty-six wells originally configured for dual extraction operations, plus two new recently installed pump stations (PS-1 and PS-2), were operated as dual extraction wells in 2013. Pumps were added to PS-1 and PS-2 in 2013 in order to make them operational. Nine additional pump stations (PS-3 through PS-11) are proposed to be installed in the unlined area as part of the Phase 6 and Phase 7 expansions.

<u>Current NCUC/CUP:</u> Section 2.3.9 of the 1995 NCUC allows PBL to control subsurface gas generated at the landfill by construction of probes, gas extraction wells, etc.

The 2018 CUP, item 12 included requirements for the dual gas/leachate extraction system that appear to be adequate without further modification.

Recommended NCUC/CUP/Ordinance modifications:

- Edit 2018 CUP item 14 regarding subsurface gas migration to allow the City Council to waive or modify PBL's requirements if the City Council determines that adequate progress is being made to mitigate subsurface gas migration.

- In the new CUP, add a requirement for PBL to perform a subsurface gas concentration trend analysis and include in future annual reports.

- In the new CUP, add a requirement for PBL to identify the horizontal and vertical extent of the subsurface gas plum beyond the waste boundaries including on adjacent properties.

Environmental Impacts:

- The Phase 6 expansion included the addition of new pumping stations that could be used to increase the extraction of gas from the unlined area which is believed to be the source of the subsurface gas migration to the PBL property boundary. The proposed Phase 7 expansion does not appear to add any means to increase gas extraction from the unlined area but neither does it decrease gas extraction from this area. Therefore, the proposed Phase 7 expansion is not expected to have negative environmental impacts related to subsurface gas migration.

Summary of Eight Remaining Technical Topics

The remaining eight technical topics (waste acceptance, groundwater monitoring system, leachate recirculation, solid waste composting, liner and leachate collection system design, final over design, closure, post closure contingency action, and operations and maintenance plans, and financial assurance cost estimates) are summarized below.

These eight technical topics were included in the four rounds of City/Barr review of PBL's MPCA permit application and three PBL response memoranda noted above. PBL's three response memoranda will be included in the pending MPCA solid waste permit and therefore do not need to be addressed directly in the NCUC, CUP, and Ordinance.

Waste Acceptance

There are no changes to PBL's waste acceptance.

The 2014 Solid Waste Management Plan describes the procedures that PBL uses to manage its mixed municipal and non-hazardous industrial solid waste. More specifically, the 2014 Solid Waste Management Plan describes:

- A customer notification procedure for review and acceptance of waste,

- A list of acceptable and unacceptable wastes plus a list of wastes that PBL does not accept,
- Waste categorization,
- Waste evaluation procedures,
- Use of waste as daily cover,
- Waste inspection and rejection procedures, and
- Numerous appendices including Dakota County Ordinance 110 and a Household Hazardous Waste Management Plan.

Groundwater Monitoring System

There are no changes to PBL's groundwater monitoring system.

Groundwater samples are collected from 22 monitoring wells located upgradient and downgradient from the landfill and two springs located downgradient from the landfill. Groundwater monitoring of flow direction and quality has been ongoing since the landfill began operating in 1971. Routine monitoring is conducted on a quarterly basis to facilitate the detection of releases to groundwater from the landfill in accordance with a sampling and analysis plan (SAP). The SAP establishes sampling methodologies, analytes, and quality assurance/quality control procedures. The SAP also provides for contingencies to increase monitoring intervals if certain water-quality levels are exceeded. Based on the contingency monitoring results, corrective action may be required.

Groundwater flows approximately southwest to northeast underneath the landfill, becoming primarily easterly along the northeast edge of the Crosby-American demolition landfill area located immediately north of PBL. The depth to the groundwater is considerable (over

100 feet in some locations). The water table is in glacial drift. Monitoring wells are completed both shallow and deep in the glacial drift and in the Prairie du Chien Group (limestone).

Groundwater underneath the site eventually discharges into the Mississippi River, east of PBL.

Leachate Recirculation

PBL is not proposing changes regarding potential future leachate recirculation.

If implemented, leachate would be performed over lined areas of PBL as described in the November 2013 Application. The leachate would be sprayed onto the waste working surface via tanker truck.

Solid Waste Composting

Solid waste composting was previously proposed as a January 2014 addendum to PBL's November 2013 Application.

City recommendations to model the potential odor and other air emissions from the proposed composting operation were not performed by PBL during the 2013 MPCA permitting process. However, based on discussions between the City and PBL and Republic Services' July 31, 2014, letter to the City, the City agreed that air quality modeling can be delayed until such time as PBL is ready to begin implementing plans to construct the organic waste compost facility. City approval is needed prior to SSOM composting implementation.

PBL has indicated that they intend to evaluate solid waste composting in the future and that it would be regulated by the MPCA and local governments including the City.

Liner and Leachate Collection System Design

The liner and leachate collection system for Phase 6 has been installed and only the liner and leachate system for one cell in Phase 5 (Cell 5F-2 at the location of existing landfill office and other infrastructure) remains to be installed. Phase 7 waste would be placed over Phase 6 which partially lies on top of the old unlined waste deposit.

Barr's review of the Liner and Leachate Collection System Design had an emphasis on consideration of construction of the system on top of the old unlined waste deposit. Barr's review was concentrated on differential settlement regarding the liner system, leachate collection system, slope stability, and liner penetrations for gas recovery and leachate collection and piping.

PBL adequately responded to Barr's review recommendations and revised the MPCA permit application via the three memoranda prepare by Stantec.

Final Cover Design

Barr's review of the final cover design was concentrated on differential settlement regarding the cover system and surface water drainage system, slope stability, and liner penetrations for the gas and leachate system components.

PBL adequately responded to Barr's review recommendations and revised the MPCA permit application via the three memoranda prepare by Stantec.

Closure, Post Closure, Contingency Action, and Operations and Maintenance Plans

These plans do not have any significant changes from the August 2015 MPCA permit application.

Barr developed review recommendations related to closure phasing and closure acreages and the closure cost estimate used for financial assurance.

PBL adequately responded to Barr's review recommendations and revised the MPCA permit application via the three memoranda prepare by Stantec.

Financial Assurance Cost Estimates

The MPCA requires financial assurance for all mixed municipal solid waste landfills in Minnesota, including PBL. Financial assurance is intended to provide funds for closure, post-closure, and contingency action activities if the landfill owner goes out of business.

In response to Barr review recommendations, PBL adequately adjusted the financial assurance cost estimates and revised the MPCA permit application via the three memoranda prepare by Stantec.

In addition to the $643,631 bond that PBL has with Dakota County, the 2024 MPCA financial assurance estimates are:

Closure	$15,375,408
Postclosure	$9,175,254
Contingency Action	$1,163,414
total	$25,714,076

Additional Recommended NCUC/CUP/Ordinance Modifications

In addition to the recommended NCUC/CUP/Ordinance modifications discussed above, additional modifications are recommended as discussed below.

The 2018 NCUC Amendment amended the 1995 NCUC, Exhibit D to include the 28 permit design plan sheets included with the 2018 City Application.

<u>Recommended NCUC/CUP/Ordinance modifications:</u>

- New NCUC Amendment:
  - Add reference to the 2018 NCUC Amendment to the “Whereas” section.
  - Add the Appendix B Plan Sheets and Appendix D Stormwater Management Model and Calculations from the Revised July 2024 City Application to NCUC Exhibit D.
- New CUP:
  - Add the 2018 CUP (whereas section).
  - Add the Revised July 2024 City Application to item number 3.
  - Add the Revised July 2024 City Application to item number 4.
  - Complete the reference to the 2018 NCUC Amendment to item number 5.k.
  - Add new NCUC Amendment to item number 5.
  - Add the Phase 7 expansion to item number 6.
  - Update item number 10 to show hours of waste received to be Monday through Saturday 6:00 AM to 4:00 PM and Sunday 7:00 AM to 3:00 PM.

- Update item number 11 to reference the May 31, 2019 MPCA Permit Modification.
- Remove the reference to February 1 annual report due date in items 12.a and 12.b.
- Add requirement to install pumps in the pumping stations in item 12.b.vii.
- Update item number 13 to reference the May 31, 2019 MPCA Permit Modification
- Delete item number 15

- Ordinance Amendment to City Code Section 10-13E-6:
    - Delete item J related to the limit of surface area limitation of the landfill final cover

Key Environmental-Related Considerations

Key environmental-related considerations related to the Phase 7 expansion are:

- Potential negative impacts would be increased visibility from nearby properties, and potential increase in litter and odor due to the proposed increased landfill height.
- Landfill gas is currently collected, cleaned, and conveyed into a nearby natural gas pipeline. Additional landfill gas generated by the increase waste disposal would increase the quantity of gas supplied to the natural gas pipeline and therefore would be an environmental benefit, assuming the existing operation has the capacity to process additional gas.
- It is not expected that offsite subsurface migration of landfill gas would increase with the proposed Phase 7 expansion because it is believed that the source of the subsurface gas is waste in the old unlined area, however the issue of how to reduce or mitigate the existing subsurface gas migration remains.
- There is a potential negative environmental impact to surface water because the proposed Phase 7 expansion includes an increase in the amount of 3:1 (horizontal:vertical) sideslopes that will increase the rate of surface water runoff and potentially increase the amount of erosion on the sideslopes. However, these potential negative environmental impacts are mitigated with the proposed final cover and stormwater management systems that are designed to accommodate the steeper sideslopes.

Summary and Conclusions

The City, with Barr's assistance, performed an extensive technical review of the June 2022 Application and September 2022 Addendum . PBL responded to the City/Barr review with application modifications which were deemed to be adequate.

The four major technical topics (waste capacity, groundwater quality and trends, surface water, and gas migration) are discussed above and require some modifications to the NCUC, CUP, and Ordinance. Additional NCUC, CUP, and Ordinance recommendations not related to the four major topics are also provided above.

Environmental considerations related to the proposed Phase 7 expansion (additional natural gas generation), increased visibility and potential for increased litter and odor are identified and discussed above.

Given PBL's adequate application modifications in response to the City/Barr technical review and the potential environmental benefit from the Phase 7 expansion, Barr believes the proposed Phase 7 expansion is reasonable and appropriate because:

- The type of waste being accepted does not change,
- The benefit of increased natural gas production
- The potential increase in odor and litter due to increased height and can be minimized by keeping the open working waste area as small as practicable and diligent litter prevention and cleanup
- Increased visibility is a concern for residential properties located north/northwest from PBL. Property owners in other directions are mostly non-residential and therefore the increased visibility would not be expected to negatively impact those property owners. The landfill height increase would occur gradually and thereby negative visual impact to nearby residents would hopefully be acceptable.
- Potential negative impacts to surface water are mitigated with the final cover system and surface water management design and management.

Sincerely,

Jeff Ubl, P.E

List of References

Sequencing Ordinance for Dakota County Ordinance 119, amended March 25, 1997 relating to need for city or township approval prior to County processing the license

Request for Major Modification of Permit #SW-45", prepared by Stantec Consulting Services Inc. (Stantec), dated June 2, 2022, including the addendum dated September 15, 2022 (June 2022 Application and September 2022 Addendum).

City of Inver Grove Heights review recommendations letter dated November 28, 2023

City of Inver Grove Heights comment letter on draft Environmental Assessment Worksheet (EAW) for Request for Major Modification of MPCA Permit #SW-45 dated November 28, 2023

Stantec Consulting Services Inc. recommendations response memorandum dated February 12, 2024

MPCA Findings of Fact, Conclusions of Law, and Order for a Negative Declaration on the need for an Environmental Impact Statement on the Pine Bend Landfill Vertical Expansion Project including response to comments on the Environmental Assessment Worksheet dated March 1, 2024

City of Inver Grove Heights review recommendations letter dated April 5, 2024

Stantec Consulting Services Inc. recommendations response memorandum dated April 12, 2024

City of Inver Grove Heights review recommendations letter dated April 23, 2024

Stantec Consulting Services Inc. recommendations response memorandum dated April 29, 2024

City of Inver Grove Heights review recommendations letter dated May 22, 2024

Application Submittal to the City of Inver Grove Heights for the Pine Bend Landfill – Phase 7 Development," prepared by Stantec Consulting Services Inc., dated Revised July 2024 (Revised July 2024 City Application)

Minnesota Statute 116.07, Subd. 4j relating to need for local government approval prior to MPCA permit issuance

CITY OF INVER GROVE HEIGHTS

Agenda Item 7.D.

Request for Council Action

SUBJECT: CLOSED SESSION to Discuss Labor Relations Matters

MEETING DATE: January 6, 2025
ITEM TYPE: Regular Business
CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to enter into a closed session pursuant to Minnesota Statutes, Section 13D.03, subd. 1(b) to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25; with the International Union of Operating Engineers, Local 70 (representing the City's Parks, Streets, Fleet and Facilities Maintenance Workers) and the International Union of Operating Engineers, Local 49 (representing the City's Utility Workers).

BACKGROUND

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None