



Inver Grove Heights City Council
Monday, March 10, 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, March 10, 2025, will be provided to the Council at or before the March 10, 2025 meeting.

NOTICE OF REMOTE ATTENDANCE: Mayor Dietrich is expected to attend this meeting remotely from 8701 S Kolb Rd, Tuscon, AZ 85756.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Presentations**
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 Disbursements
- B. Personnel Actions
- C. Authorization to Enter into 2025-26 Labor Agreement with AFSCME, Local No. 1065
- D. Approval of Funding for Yield Restriction Liability Payment Due to the IRS on 2020A Bonds
- E. Resolution Approving 2024 Year-End Community Center Operating Transfer
- F. Resolution Approving 2024 Water, Sewer & Stormwater Cash Reserve Transfers
- G. Resolution Approving Minimum Cash Reserve Policy for the Golf Course Operating Fund and Transferring Excess Balances into a new Golf Course Capital Fund
- H. Resolution Authorizing an Amendment to the 2025 Budget of the Inver Wood Golf Course
- I. Resolution to Amend Final Project Budget for City Park Project No. 2212 - Overlook Ridge Park

- J. Resolution Approving Final Plans & Specifications and Authorizing Advertisement for Bids for City Project No. 2023-08 - Babcock Trail Multi-Use Trail
 - K. Approve Joint Powers Agreement with Dakota County for Unity Trail Elements along the Mississippi Greenway
 - L. Resolution Approving an Extension to the Final Plat Submittal Deadline for the Property Located at 1845 77th Street.
6. **Public Hearing**
- A. Therapeutic Massage Business License Violations - Healing Arts Massage
 - B. Massage Therapist License Violations - Jangyeong Moo
7. **Regular Business**
- A. Rental Housing Licenses
8. **Public Comment**
- Public comment provides an opportunity for the public to address the Council on items that are not on the agenda. Comments will be limited to three (3) minutes per person.
9. **Mayor and Council Comments**
10. **Adjourn**

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



Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: March 10, 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 February 19, 2025 – March 4, 2025.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of February 19, 2025 – March 4, 2025. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$637,245.87
Special Revenue	115,711.68
Debt Service	-
Capital Projects	57,745.98
Enterprise	190,996.07
Internal Service	238,568.98
Escrows	12,476.82
Total - All Funds	\$1,252,745.40

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 03.10.2025
2. Disbursements Listing (2.19.2025- 3.4.2025)

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

RESOLUTION NO. ____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF
February 19, 2025 - March 4, 2025.**

WHEREAS, a detailed listing of disbursements for the period of February 19, 2025 - March 4, 2025 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	\$637,245.87
Special Revenue	115,711.68
Debt Service	-
Capital Projects	57,745.98
Enterprise	190,996.07
Internal Service	238,568.98
Escrows	12,476.82
Total - All Funds	\$1,252,745.40

Approved by the City of Inver Grove Heights, Minnesota this 10th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk



Payment Dates 2/19/2025 - 3/4/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
TOTAL CONSTRUCTION & EQU...	41898	12/31/2024	Repair Christmas Lights 12.20...	101.3400.000.5405	767.53
BKV GROUP, INC.	65015	12/31/2024	2024 station analysis	101.2200.000.5310	1,154.60
BURNSVILLE ATHLETIC CLUB	11/30/2024C	02/27/2025	South Metro SB Expenses	101.4300.454.5190	136.99
BURNSVILLE ATHLETIC CLUB	11/30/2024C	02/27/2025	South Metro SB Umpire Paym...	101.4300.454.5190	315.00
GRAINGER	9298656902B	01/01/2025	Sign Supplies	101.3200.000.5125	11.04
GRAINGER	9298656910B	01/01/2025	Sign Supplies	101.3200.000.5125	206.16
GRAINGER	9298656928B	01/01/2025	Sign Supplies	101.3200.000.5125	401.55
MN DEPT OF REVENUE	January 2025	02/19/2025	Taxes	101.0000.000.2205	487.17
MN DEPT OF REVENUE	January 2025	02/19/2025	Taxes	101.0000.000.2205	0.07
EMERGENCY TECHNICAL DEC...	00000161	02/20/2025	repair of turnout gear	101.2200.000.5310	98.50
MINNEAPOLIS OXYGEN CO.	0000138673	02/20/2025	O2 cylinder rentals	101.2200.000.5430	234.28
ANCOM COMMUNICATIONS, ...	126240	02/20/2025	adapters for radios	101.2200.000.5190	232.56
MN FIRE SERVICE CERT BOARD	13544	02/20/2025	firefighter I test weldon	101.2200.424.5340	131.00
UNIFIRST CORPORATION	1410119752	02/20/2025	Street Uniforms	101.3200.000.5175	82.10
UNIFIRST CORPORATION	1410119752	02/20/2025	Park Uniforms	101.4200.000.5175	40.87
UNIFIRST CORPORATION	1410121502	02/20/2025	Street Uniforms	101.3200.000.5175	82.10
UNIFIRST CORPORATION	1410121502	02/20/2025	Park Uniforms	101.4200.000.5175	40.87
AMAZING ATHLETES	1442671	02/20/2025	Contracted services for presc...	101.4300.454.5310	980.00
FIRST IMPRESSION GROUP	166022	02/20/2025	dog park passes	101.4300.456.5190	165.00
KENNEDY & GRAVEN	186272	02/20/2025	General City Business Legal ch...	101.1000.000.5305	14,525.00
KENNEDY & GRAVEN	186274	02/20/2025	Greenway easement matters 1..	101.1000.000.5305	1,352.50
BONIFAZI, NATALIE	2/11/2025	02/20/2025	refund for low enrollment	101.4300.000.4360	65.00
JORIN TIX	2/12/2025	02/20/2025	Contracted coaching services ...	101.4300.454.5310	50.00
CAPITAL CITY FIREFIGHTERS A...	25108	02/20/2025	2025 dues for Ch 1	101.2200.000.5335	50.00
GOODIN COMPANY	2659845-00	02/20/2025	metering valve unit part	101.4200.000.5405	54.54
L.T.G. POWER EQUIPMENT	291438	02/20/2025	parts to fix chainsaw	101.4200.000.5405	42.16
SOLBERG AGGREGATE CO	30302	02/20/2025	Class 5 Rock	101.3200.000.5125	879.75
MN GLOVE & SAFETY, INC.	351185	02/20/2025	Shirt and Winter Cap	101.3200.000.5175	159.98
MN GLOVE & SAFETY, INC.	351254	02/20/2025	Rain jacket - Jake K	101.4200.000.5175	79.99
AMERICAN LEGAL PUBLISHING..	40602	02/20/2025	City Code Update	101.1140.000.5310	2,103.10
TOUSLEY MOTORSPORTS, INC.	40915	02/20/2025	New UTV - Grant	101.2200.000.5615	34,661.95
TOTAL CONSTRUCTION & EQU...	41897	02/20/2025	Repair Street Light 1.2025	101.3400.000.5405	288.50
DAJ ENTERPRISES LLC (ECO W...	8415	02/20/2025	batting cage netting	101.4200.000.5190	1,065.00
DAJ ENTERPRISES LLC (ECO W...	8416	02/20/2025	staff uniform embroidery	101.4200.000.5175	50.00
ICMA RETIREMENT TRUST - 4...	INV0211802	02/21/2025	457 -AGE <49	101.0000.000.2038	4,811.38
ICMA RETIREMENT TRUST - 4...	INV0211803	02/21/2025	457 -AGE <49 %	101.0000.000.2038	11,005.93
ICMA RETIREMENT TRUST - 4...	INV0211804	02/21/2025	457 -AGE 50+	101.0000.000.2038	1,150.29
ICMA RETIREMENT TRUST - 4...	INV0211805	02/21/2025	457 PLAN -AGE 50+ %	101.0000.000.2038	1,071.75
ICMA RETIREMENT TRUST - 4...	INV0211806	02/21/2025	457 - ROTH AGE <50	101.0000.000.2038	1,031.00
ICMA RETIREMENT TRUST - 4...	INV0211807	02/21/2025	457 - ROTH AGE <50 %	101.0000.000.2038	1,855.18
ICMA RETIREMENT TRUST - 4...	INV0211808	02/21/2025	457 - ROTH AGE 50+	101.0000.000.2038	20.00
AFSCME COUNCIL 5	INV0211809	02/21/2025	UNION DUES (AFSCME FULL S...	101.0000.000.2041	796.64
AFSCME COUNCIL 5	INV0211810	02/21/2025	UNION DUES (AFSCME FULL S...	101.0000.000.2041	45.96
MINNESOTA DEPARTMENT OF...	INV0211811	02/21/2025	CASE #001570640001	101.0000.000.2220	342.87
TEXAS STATE DISBURSEMENT...	INV0211812	02/21/2025	CASE #0012022247	101.0000.000.2220	230.77
MINNESOTA DEPARTMENT OF...	INV0211813	02/21/2025	CASE #001490481201	101.0000.000.2220	357.72
MINNESOTA DEPARTMENT OF...	INV0211814	02/21/2025	CASE #000115468905	101.0000.000.2220	87.49
MINNESOTA DEPARTMENT OF...	INV0211815	02/21/2025	CASE #001563363401	101.0000.000.2220	426.85
WI SCTF (WI SUPPORT COLLEC...	INV0211816	02/21/2025	PARTICIPANT ID#0004986316	101.0000.000.2220	433.06
IGH FIRE RELIEF ASSN	INV0211817	02/21/2025	MEMBERSHIP DUES - FIRE REL...	101.0000.000.2041	420.24
IGH FIRE RELIEF ASSN	INV0211818	02/21/2025	MEMBERSHIP DUES - FIRE REL...	101.0000.000.2041	318.20
MEDSURETY ACH ONLY	INV0211819	02/21/2025	HSA ELECTION-FAMILY	101.0000.000.2031	4,088.42
MEDSURETY ACH ONLY	INV0211820	02/21/2025	HSA ELECTION-SINGLE	101.0000.000.2031	7,228.08

Expense Approval Report

Payment Dates: 2/19/2025 - 3/4/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
IGH PROFESSIONAL FIREFIGHT...	INV0211821	02/21/2025	UNION DUES (IAFF)	101.0000.000.2041	504.01
MN STATE RETIREMENT SYST...	INV0211822	02/21/2025	MINNESOTA DEFERRED COM...	101.0000.000.2038	2,945.30
MN STATE RETIREMENT SYST...	INV0211823	02/21/2025	MINNESOTA DEFERRED COM...	101.0000.000.2038	881.84
MN STATE RETIREMENT SYST...	INV0211824	02/21/2025	457 ROTH IRA (AGE 49 & UND...	101.0000.000.2038	970.00
PERA	INV0211825	02/21/2025	PERA COORDINATED PLAN	101.0000.000.2225	52,781.54
PERA	INV0211826	02/21/2025	EMPLOYER SHARE (EXTRA PE...	101.0000.000.2225	4,060.11
PERA	INV0211827	02/21/2025	PERA DEFINED PLAN	101.0000.000.2225	15.77
PERA	INV0211828	02/21/2025	EMPLOYER SHARE (PERA DEFI...	101.0000.000.2225	15.77
PERA	INV0211829	02/21/2025	PERA POLICE & FIRE PLAN	101.0000.000.2225	35,608.14
PERA	INV0211830	02/21/2025	EMPLOYER SHARE (POLICE & F...	101.0000.000.2225	53,412.16
ICMA RETIREMENT TRUST - 4...	INV0211831	02/21/2025	ROTH IRA (AGE 49 & UNDER)	101.0000.000.2039	4,363.88
ICMA RETIREMENT TRUST - 4...	INV0211832	02/21/2025	ROTH-AGE <49 %	101.0000.000.2039	234.67
ICMA RETIREMENT TRUST - 4...	INV0211833	02/21/2025	ROTH IRA (AGE 50 & OVER)	101.0000.000.2039	638.46
EFTPS	INV0211834	02/21/2025	FEDERAL WITHHOLDING	101.0000.000.2213	76,751.90
MN DEPT OF REVENUE (PAYR...	INV0211835	02/21/2025	STATE WITHHOLDING	101.0000.000.2215	33,445.38
EFTPS	INV0211836	02/21/2025	MEDICARE WITHHOLDING	101.0000.000.2211	21,750.24
EFTPS	INV0211837	02/21/2025	SOCIAL SECURITY WITHHOLDI...	101.0000.000.2210	55,745.30
EFTPS	INV0212001	02/24/2025	MEDICARE WITHHOLDING	101.0000.000.2211	5.32
EFTPS	INV0212002	02/24/2025	SOCIAL SECURITY WITHHOLDI...	101.0000.000.2210	22.72
GALLS LLC	030427966	02/27/2025	Emblems for Rose's uniform	101.2000.000.5175	15.18
WS&D PERMIT SERVICE	1/29/2025	02/27/2025	Refund permit #PRBD202400...	101.0000.000.2207	1.00
WS&D PERMIT SERVICE	1/29/2025	02/27/2025	Refund permit #PRBD202400...	101.5200.000.4184	236.00
CAMPBELL KNUTSON, P.A.	1/31/2025	02/27/2025	Legal services 1.2025	101.2000.000.5306	23,331.67
PRO HOMES & ASSISTED LIVI...	1/31/2025	02/27/2025	Refund permit #LCC20250000...	101.5200.000.4140	100.00
OCCUPATIONAL HEALTH CEN...	104136651	02/27/2025	Pre-employment physicals	101.1120.000.5310	352.00
LANGUAGE LINE SERVICES	11510774	02/27/2025	Language Line Interpretation ...	101.2000.000.5310	953.62
UNIFIRST CORPORATION	1410122993	02/27/2025	Street Uniforms	101.3200.000.5175	65.10
UNIFIRST CORPORATION	1410122993	02/27/2025	Park Uniforms	101.4200.000.5175	37.87
KENNEDY & GRAVEN	186054	02/27/2025	Buggy Car Wash	101.5100.000.5305	331.50
CITY OF SOUTH ST PAUL	2/11/2025	02/27/2025	SSP Street Lights 10.24.2024-1...	101.0000.000.2206	52.20
DAKOTA COUNTY CHIEFS OF ...	2/11/2025	02/27/2025	2025 Dues	101.2000.000.5335	1,000.00
MOBILIA, KENDRA	2/11/2025	02/27/2025	ASL Interpreter services for pr...	101.4300.453.5310	200.00
AMBIA ENERGY LLC	2/12/2025	02/27/2025	Refund permit #PRSO202400...	101.0000.000.2207	13.60
AMBIA ENERGY LLC	2/12/2025	02/27/2025	Refund permit #PRSO202400...	101.5200.000.4184	400.12
CENTURY LINK	2/19/2025	02/27/2025	phone line at fire station 1	101.2200.000.5320	53.73
COLLINS ELECTRICAL CONST.	254026.01	02/27/2025	Signal Repair	101.3200.000.5415	471.18
COLLINS ELECTRICAL CONST.	254028.01	02/27/2025	Signal Repairs	101.3200.000.5415	464.86
L.T.G. POWER EQUIPMENT	291656	02/27/2025	Parts for trimmer	101.4200.000.5405	287.67
ASPEN MILLS	348277	02/27/2025	Velcro Nametapes x 8 - Dennis	101.2000.000.5175	64.00
ASPEN MILLS	348278	02/27/2025	New Employee Uniform - Kee...	101.2000.000.5175	142.90
ASPEN MILLS	349135	02/27/2025	New Patrol Officer Uniform - ...	101.2000.000.5175	2,040.92
SHORT ELLIOTT HENDRICKSON..	482004	02/27/2025	Bridge Inspection	101.3100.000.5310	2,291.50
CINTAS CORPORATION	5255984308	02/27/2025	refill first aid supplies at RV	101.4200.000.5190	66.83
VICS CRANE & HEAVY HAUL, I...	55538	02/27/2025	moved park sign at Southern ...	101.4200.000.5310	1,160.00
BIG TOP RENTAL, INC.	81768	02/27/2025	Park's port a pottie rentals 1.2...	101.4200.000.5430	1,625.00
DAKOTA 911	AR-0000000506	02/27/2025	Dakota 911 Fees 3.2025	101.2000.000.5313	70,852.50
DAKOTA 911	AR-0000000506	02/27/2025	Dakota 911 Capital Fee 3.2025	101.2000.000.5313	1,845.50
DAKOTA 911	AR-0000000506	02/27/2025	Dakota 911 Fees 3.2025	101.2200.000.5313	7,872.50
DAKOTA 911	AR-0000000506	02/27/2025	Dakota 911 Capital Fees 3.2025	101.2200.000.5313	1,845.50
ENTERPRISE FM TRUST	FBN5258554	02/27/2025	Vehicle Leases 2.2025	101.2000.000.5430	13,890.76
ALBRECHT COMPANY	I0056991	02/27/2025	Vista Pines irrigation winteriza...	101.4200.000.5310	234.00
STREICHER'S	I1745421	02/27/2025	Training Ammunition - Madsen	101.2000.000.5179	2,778.61
BRITTANY MISKOWIEC	IGHPD-02112025	02/27/2025	Department therapy sessions ...	101.2000.000.5312	2,145.00
GAME TIME	PJI-0262498	02/27/2025	Playground equipment for Vis...	101.4200.000.5160	569.40
DAKOTA ELECTRIC ASSN	200001093947 02/28/2025	02/28/2025	Electric	101.3400.000.5355	1,498.00
DAKOTA ELECTRIC ASSN	200002468379 02/28/2025	02/28/2025	Electric	101.4200.000.5355	342.27
DAKOTA ELECTRIC ASSN	200002501658 02/28/2025	02/28/2025	Electric	101.4200.000.5355	177.29
DAKOTA ELECTRIC ASSN	200003935632 02/28/2025	02/28/2025	Electric	101.4200.000.5355	196.37
DAKOTA ELECTRIC ASSN	200004267134 02/28/2025	02/28/2025	Electric	101.3400.000.5355	59.38
DAKOTA ELECTRIC ASSN	200004430542 02/28/2025	02/28/2025	Electric	101.4200.000.5355	21.98

Expense Approval Report

Payment Dates: 2/19/2025 - 3/4/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DAKOTA ELECTRIC ASSN	200010036635 02/28/2025	02/28/2025	Electric	101.2200.000.5355	2,384.21
XCEL ENERGY	914124256	02/28/2025	FD electric charges	101.2200.000.5352	5,680.88
XCEL ENERGY	914124256	02/28/2025	FD natural gas charges	101.2200.000.5355	3,161.62
XCEL ENERGY	914124256	02/28/2025	Street lighting electric charges	101.3400.000.5355	1,564.65
XCEL ENERGY	914124256	02/28/2025	Parks electric charges	101.4200.000.5352	1,077.71
XCEL ENERGY	914124256	02/28/2025	Parks natural gas charges	101.4200.000.5355	2,888.64
XCEL ENERGY	914360049	02/28/2025	PD electric	101.2000.000.5355	50.13
WELLS FARGO CREDIT CARD A...	Absolute Trailer Sale Eric Berg...	02/28/2025	utility trailer to haul ATV	101.2200.000.5615	5,099.00
WELLS FARGO CREDIT CARD A...	Ace Hardware 693 Brian Swob...	02/28/2025	orange flagging tape	101.4200.000.5125	7.98
WELLS FARGO CREDIT CARD A...	Afp Macia Emily Heid WF 1/25	02/28/2025	2025 MACIA Membership	101.2000.000.5335	75.00
WELLS FARGO CREDIT CARD A...	Afp Mapet Johnny Dan WF 1/...	02/28/2025	MAPET 2025 Membership Du...	101.2000.000.5335	35.00
WELLS FARGO CREDIT CARD A...	Amazon Mark Z77c04222 Acc...	02/28/2025	Check stock	101.1800.000.5105	49.44
WELLS FARGO CREDIT CARD A...	Amazon Mark Zc13y4zz0 Acco...	02/28/2025	Calendar, laptop dock, tape, fo...	101.1800.000.5105	155.80
WELLS FARGO CREDIT CARD A...	Amazon Mark Zg50f5131 Cora...	02/28/2025	Wrapping paper, gift bags, cal...	101.1120.000.5178	125.34
WELLS FARGO CREDIT CARD A...	Amazon Mark Zl64j3jb2 Chels...	02/28/2025	return of a holiday backdrop f...	101.4300.453.5190	-22.99
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Z50p42ox1 Emi...	02/28/2025	Drone Accessories - Malcolm	101.2000.000.5190	16.99
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Z50tk4tq1 Mon...	02/28/2025	badge holders	101.2200.000.5190	26.97
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Z52ab8gg2 Joel...	02/28/2025	PPE Chainsaw Gloves	101.3200.000.5125	91.96
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Z565m1yy0 M...	02/28/2025	batteries for the Fire Marshal	101.2200.000.5190	40.56
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Z58nk49f2 Mo...	02/28/2025	Impact Socket, Pressure Gauge...	101.2200.000.5160	102.62
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Z59u44bn0 Ra...	02/28/2025	Whistles and towels for Youth...	101.4300.454.5190	44.55
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zc33j6mw2 A...	02/28/2025	Frames for certificates given at...	101.1000.000.5190	33.62
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zc3cc1690 Joel ..	02/28/2025	Work phone chargers	101.3200.000.5190	30.97
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zc7ew1zo0 M...	02/28/2025	garage door opener and digital...	101.2200.000.5190	49.87
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zc8109su2 Emi...	02/28/2025	Drone Battery per Malcolm	101.2000.000.5190	55.00
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zd4pm5xp2 St...	02/28/2025	Ergonomic Office supplies and...	101.5000.000.5190	123.87
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg3d67n11 Emi...	02/28/2025	Tab dividers, letter openers, ca...	101.2000.000.5105	54.41
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg66x5jx2 Emil...	02/28/2025	Batteries for firearm mainten...	101.2000.000.5190	104.50
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg7r737d0 Rac...	02/28/2025	Clipboards and dry erase pens ..	101.4300.454.5190	48.66
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg7r737d0 Rac...	02/28/2025	Notebook and pens for writing...	101.4300.459.5190	22.64
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg9qr0p50 Acc...	02/28/2025	Envelopes	101.1140.000.5105	18.98
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg9qr0p50 Acc...	02/28/2025	Envelopes	101.1800.000.5105	18.98
WELLS FARGO CREDIT CARD A...	Amazon Mktpl Zg9qr0p50 Acc...	02/28/2025	10-Key Ink & Paper	101.1800.000.5105	23.98
WELLS FARGO CREDIT CARD A...	Amazon Mktpplace Pmts Rachel...	02/28/2025	Refund for letters to santa su...	101.4300.453.5190	-42.06
WELLS FARGO CREDIT CARD A...	Amazon Reta Zp1at5us0 Judy...	02/28/2025	Electronic dust & waterproof ...	101.3100.000.5160	325.00
WELLS FARGO CREDIT CARD A...	Amazon.Com Z783r7ny2 Moni...	02/28/2025	toilet bowl cleaner for fire stat...	101.2200.000.5190	19.58
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zc2er4bp0 Joel...	02/28/2025	Vacuum Bags for building mai...	101.3200.000.5125	29.76
WELLS FARGO CREDIT CARD A...	Apa Accounts P WF 1/25	02/28/2025	Job Ad-Senior Planner	101.1120.000.5330	25.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Emily ...	02/28/2025	DMT Recert Training - Engstr...	101.2000.000.5340	75.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Emily ...	02/28/2025	DMT Recert Training - Ryan Ro...	101.2000.000.5340	75.00
WELLS FARGO CREDIT CARD A...	Bca Training Education Emily ...	02/28/2025	BCA DMT Training - Arndt	101.2000.000.5340	375.00
WELLS FARGO CREDIT CARD A...	Bt Liveactionsafe Daniel Ber ...	02/28/2025	rigging packs	101.2200.000.5190	546.02
WELLS FARGO CREDIT CARD A...	Cafe Zupas Emily Heid WF 1/25	02/28/2025	Sergeant Interview Panel Lunc...	101.2000.000.5190	72.26
WELLS FARGO CREDIT CARD A...	Cafe Zupas-Coon Rapids Emily...	02/28/2025	MCTC Training Lunch 1/28 He...	101.2000.000.5340	24.46
WELLS FARGO CREDIT CARD A...	Canva I04404-61669442 Amy ...	02/28/2025	Add'l canva license for admin ...	101.1300.000.5395	120.00
WELLS FARGO CREDIT CARD A...	Chick-Fil-A #03154 Emily Heid...	02/28/2025	Training Lunch 1/29 - Heidelbe...	101.2000.000.5340	14.47
WELLS FARGO CREDIT CARD A...	Conway Shield Monica Chi WF...	02/28/2025	helmet shields for firefighters	101.2200.000.5175	1,175.98
WELLS FARGO CREDIT CARD A...	Courtyard St. Cloud Emily Heid...	02/28/2025	Hotel Room SOTA Training Pu...	101.2000.000.5340	625.06
WELLS FARGO CREDIT CARD A...	Courtyard St. Cloud Emily Heid...	02/28/2025	Hotel Room SOTA Training Jak...	101.2000.000.5340	625.07
WELLS FARGO CREDIT CARD A...	Courtyard St. Cloud Emily Heid...	02/28/2025	Hotel Room SOTA Training Sch...	101.2000.000.5340	625.07
WELLS FARGO CREDIT CARD A...	Cub Foods #1639 Monica Chi...	02/28/2025	Snacks for officer's meeting	101.2200.000.5190	55.94
WELLS FARGO CREDIT CARD A...	Dakotacomn Adc Service Judy...	02/28/2025	Notary Commission Registrati...	101.3100.000.5335	0.50
WELLS FARGO CREDIT CARD A...	Dakotacomn Nsc Slc Judy Won...	02/28/2025	Notary Commission Registrati...	101.3100.000.5335	20.00
WELLS FARGO CREDIT CARD A...	Daniel Ber WF 1/25	02/28/2025	overseas fee charged by Wells...	101.2200.000.5335	4.68
WELLS FARGO CREDIT CARD A...	Department Of Labor An Stev...	02/28/2025	Steve Johnson DLI License Re...	101.5200.000.5335	85.00
WELLS FARGO CREDIT CARD A...	Dept Of Agriculture Joe Sander...	02/28/2025	pesticide renewal fee	101.4200.000.5335	15.33
WELLS FARGO CREDIT CARD A...	Dive Rescue Internatio Daniel ...	02/28/2025	Dive rescue suits and jackets	101.2200.000.5175	6,000.00
WELLS FARGO CREDIT CARD A...	Dive Rescue Internatio Monica...	02/28/2025	shipping and handling fee for i...	101.2200.000.5190	134.39
WELLS FARGO CREDIT CARD A...	Dive Rescue Internatio Monica...	02/28/2025	ice rescue suit and flotation ja...	101.2200.000.5190	6,134.39
WELLS FARGO CREDIT CARD A...	Dive Rescue Internatio Monica...	02/28/2025	ice rescue suit and flotation ja...	101.2200.000.5190	-6,134.39

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Dollartree Administra WF 1/25	02/28/2025	Balloons for City Council Rece...	101.1000.000.5190	9.73
WELLS FARGO CREDIT CARD A...	Ehlers Seminar Accounts P WF...	02/28/2025	2025 MN Public Finance Semi...	101.1800.000.5340	350.00
WELLS FARGO CREDIT CARD A...	Fsp Breezy Point - Hot Emily H...	02/28/2025	Hotel Room Death/Missing Pe...	101.2000.000.5340	287.76
WELLS FARGO CREDIT CARD A...	Fsp Breezy Point - Hot Emily H...	02/28/2025	Hotel Room Death/Missing Pe...	101.2000.000.5340	287.76
WELLS FARGO CREDIT CARD A...	Fusion Learning Partne Judy ...	02/28/2025	CEAM Conference - Paul M, Br...	101.3100.000.5340	2,200.00
WELLS FARGO CREDIT CARD A...	Gopher Family Brands Chelsea...	02/28/2025	Basketballs for youth basketba...	101.4300.454.5190	136.23
WELLS FARGO CREDIT CARD A...	Gopher Family Brands Chelsea...	02/28/2025	Basketballs for youth basketba...	101.4300.454.5190	136.23
WELLS FARGO CREDIT CARD A...	Gopher Family Brands Chelsea...	02/28/2025	Volleyballs for adult volleyball ...	101.4300.455.5190	119.53
WELLS FARGO CREDIT CARD A...	Grainger Daniel Ber WF 1/25	02/28/2025	Gear bags	101.2200.000.5190	730.80
WELLS FARGO CREDIT CARD A...	Grainger Daniel Ber WF 1/25	02/28/2025	Gear bags	101.2200.000.5190	1,705.20
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Melissa...	02/28/2025	Fuel Purchase 1.12.2025	101.2000.000.5340	44.06
WELLS FARGO CREDIT CARD A...	Holiday Stations 0471 Melissa...	02/28/2025	Fuel Purchase 1.24.2025	101.2000.000.5340	44.76
WELLS FARGO CREDIT CARD A...	Iacp Joshua Oti WF 1/25	02/28/2025	2025 IACP membership	101.2000.000.5335	220.00
WELLS FARGO CREDIT CARD A...	In Mn Chiefs Of Polic Joshua O...	02/28/2025	Yearly membership	101.2000.000.5335	217.00
WELLS FARGO CREDIT CARD A...	Intl Code Council Inc Scott Os...	02/28/2025	FM digital building codes for 2...	101.2200.000.5190	92.00
WELLS FARGO CREDIT CARD A...	Isa Teri O'Con WF 1/25	02/28/2025	2025 ISA membership-Brian S	101.4200.000.5335	175.00
WELLS FARGO CREDIT CARD A...	Jason Ziem WF 1/25 CR	02/28/2025	Refund of fraudulent charge	101.5000.000.5190	-194.39
WELLS FARGO CREDIT CARD A...	Jason Ziem WF 1/25 CR	02/28/2025	Refund of fraudulent charges	101.5000.000.5190	-1.95
WELLS FARGO CREDIT CARD A...	Kahoot! Asa Daniel Ber WF 1/...	02/28/2025	annual fee for online program	101.2200.000.5335	468.00
WELLS FARGO CREDIT CARD A...	Kwik Trip #1168 Melissa Ch W...	02/28/2025	Fuel purchase 1.3.2025	101.2000.000.5340	47.35
WELLS FARGO CREDIT CARD A...	Local Government Educa Amy...	02/28/2025	Website accessibility online tra...	101.1300.000.5340	447.00
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Jacob...	02/28/2025	stain & wood for SV archery ta...	101.4200.000.5190	560.13
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Mike...	02/28/2025	Adjustable sawhorse & screws	101.4200.000.5160	89.96
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Mike...	02/28/2025	wood, screws, staples, water ...	101.4200.000.5190	253.17
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Mike...	02/28/2025	water barrier for archery rang...	101.4200.000.5190	89.45
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Mike...	02/28/2025	wood & screws for archery ra...	101.4200.000.5190	420.74
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Tony...	02/28/2025	wood & deck screws for arche...	101.4200.000.5190	1,538.14
WELLS FARGO CREDIT CARD A...	Metro Institute Inc Joe Sander...	02/28/2025	pesticide renewal class	101.4200.000.5340	120.00
WELLS FARGO CREDIT CARD A...	Minnesota Locks Joe Hawkin ...	02/28/2025	padlocks for storage boxes	101.4200.000.5190	463.98
WELLS FARGO CREDIT CARD A...	Minnesota State Colleg Rebec...	02/28/2025	2025 MCFOA Conference - Be...	101.1140.000.5340	790.00
WELLS FARGO CREDIT CARD A...	Mn Recreation And Park Public...	02/28/2025	CPSI Class - Mike Sperl	101.4200.000.5340	745.00
WELLS FARGO CREDIT CARD A...	Mn Recreation And Park Public...	02/28/2025	CPSI Class - Joe Hawkins	101.4200.000.5340	655.00
WELLS FARGO CREDIT CARD A...	Mnsocietyfireprotectio Scott ...	02/28/2025	online training for FM	101.2200.000.5340	25.00
WELLS FARGO CREDIT CARD A...	National Emergency Tra Scott...	02/28/2025	food plan for FM training in M...	101.2200.000.5340	305.13
WELLS FARGO CREDIT CARD A...	Nte 5410 Joel Jacks WF 1/25	02/28/2025	chainsaw BAR oil	101.3200.000.5125	54.98
WELLS FARGO CREDIT CARD A...	On Sportswear Haugland D WF...	02/28/2025	Shoes - Haugland	101.2000.000.5175	105.00
WELLS FARGO CREDIT CARD A...	Oreilly 1767 Cory Rosen WF 1...	02/28/2025	Electric Insulators	101.2200.000.5410	17.08
WELLS FARGO CREDIT CARD A...	Party City 1151 Rachel Mik WF...	02/28/2025	Event supplies- tablecloths, Pr...	101.4300.453.5190	181.66
WELLS FARGO CREDIT CARD A...	Party City 1151 Rachel Mik WF...	02/28/2025	Refund for balloons for Noon ...	101.4300.453.5190	-20.00
WELLS FARGO CREDIT CARD A...	Paypal Firemarshal Monica Chi...	02/28/2025	membership dues for FM	101.2200.000.5335	40.00
WELLS FARGO CREDIT CARD A...	Pioneer Press Circ Amy Looze...	02/28/2025	Newspaper - online subscripti...	101.1300.000.5335	14.00
WELLS FARGO CREDIT CARD A...	Pioneer Press Circ Amy Looze...	02/28/2025	newsletter subscription	101.1300.000.5335	14.00
WELLS FARGO CREDIT CARD A...	Rescuedirect Eric Bergu WF 1/...	02/28/2025	rescue litter and flotation syst...	101.2200.000.5160	1,979.05
WELLS FARGO CREDIT CARD A...	River Heights Chamber Admini...	02/28/2025	Annual Meeting, Trade Show ...	101.1100.000.5340	55.00
WELLS FARGO CREDIT CARD A...	Secretary Of State Judy Wonic...	02/28/2025	Renewal of Notary Commission	101.3100.000.5335	120.00
WELLS FARGO CREDIT CARD A...	Sensible Land Use Coal Jason Z...	02/28/2025	2025 Sensible Land Use Coalit...	101.5100.000.5335	250.00
WELLS FARGO CREDIT CARD A...	Sensible Land Use Coal Steven...	02/28/2025	Sensible Land Use Coalition M...	101.5000.000.5340	58.00
WELLS FARGO CREDIT CARD A...	Sherwin-Williams703096 Jaco...	02/28/2025	paint for building touch ups	101.4200.000.5190	38.94
WELLS FARGO CREDIT CARD A...	Shipmentprotect.Com Yp Dan...	02/28/2025	fraudulent charge	101.2200.000.5190	29.00
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc 3658907 - Resolution 202...	101.5100.000.5330	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc # 3658906 - Resoluiton 2...	101.5100.000.5330	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc 3658902 Resolution 2024...	101.5100.000.5330	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc # 3658887 - Resolution 2...	101.5100.000.5330	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc # 889960 - Resolution #2...	101.5100.000.5330	52.33
WELLS FARGO CREDIT CARD A...	Sirchie Acquisition Co Emily He...	02/28/2025	Evidence storage - firearm bo...	101.2000.000.5190	220.25
WELLS FARGO CREDIT CARD A...	Sp Slip 2000 Ben Madsen WF ...	02/28/2025	Gun Cleaning Supplies	101.2000.000.5190	47.36
WELLS FARGO CREDIT CARD A...	Target 00025197 Administra ...	02/28/2025	Coffee and Water bottles for C...	101.1000.000.5190	15.07
WELLS FARGO CREDIT CARD A...	Target 00025197 Jason Ziem ...	02/28/2025	Beverages for Planning 101 W...	101.5100.000.5190	25.85
WELLS FARGO CREDIT CARD A...	The Fun Lab (Pos) Rachel Mik...	02/28/2025	Personal pizza	101.4300.452.5343	5.78
WELLS FARGO CREDIT CARD A...	The Fun Lab (Pos) Rachel Mik...	02/28/2025	Entrance fee for Fun Lab	101.4300.452.5343	745.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A... The Home Depot #2813 Mike ...		02/28/2025	batteries for equipment	101.4200.000.5125	198.00
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Cory ...		02/28/2025	Wrench set, ladders, cable ties..	101.2200.000.5160	794.74
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Cory ...		02/28/2025	screws needed for station use	101.2200.000.5190	2.76
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Joe H...		02/28/2025	stainless steel cleaner & towels	101.4200.000.5125	57.90
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Joe R...		02/28/2025	push broom	101.4200.000.5160	11.97
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Joe S...		02/28/2025	lock nuts	101.4200.000.5125	8.28
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Mike ...		02/28/2025	wood, bolts & nuts for picnic t...	101.4200.000.5150	262.29
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Mike ...		02/28/2025	parts for archery target enclo...	101.4200.000.5190	17.94
WELLS FARGO CREDIT CARD A... Tractor-Supply-Co #019 Eric B...		02/28/2025	battery chargers	101.2200.000.5405	79.98
WELLS FARGO CREDIT CARD A... Tractor-Supply-Co #019 Kyle R...		02/28/2025	bulk nuts & bolts	101.4200.000.5125	19.88
WELLS FARGO CREDIT CARD A... Tst Caribou Coffee - Cory Ros...		02/28/2025	coffee for meeting at station 2	101.2200.000.5190	35.98
WELLS FARGO CREDIT CARD A... Tst Tono Pizzeria & C Jason Zi...		02/28/2025	Food for Planning 101 Work S...	101.5100.000.5190	107.05
WELLS FARGO CREDIT CARD A... Tst Tono Pizzeria & C Public ...		02/28/2025	Food drive winner - pizza party	101.1120.000.5178	273.75
WELLS FARGO CREDIT CARD A... Tst Turittos Pizza - Brian Swob...		02/28/2025	PRAC study group pizza	101.4200.000.5190	115.65
WELLS FARGO CREDIT CARD A... U Of M Contlearning Ol Judy ...		02/28/2025	Design and Construction SWPP..	101.3100.000.5340	320.00
WELLS FARGO CREDIT CARD A... U Of M Contlearning Ol Judy ...		02/28/2025	Design and Construction SWPP..	101.3100.000.5340	320.00
WELLS FARGO CREDIT CARD A... Vcn Quickservlicen035c Emily...		02/28/2025	Vehicle title transfers DVS	101.2000.000.5335	59.25
WELLS FARGO CREDIT CARD A... Walgreens #6943 Katrina Le ...		02/28/2025	Walgreens- Dept Photo	101.2000.000.5310	2.24
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Monica Chi ...		02/28/2025	paper towels and dishwasher ...	101.2200.000.5190	182.00
WELLS FARGO CREDIT CARD A... Wal-Mart #5089 Monica Chi ...		02/28/2025	toilet bowl cleaner for stations	101.2200.000.5190	74.70
WELLS FARGO CREDIT CARD A... Wp Stylebooth Llc Chelsea Sw...		02/28/2025	Photo Booth services for Princ...	101.4300.453.5310	225.00
WELLS FARGO CREDIT CARD A... Wp Stylebooth Llc Chelsea Sw...		02/28/2025	Photo Booth services for Princ...	101.4300.453.5310	150.00
WELLS FARGO CREDIT CARD A... Wpsg, Inc. Monica Chi WF 1/25		02/28/2025	red SCBA bags	101.2200.000.5190	181.32
WELLS FARGO CREDIT CARD A... Wpsg, Inc. Monica Chi WF 1/2...		02/28/2025	tax refunded on order	101.2200.000.5190	-13.63
WELLS FARGO CREDIT CARD A... Www.Dickey Sn- Mn-032 Judy...		02/28/2025	Refund of wrongful charge fr...	101.2200.000.5340	-99.64
WELLS FARGO CREDIT CARD A... Zoom.Com 888-799-966 Melis...		02/28/2025	Zoom Subscription 2.2025	101.2000.000.5395	15.99
WELLS FARGO CREDIT CARD A... Zoom.Com 888-799-9666 Katr...		02/28/2025	Zoom subscription 2.2025	101.2000.000.5395	12.79
WELLS FARGO CREDIT CARD A... Zoro Tools Inc Monica Chi WF ...		02/28/2025	HMS napik screw sleeve	101.2200.000.5190	315.00
WELLS FARGO CREDIT CARD A... Zoro Tools Inc Monica Chi WF ...		02/28/2025	garden hose for station use	101.2200.000.5190	453.98
Fund 101 - GENERAL FUND Total:					637,245.87

Fund: 201 - C.V.B. FUND

RIVER HEIGHTS CHAMBER OF ...	1009	02/20/2025	Personnel expenses (Payroll &...	201.5600.000.5310	6,189.38
RIVER HEIGHTS CHAMBER OF ...	1009	02/20/2025	Monthly Service Agreement 1...	201.5600.000.5310	300.00
RIVER HEIGHTS CHAMBER OF ...	1009	02/20/2025	Healthcare 1.2025	201.5600.000.5310	250.00
RIVER HEIGHTS CHAMBER OF ...	1009	02/20/2025	Retirement 1.2025	201.5600.000.5310	170.62
RIVER HEIGHTS CHAMBER OF ...	1009	02/20/2025	Phone 1.2025	201.5600.000.5320	75.00
RIVER HEIGHTS CHAMBER OF ...	1010	02/20/2025	Monthly Office Rent 2.2025	201.5600.000.5430	600.00
LILLYANNA MILLER	2/10/2025	02/20/2025	Business Cards	201.5600.000.5105	24.50
LILLYANNA MILLER	2/10/2025	02/20/2025	paper clips, note pads and pu...	201.5600.000.5105	8.38
LILLYANNA MILLER	2/10/2025	02/20/2025	Google Workspace 12.31.24	201.5600.000.5335	14.40
LILLYANNA MILLER	2/10/2025	02/20/2025	Google Workspace 1.31.25	201.5600.000.5335	14.40
LILLYANNA MILLER	2/10/2025	02/20/2025	Registration for EMT conferen...	201.5600.000.5340	250.00
LILLYANNA MILLER	2/10/2025	02/20/2025	Colleague Lunch & Learn	201.5600.000.5340	38.68
HOUR MEDIA	2-25-AAAVIG	02/27/2025	AAA Member Newsletter Ad 1...	201.5600.000.5330	4,677.00
CATHERINE PIEPER	9349	02/27/2025	Annual Domain Renewal & W...	201.5600.000.5335	445.00
Fund 201 - C.V.B. FUND Total:					13,057.36

Fund: 205 - COMMUNITY CENTER-OPERATING FUND

GRAINGER	9297666951B	01/01/2025	V-belts for pool equipment	205.4420.000.5405	26.85
GRAINGER	9297666951B	01/01/2025	V-belts for pool equipment	205.4430.000.5405	17.91
MN DEPT OF REVENUE	January 2025	02/19/2025	Taxes	205.0000.000.2205	14,618.41
R & R SPECIALTIES OF WI, INC.	0084754-IN	02/20/2025	Zamboni blade sharpening	205.4440.000.5405	115.00
ROBYN J. MILLS	10660	02/20/2025	Line Dancing instructor fee	205.4450.480.5310	476.00
DANIEL BAUER - TRUE MECH...	1922	02/20/2025	2025 pool AHU maintenance ...	205.4420.000.5310	1,440.00
DANIEL BAUER - TRUE MECH...	1922	02/20/2025	2025 pool AHU maintenance ...	205.4430.000.5310	960.00
HUEBSCH SERVICES	20385654	02/20/2025	lobby mats	205.4420.000.5430	226.91
HUEBSCH SERVICES	20385654	02/20/2025	lobby mats	205.4430.000.5430	151.28
HUEBSCH SERVICES	20385654	02/20/2025	lobby mats	205.4440.000.5430	121.56
HUEBSCH SERVICES	20385654	02/20/2025	lobby mats	205.4450.481.5430	40.52
NASSEFF PLUMBING & HEATI...	65258	02/20/2025	ice arena RPZ leak repair & rep..	205.4440.000.5400	1,530.50
HAWKINS, INC.	6982406	02/20/2025	pool chmeicals	205.4420.000.5135	5,522.67

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMCAST	8772105910127188X021225	02/20/2025	3.2025 VMCC cable TV	205.4410.470.5335	296.29
TWIN SOURCE SUPPLY	00515253	02/27/2025	paper towels	205.4420.000.5125	172.48
TWIN SOURCE SUPPLY	00515253	02/27/2025	paper towels	205.4430.000.5125	114.99
TWIN SOURCE SUPPLY	00515253	02/27/2025	paper towels	205.4440.000.5125	215.60
TWIN SOURCE SUPPLY	00515253	02/27/2025	paper towels	205.4450.481.5125	71.87
TWIN SOURCE SUPPLY	00515292	02/27/2025	bowl cleaner & hand soap	205.4430.000.5125	30.24
TWIN SOURCE SUPPLY	00515292	02/27/2025	bowl cleaner & hand soap	205.4440.000.5125	56.69
TWIN SOURCE SUPPLY	00515292	02/27/2025	bowl cleaner & hand soap	205.4450.481.5125	18.90
TWIN SOURCE SUPPLY	'00515292	02/27/2025	bowl cleaner & hand soap	205.4420.000.5125	45.35
TWIN SOURCE SUPPLY	00515345	02/27/2025	cloths, can liners, TP & paper ...	205.4420.000.5125	510.16
TWIN SOURCE SUPPLY	00515345	02/27/2025	cloths, can liners, TP & paper ...	205.4430.000.5125	340.10
TWIN SOURCE SUPPLY	00515345	02/27/2025	cloths, can liners, TP & paper ...	205.4440.000.5125	637.70
TWIN SOURCE SUPPLY	00515345	02/27/2025	cloths, can liners, TP & paper ...	205.4450.481.5125	212.56
R & R SPECIALTIES OF WI, INC.	0084773-IN	02/27/2025	Zamboni blade sharpening	205.4440.000.5405	102.00
DANIEL BAUER - TRUE MECH...	1933	02/27/2025	MUA replacement of damper	205.4440.000.5400	3,450.00
GILBERT MECHANICAL CONTR...	256759	02/27/2025	AHU 2 repairs	205.4420.000.5400	6,376.02
CINTAS CORPORATION	5250649302	02/27/2025	First Aid Kit Fill & LifeVac	205.4410.471.5190	491.45
CINTAS CORPORATION	5250649302	02/27/2025	First Aid Kit Fill - Zamboni Ro...	205.4420.000.5190	117.14
CINTAS CORPORATION	5250649302	02/27/2025	First Aid Kit Fill - Zamboni Ro...	205.4430.000.5190	78.09
CINTAS CORPORATION	5250649302	02/27/2025	First Aid Kit Fill - Zamboni Ro...	205.4440.000.5190	146.42
CINTAS CORPORATION	5250649302	02/27/2025	First Aid Kit Fill - Zamboni Ro...	205.4450.481.5190	48.80
GRAINGER	9403534580	02/27/2025	boiler room sump pump repla...	205.4420.000.5400	164.65
GRAINGER	9403534580	02/27/2025	boiler room sump pump repla...	205.4430.000.5400	109.77
HORIZON COMMERCIAL POOL...	INV95682	02/27/2025	pool cleaning pole & accessori...	205.4420.000.5160	166.34
HORIZON COMMERCIAL POOL...	INV95682	02/27/2025	pool cleaning pole & accessori...	205.4430.000.5160	110.90
XCEL ENERGY	914124256	02/28/2025	Aquatic center natural gas cha...	205.4420.000.5352	14,063.70
XCEL ENERGY	914124256	02/28/2025	Aquatic center natural gas cha...	205.4430.000.5352	4,687.90
XCEL ENERGY	914790452	02/28/2025	Ice arena load profile natural ...	205.4440.000.5352	5,365.73
XCEL ENERGY	914790452	02/28/2025	Ice arena load profile natural ...	205.4450.481.5352	1,788.58
XCEL ENERGY	915652173	02/28/2025	Aquatics electric	205.4420.000.5355	6,379.17
XCEL ENERGY	915652173	02/28/2025	Aquatics electric	205.4430.000.5355	4,252.78
XCEL ENERGY	915652173	02/28/2025	Ice arena load profile electric	205.4440.000.5355	9,861.58
XCEL ENERGY	915652173	02/28/2025	Ice arena load profile electric	205.4450.481.5355	3,287.19
WELLS FARGO CREDIT CARD A...	Amazon Mark Zd9z47xm0 Jer...	02/28/2025	Audio cords for arena sound s...	205.4440.000.5125	62.15
WELLS FARGO CREDIT CARD A...	Amazon Mark ZgOb671f1 Julie...	02/28/2025	Wristbands for Aquatics Progr...	205.4420.000.5190	75.96
WELLS FARGO CREDIT CARD A...	Amazon Mktp1 Z51r771r2 Chel...	02/28/2025	Tablet supplies for Kids ROCK ...	205.4450.483.5190	34.58
WELLS FARGO CREDIT CARD A...	Amazon Mktp1 Zd6wh9fl1 Aar...	02/28/2025	Plastic chain link for between ...	205.4420.000.5150	138.07
WELLS FARGO CREDIT CARD A...	Amazon.Com Z56wi8102 Aaro...	02/28/2025	Air compressor for pool filters	205.4420.000.5160	849.99
WELLS FARGO CREDIT CARD A...	Amazon.Com Zd9295hr0 Chel...	02/28/2025	Call log book for the Aquatic ...	205.4420.000.5105	8.95
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zc1o58bk0 Aa...	02/28/2025	6-piece socket wrench set	205.4420.000.5160	36.40
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zd2zc9fo2 Aar...	02/28/2025	Sauna Rocks	205.4420.000.5125	197.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zd2zc9fo2 Aar...	02/28/2025	Sauna Rocks	205.4430.000.5125	131.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zd7t94qr1 Aar...	02/28/2025	Garage door opener	205.4420.000.5125	28.99
WELLS FARGO CREDIT CARD A...	Ikea Bloomington Patrick To ...	02/28/2025	New tables for vmcc workout ...	205.4430.000.5160	119.98
WELLS FARGO CREDIT CARD A...	Menards West St Paul M Paul ...	02/28/2025	slatwall for hooks in studio an...	205.4440.000.5150	117.31
WELLS FARGO CREDIT CARD A...	Mn Recreation And Park Al Va...	02/28/2025	MASS Annual Membership	205.4450.480.5335	40.00
WELLS FARGO CREDIT CARD A...	Mn Recreation And Park Jamie..	02/28/2025	The Power of Shipbuilding Wo...	205.4410.470.5340	45.00
WELLS FARGO CREDIT CARD A...	Sams Club #4738 Jamie Musc...	02/28/2025	Kleenex, Plates, Utensils for t...	205.4410.470.5190	116.63
WELLS FARGO CREDIT CARD A...	Tradewinds Island Reso Suzie ...	02/28/2025	Partial refund for Aquatics Con...	205.4420.000.5340	-186.00
WELLS FARGO CREDIT CARD A...	Uline Ship Supplies Jamie Mus...	02/28/2025	Interior Secured Drop Box for ...	205.4410.470.5190	74.24
WELLS FARGO CREDIT CARD A...	Wal-Mart #2274 Jamie Musc ...	02/28/2025	Laundry Detergent and Dryer ...	205.4420.000.5190	13.91
WELLS FARGO CREDIT CARD A...	Wal-Mart #2274 Jamie Musc ...	02/28/2025	Laundry Detergent and Dryer ...	205.4430.000.5190	9.28
WELLS FARGO CREDIT CARD A...	Wal-Mart #2274 Jamie Musc ...	02/28/2025	Laundry Detergent and Dryer ...	205.4440.000.5190	17.39
WELLS FARGO CREDIT CARD A...	Wal-Mart #2274 Jamie Musc ...	02/28/2025	Laundry Detergent and Dryer ...	205.4450.481.5190	5.80
WELLS FARGO CREDIT CARD A...	Wal-Mart #2421 Jamie Musc ...	02/28/2025	Markers	205.4410.471.5190	22.75
WELLS FARGO CREDIT CARD A...	Wristbandexpresscom Terry B...	02/28/2025	Wristbands for multiple event...	205.4410.471.5190	837.20
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					91,817.30
Fund: 270 - HOST COMMUNITY FUND					
JR'S APPLIANCE DISPOSAL	114842	02/20/2025	Recycle Fire Dept. Pop Machi...	270.5900.000.5389	25.00
JR'S APPLIANCE DISPOSAL	114856	02/20/2025	Recycle dumped appliances	270.5900.000.5389	40.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SHORT ELLIOTT HENDRICKSON..	481871	02/20/2025	Boat ramp svcs 1.2025	270.4200.000.5310	6,901.17
GREENE ESPEL PLLP	91941	02/27/2025	Legal Advice & Representation...	270.5900.000.5305	3,719.85
Fund 270 - HOST COMMUNITY FUND Total:					10,686.02
Fund: 290 - EDA-OPERATING FUND					
KENNEDY & GRAVEN	186054	02/27/2025	EDA Sale of Dickman Trail Pro...	290.5800.000.5305	141.00
WELLS FARGO CREDIT CARD A...	Duluth Entertainment C Jason...	02/28/2025	Parking: DECC for USA Curling...	290.5800.000.5340	10.00
Fund 290 - EDA-OPERATING FUND Total:					151.00
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
THE ALLIANCE, INC.	2024001-01-0-1	12/31/2024	relocation study for historic bl...	402.4210.000.5310	2,460.00
Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:					2,460.00
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
KENNEDY & GRAVEN	186273	02/27/2025	Easement Acquisition	440.3210.000.5305	115.50
KENNEDY & GRAVEN	186273	02/27/2025	Easement Acquisition	440.3210.000.5310	148.50
PATCHIN MESSNER APPRAISA...	22488	02/27/2025	Bacardi Special Benefit Apprai...	440.3210.000.5310	10,285.00
SHORT ELLIOTT HENDRICKSON..	482802	02/27/2025	2026 PMI South Feasibility	440.3210.000.5310	16,951.87
SHORT ELLIOTT HENDRICKSON..	482803	02/27/2025	2026 PMI North Feasibility	440.3210.000.5310	27,785.11
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					55,285.98
Fund: 510 - WATER-OPERATING FUND					
UTILITY CONSULTANTS INC	123000	12/31/2024	Radium Testing 12.2024	510.7100.000.5310	551.08
GRAINGER	9297711468B	01/01/2025	Nylon connector for water pla...	510.7100.000.5150	11.65
MN DEPT OF REVENUE	January 2025	02/19/2025	Taxes	510.0000.000.2205	1,780.80
FERGUSON WATERWORKS	1884.04	02/20/2025	Hatchet, Trimmer & Misc Parts	510.7100.000.5160	1,884.04
HAWKINS, INC.	6982386	02/20/2025	Chemicals for Water Plant	510.7100.000.5135	4,729.00
BAUER SERVICES OF WELCH L...	02042025-7027	02/27/2025	Water main break repair	510.7100.000.5415	5,090.00
BAUER SERVICES OF WELCH L...	02072025-7033	02/27/2025	Water main break repair	510.7100.000.5415	5,860.00
UTILITY CONSULTANTS INC	12300	02/27/2025	Radium Testing	510.7100.000.5310	551.08
WATER CONSERVATION SERV...	14750	02/27/2025	Leak Detection for Water Main..	510.7100.000.5415	778.50
ULINE	188859672	02/27/2025	Wheel Cart for Meter Replac...	510.7100.000.5160	354.56
CITY OF SOUTH ST PAUL	2/11/2025	02/27/2025	SSP Water 10.24.2024-1.24.2...	510.7100.000.5362	432.32
MN RURAL WATER ASSOCIAT...	2/19/2025	02/27/2025	MNRA Membership	510.7100.000.5335	425.00
CITY OF BLOOMINGTON	24737	02/27/2025	Bacteria Samples 1.2025	510.7100.000.5310	560.00
CINTAS CORPORATION	4206919137	02/27/2025	Rugs at Water Plant	510.7100.000.5430	232.08
CINTAS CORPORATION	4209792601	02/27/2025	Rugs at Water Plant	510.7100.000.5430	232.08
CINTAS CORPORATION	4212672808	02/27/2025	Rugs at Water Plant	510.7100.000.5430	232.08
CINTAS CORPORATION	4215517386	02/27/2025	Rugs at Water Plant	510.7100.000.5430	232.08
CINTAS CORPORATION	4218547146	02/27/2025	Rugs at Water Plant	510.7100.000.5430	232.08
CINTAS CORPORATION	4221514436	02/27/2025	Rugs at Water Plant	510.7100.000.5430	232.08
HAWKINS, INC.	6985425	02/27/2025	Chemicals for Water Plant	510.7100.000.5135	10.00
HAWKINS, INC.	6989500	02/27/2025	Chemicals for Water Plant	510.7100.000.5135	2,019.20
CORE & MAIN LP	W449895	02/27/2025	Meter Reader	510.7100.000.5125	603.75
XCEL ENERGY	914124256	02/28/2025	Water electric charges	510.7100.000.5352	4,324.31
XCEL ENERGY	914124256	02/28/2025	Water natural gas charges	510.7100.000.5355	19,193.66
WELLS FARGO CREDIT CARD A...	Amazon Mark Z77c04222 Acc...	02/28/2025	Meter reader battery replace...	510.7100.000.5190	38.99
WELLS FARGO CREDIT CARD A...	Amazon Mark Zd93w5xm2 Ac...	02/28/2025	Meter reader battery replace...	510.7100.000.5190	45.98
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/28/2025	Annual Homeland Security Fee	510.7100.000.5310	100.00
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/28/2025	Processing fee for Homeland ...	510.7100.000.5310	0.54
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/28/2025	Annual Homeland Security Fee	510.7100.000.5310	25.00
WELLS FARGO CREDIT CARD A...	Hsem Tier 2 Reporting Eric Kr...	02/28/2025	Processing fee for Homeland ...	510.7100.000.5310	2.15
WELLS FARGO CREDIT CARD A...	Mnawwa Scott Guba WF 1/25	02/28/2025	Water operator school registr...	510.7100.000.5340	195.00
WELLS FARGO CREDIT CARD A...	Psn Minnesota Rwa Mn Eric K...	02/28/2025	Mn Rural Water Conference	510.7100.000.5340	350.00
WELLS FARGO CREDIT CARD A...	The Home Depot #2843 Scott...	02/28/2025	Sponges, soap & towels	510.7100.000.5190	56.36
WELLS FARGO CREDIT CARD A...	Wal-Mart #5089 Matt Johns ...	02/28/2025	Jeans & Belt - Ryan	510.7100.000.5175	37.98
Fund 510 - WATER-OPERATING FUND Total:					51,403.43
Fund: 511 - WATER-CAPITAL FUND					
KENNEDY & GRAVEN	186273	02/27/2025	Skyline Village Water Connect...	511.7110.000.5305	848.00
OPTION ONE MECHANICAL LLC	4349	02/27/2025	Water Plant Dehumidification...	511.7110.000.5400	97,600.00
Fund 511 - WATER-CAPITAL FUND Total:					98,448.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 520 - SEWER-OPERATING FUND					
CITY OF SOUTH ST PAUL	2/11/2025	02/27/2025	SSP Sewer 10.24.2024-1.24.25	520.7200.000.5372	722.28
DAKOTA ELECTRIC ASSN	200010048618 02/28/2025	02/28/2025	Electric	520.7200.000.5355	203.49
XCEL ENERGY	914124256	02/28/2025	Sewer electric charges	520.7200.000.5352	585.05
XCEL ENERGY	914124256	02/28/2025	Sewer natural gas charges	520.7200.000.5355	1,767.17
Fund 520 - SEWER-OPERATING FUND Total:					3,277.99
Fund: 530 - STORM WATER-OPERATING					
EXPERT TREE SERVICE AND SC...	12146	12/31/2024	Tree removal for storm water ...	530.7300.000.5420	950.00
CITY OF SOUTH ST PAUL	2/11/2025	02/27/2025	SSP Stormwater 10.24.2024-1...	530.7300.000.5382	131.94
XCEL ENERGY	914124256	02/28/2025	Storm water electric charges	530.7300.000.5355	230.88
WELLS FARGO CREDIT CARD A... Dept Of Agriculture Ray Rivera...	02/28/2025	02/28/2025	Renewal fee for license	530.7300.000.5335	15.33
WELLS FARGO CREDIT CARD A... Menards West St Paul M Ray R...	02/28/2025	02/28/2025	Bags & Towels	530.7300.000.5190	20.48
Fund 530 - STORM WATER-OPERATING Total:					1,348.63
Fund: 531 - STORM WATER-CAPITAL FUND					
EMMONS & OLIVIER RESOUR...	00095-0084-2B	02/27/2025	NWA Model Review	531.7310.000.5310	5,209.50
EMMONS & OLIVIER RESOUR...	00095-0084-3	02/27/2025	NWA Model Review	531.7310.000.5310	257.25
Fund 531 - STORM WATER-CAPITAL FUND Total:					5,466.75
Fund: 550 - INVER WOOD GOLF COURSE					
MN DEPT OF REVENUE	January 2025	02/19/2025	Taxes	550.0000.000.2205	230.55
UNIFIRST CORPORATION	1410121331	02/20/2025	GC uniforms	550.7700.000.5175	43.55
CINTAS CORPORATION	5253453908	02/20/2025	first aid supplies	550.7600.000.5190	14.99
CINTAS CORPORATION	9306919405	02/20/2025	AED agreement 1.2025	550.7600.000.5310	216.25
P&W GOLF SUPPLY LLC	INV141623B	02/20/2025	balance on Ball Machine #2 pu...	550.7600.000.5615	551.27
SOUTH BAY DESIGN	2/2/2025	02/27/2025	monthly site update 2.2025	550.7600.000.5310	320.00
AMERICAN MANUFACTURING...	713640	02/27/2025	sport towels for resale	550.7600.000.5195	834.28
TITLEIST	919552105	02/27/2025	golf balls for resale	550.7600.000.5195	571.20
TITLEIST	919624046	02/27/2025	credit for golf balls for resale	550.7600.000.5195	-2,143.85
TITLEIST	919705952	02/27/2025	Golf clubs for resale	550.7600.000.5195	1,750.18
TITLEIST	919712622	02/27/2025	Golf gloves for resale	550.7600.000.5195	5,080.32
TITLEIST	919712623	02/27/2025	Hats for resale	550.7600.000.5193	3,977.82
TITLEIST	919714353	02/27/2025	socks for resale	550.7600.000.5193	742.12
TITLEIST	919734407	02/27/2025	golf balls for resale	550.7600.000.5195	2,186.93
TITLEIST	919741934	02/27/2025	Golf gloves for resale	550.7600.000.5195	4,891.41
TITLEIST	919762078	02/27/2025	golf balls for resale	550.7600.000.5195	3,133.39
COPY RIGHT	95817B	02/27/2025	score cards	550.7600.000.5333	311.61
COPY RIGHT	96380	02/27/2025	pace cards, brochures, marker...	550.7600.000.5333	3,107.72
COPY RIGHT	96489	02/27/2025	player's cards, season passes	550.7600.000.5333	484.51
PUKKA	BU03268-IN	02/27/2025	Hats for resale	550.7600.000.5193	837.12
DYNAMIC BRANDS LLC	INV1779133	02/27/2025	umbrella for resale	550.7600.000.5195	25.00
DAKOTA ELECTRIC ASSN	200002013605 02/28/2025	02/28/2025	Electric	550.7700.000.5355	227.34
XCEL ENERGY	914124256	02/28/2025	GC natural gas charges	550.7600.000.5352	299.12
XCEL ENERGY	914124256	02/28/2025	GC maintenance natural gas c...	550.7600.000.5355	426.05
XCEL ENERGY	914124256	02/28/2025	GC maintenance electric char...	550.7700.000.5352	1,101.80
XCEL ENERGY	914124256	02/28/2025	GC electric charges	550.7700.000.5355	706.09
WELLS FARGO CREDIT CARD A... Amazon Mark Z75o39c32 Joel...	02/28/2025	02/28/2025	Markers, Printer Paper & Pape...	550.7700.000.5105	67.47
WELLS FARGO CREDIT CARD A... Amazon Mark Zg5on9p61 Joel...	02/28/2025	02/28/2025	White board	550.7700.000.5105	107.74
WELLS FARGO CREDIT CARD A... Amazon.Com Zd8qw3vb0 Leon...	02/28/2025	02/28/2025	Calendars	550.7600.000.5105	83.82
WELLS FARGO CREDIT CARD A... Amazon.Com Ze3ph9yx1 Leon...	02/28/2025	02/28/2025	Calendars	550.7600.000.5105	79.38
WELLS FARGO CREDIT CARD A... Dept Of Natural Resour Joel ...	02/28/2025	02/28/2025	MN Dept of natural resources...	550.7700.000.5335	492.73
WELLS FARGO CREDIT CARD A... In Gloveit, Llc Leon Otnes WF ...	02/28/2025	02/28/2025	Golf gloves for resale	550.7600.000.5193	267.00
WELLS FARGO CREDIT CARD A... Twin City Saw & Servic Joel M...	02/28/2025	02/28/2025	chainsaw bar oil	550.7700.000.5125	26.36
Fund 550 - INVER WOOD GOLF COURSE Total:					31,051.27
Fund: 602 - RISK MANAGEMENT					
HEPPNER'S AUTO BODY	401901	02/27/2025	Deductible #CA 405773: Squad..	602.8200.000.5472	3,832.00
HEPPNER'S AUTO BODY	503161	02/27/2025	Squad #34 Claim CA411741	602.8200.000.5472	7,363.79
LEAGUE OF MN CITIES INS TR...	9475	02/27/2025	Deductible for LMC legal servi...	602.8200.000.5472	3,123.75
Fund 602 - RISK MANAGEMENT Total:					14,319.54
Fund: 603 - CENTRAL EQUIPMENT					
NORTH AMERICAN TRAILER S...	030004235355	12/31/2024	Battery for fire truck (#T34)	603.8300.000.5410	938.40

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TOTAL CONSTRUCTION & EQU...	41899	12/31/2024	Add power for breaker station...	603.8300.000.5400	144.25
TOTAL CONSTRUCTION & EQU...	41907	12/31/2024	Building outdoor lights 12.2024	603.8300.000.5400	4,562.11
GRAINGER	9291851609B	01/01/2025	Pump for Brine Tank	603.8300.000.5400	2,007.43
RDO EQUIPMENT COMPANY	E0736570	01/01/2025	New chipper (#335)	603.8300.000.5615	60,136.28
MN DEPT OF REVENUE	2/19/2025	02/19/2025	Fuel tax 1.2025	603.8300.000.5130	319.59
OXYGEN SERVICE COMPANY, ...	0003608482	02/20/2025	Industrial Oxygen	603.8300.000.5150	17.98
NORTH AMERICAN TRAILER S...	030004238730	02/20/2025	Coupling for blacktop truck (#...	603.8300.000.5410	7.34
NORTH AMERICAN TRAILER S...	030004238734	02/20/2025	Tubing connection for blackto...	603.8300.000.5410	5.72
FACTORY MOTOR PARTS COM...	1-10450141	02/20/2025	Stock filters	603.8300.000.5410	145.15
CUSTOM HOSE TECH	124485	02/20/2025	Pipe parts for blacktop truck (...	603.8300.000.5410	20.15
UNIFIRST CORPORATION	1410119752	02/20/2025	Mechanic Uniforms	603.8300.000.5175	40.61
UNIFIRST CORPORATION	1410119752	02/20/2025	Shop Rentals	603.8300.000.5430	132.96
UNIFIRST CORPORATION	1410121502	02/20/2025	Mechanic Uniforms	603.8300.000.5175	58.61
UNIFIRST CORPORATION	1410121502	02/20/2025	Shop Rentals	603.8300.000.5430	135.88
DANIEL BAUER - TRUE MECH...	1888	02/20/2025	Inspect/test ventilation system	603.8300.000.5310	387.50
FACTORY MOTOR PARTS COM...	1-236521	02/20/2025	Credit for returned battery co...	603.8300.000.5410	-9.00
GYRO-TRAC CORPORATION	39430	02/20/2025	High flow style teeth for gyro t...	603.8300.000.5405	762.34
CINTAS CORPORATION	4219990795	02/20/2025	Rug Rentals	603.8300.000.5430	437.73
TOWMASTER TRAILERS INC	475117	02/20/2025	LED Light for Dump Truck (#3...	603.8300.000.5410	624.00
WORLD FUEL SERVICES	525215508500-41801	02/20/2025	Stock oil	603.8300.000.5410	1,008.59
INVER GROVE FORD	5353952	02/20/2025	Bracket for F250 (#410)	603.8300.000.5410	198.50
INVER GROVE FORD	5353981	02/20/2025	Brake parts for F250 (#415)	603.8300.000.5410	660.06
INVER GROVE FORD	5354008	02/20/2025	Bolts to repair F250 (#415)	603.8300.000.5410	24.84
FACTORY MOTOR PARTS COM...	74-348443	02/20/2025	Stock filters	603.8300.000.5410	169.67
POMP'S TIRE SERVICE, INC.	980129696	02/20/2025	Stock squad car tires	603.8300.000.5410	1,524.00
PRECISE MRM	IN001-2042246	02/20/2025	Power contactor for dump tru...	603.8300.000.5410	97.92
ZIEGLER INC	IN001802585	02/20/2025	Clamp for Fire Squad Car (#S4)	603.8300.000.5410	21.36
MACQUEEN EMERGENCY GR...	P12167	02/20/2025	Ballast for Fire Truck (#E17)	603.8300.000.5410	517.81
TRI-STATE BOBCAT INC.	P32310	02/20/2025	Accessory & A/C Belts for Tool...	603.8300.000.5405	50.08
TRI-STATE BOBCAT INC.	P32386	02/20/2025	Valve Bypass for Toolcat (#32)	603.8300.000.5405	45.28
TRI-STATE BOBCAT INC.	P32414	02/20/2025	Connector & Belt for Toolcat (...	603.8300.000.5405	28.56
TRI-STATE BOBCAT INC.	P32482	02/20/2025	Shafts for Toolcat (#332)	603.8300.000.5405	1,030.93
TRI-STATE BOBCAT INC.	P32488	02/20/2025	Couplers for skid loader (#352)	603.8300.000.5405	89.67
TRI-STATE BOBCAT INC.	P32501	02/20/2025	Filters	603.8300.000.5405	315.58
TRI-STATE BOBCAT INC.	P32544	02/20/2025	Air Cover for Toolcat (#332)	603.8300.000.5405	86.49
MACQUEEN EMERGENCY GR...	P62458	02/20/2025	Window and parts for camera...	603.8300.000.5410	64.18
ZIEGLER INC	SI000602451	02/20/2025	Coolant leak repairs on genera...	603.8300.000.5405	3,661.35
MACQUEEN EMERGENCY GR...	W06724	02/20/2025	Foam controller repairs on fire...	603.8300.000.5410	1,913.06
MACQUEEN EMERGENCY GR...	W06781	02/20/2025	Turbo boot & wiring repairs on...	603.8300.000.5410	2,553.30
BOYER TRUCKS	091P11075	02/27/2025	Floor mat set for dump truck (...	603.8300.000.5410	313.12
KIMBALL MIDWEST	103082707	02/27/2025	Terminals for shop	603.8300.000.5150	200.00
KIMBALL MIDWEST	103083663	02/27/2025	Protector & Cleaner for Shop	603.8300.000.5150	231.30
MINNESOTA AG POWER, INC.	10881090	02/27/2025	New Lawnmower	603.8300.000.5615	51,619.97
EMERGENCY APPARATUS MA...	135053	02/27/2025	Repair fill tank valve on fire tr...	603.8300.000.5410	5,512.22
UNIFIRST CORPORATION	1410122993	02/27/2025	Mechanic Uniforms	603.8300.000.5175	48.61
UNIFIRST CORPORATION	1410122993	02/27/2025	Shop Rentals	603.8300.000.5430	105.81
H&L MESABI	14424	02/27/2025	Stock plow blades	603.8300.000.5410	10,304.00
H&L MESABI	14432	02/27/2025	Plow blades for plow truck (#...	603.8300.000.5410	2,420.00
ENTERPRISE FM TRUST	2/7/2025	02/27/2025	Off Lease Purchase per CC res...	603.8300.000.5620	6,513.76
MANSFIELD OIL COMPANY	26210514	02/27/2025	Diesel Fuel	603.8300.000.5130	10,935.46
MANSFIELD OIL COMPANY	26210515	02/27/2025	Dyed Fuel	603.8300.000.5130	10,307.87
CINTAS CORPORATION	4221514680	02/27/2025	Shop Rugs	603.8300.000.5430	437.73
CRYSTEEL TRUCK EQUIPMENT	FP198812	02/27/2025	Plow blades for F250 (#328)	603.8300.000.5410	1,255.70
ZIEGLER INC	IN001802296	02/27/2025	Glass for Loader (#L1)	603.8300.000.5405	782.81
PRECISE MRM	IN200-2003592	02/27/2025	Precise GPS data for plow truc...	603.8300.000.5410	110.00
MACQUEEN EMERGENCY GR...	P12174	02/27/2025	Repair lights on fire truck (#T...	603.8300.000.5410	356.85
MACQUEEN EMERGENCY GR...	P12183	02/27/2025	Solenoids for fire truck (#T26)	603.8300.000.5410	96.87
TRI-STATE BOBCAT INC.	P32871	02/27/2025	Wear shoe for toolcat (#332)	603.8300.000.5405	212.04
TRI-STATE BOBCAT INC.	P32872	02/27/2025	Left & right trip edges for Tool...	603.8300.000.5405	295.25
XCEL ENERGY	914124256	02/28/2025	PW natural gas charges	603.8300.000.5352	3,393.33

Expense Approval Report

Payment Dates: 2/19/2025 - 3/4/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
XCEL ENERGY	914124256	02/28/2025	PW electric charges	603.8300.000.5355	2,171.87
WELLS FARGO CREDIT CARD A... Ace Hardware 693 Rick Jacks ...		02/28/2025	Fasteners for Mower (532)	603.8300.000.5405	2.80
WELLS FARGO CREDIT CARD A... Amazon.Com Zc07h4oi0 Public..		02/28/2025	Label maker for the shop	603.8300.000.5105	59.99
WELLS FARGO CREDIT CARD A... Amazon.Com Zg01k7011 Rick ...		02/28/2025	High pressure regulator for bl...	603.8300.000.5410	20.55
WELLS FARGO CREDIT CARD A... Amzn Mktp US Zd34361b0 Ric...		02/28/2025	Cordless hammer drill & impa...	603.8300.000.5160	284.98
WELLS FARGO CREDIT CARD A... Dakota County Barry Unde WF...		02/28/2025	Hazardous Waste Permit	603.8300.000.5335	75.12
WELLS FARGO CREDIT CARD A... Harbor Freight Tools 2 Barry ...		02/28/2025	metric ratchet wrench set	603.8300.000.5160	169.99
WELLS FARGO CREDIT CARD A... Hsem Tier 2 Reporting Barry ...		02/28/2025	Tier 2 hazardous waste report...	603.8300.000.5335	0.54
WELLS FARGO CREDIT CARD A... Hsem Tier 2 Reporting Barry ...		02/28/2025	Tier 2 Hazardous materials re...	603.8300.000.5335	25.00
WELLS FARGO CREDIT CARD A... Menards West St Paul M Joel ...		02/28/2025	Brine tank truck pump parts	603.8300.000.5410	14.04
WELLS FARGO CREDIT CARD A... Menards West St Paul M Joel ...		02/28/2025	Brine tank truck pump parts	603.8300.000.5410	51.43
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Axle hub	603.8300.000.5160	25.99
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Copper plug for police side by ...	603.8300.000.5405	8.75
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Battery for police side by side	603.8300.000.5405	81.64
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Megacrimps	603.8300.000.5405	69.30
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Megacrimps	603.8300.000.5405	54.35
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	RPR Kit for Unmarked Car (#2...	603.8300.000.5410	19.99
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Alternator for 2500 (#408)	603.8300.000.5410	368.80
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Stock filters	603.8300.000.5410	39.48
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Stock filters	603.8300.000.5410	37.18
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Pin boot kit	603.8300.000.5410	5.34
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/25		02/28/2025	Stock oil filters	603.8300.000.5410	21.16
WELLS FARGO CREDIT CARD A... Oreilly 1767 Rick Jacks WF 1/2...		02/28/2025	Credit for returned parts	603.8300.000.5410	-50.00
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Joel J...		02/28/2025	Brine tank truck pump parts	603.8300.000.5410	79.99
WELLS FARGO CREDIT CARD A... Tractor-Supply-Co #019 Rick J...		02/28/2025	Marker kits (+tax)	603.8300.000.5405	51.40
WELLS FARGO CREDIT CARD A... Vcn Invergrovelicensec Joel Ja...		02/28/2025	License plate tabs for PD	603.8300.000.5335	21.71
Fund 603 - CENTRAL EQUIPMENT Total:					194,100.35

Fund: 605 - CITY FACILITIES

ULINE	189039724	02/20/2025	bulk storage racks	605.8500.000.5160	1,834.11
SEACOLE	244989	02/20/2025	liquid deicer	605.8500.000.5125	2,901.25
ULINE	189365780	02/27/2025	storage racks	605.8500.000.5160	957.60
HUEBSCH SERVICES	20387366	02/27/2025	lobby mats	605.8500.000.5430	188.15
GILBERT MECHANICAL CONTR...	256760	02/27/2025	boiler repairs at FS #2	605.8500.000.5400	336.00
HILLYARD INC	605746619	02/27/2025	paper towels, TP, Cleaning Flu...	605.8500.000.5125	511.64
B & B SHEETMETAL AND ROOF...	62585	02/27/2025	roof repair at FS #2	605.8500.000.5400	548.64
XCEL ENERGY	914124256 CR	02/28/2025	Solar credits	605.8500.000.4671	-10,856.94
WELLS FARGO CREDIT CARD A... Interstate All Battery Patrick T...		02/28/2025	New batteries for fire panel at ..	605.8500.000.5150	162.00
WELLS FARGO CREDIT CARD A... Mn Recreation And Park Aaron..		02/28/2025	MRPA Leadership Speaker	605.8500.000.5340	45.00
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/28/2025	Space heaters for offices	605.8500.000.5125	119.94
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/28/2025	Outlet box and cover for PD g...	605.8500.000.5150	4.25
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/28/2025	Vow voltage box and single br...	605.8500.000.5150	25.88
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/28/2025	New door handle and supplies...	605.8500.000.5150	30.72
WELLS FARGO CREDIT CARD A... The Home Depot #2843 Patric...		02/28/2025	Wood bondo for fixing door at...	605.8500.000.5400	40.94
Fund 605 - CITY FACILITIES Total:					-3,150.82

Fund: 606 - TECHNOLOGY FUND

LOCAL GOVERNMENT INFOR...	114005	12/31/2024	PD Network Services through ...	606.8600.000.5395	145.00
LOCAL GOVERNMENT INFOR...	114052	12/31/2024	Gopher State One Call Locates...	606.8600.000.5310	14.85
LOCAL GOVERNMENT INFOR...	114052	12/31/2024	MP Nextlevel Inv. 1357582 & ...	606.8600.000.5395	1,240.68
LOCAL GOVERNMENT INFOR...	115010	12/31/2024	Soft Tokens PD	606.8600.000.5395	45.00
LOCAL GOVERNMENT INFOR...	118041	12/31/2024	Gopher State One Call Locates...	606.8600.000.5310	12.15
CONSOLIDATED COMMUNICA...	1/15/2025	02/20/2025	Monthly Phone bill 1.2025	606.8600.000.5320	1,123.08
DELL MARKETING	10798311271	02/20/2025	Computers: 10 Laptops - Inspi...	606.8600.000.5615	6,545.40
INSIGHT PUBLIC SECTOR	1101244186	02/20/2025	Office 365 Monthly License 1...	606.8600.000.5395	2,340.75
LOCAL GOVERNMENT INFOR...	118008	02/20/2025	Laserfiche Licenses & Soft Tok...	606.8600.000.5395	11,520.80
LOCAL GOVERNMENT INFOR...	118026	02/20/2025	PD Network Services Thru 1.2...	606.8600.000.5395	77.50
ZAYO GROUP, LLC	21228485	02/20/2025	Multi-site Phones 1.2025	606.8600.000.5320	1,671.59
ZAYO GROUP, LLC	21291328	02/20/2025	City Hall Phones 2.15.2025	606.8600.000.5320	1,038.58
MARCO TECHNOLOGIES, LLC	38507901	02/20/2025	Printers & Copiers Contract 2...	606.8600.000.5430	1,867.28
SPOK, INC.	J0317493N	02/20/2025	Monthly Translation Svcs 1.20...	606.8600.000.5395	5.49
N HARRIS COMPUTER CORPO...	MUNCT0001178	02/20/2025	CityView configuration	606.8600.000.5395	4,680.00

Expense Approval Report

Payment Dates: 2/19/2025 - 3/4/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD A...	Amazon Mark Z52kb2o81 Mar...	02/28/2025	New PC peripherals	606.8600.000.5615	90.23
WELLS FARGO CREDIT CARD A...	Amazon Mark Z54a27tx1 Marc..	02/28/2025	Cables, docking station	606.8600.000.5190	77.44
WELLS FARGO CREDIT CARD A...	Amazon Mark Zc4160hz0 Marc..	02/28/2025	KVM Switch	606.8600.000.5190	40.98
WELLS FARGO CREDIT CARD A...	Amazon Mark Zg2oa5hy1 Mar...	02/28/2025	Badge belts	606.8600.000.5190	26.97
WELLS FARGO CREDIT CARD A...	Amazon Mark Zp3je7z00 Marc...	02/28/2025	iPad cases	606.8600.000.5160	30.98
WELLS FARGO CREDIT CARD A...	Amazon Reta Zc5ju1n40 Marc...	02/28/2025	New pc peripherals	606.8600.000.5615	109.98
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zc5s49vr2 Mar...	02/28/2025	Large format paper cutter	606.8600.000.5160	436.99
WELLS FARGO CREDIT CARD A...	Amzn Mktp US Zd6q11320 Ma...	02/28/2025	Door fobs	606.8600.000.5190	126.21
WELLS FARGO CREDIT CARD A...	Zoom.Com 888-799-9666 Mar...	02/28/2025	Zoom software 2.2025	606.8600.000.5395	31.98
Fund 606 - TECHNOLOGY FUND Total:					33,299.91

Fund: 702 - ESCROW FUND

KENNEDY & GRAVEN	186054	02/27/2025	Pine Bend Estates 2nd Addition	702.3100.267.2050	306.00
KENNEDY & GRAVEN	186054	02/27/2025	Peltier Reserve Development	702.3100.272.2050	5,911.50
KENNEDY & GRAVEN	186054	02/27/2025	Pine Bend Landfill	702.5100.015.2050	3,697.50
KENNEDY & GRAVEN	186054	02/27/2025	National Land Holdings	702.5100.215.2050	165.75
KENNEDY & GRAVEN	186054	02/27/2025	Stuart Development	702.5100.220.2050	510.00
KENNEDY & GRAVEN	186054	02/27/2025	InSite Development	702.5100.229.2050	76.50
KENNEDY & GRAVEN	186054	02/27/2025	YellowTree Pre and Final PUD...	702.5100.230.2050	51.00
KENNEDY & GRAVEN	186054	02/27/2025	Mend/Bardo Zoning Matters	702.5100.245.2050	25.50
KENNEDY & GRAVEN	186273	02/27/2025	Legal Svcs. for SWFMA	702.3100.335.2050	688.50
SHORT ELLIOTT HENDRICKSON..	482571	02/27/2025	Final Design Review (SEH)	702.3100.321.2050	835.25
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc # 3659406 - Resolution 2...	702.5100.220.2050	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc # 3659354 - Resoluiton 2...	702.5100.220.2050	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc # 3659291 - Resoluiton 2...	702.5100.241.2050	52.33
WELLS FARGO CREDIT CARD A...	Simplifile.Com Rebecca Ki WF ...	02/28/2025	Doc 3659334 - Resolution 202...	702.5100.246.2050	52.33
Fund 702 - ESCROW FUND Total:					12,476.82
Grand Total:					1,252,745.40



Request for Council Action

SUBJECT: **Personnel Actions**

MEETING DATE: March 10, 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 3.10.25 (hires-terms)



Request for Council Action

SUBJECT: **Authorization to Enter into 2025-26 Labor Agreement with AFSCME, Local No. 1065**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Kris Wilson, City Administrator, 651.450.2511
 Janet Shefchik, HR Manager, 651.450.2512

ACTION REQUESTED

The Council is asked to authorize the appropriate officials to enter into a 2025-26 labor agreement with the American Federation of State, County and Municipal Employees (AFSCME), Local 1065.

BACKGROUND

AFSCME, Local 1065 represents approximately 50 non-supervisory clerical, technical and administrative employees across all seven departments of the City. The City's previous labor agreement with the unit expired on December 31, 2024, triggering negotiations for a new contract.

The following summarizes the highlights of the agreement negotiated for 2025-26:

1. **Duration:** A two-year agreement running from January 1, 2025 through December 31, 2026.
2. **Wages:** Provides a 3% wage increase effective January 1, 2025 and a 3.5% wage increase effective January 1, 2026.
3. **Insurance Benefits.** The contract establishes the same City insurance benefits and contributions as all other full-time employees are receiving for calendar year 2025, and provides for a reopener for this article only for 2026.
4. **Uniform Allowance.** Increases the annual boot allowance provided to employees in specific job functions by \$25.
5. **Holidays.** Combines the current half-day holiday for Christmas Eve and half-day holiday for Good Friday, into a single, full-day holiday for Christmas Eve.
6. **Personal Leave Benefit.** Changes the accrual schedule for Personal Leave from 4 tiers to 3, resulting in additional leave in years 1-5 of service. Also increases the allowed cash out of unused Personal Leave from 80 hrs to 96 hrs at year end.
7. **Vacation Leave Benefit.** Provides for a gradual increase in vacation accrual for years 2-5, rather than a single, larger jump in year 6. Also adopts a tiered cap on vacation accrual, allowing employees with more years of service to accumulate larger balances of vacation

leave.

8. **Paid Parental Leave.** Continues the existing paid parental leave benefit for calendar year 2025, after which point a statewide paid family and medical leave benefit is expected to take its place.

FISCAL IMPACT

The wage increase for 2025 was factored into the City's adopted 2025 budget. Funding for the 2026 wage increase will need to be included in the City's 2026 budget.

RECOMMENDATION

The City Administrator and HR Manager recommend approval of the negotiated agreement.

ATTACHMENTS

None



Request for Council Action

SUBJECT: **Approval of Funding for Yield Restriction Liability Payment Due to the IRS on 2020A Bonds**

MEETING DATE: March 10, 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 use of funds from the Closed Bond Fund (Fund 399) to finance the yield restriction liability payment due to the IRS on the City's 2020A Bonds.

BACKGROUND

The City contracts with Ehlers, Public Finance Advisors, for debt compliance monitoring, including calculations for arbitrage rebates and yield restrictions. Debt fund reviews and arbitrage reports are typically performed on each debt issuance every five years over the life of that issuance, and then a final report is due once the bonds are paid off.

In December 2024, Council approved the early redemption of the City's 2020A Bonds, bonds used to refund (refinance) the City's original 2010B bonds used to finance street improvements. And as of February 1, 2025, those bonds were paid in full. One of the final steps to closing out this debt obligation is the preparation of a Final Arbitrage Report for the debt.

The Final Arbitrage Report, prepared by Ehlers, on the City's 2020A Bonds shows an accrued yield restriction liability of \$11,880.95 on this debt, arising due to investment proceeds (and fund balances) exceeding allowable bond yields for the issuance.

Staff recommendation is to pay this liability out of the 2020A Debt Service Fund (Fund 394) but finance the payment via a transfer in from the Closed Bond Fund (Fund 399) as any funds remaining in Fund 394 were used for the final payoff of the 2020A bonds.

FISCAL IMPACT

The City is legally required to pay this yield restriction obligation to the IRS - using funds from the Closed Bond Fund seems to be the most appropriate source of funds.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, approving the use of the Closed Bond Fund (Fund 399) to finance the yield restriction liability payment due to the IRS on the City's 2020A Bonds.

ATTACHMENTS

1. Resolution Approving Funding

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE USE OF THE CLOSED BOND FUND (FUND 399) TO
FINANCE THE YIELD RESTRICTION LIABILITY PAYMENT
DUE ON THE CITY'S 2020A BONDS**

WHEREAS, in December 2024 Council approved the early redemption (payoff) of the City's 2020A Bonds effective February 1, 2025, and;

WHEREAS, one of the final steps to close out debt issuances is the preparation of a final arbitrage report on the debt fund, a report compiled by the City's financial advisor Ehlers Public Finance Advisors, and;

WHEREAS, the City's final arbitrage report on the 2020A Bonds indicate that balances and corresponding interest in the fund exceeded allowable bond yields and therefore a yield restriction liability payment is owed to the IRS in the amount of \$11,880.95, and;

WHEREAS, staff recommendation is to pay this liability out of the 2020A Bond Fund (Fund 394) but finance the payment with a transfer in from the Closed Bond Fund (Fund 399) as any funds remaining in Fund 394 were used for the final payoff of the 2020A bonds.

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 transfer of \$11,880.95 from the Closed Bond Fund (Fund 399) to the 2020A Debt Service Fund (Fund 394) for the purpose of paying the yield restriction liability payment due to the IRS on the City's 2020A Bonds.

Adopted this 10th day of March 2025 by the City Council of Inver Grove Heights, MN.

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk

Request for Council Action

SUBJECT: Resolution Approving 2024 Year-End Community Center Operating Transfer

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521
Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to approve the attached Resolution, authorizing a 2024 year-end Community Center operating transfer of \$348,115 from the Host Community Fund.

BACKGROUND

Each year as part of the budgeting process, the Council approves the level of financial assistance that will be provided to the Veterans Memorial Community Center (VMCC) Fund by the Host Community Fund. This assistance is intended to fully cover capital expenses and then partially cover operating expenses to the extent that operating revenues do not. Within the 2024 budget, this arrangement was reflected by two transfers: one from the Host Community Fund (Fund 270) to the Community Center-Capital Fund (Fund 206) and another from the Host Community Fund (Fund 270) to the Community Center-Operating Fund (Fund 205).

Community Center-Capital Fund & Capital Transfer

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

In 2024, the budgeted capital transfer of \$700,000 was transferred into the Community Center Capital Fund in January 2024 as part of other planned/budgeted transfers. In 2025, the capital transfer was budgeted at \$700,000 and that amount has been transferred into the Community Center Capital Fund for use in 2025.

Community Center Operating Fund & Operating Transfer

At the beginning of each new year, staff looks back over the previous year's financial activities to determine how much of the planned funding is actually needed before making the transfer. In 2024, the Community Center reported revenues of \$3,607,295. This is 124.6% (or \$711,505) over the operating revenue that was anticipated in the adopted budget - and \$411,275 over 2023

revenues. This is a result of a number of significant increases in program revenue, largely in admissions and memberships, aquatics (swim lessons & birthday parties) and ice rentals.

Operating expenses ended the year at \$3,955,409. This is 96.9% (or \$127,486) less than budgeted. The primary reason for these savings was due to staffing vacancies in three of the Community Center's full-time positions during the year.

In all, the operating transfer needed in 2024 to bridge the gap between operating revenues and operating expenditures is \$348,115, or \$838,990 less than the budgeted amount of \$1,187,105.

<u>Operating Transfer</u>	<u>Budget</u>	<u>Activity</u>	<u>Difference</u>
Operating Revenues	\$ 2,895,790	\$ 3,607,295	\$ 711,505
Operating Expenditures	4,082,895	3,955,409	127,486
Operating Transfer	\$ (1,187,105)	\$ (348,115)	\$ 838,990

FISCAL IMPACT

Approval of the proposed operating transfer provides the funding needed to cover 2024 operating costs incurred by the Community Center that were not covered by 2024 operating revenues.

RECOMMENDATION

Staff recommends the Council approve the attached Resolution, authorizing a 2024 year-end Community Center operating transfer of \$348,115 from the Host Community Fund.

ATTACHMENTS

1. Resolution Authorizing Transfer to Community Center-Operating Fund

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING 2024 OPERATING TRANSFER
FOR THE COMMUNITY CENTER-OPERATING FUND**

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

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

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

WHEREAS, after completing the review for 2024, the operating funding needed from the Host Community Fund amounts to \$348,115; this amount being \$838,990 less than the 2024 budget of \$1,187,105.

<u>Operating Transfer</u>	<u>Budget</u>	<u>Activity</u>	<u>Difference</u>
Operating Revenues	\$ 2,895,790	\$ 3,607,295	\$ 711,505
Operating Expenditures	4,082,895	3,955,409	127,486
Operating Transfer	\$ (1,187,105)	\$ (348,115)	\$ 838,990

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby authorize a 2024 operating transfer of \$348,115 to the Community Center-Operating Fund from the Host Community Fund.

Adopted this 10th day of March 2025 by the City Council of Inver Grove Heights, MN

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk



Request for Council Action

SUBJECT: **Resolution Approving 2024 Water, Sewer & Stormwater Cash Reserve Transfers**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

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

BACKGROUND

In 2023, the City Council approved minimum cash reserve policies for the City's Water and Sewer Operating Funds and on January 6, 2025 subsequently approved a minimum cash reserve policy for the City's Stormwater Operating Fund. This requested action authorizes the annual transfers of the excess cash reserves to each funds' respective capital fund for year-end 2024.

Minimum Cash Reserve - Water Operating Fund

Per City Policy, the targeted year-end cash balance for the Water Operating Fund is 6 months, or 50%, of the following year's budgeted operating costs. The Water Fund's 2025 Operating Budget, excluding depreciation which is a non-cash transaction, is \$3,087,610, which calculates out to a targeted year-end cash balance of \$1,543,805. The Cash Balance in the Water Operating Fund at year-end 2024 was \$2,688,481 and when reduced by \$60,000 in approved carryovers results in \$1,084,675 available for transfer to the Water Capital Fund, which pays for long-term capital improvements to the system.

Water Operating Fund - Minimum Balance Calculation

2025 Operating Budget	4,244,815
Less: Depreciation	<u>(1,157,205)</u>
Balance used for calculation	3,087,610
Minimum Balance Calculation (6 months/50%)	1,543,805
Cash Balance 12/31/2024	2,688,481
Less: Carryovers/Budget Amendments	(60,000)
Less: Minimum Cash Balance Target	<u>(1,543,805)</u>
Cash Balance - transfer to Water Capital	\$ 1,084,676

Minimum Cash Reserve - Sewer Operating Fund

Because the City only collects wastewater and then transmits it to the Met Council for treatment, there is less risk/exposure to the Sewer Operating Fund and city policy sets the targeted year-end cash balance for the Sewer Operating Fund at 3 months, or 25%, of the following year's budgeted operating costs. The Sewer Fund's 2024 Operating Budget, excluding depreciation which is a non-cash transaction, is \$3,907,095, which calculates out to a targeted year-end cash balance of \$976,774. The Cash Balance in the Sewer Operating Fund at year-end 2024 was \$2,374,758, which results in \$1,397,984 available for transfer to the Sewer Capital Fund.

Since there were no budget carryovers and no budget amendments are proposed at this time, staff recommends transferring \$1,397,984 from the Sewer Operating Fund to the Sewer Capital Fund.

Sewer Operating Fund - Minimum Balance Calculation

2025 Operating Budget	4,707,095
Less: Depreciation	<u>(800,000)</u>
Balance used for calculation	3,907,095
Minimum Balance Calculation (3 months/25%)	976,774
Cash Balance 12/31/2024	2,374,758
Less: Carryovers/Budget Amendments	-
Less: Minimum Cash Balance Target	<u>(976,774)</u>
Cash Balance - transfer to Sewer Capital	\$ 1,397,984

Minimum Cash Reserve - Stormwater Operating Fund

Per City Policy, the targeted year-end cash balance for the Stormwater Operating Fund is 3 months, or 25%, of the following year's budgeted operating costs. The Stormwater Fund's 2025 Operating Budget, excluding depreciation which is a non-cash transaction, is \$775,020, which calculates out to a targeted year-end cash balance of \$193,755. The Cash Balance in the Stormwater Operating Fund at year-end 2024 was \$663,086 and when reduced by \$100,000 in approved carryovers results in \$369,331 available for transfer to the Stormwater Capital Fund, which pays for long-term capital improvements to the system.

Stormwater Operating Fund - Minimum Balance Calculation

2025 Operating Budget	1,020,020
Less: Depreciation	<u>(245,000)</u>
Balance used for calculation	775,020
Minimum Balance Calculation (3 months/25%)	193,755
Cash Balance 12/31/2024	663,086
Less: Carryovers/Budget Amendments	(100,000)
Less: Minimum Cash Balance Target	<u>(193,755)</u>
Cash Balance - transfer to Stormwater Capital	\$ 369,331

FISCAL IMPACT

The minimum cash reserve policies are intended to provide improved transparency regarding financial resources available for each utility system's capital needs. There is no net fiscal impact as

these balances remain available for each respective fund's use, regardless of whether they reside in the operating fund or the capital fund of the utility.

RECOMMENDATION

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

ATTACHMENTS

1. Resolution Approving Water, Sewer & Stormwater Cash Reserve Transfers
2. Minimum Cash Reserve Policy-Water Operating Fund
3. Minimum Cash Balance Policy-Sewer Operating Fund
4. Minimum Cash Reserve Policy -Stormwater Operating Fund

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING 2024 WATER, SEWER, AND STORMWATER
CASH RESERVE TRANSFERS

WHEREAS, the City Council has adopted minimum cash reserve policies for its Water, Sewer, and Stormwater Utility Operating Funds, and;

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

WHEREAS, the Minimum Cash Reserve Policy for the Water Operating Fund sets the minimum cash balance at 6 months (or 50%) of the following year's budgeted operating costs which, when reduced for \$60,000 in budget carryovers results in \$1,084,676 available for transfer in 2024, and;

Water Operating Fund - Minimum Balance Calculation

2025 Operating Budget	4,244,815
Less: Depreciation	(1,157,205)
Balance used for calculation	3,087,610
Minimum Balance Calculation (6 months/50%)	1,543,805
Cash Balance 12/31/2024	2,688,481
Less: Carryovers/Budget Amendments	(60,000)
Less: Minimum Cash Balance Target	(1,543,805)
Cash Balance - transfer to Water Capital	\$ 1,084,676

WHEREAS, the Minimum Cash Reserve Policy for the Sewer Operating Fund sets the minimum cash balance at 3 months (or 25%) of the following year's budgeted operating costs which, since there were no budget carryover requests from 2024, results in \$1,397,984 available for transfer in 2024, and;

Sewer Operating Fund - Minimum Balance Calculation

2025 Operating Budget	4,707,095
Less: Depreciation	(800,000)
Balance used for calculation	3,907,095
Minimum Balance Calculation (3 months/25%)	976,774
Cash Balance 12/31/2024	2,374,758
Less: Carryovers/Budget Amendments	-
Less: Minimum Cash Balance Target	(976,774)
Cash Balance - transfer to Sewer Capital	\$ 1,397,984

WHEREAS, the Minimum Cash Reserve Policy for the Stormwater Operating Fund sets the minimum cash balance at 3 months (or 25%) of the following year's budgeted operating costs which, when reduced for \$100,000 in budget carryovers, results in \$369,331 available for transfer in 2024, and;

Stormwater Operating Fund - Minimum Balance Calculation

2025 Operating Budget	1,020,020
Less: Depreciation	<u>(245,000)</u>
Balance used for calculation	775,020
Minimum Balance Calculation (3 months/25%)	193,755
Cash Balance 12/31/2024	663,086
Less: Carryovers/Budget Amendments	<u>(100,000)</u>
Less: Minimum Cash Balance Target	<u>(193,755)</u>
Cash Balance - transfer to Stormwater Capital	\$ 369,331

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

- Transfer of \$1,084,676 in excess cash reserves from the Water Operating Fund (Fund 510) to the Water Capital Fund (Fund 511).
- Transfer of \$1,397,984 in excess cash reserves from the Sewer Operating Fund (Fund 520) to the Sewer Capital Fund (Fund 521).
- Transfer of \$369,331 in excess cash reserves from the Stormwater Operating Fund (Fund 530) to the Water Capital Fund (Fund 531).

Adopted this 10th day of March 2025 by the City Council of Inver Grove Heights, MN

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk

Minimum Cash Reserve Policy For Water Operating Fund



Purpose

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

Water Operating Fund

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

Minimum Cash Reserve

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

Minimum Cash Reserve Policy For Sewer Operating Fund



Purpose

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

Sewer Operating Fund

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

Minimum Cash Reserve

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

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.

Request for Council Action

SUBJECT: **Resolution Approving Minimum Cash Reserve Policy for the Golf Course Operating Fund and Transferring Excess Balances into a new Golf Course Capital Fund**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521
Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to adopt the attached Resolution:

- Approving a Minimum Cash Reserve Policy for the Golf Course Operating Fund (current Fund 550);
- Creation of a new Golf Course Capital Fund (new Fund 551);
- Transferring balances in excess of the minimum cash reserve (\$1,166,933) to the new Golf Course Capital Fund.

BACKGROUND

In 2023, the Council approved minimum cash reserve policies for the City's Water and Sewer Operating Funds and consolidated the NWA and non-NWA capital funds within each of those utilities. The Council subsequently approved a minimum cash reserve policy for the Stormwater Operating Fund, and consolidated the NWA and non-NWA capital funds at the January 6, 2025 meeting. As a result, the City is better-positioned to analyze each capital fund and its ability to pay for the water, sewer, and stormwater projects proposed within the City's five-year Capital Improvement Plan (CIP).

At this time, staff are recommending the City adopt this same approach and transparency to the last remaining Enterprise Fund, the Golf Course Fund. At present, the Golf Course runs both its operating and capital expenses out of the same fund. With the fund's cash pooled in this manner, it can be difficult to forecast how much of this balance will be needed for operations and how much would be available for capital needs. The recommendation is to create a new Golf Course Capital Fund (Fund 551) to allow the City to analyze the fund's ability to finance future capital improvements and spending.

Minimum Cash Reserve Policy

Staff have drafted a minimum cash reserve policy for the Golf Course Operating Fund, setting the year-end targeted cash balance at 40% of the next year's budgeted operating costs (excluding the planned Transfer Out to the Golf Course Capital Fund which is reflected by the Depreciation Expense budget).

Given the seasonal nature of Golf Course operations, providing the fund with 40% of cash reserves should allow the fund to start each golf season in a positive cash balance until normal course operations begin. And, since the Golf Course does not provide essential City services, such as those provided by the Water and Sewer Funds, the fund has greater flexibility to adjust operational expenditures during emergencies, along with the ability to stop operations without impacting public health or safety.

A copy of the recommended policy is attached for the Council's review and approval.

Transferring Excess Operating Cash Balance to Capital Fund

The calculation below reflects the newly established minimum cash reserve level for the Golf Course Operating Fund, and the subsequent transfer of \$1,166,933 to the new Golf Course Capital Fund. The calculation reflects the year-end 2024 transfer, based on the 2025 budget (less depreciation, the last year of debt for the course's interfund loan, and less any capital currently budgeted within the operating fund). Given this is the first year of transferring any previous year's savings, the amount transferred is higher than what staff would anticipate future transfer amounts will be. Annual cash reserve transfers will also fluctuate based on the timing of any future membership drives.

Golf Course Operating Fund - Minimum Balance Calculation

2025 Operating Budget-original	2,983,303
Less: Depreciation	(120,000)
Less: Debt Payment	(546,053)
Less: Capital included in budget	<u>(90,000)</u>
Balance used for calculation	2,227,250
Minimum Balance Calculation (40%)	890,900
Cash Balance 12/31/2024	2,057,833
Less: Carryovers/Budget Amendments	-
Less: Minimum Cash Balance Target	<u>(890,900)</u>
Cash Balance - transfer to Golf Course Capital	\$1,166,933

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 various enterprise funds. Approving the three action items requested above will help provide context as to how the City's Golf Course Fund 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 Golf Course Operating Fund

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

RESOLUTION NO. _____

**RESOLUTION APPROVING MINIMUM CASH RESERVE POLICY FOR THE
GOLF COURSE OPERATING FUND AND TRANSFERRING EXCESS BALANCES
INTO A NEW GOLF COURSE CAPITAL FUND**

WHEREAS, in 2023, the Council approve minimum cash reserve policies for the City's Water and Sewer Operating Funds and in January 6, 2025 subsequently approved a minimum cash reserve policy for the City's Stormwater Operating Fund, and;

WHEREAS, it desirable that the City implement a similar cash reserve policy for the Golf Course Operating Fund, setting the cash balance target at 40% to ensure that any funds in excess of that target are transferred to a newly created Golf Course Capital Fund where they can be considered as available for the City's ongoing golf course 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 Golf Course Operating Fund, equivalent to 40%, of the following year's budgeted operating costs.
- The transfer of 2024 balances in excess of that minimum cash reserve, calculated at \$1,166,933 to a newly created Golf Course Capital Fund.

Adopted this 10th day of March 2025 by the City Council of Inver Grove Heights, MN.

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk

Minimum Cash Reserve Policy For Golf Course Operating Fund



Purpose

The purpose of this policy is to ensure there will be adequate cash resources in the Golf Course Operating Fund (Fund 550) to meet the ongoing financial obligations of the fund and that any amount above and beyond those adequate cash resources are transferred to the Golf Course Capital Fund to support planned capital reinvestment in the City's golf course.

Golf Course Operating Fund

The City has operated a municipal golf course, Inver Wood Golf Course, since 1992. The Golf Course Operating Fund operates in a manner similar to private sector enterprise where the cost of providing services is recovered through user fees.

Although the fees are adjusted annually, consideration is given to ensure the pricing remains competitive for this type of municipal golf course. In addition, the Golf Course conducts an Anniversary Membership drive every two or three years to offer non-traditional golfers an option to try out golfing at a deeply discounted rate (with restrictions on play times). A primary financial goal of the Golf Course Fund is to ensure that the fund is financially self-sufficient and does not require financial support from the City's General Fund.

Expenses in the fund include operating costs such as wages and benefits, supplies, course maintenance and utilities, technology, etc. The fund's budget will also include a planned Transfer Out (typically equivalent to the estimated depreciation) to the Golf Course Capital Fund (Fund 551) to support future capital reinvestment in the Golf Course.

Minimum Cash Reserve

The target for year-end cash balances in the Golf Course Operating Fund will be 40% of the next year's budgeted operating costs (excluding the planned Transfer Out to the Golf Course Capital Fund which is reflected by the Depreciation Expense budget).

Given the seasonal nature of Golf Course operations, providing the fund with 40% of cash reserves should allow the fund to start each golf season in a positive cash position until normal course operations begin (typically in May). Since the Golf Course does not provide essential City services, such as those provided by the Water and Sewer Funds, the fund has greater flexibility to adjust operational expenditures during emergencies, along with the ability to stop operations without impacting public health or safety.

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



Request for Council Action

SUBJECT: **Resolution Authorizing an Amendment to the 2025 Budget of the Inver Wood Golf Course**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Joel Metz, Golf Course Superintendent, 651.554.0132

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving an amendment to the 2025 Inver Wood Golf Course Budget.

BACKGROUND

In May 2024, the City Council approved the purchase of several additional pieces of equipment for the Golf Course using funds from previous years' capital requests. These purchases were necessary due to prior supply chain issues and uncertainties that delayed the delivery of equipment in their respective years.

Among the approved purchases were a turf sprayer with accessories for \$104,534 and a 3100-D mower for \$31,465, both of which were ordered in May 2024. While these items were expected to be delivered within the year, they were instead received in January 2025. As a result, the associated expenses will be accounted for in 2025 rather than 2024.

These items should have been included on the carryover list presented to, and approved by, Council on February 24. Given their omission from this list, staff are requesting a budget amendment to the 2025 Golf Course Operating Budget (account 550.7700.000.5615) to update the budget to reflect these transactions that will now occur in 2025 instead of 2024.

FISCAL IMPACT

The 2024 Golf Course Operating Budget allocated funds for the purchase of the aforementioned pieces of equipment in the amount of \$135,999 and the equipment was ordered in 2024. While budgeted and approved in 2024, the intended purchases did not occur during that fiscal year. The funds remain in the Golf Course Operating Fund at the end of 2024 and need to be carried forward to ensure there are adequate funds to pay for the equipment that was ordered in 2024 but not delivered or paid for until 2025.

RECOMMENDATION

Staff recommends approval of the attached Resolution.

ATTACHMENTS

1. RESOLUTION - 2025 Golf Course Budget Amendment

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

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A 2025 BUDGET AMENDMENT TO THE INVER WOOD
GOLF COURSE OPERATING BUDGET**

WHEREAS, in May 2024, the City Council approved the purchase of several additional pieces of equipment for the Golf Course using funds from previous years' capital requests. These purchases were necessary due to prior supply chain issues and uncertainties that delayed the delivery of equipment in their respective years; and

WHEREAS, among the approved purchases were a turf sprayer with accessories for \$104,534 and a 3100-D mower for \$31,465, both of which were ordered in May 2024. While these items were expected to be delivered within the year, they were instead received in January 2025. As a result, the associated expenses will be accounted for in 2025 rather than 2024; and

WHEREAS, the intended purchases did not materialize during that fiscal year and a carryover was not requested. Consequently, the allocated funds remained within the Golf Course Fund, unspent. Considering this, alongside the healthy financial standing of the Golf Course Fund, there remains ample resources to cover the cost of these two pieces of equipment.

WHEREAS, to properly account for these costs, staff request a budget amendment to the 2025 Golf Course Operating Budget, specifically to account 550.7700.000.5615, to cover the cost of these two pieces of equipment; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, the Council hereby amend the 2025 Golf Course Budget specifically account 550.7700.000.5615 by \$135,999 to cover the cost of the turf sprayer with accessories and mower undertaken in the 2024 budget; and

Adopted by the City Council of the City of Inver Grove Heights, Minnesota on this 10th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk



Request for Council Action

SUBJECT: **Resolution to Amend Final Project Budget for City Park Project No. 2212 - Overlook Ridge Park**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to approve the attached Resolution, amending the final project budget for City Park Project No. 2212 - Overlook Ridge Park.

BACKGROUND

In May 2023, the City Council approved the budget and construction of two new northwest area parks: Overlook Ridge (City Project No. 2211) and Argenta Hills Park (City Project No. 2212). These projects were funded through the Park Acquisition and Development Fund. Construction began in the summer of 2023 and concluded in the summer of 2024, with both projects initially coming in under budget.

However, in late summer/early fall, the Highlands and Settler Ridge developer constructed a new bituminous path adjacent to Overlook Ridge Park, connecting to an existing trail south of the park and extending west toward the newly developed Argenta Hills Park. Due to the steep grade and topography, staff determined that fencing was an immediate necessity to ensure safe use of the trail. While initial cost savings from the project were expected to cover this expense, a required extension of the fence increased the total cost to \$478,064.76 from the original project cost of \$466,749.62. The total cost to install the fence was \$28,967.

Before the fencing installation, both projects were under budget. However, as staff finalized the project closeout for 2024, it was determined that while the Argenta Hills project remained under budget by \$9,507.33, the Overlook Ridge project exceeded its budget by \$11,315.14 due to the fencing installation. After accounting for both projects' final costs, an additional \$1,807.81 is required from the Park Acquisition and Development Fund to cover the shortfall at Overlook Ridge Park.

Project	Approved Budget	Actual Cost	Over/(Under)
Argenta Hills Park Development	\$362,530.34	\$353,023.01	(\$9,507.33)
Overlook Ridge Park Development	\$466,749.62	\$478,064.76	\$11,315.14

Staff is requesting that the City Council amend the Overlook Ridge project budget to reflect the

additional cost, with the understanding that the cost savings from Argenta Hills helped offset most of the overage. The amended project budget would be **\$478,064.76**.

FISCAL IMPACT

The Argenta Hills project remained under budget by \$9,507.33, while the Overlook Ridge project exceeded its budget by \$11,315.14 due to additional fencing installation. After reconciling both projects' final costs, an additional \$1,807.81 is needed from the Park Acquisition and Development Fund to cover the shortfall at Overlook Ridge Park.

As of the end of January 2025, the Park Acquisition and Development Fund maintains a strong balance of \$3,731,295, which is sufficient to cover the shortage of \$1,807.81.

RECOMMENDATION

Staff recommend adoption of the attached Resolution, amending the final project budget for City Park Project No. 2212 - Overlook Ridge Park.

ATTACHMENTS

1. RESOLUTION - Amend Final Project Budget For Overlook Ridge Park 2025

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

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE FINAL PROJECT BUDGET FOR CITY PARK PROJECT
NO. 2212 - OVERLOOK RIDGE PARK**

WHEREAS, in May 2023, the City Council approved the budget and construction of two new northwest area parks: Overlook Ridge (City Project No. 2211) and Argenta Hills Park (City Project No. 2212); and

WHEREAS, in late summer/early fall, the Highlands and Settler Ridge developer constructed a new bituminous path adjacent to Overlook Ridge Park and due to the steep grade and topography, staff determined that fencing was an immediate necessity to ensure safe use of the trail; and

WHEREAS, before the fencing installation, both projects were under budget. However, as staff finalized the project closeout for 2024, it was determined that while the Argenta Hills project remained under budget by \$9,507.33 and the Overlook Ridge project exceeded its budget by \$11,315.14 due to the fencing installation; and

WHEREAS, after accounting for both projects' final costs, an additional \$1,807.81 is required from the Park Acquisition and Development Fund to cover the shortfall at Overlook Ridge; and

WHEREAS, staff is requesting that the City Council amend the Overlook Ridge project budget to reflect the additional cost, with the understanding that the cost savings from Argenta Hills helped offset most of the overage. The amended project budget would be \$478,064.76; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Council hereby amends the project budget for City Park Project No. 2212 - Overlook Ridge Park by \$11,315.14 to cover the cost of fence installation, bringing the total project budget to \$478,064.76. The overage will be funded through the original funding source, the Park Acquisition and Development Fund.

Adopted by the City Council of the City of Inver Grove Heights, Minnesota on this 10th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk



Request for Council Action

SUBJECT: **Resolution Approving Final Plans & Specifications and Authorizing Advertisement for Bids for City Project No. 2023-08 - Babcock Trail Multi-Use Trail**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is being asked to adopt the attached Resolution, approving final plans and specifications and authorizing advertisement for bids for City Project No. 2023-08 for the construction of a multi-use trail along Babcock Trail between Upper 55th Street and the roadway bridge over TH 494 to the north.

BACKGROUND

On November 27, 2023, the Council authorized the preparation of plans and specifications for City Project No. 2023-08 – Babcock Trail Multi-Use Trail, as part of a joint effort between Dakota County and the City (Resolution 2023-287). At the same meeting, the Council approved a Joint Powers Agreement with Dakota County for final design engineering, right-of-way acquisition, and construction, including the hiring of SEH to complete the final design plans (Resolution 2023-288).

The final plans and specifications have been completed and are now available for viewing at the Engineering Division's office at City Hall. City Project No. 2023-08 is an intra-agency project between Inver Grove Heights and Dakota County. The City is the lead agency for the project. The bid opening is tentatively scheduled for April 14, 2025, with the Council receiving bids and considering a contract award on May 26, 2025.

FISCAL IMPACT

Funding for City Project No. 2023-08 will come from Dakota County, a Transportation Advisory Board (TAB) Regional Solicitation grant, the City's Pavement Management-Local Projects Fund (Fund 440), and Municipal State Aid construction funds. Final budgets for the project will be brought forth for City Council consideration at the time of the contract award.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, approving final plans and specifications and authorizing advertisement for bids for City Project No. 2023-08.

ATTACHMENTS

1. Resolution Approving Plans, Specs, & Authorizing Ad for Bids - 2023-08

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

RESOLUTION NO. _____

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING
ADVERTISEMENT FOR BIDS FOR THE CITY PROJECT NO. 2023-08**

WHEREAS, on November 27, 2023, the City Council authorized the preparation of plans and specifications, right of way acquisition, and construction for City Project No. 2023-08 – Babcock Trail Multi-Use Trail, as part of a Joint Powers Agreement (JPA) between Dakota County and the City (Resolution 2023-087); and

WHEREAS, subsequent to Resolution 2023-288, the City entered into a contract with SEH for the final design engineering and right-of-way acquisition services; and

WHEREAS, Staff and SEH have prepared plans and specifications for City Project No. 2023-08 – Babcock Trail Multi-Use Trail for Council review and approval.

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

1. The plans and specifications for City Project No. 2023-08 on file with the City's Engineering Division are hereby approved as the plans and specifications in accordance with which said improvements shall be constructed.
2. The City Engineer is hereby authorized to advertise for bids pursuant to the provisions of Minnesota Statutes Chapter 429, with respect to City Project No. 2023-08.
3. The contract for these improvements shall be executed no later than two years after the adoption of this Resolution.

Approved by the City Council of the City of Inver Grove Heights, Minnesota on this 10th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Katie Malott, Deputy City Clerk



Request for Council Action

SUBJECT: **Approve Joint Powers Agreement with Dakota County for Unity Trail Elements along the Mississippi Greenway**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Julie Dorshak, Recreation Superintendent, 651.450.2588

ACTION REQUESTED

Approve Joint Powers Agreement with Dakota County for the Design and Installation of Unity Trail Elements along the Mississippi Greenway

BACKGROUND

Dakota County received a Unity Trail grant for \$160,000 in 2021 for a project to strengthen equitable usage of regional parks and trails by all our region's residents, across age, race, ethnicity, income, national origin, and ability. On Feb 28, 2022, the City Council approved a contribution of \$15,000 from the Host Community Fund towards this partnership led by Dakota County Parks that would make enhancements and connections to the 5-mile Mississippi River Greenway in Inver Grove Heights as part of the Unity Trail project.

The city's portion of the project includes way-finding signage along the trail, a bike repair post and public art benches at Simley Island Park and the Veteran's Memorial Community Center.

The JPA identifies the responsibilities of the County and the City with respect to the enhancements. Overall, the County will lead and administer the project; the city will house the items and assist with basic maintenance for access during the length of the agreement. The County will install and replace the items if needed throughout the 10 years of the agreement.

Trail maps and examples of the way-finding signage are included in the attached Joint Powers Agreement. A request for proposals to seek the artist to create the mosaic art benches will be administered by Dakota County staff. City staff representatives will be a part of the selection process and will share the chosen artist and artwork plan with the Parks and Recreation Commission and City Council upon final selection.

The City Attorney has reviewed the JPA and approves of its content.

FISCAL IMPACT

As noted, on February 28, 2022, the City Council approved a \$15,000 contribution from the Host Community Fund toward this partnership led by Dakota County Parks. Once the county requests payment, the city will provide the approved contribution.

RECOMMENDATION

Approve Joint Powers Agreement with Dakota County for Unity Trail Elements along the Mississippi Greenway.

ATTACHMENTS

1. IGH JPA Unity Trail

**JOINT POWERS AGREEMENT BETWEEN
THE COUNTY OF DAKOTA AND THE CITY OF INVER GROVE HEIGHTS
FOR THE DESIGN AND INSTALLATION OF WAYFINDING SIGNAGE, ART BENCHES
AND BIKE REPAIR POST**

This Joint Powers Agreement (“Agreement”) is between the County of Dakota, by and through Dakota County Parks (“County”) and the City of Inver Grove Heights (“City”). This Agreement uses the word “parties” for both the County and the City.

WHEREAS, the County and City are governmental units as that term is defined in Minn. Stat. § 471.59.

WHEREAS, Minn. Stat. § 471.59 authorizes local governmental units to jointly or cooperatively exercise any power common to the contracting parties.

WHEREAS, the County, in collaboration with the City and other partners, is developing improvements to the Mississippi River Greenway to create connections between the Greenway and important Community Centers.

WHEREAS, the Greenway improvements will include the design and installation of public art benches, a bike repair post and wayfinding signage to be installed within the Greenway (the “Community Project”).

WHEREAS, the City has requested the County include as part of the Community Project certain wayfinding signage, a bike repair post and public art benches at Simley Island Park, the Veteran’s Memorial Community Center and other Greenway locations within the City.

WHEREAS, the parties desire to cooperate in installing certain improvements relating to the Community Project as more fully described herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein, the County and City hereby agree as follows:

1. Purpose. The purpose of this Agreement is to set out the respective duties and responsibilities of the County and the City for the installation of wayfinding signage, a bike repair post and public art benches at Simley Island Park and the Veteran’s Memorial Community Center, as more fully described herein.
2. Term. This Agreement shall be effective upon execution by both of the parties and shall continue in effect through June 30, 2036, or until completion by the parties of their respective obligations under this Agreement, whichever occurs first, unless earlier terminated by law or according to the provisions of this Agreement.
3. County Obligations.
 - 3.1 Wayfinding Sign and Bench Design. The County will be responsible for the design of the wayfinding signage for the Community Project and will solicit proposals for the design of the public art benches to be installed as part of the Community Project. The County anticipates that there will be a single design for all wayfinding signage and a

single design for all public art benches installed as part of the Community Project. The County will consult with the City on the design for wayfinding signage and on the selection of a design for the public art benches during the solicitation process, but final approval for the selected designs shall be in the County's sole discretion.

- 3.2 Purchase of Signage, Bike Repair Post and Art Benches. The County will award one or more contracts for the design and creation of the wayfinding signage and public art benches and the installation of a bike repair post for the Community Project as a whole, which shall include the Community Project Improvements identified in section 3.3. The contracts will be awarded to vendors who best meet the needs of the Community Project, as determined by the County, and in accordance with Minnesota law. The County will be responsible for administering the contracts for the Community Project as a whole, including for the improvements to be installed pursuant to this Agreement.
- 3.3 Installation. The County will be responsible for installing (1) a bike repair post at Veterans Memorial Community Center, (2) wayfinding signage and a public art bench at both Veterans Memorial Community Center and Simley Island Park, and (3) wayfinding signage within City right-of-way adjacent to College Trail, Broderick Avenue, Blaine Avenue, and Bower Path (collectively the "Community Project Improvements" or "Improvements"). The Community Project Improvements will be installed in the locations generally depicted on Exhibit 1. The City will assist with supervising installation and the exact locations for installation of each Community Project Improvements will be determined by the parties at the time of installation. All costs of contract administration and installation oversight relating to the Community Project Improvements shall be the sole responsibility of the County.
- 3.4 Ownership, Repair and Replacement. The County shall own the Community Project Improvements and will be responsible for repairs to and any replacement of the Improvements for a period of ten (10) years following installation, subject to available grant funding, as determined in the County's sole discretion.

4. City Obligations.

- 4.1 Use of City Right-of-Way. The City shall be responsible for designating appropriate locations for the installation of the Community Project Improvements within areas owned or controlled by the City. The City grants a license for the County to install, maintain, repair and replace the Community Project Improvements on City property or within City right-of-way, as provided for pursuant to this Agreement, for a minimum period of ten (10) years following installation of the Improvements. This license shall survive expiration or termination of this Agreement, provided that the City may, in its discretion, require the County to remove any or all of the Community Project Improvements from City owned property or City right-of-way after the initial 10 year license period. Such notice shall be provided in writing to the County's Authorized Representative and shall provide the County a reasonable period of time to remove the Improvement(s). Notwithstanding anything in the contrary in this section 4.1, the parties may agree in writing to the removal one or more of the Community Project Improvements at any time following expiration or termination of this Agreement.
- 4.2 City Maintenance Obligations. The City shall, at its sole cost, provide basic maintenance for the Community Project Improvements following installation. Basic maintenance shall include, but is not limited to, cleaning and inspection, snow removal adjacent to the

Improvements at Veterans Memorial Community Center so that they are accessible for the public, and any maintenance recommendations for the public art benches provided by the artist. At the Veterans Memorial Community Center, City staff will sweep the sidewalk up to the bench, however any snow within the playground container will not be plowed/shoveled. The Simley Island location will be accessible weather permitting and snow removal is not required at this location. The City will not be responsible for repair or replacement of the Community Project Improvements, but will notify the County if any such repair or replacement is necessary.

- 4.3 City Funding Obligation. The City shall provide a \$15,000 contribution for the installation of the Community Project Improvements. The County will submit an invoice to the City for the City's contribution following installation of the Community Project Improvements. The City will pay the invoice in full within thirty-five (35) days following receipt of the invoice.
5. No Joint Venture. It is agreed that nothing in this Agreement is intended or should be construed as creating the relationship of agents, partners, joint ventures, or associates between the parties or as constituting the County or the City as the employee of the other entity for any purpose or in any manner whatsoever.
6. Liability. Each party to this Agreement shall be liable for the acts of their own officers, agents, volunteers, or employees and results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, agents, volunteers, or employees. The parties mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses, or damages resulting from the acts or omissions of the respective offices, agents, or employees related to activities conducted by either party under this Agreement. It is understood and agreed that the provisions of Minn. Stat. § 471.59, the Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws govern liability arising from the parties' acts or omissions. Each party warrants that they are able to comply with this section through an insurance or self-insurance program and that each has minimum coverage consistent with the liability limits contained in Minn. Stat. Ch. 466. Nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual parties. The provisions of this section 6 shall survive the expiration or termination of this Agreement.
7. Data Practices. The parties agree that any information and data received from the other party during the term of this Agreement shall be treated and maintained in accordance with all applicable federal, state, and local laws, rules and regulations governing same, including but not limited to the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
8. Termination.
- 8.1 With or Without Cause. This Agreement may be terminated with or without cause, by either party upon (30) calendar days' written notice of intent to terminate. Any such termination without cause shall not affect the parties' continuing obligations under sections 3.4, 4.1, 4.2 and 4.3 as they relate to any Community Project Improvement installed prior to such notice of termination without cause.
- 8.2 Non-Appropriation of Funds. Notwithstanding any provision of this Agreement to the contrary, the County may terminate this Agreement immediately in the event the County determines that sufficient funds from County, State, or Federal sources are not appropriated at a

level sufficient to allow payment of the amounts due for the performance of this Agreement.

9. General.

9.1 Authorized Representatives. The following named persons are designated the Authorized Representatives of the parties for purposes of this Agreement. All notice shall be provided to the following named persons and addresses unless otherwise stated in this Agreement:

To the City:

Adam Lares
Parks and Recreation Director
8055 Barbara Avenue
Inver Grove Heights, MN 55077

To the County:

Georg T. Fischer
Physical Development Division Director
14955 Galaxie Avenue
Apple Valley, MN 55124

9.2 Liaisons. To assist the parties in the day-to-day performance of this Agreement and to ensure compliance and provide ongoing consultation, a liaison shall be designated by the County and the City. At the time of execution of this Agreement, the following persons are the designated liaisons:

City Liaison

Julie Dorshak
Recreation Superintendent
(651) 450-2588
jdorshak@ighmn.gov

County Liaison

Anna Ferris
Parks Outreach Coordinator
952-891-7920
Anna.Ferris@CO.DAKOTA.MN.US

9.3 Notices. Any notices required or permitted to be given under this Agreement shall be delivered personally or sent by U.S. mail to the other party's Authorized Representative. The parties may provide written notification to each other of any change to the designated Liaison or Authorized Representatives.

9.4 Amendments. No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties' authorized representatives. The Authorized Representatives may extend term of this Agreement and make other non-material alterations, amendments, variations, modifications, or waivers to this Agreement without first obtaining authorization from their respective governing bodies. It is the intent of the parties that only material changes to the Agreement require authorization and approval by the parties' respective governing bodies.

9.5 Cooperation. The parties agree to cooperate in the use of resources, including available right-of-way to install the Community Project Improvements, to the extent feasible and to the extent permitted by law. The parties further agree to cooperate in the administration of contracts and completion of the project, including cooperating in resolving any disputes the parties may have with the contractor(s) both during the project and following completion of the project.

9.6 Audit. The parties shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, each party shall

allow the other party, the State Auditor, or their authorized representatives access to the books, records, documents, and accounting procedures and practices relevant to the subject matter of the Agreement, for purposes of audit.

9.7 Minnesota Law to Govern. The laws of Minnesota govern all matters related to this Agreement, without giving effect to the principles of conflict of law. Venue and jurisdiction for any litigation related to this Agreement must be in those courts located within the County of Dakota, State of Minnesota or U.S. District Court, District of Minnesota.

9.8 Survival. The provisions of this Agreement which, by their terms, impose obligations that are continuing in nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement.

9.9 Authority. The person or persons executing this Joint Powers Agreement on behalf of the City and the County represent that they are duly authorized to execute this Joint Powers Agreement on behalf of the respective parties and represent and warrant that this Joint Powers Agreement is a legal, valid and binding obligation and is enforceable in accordance with its terms.

9.10 Assignment and Delegation. Neither party shall assign its rights or delegate its duties under this Grant Agreement without receiving the prior written consent of the other party.

9.11 Severability. In the event that any portion of this Grant Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.

9.12 Electronic Signatures. Each party agrees the electronic signatures of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as wet ink signatures.

IN WITNESS THEREOF, the parties have caused this agreement to be executed by their duly authorized officials.

DAKOTA COUNTY

By: _____
Georg T. Fischer, Director
Physical Development Division

Date of signature: _____

APPROVED AS TO FORM:

Assistant County Attorney/Date
KS-
Dakota County Contract #
County Board Res. No.

CITY OF INVER GROVE HEIGHTS

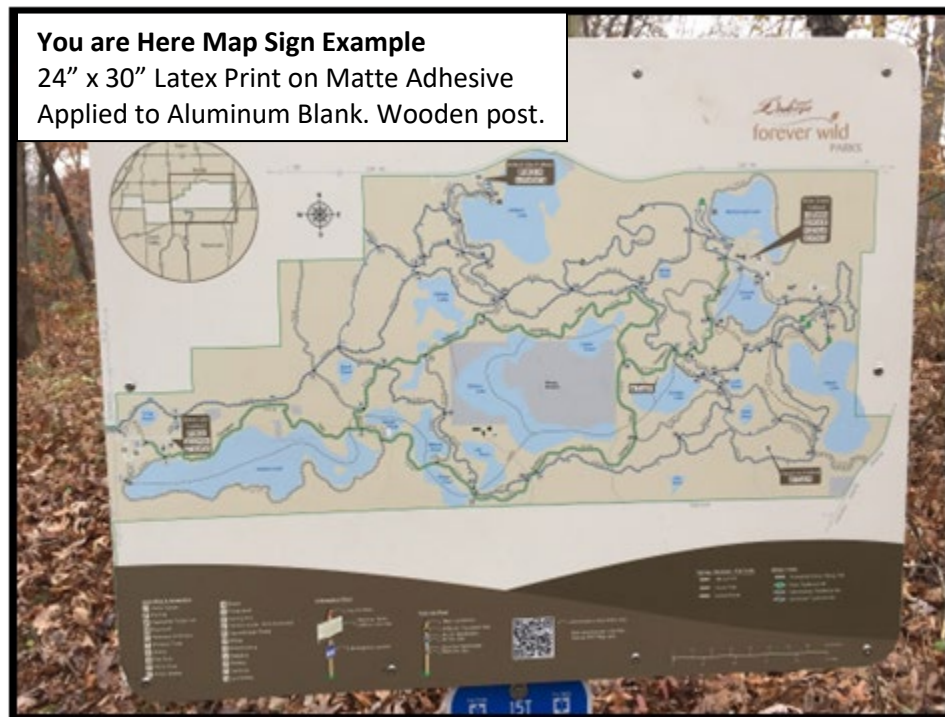
By: _____
Printed Name: _____
Title: _____

Date of signature: _____

EXHIBIT 1
**Wayfinding Signage and Signage, Bike Repair Post
and Public Art Bench Locations**

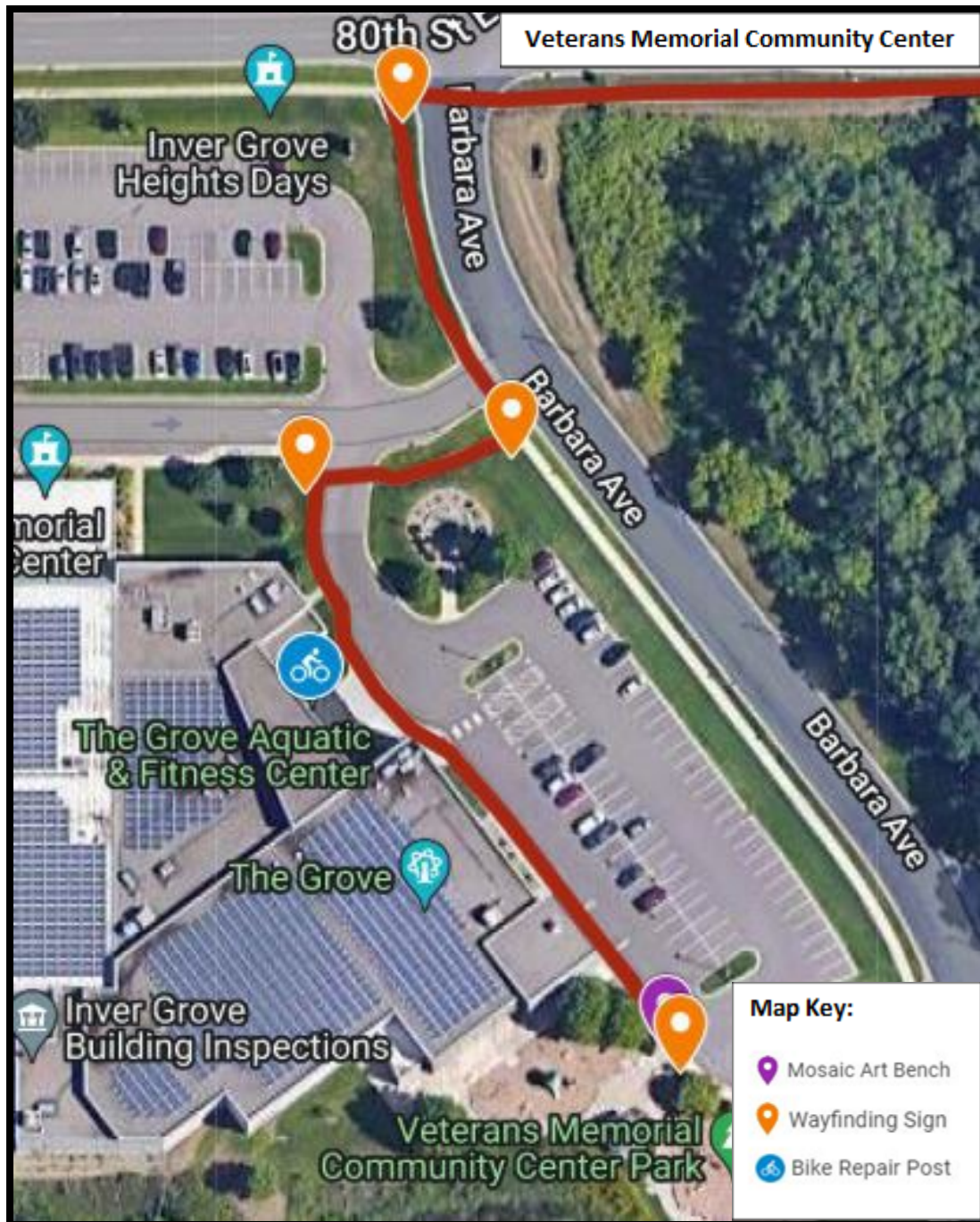
Wayfinding Signage

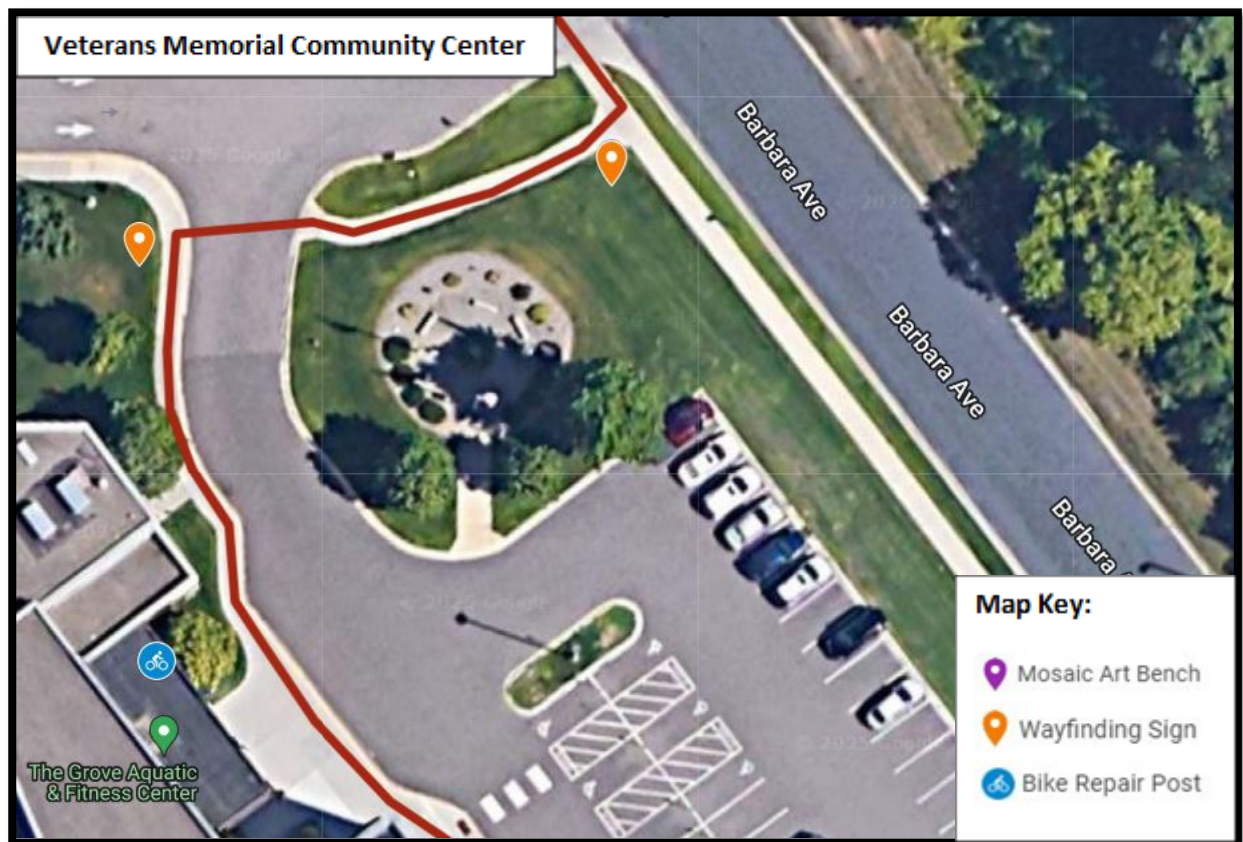
Dakota County will lead the development of wayfinding signage with review and input from City of Inver Grove Heights staff. Examples of wayfinding signage are included below. These are not final formats or designs and are provided to give an idea of what wayfinding signage could look like. Signage will include Unity Trail colors and branding.



Wayfinding Signage Locations

This project map and locations of installations and wayfinding signage may be modified as agreed upon by the City and County.



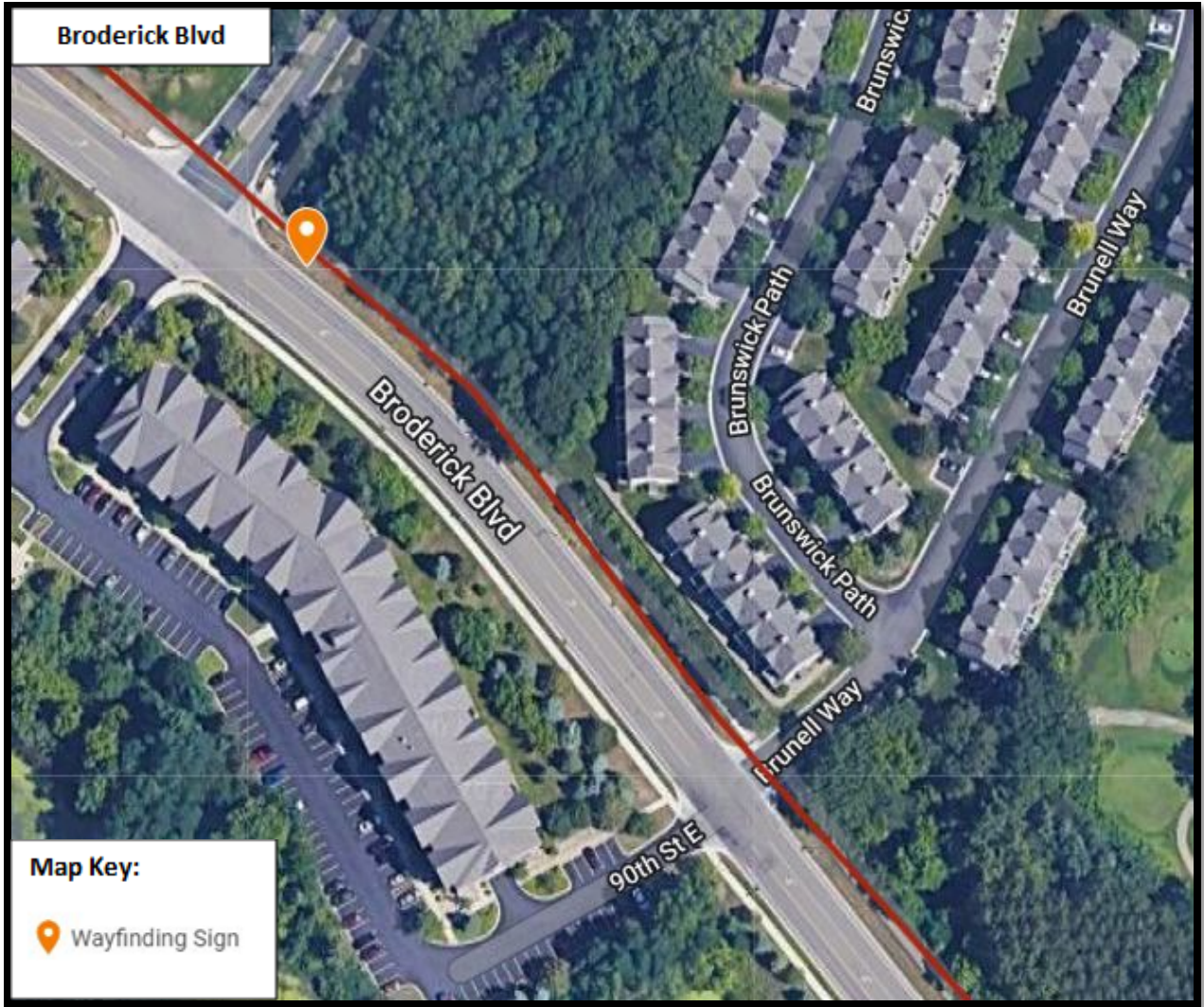














Request for Council Action

SUBJECT: **Resolution Approving an Extension to the Final Plat Submittal Deadline for the Property Located at 1845 77th Street.**

MEETING DATE: March 10, 2025

ITEM TYPE: Consent Agenda

CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The City Council is asked to adopt the attached Resolution, extending the Final Plat application deadline for property located at 1845 77th Street West.

BACKGROUND

Steve Grebin ("Applicant"), 1974 77th Street West, Inver Grove Heights, MN, submitted an application requesting vacation of Drainage and Utility Easements ("DUE"), rezoning of the Subject Property, and approval of the Preliminary and Final Plats for the property located at 1845 77th Street West (PID: 20-70900-01-020) ("Subject Property"). The Applicant is the owner of the Subject Property.

In addition to vacating the two existing DUEs on the Subject Property, the Applicant is seeking to rezone the property from A-Agriculture to R-3A-Multi-Family, and approval of Preliminary and Final Plats ("Plat"). The Plat would subdivide the Subject Property, creating one residential lot and one outlot for future development. The zoning district corresponds to the LMDR, Low-Medium Density Residential land use classification, which was approved by the City Council on April 8, 2024, per Resolution 2024-066 ("Resolution").

The applicant was required to submit a complete Final Plat application within one year from the date of Resolution, which is April 8, 2025. While the Applicant has submitted the required application, staff have determined there were revisions to the Plat and have also identified certain plat and title items which will require further review. Therefore, the application is not ready for formal consideration. State Statute grants cities 120 days to review and act on Preliminary Plat requests. Because of the additional time required on the Preliminary Plat, action on the Final Plat and other application items cannot proceed, and the Applicant has requested a one-year extension to the Final Plat application deadline.

This item was tabled at the March 4, 2025 Planning Commission until the April 1, 2025 Planning Commission meeting. It is uncertain whether the application will require additional time beyond that date.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends adoption of the attached Resolution, extending the Final Plat application deadline for property located at 1845 77th Street West.

ATTACHMENTS

1. Resolution for Extension for Final Plat

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

RESOLUTION NO. _____

**RESOLUTION APPROVING AN EXTENSION TO FINAL PLAT SUBMITTAL
REQUIREMENTS RELATED TO AN APPROVED COMPREHENSIVE PLAN AMENDMENT**

**CASE NO. 25-01S
(STEVE GREBIN)**

WHEREAS, Steve Grebin ("Owner"), Owner of real property located at 1845 77th Street West, Inver Grove Heights, MN (PID: 20-70900-01-020) ("Subject Property"), legally described in Exhibit A, received approval for a Comprehensive Plan amendment of the Subject Property, regarding the Subject Property to LDR, Low Density Residential ("Amendment"); and,

WHEREAS, the Amendment was approved by the City Council on April 8, 2024, per Resolution No. 2024-066 ("Resolution"), and included a condition requiring the Owner to submit a complete application for Final Plat approval within one year from the date of the Amendment; and,

WHEREAS, on February 3, 2025, the Owner submitted to the City applications for Preliminary and Final Plat, Rezoning and Vacation of certain existing Drainage and Utility Easements; and,

WHEREAS, Minnesota State Statute §462.358 grants cities up to 120 days to review and take action on an application for Preliminary Plat, and following the initial review of the Preliminary Plat application it was determined action on the application will not occur until after the one-year approval timeline has elapsed; and,

WHEREAS, the Owner has requested an extension to the application deadline, citing the application for Final Plat was submitted in advance of the established application timeline, per the Resolution, but changes required to the survey and plat documents will prevent action on the Final Plat until after the one-year approval date deadline.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, an extension to the condition regarding the submittal deadline of a complete Final Plat application, per Resolution No. 2024-066, is hereby granted and extended by one year to April 8, 2026.

Adopted this 10th day of March 2025 by the City Council of Inver Grove Heights, MN

ATTEST:

John Murphy, Acting Mayor

Katie Malott, Deputy City Clerk



Request for Council Action

SUBJECT: **Therapeutic Massage Business License Violations - Healing Arts Massage**

MEETING DATE: March 10, 2025

ITEM TYPE: Public Hearing

CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to hold a hearing regarding alleged massage business license violations for Pine Enterprises LLC, doing business as Healing Arts Massage. Following the hearing, if it finds that one or more violations of the license have occurred, the Council is asked to consider adoption of the attached Resolution which finds violations of various provisions of the Inver Grove Heights City Code and revokes the massage business license for Healing Arts Massage.

BACKGROUND

On July 10, 2024, the Inver Grove Heights Police Department conducted a massage business license inspection at Healing Arts Massage, located at 5836 Blaine Avenue, Inver Grove Heights. During the inspection, the following violations were observed:

- A massage room had two fabric chairs but no massage bed; additionally, a massage room had a two-person-sized mattress directly on the floor with used linens and garments lying on the bed (IGH City Code Title 4, Chapter 8, section 1-K-2-k).
- Photographs of the massage therapist license holders were not displayed (IGH City Code Title 4, Chapter 8, section 1-K-1-b).
- An excessive amount of food was located in the kitchen and based on the excessive amount of food and used bed, it appeared a person was living in the business (IGH City Code Title 4, Chapter 8, section 1-K-2-k).
- Window coverings were noncompliant with restrictions on window coverings (IGH City Code Title 4, Chapter 8, section 1-K-2-l).

On July 10, 2024, the massage inspection was documented with an IGH PD incident report and a completed checklist. (Exhibit 1 includes the Incident Report and Checklist).

On July 25, 2024, the Inver Grove Heights Police Department returned to the business for a follow-up inspection and noted that the business had resolved all the prior identified violations. The massage inspection recheck was documented with an IGH PD supplemental report and inspection packet checklist.

In July 2024, a criminal investigation also began into potential illegal, unlawful, or erotic conduct at Healing Arts Massage. In July 2024, access to the business's internal camera(s) was obtained via a search warrant. In the video footage from the internal camera(s), a female was seen in night clothes

and slippers in Healing Arts Massage after the business was closed. Images from that video footage have been included to show the after-hours habitation activity (Exhibit 2).

Also, during the criminal investigation, a review of the 2023 IGH application and 2024 IGH renewal application for Healing Arts Business License was conducted (Exhibit 3). It showed that the license holder, Jangyeong Moo, did not disclose that she owned and/or operated a Therapeutic Massage Business in another city. This was verified by confirming that Jangyeong Moo obtained a business license in 2023 and renewed it in 2024 with the City of Bloomington for Healing Art Massage (Exhibit 4).

Also, during the criminal investigation, IGH PD received information from the City of Bloomington that Pine Enterprises LLC, doing business as Healing Art Massage, had applied for a business license and individual therapist licenses from that city. A review of those documents found that Yangping Liu, an applicant for a City of Bloomington massage therapist license, had listed the address of the business in Inver Grove Heights as her home address (Exhibit 5).

In November 2024, the criminal investigation discovered allegations of unlicensed massages being performed. Efforts to identify the unlicensed massage therapist occurred from November 2024 to January 2025. On January 21, 2025, at approximately 1:40 P.M., an IGH PD officer received a massage from Ms. Fengxia Liu, who was working at Healing Arts Massage. At the time that the massage was provided, Ms. Fengxia Liu was identified as the unlicensed massage therapist who was providing unlicensed massages, which is a violation of IGH City Code. The unlicensed massage was documented with an IGH PD Incident Report. (Exhibit 1). And as a result, the City Council held a hearing on February 24, 2025 and adopted a Resolution, revoking the Massage Therapist License for Fengxia Liu for violating City of Inver Grove Heights City Code requirements related to massage licenses and the provision of massage services (Exhibit 7).

The request before the Council is to consider revocation of the massage business license issued to Pine Enterprises, LLC d/b/a Healing Arts Massage based on the following violations:

1. Conducting the licensed activity in a manner that constitutes a breach of the peace and a menace to the health, safety, and welfare of the public.
2. Failure to comply with all of the conditions precedent to approval of a massage business license.
3. A violation of any regulation or provision in the City Code applicable to the activity for which the massage therapist license was granted.

Ms. Moo was served with a written notice (Exhibit 1) regarding the violation(s) and a summary of the incident and was advised that the Council would be considering these violations and the revocation of the Therapeutic Massage Business License at its February 10 meeting. The original February 10th hearing was continued to February 24th at the request of Pine Enterprises' attorney; it was again rescheduled to March 10th at the request of subsequent legal counsel.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends that the Council hold a hearing as required and if a violation is found, consider adoption of the attached Resolution, revoking the Therapeutic Massage Business License for Pine

Enterprises LLC d/b/a Healing Arts Massage for violating various provisions of Inver Grove Heights City Code Title 3, Chapter 2 and Title 4, Chapter 8.

ATTACHMENTS

1. Resolution Revoking Healing Arts Massage Massage Business License
2. Exhibit 1 -Healing Arts Notice of License Violation and Hearing and Attachments
3. Exhibit 2 - Healing Arts Massage After-hours
4. Exhibit 3 - 2023 - 2024 IGH Business and Therapist license application & renewal Pages from Jangyeong Moo _Redacted (updated) (2)
5. Exhibit 4 - 2023 - 2024 Bloomington Business License Pages from Healing Art Massage BLOOMINGTON - 9923 Lyndale Ave_Redacted (updated)
6. Exhibit 5 - 2024 Bloomington Yanping Liu Pages from Healing Art Massage BLOOMINGTON - 9923 Lyndale Ave_Redacted (updated)
7. Exhibit 6 - Pine Enterprises LLC Registration and dba_Redacted (updated)
8. Exhibit 7 - Resolution 2025-044 Revoking a Massage Therapist License Issued to Fengxia Liu

RESOLUTION NO. 25-

**INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION REVOKING A THERAPEUTIC MASSAGE BUSINESS LICENSE
ISSUED TO PINE ENTERPRISES LLC D/B/A HEALING ARTS MASSAGE**

WHEREAS, the City of Inver Grove Heights issues Therapeutic Massage Business Licenses; and

WHEREAS, Inver Grove Heights City Code Sections 4-8-1 and 3-2-10 authorize the City Council to revoke a Therapeutic Massage Business License when the license holder has failed to comply with an applicable ordinance relating to massage therapy or the operation of a licensed establishment, upon a hearing duly noticed and the opportunity for the license holder to be heard.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Inver Grove Heights, Minnesota as follows:

BACKGROUND

- 1.1 Pine Enterprises LLC, d/b/a/ Healing Arts Massage (the “License Holder”) holds a Therapeutic Massage Business License (the “License”) for the premises located at 5836 Blaine Avenue, Inver Grove Heights, MN (the “Licensed Premises”).
- 1.2 The Inver Grove Heights Police Department conducted a massage business inspection on July 10, 2024 at the Licensed Premises, and during that inspection, various violations of Inver Grove Heights Title 4, Chapter 8, including sections 4-8-1-K-2-k, 4-8-1-K-1-b, and 4-8-1-K-2-L and Section 3-2-10 were found.
- 1.3 The Inver Grove Heights Police Department conducted an investigation on January 21, 2025 and found a person working at the Licensed Premises who was not licensed as a massage therapist in the City of Inver Grove Heights who provided a massage in violation of Inver Grove Heights City Code Sections 4-8-1-K-2-D and 3-2-10.
- 1.4 Notice of a hearing regarding the alleged Therapeutic Massage Business License violation, including consideration of the revocation, was duly given to the License Holder of the License for the premises at 5836 Blaine Avenue, Inver Grove Heights, MN on January 31, 2025 by leaving a copy of the Notice of Hearing and Attachments addressed to Healing Arts Massage, at the licensed premises with the person in charge thereof.

- 1.5 A hearing regarding the alleged Therapeutic Massage Business License violation was held on Monday, March 10, 2025, in the City Council Chambers in Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights Minnesota.
- 1.6 At the hearing, all persons who appeared and desired to be heard were heard.
- 1.7 At the hearing, the license holder was provided with an opportunity to be heard, to be represented by legal counsel, and to provide evidence regarding the alleged license violations.
- 1.8 At the hearing, the Council accepted the exhibits (documents) found in the Council packet, the testimony provided at the hearing, and additional materials provided as part of the hearing, which are made a part of the record and incorporated herein and serve as the basis for the Council's decision in this matter.

FINDINGS OF FACT

- 2.1 The City Council is charged with protecting the public health, safety, and welfare of its residents, including from illegal activities of businesses and activities licensed in the City, and is authorized to exercise its sound discretion when presented with evidence of such violations.
- 2.2 Based upon the evidence and testimony presented at the hearing, including all of the materials related to the Therapeutic Massage Business License violations included in the Council Packet for the March 10, 2025, City Council meeting and the information presented at the March 10, 2025 Council Meeting, the City Council finds that the License Holder of the Therapeutic Massage Business License for the Licensed Premises located at 5836 Blaine Avenue, Inver Grove Heights, MN failed to comply with the requirements of its license, and that multiple violations of the massage business license have occurred as follows:

2.1.1 On July 10, 2024:

- a. The business had a massage room had two fabric chairs but no massage bed; additionally a massage room had a two-person sized mattress directly on the floor with used linens and garments laying on the bed in violation of City Code Section 4-8-1-K-2-k;
- b. The business did not have photographs of the massage therapist license holders displayed as required, in violation of City Code Section 4-8-1-K-1-b;
- c. It appeared that a person or persons were living in the business, as the business had an excessive amount of food located in the kitchen, and based on the excessive amount of food and used bed; at late dates a person was seen in slippers and pajamas inside the licensed premises when it was closed; and Liu Yanping, a massage

therapist affiliated with Pine Enterprises LLC listed the Licensed Premises as her address on her application for a massage therapist license with the City of Bloomington on July 16, 2024 license application for a massage license, all in of violation of City Code Section 4-8-1-K-2-k;

d. The Licensed Premises had window coverings that were noncompliant with the restrictions on window coverings for massage businesses, in violation of City Code Section 4-8-1-K-2-l.

- 2.1.2 On January 21, 2025, the business had an unlicensed massage therapist provide a massage for compensation at the Licensed Premises, in violation City Code Section 4-8-1-K-2-d.
- 2.3 The actions listed above constitute violations of Inver Grove Heights City Code Sections 4-8-J and 3-2-10.
- 2.4 The actions listed above further constitute violations of City Code Title 4, Chapter 8 and Title 3, Chapter 2 as follows:
 - a. Conducting the licensed activity in a manner that constitutes a breach of the peace and a menace to the health, safety, and welfare of the public;
 - b. Failure to comply with all of the conditions precedent to approval of a massage business license; and
 - c. A violation of any regulation or provision in the City Code applicable to the activity for which the license was granted.
- 2.5 The Council hereby finds that the above violations are grounds for revocation of Pine Enterprises LLC d/b/a Healing Arts Massage's Massage Business License, and that and that each of the violations stated above independently is grounds for revocation of Pine Enterprises d/b/a Healing Arts Massage's Massage Business license.
- 2.6 The Council further finds and determines that revocation of Pine Enterprises LLC d/b/a Healing Arts Massage's Massage Business License is reasonable and appropriate to protect the public health, safety, and welfare and to prevent further unlawful behavior within the City.

ACTION

- 3.1 The Council hereby takes the following action regarding the Massage Business License issued to Pine Enterprises LLC d/b/a Healing Arts Massage:
 - 3.1.1 The Massage Business License issued to Pine Enterprises d/b/a Healing Arts Massage is hereby **REVOKED** effective immediately.

- 3.1.2 The City Clerk or Deputy City Clerk are hereby authorized and directed to provide the License Holder with a copy of this resolution to serve as notice of the license revocation.
- 3.1.3 Pursuant to City Code, the City Council is afforded the final decision related to City-issued massage business licenses and, accordingly, the decision rendered herein is not subject to further appeals within the City. Pine Enterprises LLC d/b/a Healing Arts Massage has the right to appeal this decision to a court of competent jurisdiction.

Adopted by the City Council of the City of Inver Grove Heights on this 10th day of March 2025.

Ayes: Nays:

Attest:

John Murphy, Acting Mayor

Katie Mallot, Deputy City Clerk

City of Inver Grove Heights

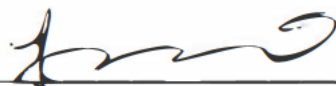
vs.

AFFIDAVIT OF SERVICE

Pine Enterprises LLC d/b/a Healing Arts Massage
Attn: Jangyeong Moo
5836 Blaine Avenue
Suite 104
Inver Grove Heights, MN 55076

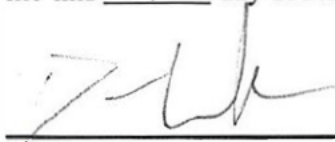
STATE OF MINNESOTA)
)ss.
COUNTY OF DAKOTA)

Sergeant Dane Winget, of the City of Inver Grove Heights, County of Dakota, in the State of Minnesota, being duly sworn, says that on the 31st day of January, 2025, served the Massage License revocation and Attachments, on Pine Enterprises LLC d/b/a Healing Arts Massage, by leaving a copy of the Notice and Attachments with J. Moo, the person in charge thereof, at 5836 Blain Ave, Inver Grove Heights, MN, the licensed premises.

Signature: 

Subscribed and sworn to before

me this 31st day of ~~November 2024~~ January 2025 - D. Winget


Notary

January 31, 2025

Pine Enterprises LLC d/b/a Healing Arts Massage
Attn: Jangyeong Moo
5836 Blaine Avenue
Suite 104
Inver Grove Heights, MN 55076

NOTICE OF HEARING

Ms. Moo,

Pine Enterprises LLC d/b/a Healing Arts Massage (Healing Arts Massage) is the holder of a Therapeutic Massage Business License issued by the City of Inver Grove Heights (City) pursuant to City Code, Title 4, Chapter 8 for the premises located at 5836 Blaine Avenue, Inver Grove Heights, MN 55076. The following violations of the terms and conditions of Healing Arts Massage's Therapeutic Massage Business License, including violations of City Code Title 4, Chapter 8 and/or City Code Title 3, Chapter 10, Section 2 are alleged to have occurred at Healing Arts Massage located at 5836 Blaine Avenue, Inver Grove Heights, MN 55076 on the following dates:

7/10/2024

- **Various Violations of Inver Grove Heights Title 4, Chapter 8 Massage Therapy Regulations.** Officers conducted a compliance check of the business and found the following violations:
 - A massage room had two fabric chairs but no massage bed; additionally a massage room had a two-person sized mattress directly on the floor with used linens and garments laying on the bed (4-8-1(K)(2)(k))
 - Photographs of the massage therapist license holders were not displayed (4-8-1(K)(1)(b))
 - An excessive amount of food was located in the kitchen, and based on the excessive amount of food and used bed, it appeared a person was living in the business(4-8-1(K)(2)(k))
 - Window coverings noncompliant with restrictions on window conversions ((4-8-1(K)(2)(L)

1/21/2025

- **Violation of Inver Grove Heights Title 4, Chapter 8 Massage Therapy Regulations.** Officers investigating the business found the following violation:
 - Massage was provided by an unlicensed massage therapist ((4-8-1(K)(2)(d))

Additional information regarding these violations can be found in the attached Inspection Report and Incident Reports.

Based on these alleged violations of the terms and conditions of Healing Arts Massage's Therapeutic Massage Business License and City Code Title 4, Chapter 8 and/or Title 3, Chapter 10, you are hereby notified that the City will proceed with a hearing before taking potential adverse licensing action (suspension or revocation) of Healing Arts Massage's Therapeutic Massage Business License on **Monday, February 10, 2025 at 7:00 p.m.** in the City Council Chambers, Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights, MN 55077.

At the hearing, Healing Arts Massage may be represented by counsel or a person of its choosing and shall be given the opportunity to be heard and present evidence. If the City Council finds that a violation of the terms and conditions of Healing Arts Massage's Therapeutic Massage Business license or the relevant City Code requirements related to the provision of massage services and the operation of the massage business has occurred, the Council make take adverse action against its license, including suspension or revocation of Healing Arts Massage's Therapeutic Massage Business License.

Questions regarding this process can be directed to Sergeant Dane Winget_ at (651) 450-2525.

Signature

Enc: Inspection Report
Incident Reports



INCIDENT
Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 24002230
Title: Massage Inspection
Case Disposition: Inactive
Contains Confidential Person/Participant

CASE #: 24002230

INCIDENT REPORT

INCIDENT INFORMATION

Charges/Citation:	Address:	5836 Blaine Avenue Inver Grove Heights, MN 55076; Dakota US
Incident Type: Other	Location Description:	
Start Date: 2024-07-10 14:31	Parties Involved:	
End Date: 2024-07-25 14:51	Moo, Jangyeong [REDACTED] Mentioned	
Reported Date: 2024-07-10 14:31	Tang, Xiulan [REDACTED] Mentioned	

CASE INFORMATION

Body Cam:
Yes

Surveillance Video:
No

NIBRS Reportable: No

OFFICER INFORMATION

Name	Agency	Badge	Role
Joseph DeRosier	Inver Grove Heights	3631	Primary
Dane Winget	Inver Grove Heights	3611	Assisting

SYNOPSIS OF EVENTS

On 07/10/2024, Inver Grove Heights Officers responded to the 5800 block of Blaine to complete a therapeutic massage inspection. A report was taken.

NARRATIVE

On 07/10/2024 at 14:31 hours, Inver Grove Heights Officers responded to Healing Arts Massage at 5836 Blaine Avenue in order to complete a massage license inspection.

Upon arrival, Officers spoke with the sole employee in the building who was identified as Xiulang (Nickname: Candy) Tang DOB [REDACTED]. Officers noted that English was not Xiulang's primary language and facilitated a translator via language line. I explained my purpose for the inspection and she advised that she would like for me to speak with the manager. It was at this time that Xiulang contacted Jangyeong (Nickname: Annie) Moo DOB [REDACTED] via phone.



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 24002230

Title: Massage Inspection

Case Disposition: Inactive

Contains Confidential Person/Participant

Officers spoke to Jangyeong via phone and advised that her presence would likely not be needed to the massage inspection and that we would contact her if there were any problems. We later obtained Xiulang government issued ID and compared it with the license displayed. We then proceeded to inspect the massage rooms. The first room on the right had two beds and was compliant with city ordinance. The second room on the right had two fabric chairs in it but did not contain a massage bed. The third room on the right had a two person sized mattress directly on the floor and was not compliant with city ordinance.

The first room on the left was a business office area with a computer. The second room on the left had a elevated massage bed. The third room on the left was a two person sized mattress directly on the floor and was not compliant with city ordinance. I also noted that this bed was disheveled, had used linens and garments laying on the bed. I noted that this appeared consistent with a room used for sleeping. Officers also inspected the bathroom (compliant) and the rear break area. Officers noted an excessive amount of food items in the rear break area which appeared consistent with an apartment and not a traditional employee break area.

I then proceeded to review the compliance checklist with Xiulang. I noted the following violations:

I noted that they did not have photographs of the massage license holders displayed (4-8-1 K.1A)

I noted that it appeared an individual was residing within the facility (due to the items located in the kitchen as well as the "used" room) (4-8-1 K.2L)

I noted there were multiple beds which were not raised massage tables (4-8-1 K.2M)

I completed the inspection packet checklist and then provided Jangyeong a copy. We later left the business without incident.

Sgt. Winget and I returned to the business on 07/25/2024. We proceeded with our inspection and noted that the facility had resolved all of the prior identified deficiencies.

I uploaded copies of the inspection packets into the electronic case file.

PARTIES INVOLVED

PERSON 1

Role(s): Mentioned, [REDACTED]

Last: Moo	First: Jangyeong	Middle:	Date of Birth:	[REDACTED]
Sex: [REDACTED]	Race: [REDACTED]	Height: [REDACTED]	Weight: [REDACTED]	Hair: [REDACTED]
Eyes: [REDACTED]	Is Juvenile?: [REDACTED]	Ethnicity: [REDACTED]	Build: [REDACTED] r	Complexion: [REDACTED]



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 24002230

Title: Massage Inspection

Case Disposition: Inactive

Contains Confidential Person/Participant

Cell Phone:		Description:
Cell Phone:		Description:

PERSON 2

Role(s): Mentioned

Last: Tang	First: Xiulan	Middle:	Date of Birth:						
Sex:		Race:		Height:		Weight:		Hair:	
Eyes:		Is Juvenile?:		Ethnicity:		Build:		Complexion:	
Residence:									
Residence Type:									

CASE #: 24002230
INCIDENT REPORT



8150 Barbara Ave. Inver Grove Heights, MN, 55076
651-450-2525

The City of Inver Grove Heights Therapeutic Massage Inspection Packet.

NAME: Healing Arts Massage		PERMIT NUMBER: 2024-08	DATE OF INSPECTION: 7-10-24
DOING BUSINESS AS: Healing Arts Massage			
STREET ADDRESS: 5836 Blaine Ave Ste 104		TELEPHONE 626-757-9406	EXT
CITY: Inver Grove Heights	COUNTY: Dakota	STATE: MN	ZIP: 55076
Owner name: Jangyeong Moo		Owner number: 626-757-9406 952-426-0755	EXT
Inspected By: DeBor	3631	IC number: 24002230	Pass ☐ Fail ☒

4-8-1 K License restrictions Posting of License:

(4-8-1 K.1A) Business License: A therapeutic massage business license issued must be posted in a conspicuous place on the premises for which it is used	P
(4-8-1 K.1B) Personal Massage Therapist License: A person licensed as a massage therapist shall post the massage therapist license, along with a color photo, in a conspicuous place on the premises at which the therapist is associated. A massage therapist shall have readily available at all times that therapeutic massage services are rendered a government issued photo identification card.	F
(4-8-1 K.2C) Affiliation With Business Required: A massage therapist shall be employed by, affiliated with, or own a massage business licensed by the city, unless a person or place is specifically exempted from obtaining a therapeutic massage business license pursuant to this section.	P
(4-8-1 K.2D) Employment Of Unlicensed Massage Therapists Prohibited: No therapeutic massage business shall employ or use any person to perform massage who is not licensed as a massage therapist under this section, unless the person is specifically exempted from obtaining a therapist license pursuant to this section.	P
(4-8-1 K.2E) Coverage Of Genitals During Massage: The licensee shall require that the person who is receiving the massage shall at all times have his or her genitals covered with nontransparent material or clothing.	P
(4-8-1 K.2F) Therapist Dress Requirements: Any therapist performing massage shall at all times be dressed professionally.	P
(4-8-1 K.2G) Massage Of Certain Body Parts Prohibited: At no time shall the massage therapist intentionally massage or offer to massage the penis, scrotum, mons veneris, vulva, breasts, or vaginal area of a person.	P
(4-8-1 K.2H) Restrictions Regarding Hours Of Operation: No therapeutic massage business shall be open for business, nor will any therapeutic massage therapist offer massage services, before eight o'clock (8:00) A.M. or after ten o'clock (10:00) P.M. any day of the week. No customers or patrons shall be allowed to remain upon the licensed premises after ten thirty o'clock (10:30) P.M. and before eight o'clock (8:00) A.M. daily. Support activities such as cleaning, maintenance and bookkeeping are allowed outside of business hours.	P
(4-8-1 K.2I) Illegal Activities: In addition to the license restrictions set forth in this chapter, any advertising by a licensee of any potential unlawful or erotic conduct at the licensed establishment or by a licensed massage therapist shall be prohibited. A licensee under this chapter shall be strictly responsible for the conduct of the business being operated in compliance with all applicable laws and ordinances, including the actions of any employee or agent of the licensee on the licensed premises.	P
(4-8-1 K.2J) Restrictions Involving Minors: No person under the age of eighteen (18) shall be permitted to obtain massage services at a massage business unless accompanied by his/her parent or guardian.	P
(4-8-1 K.2K) Restrictions on Habitation. The premises of a licensed massage business, other than a massage business legally conducted as a home occupation, shall not contain sleeping quarters or living spaces of any kind intended for habitation. In all massage businesses, including massage businesses legally conducted as a home occupation, no beds, cots, futons or mattresses shall be located in any area where massage services are provided.	F
(4-8-1 K.2L) Restrictions on Window Covering. The exterior windows of a premises where a massage business is located must not be one hundred percent (100%) opaque during hours that the licensed premises is open for business, except for windows in massage rooms and restrooms.	F
(4-8-1 K.2M) Equipment. All therapeutic massage services shall be provided on a raised massage therapy table or chair or on a mat similar to those used in yoga.	F
(4-8-1 K.2N) Posting of Rates and Licenses. Massage businesses shall post rates for all massage services offered at the business as well as the massage business license in a prominent location on the business premises.	P
(4-8-1 K.2O) Compliance with Building and Fire Codes. Massage business premises shall comply with all applicable fire and building code requirements.	P

4-8-1 L Restrictions Regarding Sanitation, Health and Safety

Toilet Room Requirements: A licensed therapeutic massage business shall be equipped with adequate and conveniently located toilet rooms for the accommodation of its employees and patrons. The toilet room shall be well ventilated by natural or mechanical methods and be enclosed with a door. The toilet room shall be kept clean and in good repair and shall be adequately lighted.	P
Paper/Linen Requirements: A licensed therapeutic massage business shall provide single service disposal paper or clean linens to cover the table, chair, furniture, or area on which the patron receives the massage; or in the alternative, if the table, chair, or furniture on which the patron receives the massage is made of material impervious to moisture, such table, chair, or furniture shall be properly sanitized after each massage.	P
Washing Of Hands Required: The licensed business premises shall contain an on site sink. The massage therapist shall wash his or her hands and arms with water and soap, antibacterial scrubs, alcohol, or other disinfectants prior to and following each massage service performed.	P
Door Latches And Locks: The front door of any massage business and the doors to individual rooms where massage services are provided shall remain unlocked during all hours of operation, except that interior and exterior doors may remain locked when the business is open if the only persons at the business are a single massage therapist providing massage services and customers receiving massages, and the door is able to be opened without a key from the inside by way of a crash bar or other opening mechanism that allows anyone to open the door without a key from the inside of the room where the door is located.	P

Notes:



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 25000212

Title: Business License Violation

Case Disposition: Adult Arrest

INCIDENT INFORMATION

Charges/Citation:	Ordinance: 4-8-1(D)(2) () Ordinance: 4-8-1(K)(4) ()	Address:	5836 Blaine Avenue Inver Grove Heights, MN 55077; Minnesota US
Incident Type:	Other	Location Description:	
Start Date:	2025-01-21 09:00	Parties Involved:	
End Date:	2025-01-21 14:30	Liu, Fengxia [REDACTED] Suspect	
Reported Date:	2025-01-21 09:00	Moo, Jangyeong [REDACTED] Suspect	
		Healing Arts Massage	

CASE INFORMATION

Surveillance Video:

No

OFFICER INFORMATION

Name	Agency	Badge	Role
Joseph DeRosier	Inver Grove Heights	3631	Primary

SYNOPSIS OF EVENTS

On 01/22/2025, Inver Grove Heights Officers investigated a business license violation in the 5800 block of Blaine Avenue. This case is active.

NARRATIVE

On 2025-01-21 at approximately 0930 hours, I responded to Healing Arts Massage located at 5836 Blaine Avenue to investigate a possible violation of the terms of the issued massage business license. I have been to this location before and have recognized an unlicensed employee working the front counter who was later identified as Fengxia Liu DOB [REDACTED], at that time it was unclear if she was providing massage services or just working at the front desk. This was suspicious as I have had lengthy interactions with the three (3) currently licensed massage therapists for this location and I know Fengxia is not one of the licensed employees.

In order to establish if unlicensed massage was occurring an operational plan was created to get an unlicensed massage. During this incident the plan was reviewed and approved by Sgt Winget. I was wearing plainclothes and did not announce myself as law enforcement. I had a department "bug phone" activated which had recorded all conversations.

Upon arrival, I was greeted by Liu and was told that she was too busy to provide a massage for me to return later.



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 25000212

Title: Business License Violation

Case Disposition: Adult Arrest

I returned at approximately 1340 hours and requested for a 30-minute massage. Liu told me that it would cost \$60.00 and she was paid using three (3) - \$20 dollars bills checked out of the departmental investigative funds. Liu then brought me to the back right massage room, where I was instructed to change. I then laid on the massage table and observed Liu come into the room. It was at this time that she provided a unlicensed massage to me.

At the conclusion, I then was instructed to change clothes. I provided Liu a \$20 tip from departmental investigative funds.

I then left the facility without incident.

Copies of the recordings of the interaction were uploaded into the electronic case file. Due to the clandestine nature of the case no body worn camera video was created.

It should be noted that the owner of the store/business and the license holder is Jangyeong Moo DOB [REDACTED].

Please forward this report to the city attorney for the formal charging of Fengxia Liu DOB [REDACTED] and Jangyeong Moo DOB [REDACTED] for the listed ordinance violations.

PARTIES INVOLVED

PERSON 1

Role(s): Suspect

Last: Liu	First: Fengxia	Middle:	Date of Birth:	[REDACTED]
Sex: [REDACTED]	Race: [REDACTED]	Height: [REDACTED]	Weight: [REDACTED]	Hair: [REDACTED]
Eyes: [REDACTED]	Is Juvenile?: [REDACTED]	Ethnicity: [REDACTED]	Build: [REDACTED]	Complexion: [REDACTED]
Residence: [REDACTED]				
Residence Type: [REDACTED]				

CHARGES/ORDINANCES

Type: Ordinance

Ordinance:
4-8-1(D)(2)

Description: Massage Therapy - Massage Therapist License Required

UOC:

Citation #:

CASE #: 25000212
INCIDENT REPORT



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 25000212

Title: Business License Violation

Case Disposition: Adult Arrest

PERSON 2

Role(s): Suspect

Last: Moo	First: Jangyeong	Middle:	Date of Birth:						
Sex:		Race:		Height:		Weight:		Hair:	
Eyes:		Is Juvenile?:		Ethnicity:		Build:		Complexion:	

Residence:

Residence Type:

Cell Phone:

Description:

Cell Phone:

Description:

CHARGES/ORDINANCES

Type: Ordinance

Ordinance:

4-8-1(K)(4)

Description: Massage Therapy - Employment of Unlicensed Massage Therapists Prohibited

UOC:

Citation #:

BUSINESS 1

Role(s): Mentioned

Business Name: Healing Arts Massage

Location: 5836 Blaine Avenue; Inver Grove Heights, MINNESOTA 55077; Minnesota US

NIBRS OFFENSE TYPE(s):

Other

Location Type: Commercial/Office Building

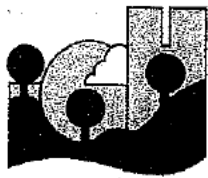
CASE #: 25000212

INCIDENT REPORT

EXHIBIT 2



Rebecca, Kiernan, City Clerk



City of Inver Grove Heights

APPLICATION FOR INDIVIDUAL MASSAGE THERAPIST LICENSE OR THERAPEUTIC MASSAGE BUSINESS LICENSE

8150 Barbara Ave, Inver Grove Heights, MN 55077 • (651) 450-2500 • Fax (651) 450-2502 • www.invergroveheights.org •

All persons performing massage in the City of Inver Grove Heights must be licensed and meet the following requirements. Provide **proof of completion** of a program of at least 500 contact hours of combined massage therapy theory and practice training from: 1) a school accredited by the U.S. Department of Education, (<https://ope.ed.gov/dapip/#/home>) OR 2) a program accredited by the Commission On Massage Therapy Accreditation (COMTA – www.comta.org). For more information, see the Massage Therapy ordinance at https://www.sterlingcodifiers.com/codebook/index.php?book_id=542. **IMPORTANT: The licensing process may take up to 90 days to complete.**

Choose Which License:	Massage Therapist License - Individual	☒ Therapeutic Massage Business License
Fees:	\$175/Background Fee + \$75/Individual License Fee = \$250 TOTAL	\$500/Background Fee (Includes one therapist) + \$200/License Fee = \$700 TOTAL *Additional therapists pay the Individual License fees.
Complete Parts:	Part 1, Part 2, Part 4, Part 5	Part 1, Part 3, Part 4, Part 5, Part 6

Submit this completed form with a color copy of driver's license or government issued photo ID attached.

Part 1 ALL APPLICANTS COMPLETE PART 1						
PERSONAL INFORMATION						
First Name Jangyeong	Middle Name	Last Name Moo	Place of Birth (City, State):	Date of Birth:		
Height:	Weight:	Eye Color:	Hair color:			
Residential Street Address:			City:	State:	Zip Code:	
Phone Number:		U.S. Citizen:	if non-U.S. citizen, list home country and attach proof of eligibility to work in U.S.:			
Email Address:						
Social Security Number (SSN):			Individual Tax Identification Number (ITIN) if applicable:			
List your first, middle, and/or last names you have ever used or been known by – (please copy form as needed)						
First:		Middle:		Last:		
First:		Middle:		Last:		
First:		Middle:		Last:		
List your Residences for the past Five (5) Years – (please copy form as needed)						
Street Address		City	State	Zip	From (MM/YY)	To (MM/YY)
List Name and Address of Employer and Occupation for the past Five (5) Years – (please copy form as needed)						
Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)
Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	07/23	Present
Juns LLC	952-594-4720	730 N.Washington Ave.Ste 140	Minneapolis	55401	01/23	06/23
Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	12/21	12/22

Natural Wellness Spa LLC	626-507-5368	5524 W.Broadway Ave	Crystal	55428	09-21	10/21
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MN Pain Care Center LLC	612-886-5727	3001 Hennepin Ave.Ste 2410	Minneapolis	55408	08/19	03/20
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APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 1 CONTINUED ALL APPLICANTS COMPLETE PART 1

Criminal History, Arrest Records, Warrant Information, and Other Relevant Records -- (please copy form as needed)

Have you ever been convicted of any felony crimes or ordinance violations, other than traffic offenses?

Yes ☐ No ☒

If yes, list -- *Attach additional sheets if necessary*

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

Have you been convicted of violation of any federal, state, or local law relating to the operation of any business requiring a license?

Yes ☐ No ☒

If yes, list -- *Attach additional sheets if necessary*

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

REFERENCES

List three (3) references of good moral character who are not related to you and do not have a financial interest in the premises of the business who can attest to your character. These individuals must live within the Twin Cities Metropolitan area

Name (First/Last)	Phone Number	Street Address	State	Zip

CERTIFICATE OF PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? YES ☐ NO ☐

If yes, list insured information- Attached Certificate of Profession Liability with \$1,000,000.00 insurance coverage

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 W.Town&Country Rd.Ste1400. Orange	CA	92868

ADDITIONAL INFORMATION

Additional information you want to include that was not required in Part 1:

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 2 ONLY MESSAGE THERAPIST LICENSE APPLICANTS COMPLETE PART 2

THERAPEUTIC MASSAGE BUSINESS INFORMATION

Therapeutic Massage Business Name (DBA) where applying to be an Individual Therapist:

Healing Arts Massage

Street Address of Licensed Premises:
5836 Blaine Ave. Ste 104 Inver Grove Heights, MN

Business Contact (first and last name):

Jangyeong Moo

Zip Code:
56076

Business Phone:

Contact's Phone Number:

THERAPEUTIC MASSAGE ACADEMIC INFORMATION

Attach diploma/certificate of graduation showing completion of a program of at least 500 hours of certified therapeutic massage training
AND certified copy of transcript of academic record from accredited institution.

Name of School Attended:

ATI College

Dates Attended:

03/02/2018 to 11/06/2018

Street Address:

15141 Whittier Blvd. ste 402 Whittier, CA

Contact (first and last name):

Zip Code:
90603

Business Phone:
562-864-0506

Business Contact's Phone Number:

INDIVIDUAL MESSAGE THERAPIST LICENSE HISTORY

Are you currently licensed as a Massage Therapist in another city? ☐ Yes ☒ No

If yes, list City's information - (please copy form as needed)

City	Street Address	State	Zip

Have you ever been denied or rejected for an individual Massage Therapist License? ☐ Yes ☒ No

If yes, list - (please copy form as needed)

City	Street Address	State	Zip

Have you as an individual or as part of a corporation, partnership, association, enterprise, business or firm ever had a Massage Therapist License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No

If yes, list - (please copy form as needed)

City	Street Address	State	Zip

Have you ever owned and/or operated a Therapeutic Massage Business? ☐ Yes ☒ No

If yes, list - (please copy form as needed)

Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 3 ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 3			
TYPE OF THERAPEUTIC MASSAGE BUSINESS <i>Circle one</i>			
☒ Individual/Sole Proprietorship		☐ Business/Firm	
☐ Corporation		☒ Limited Liability Company	
☐ Partnership		☐ Other Entities	
ADDITIONAL REQUIREMENTS FOR THE FOLLOWING THERAPEUTIC MASSAGE BUSINESS APPLICANTS			
Partnerships	1. All partners must complete Part 1 of application in conjunction with one (1) partner completing entire application.		
	2. Managing Partners need to be designated: <i>(please copy form as needed)</i>		
	Managing Partner (First/Last)		Title
	3. Each Partner (General and Limited) shall have their interest disclosed: <i>(please copy form as needed)</i>		
	Partner who controls an interest (First/Last)		Percent of interest
Corporations and other Organizations or Entities	1. Corporation/Association/Other Organization Name		2. State of Incorporation (Must be authorized to do business in Minnesota)
	3. Attach: 1. A true copy of the Partnership Agreement and a copy 2. A true copy of trade name under MN Statute §333.02 (Certified by the Clerk of District Court)		
	3. Attach: 1. A true copy of the certificate of incorporation and if a Foreign corporation a certificate of authority as described in MN Statute §303.02 2. Articles of Incorporation of Association Agreement 3. By-laws of the Corporation		
	4. All persons (General Manager, corporate officers, proprietor and other persons in charge) must complete Part 1 of application in conjunction with one (1) person completing entire application.		
NAME/ADDRESS OF THERAPEUTIC MASSAGE BUSINESS			
Therapeutic Massage Business Name (DBA): Healing Arts Massage			
Street Address of Premises: 5836 Blaine Ave. Inver Grove Heights, MN		Business Contact (first and last name): Jangyeong Moo	
Zip Code: 55076	Business Phone: [REDACTED]	Contact's Phone Number: [REDACTED]	
Floor Number (if applicable):	Suite Number (if applicable): 104	Business Email Address & Website Address: [REDACTED]	
MESSAGE THERAPIST BUSINESS LICENSE HISTORY			
Is the corporation, partnership, association, enterprise, business or firm currently licensed as a Massage Therapist Business in another city? Yes ☐ No ☒			
If yes, list City's information – <i>(please copy form as needed)</i>			
City	Street Address	State	Zip

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 3 CONTINUED ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 3

Has the corporation, partnership, association, enterprise, business or firm ever been denied or rejected for a Therapeutic Massage Business License? ☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

Has the corporation, partnership, association, enterprise, business or firm ever had a Therapeutic Massage Business License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

BUSINESS PREMISES INFORMATION

Business premises is owned by

Owner (First/Last Name)	Phone Number	Street Address	State	Zip
Inver Grove Marketplace				

Is the business premises in the construction planning phase or currently under construction? ☐ Yes ☒ No (the premises is already constructed)

If business premises is preexisting will there be any building changes/modifications to your work space? ☐ Yes ☐ No

If yes, explain the scope of work;

Are the business premises design plans on file with the city's building and inspections department? ☐ Yes ☐ No

If No, Attach plan/sketch showing dimensions, location of buildings, street access, parking facilities configuration, interior dimension & total floor space.

Are there any real estate taxes, personal property taxes, special assessments, or other financial claims delinquent or unpaid for the premises to be licensed? If yes, give details:

PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? ☒ Yes ☐ No

If yes, list insurer information -- Attach certificate of professional liability with \$1,000,000.00 limits

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 W. Town & Country Rd. Ste 1400 Orange	CA	92868

LIST OF THERAPISTS THAT WILL BE WORKING AT MASSAGE THERAPIST BUSINESS -- (please copy form as needed)

Name (First/Last)	Contact number	Address
Jangyeong Moo		

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 4 ALL APPLICANTS COMPLETE PART 4

DATA PRIVACY ADVISORY

Complete the Attached:

Massage License/Permit Applicant General Authorization and Release and Criminal History Background Check Consent Form.

Review the Attached:

Massage License/Permit - Data Privacy Advisory

PART 5 ALL APPLICANTS COMPLETE PART 5

TENNESSEN WARNING AND AUTHORIZATION (VERIFICATION)

The data you furnish on this application will be used by the City of Inver Grove Heights to assess your qualifications for licensure. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Inver Grove Heights may be unable to process this application. Disclosure of your Social Security number, Minnesota Tax ID Number, or Individual Tax ID Number is required by Minnesota Statutes 270C.72 and your Social Security number may be requested by and released to the Department of Revenue. Upon submission of this application, all information except your Social Security Number will be public information pursuant to Minnesota Statutes, Chapter 13.

I have no intention or agreement to transfer the license to another person, or to allow any other person or entity to operate under the authority of the license.

I understand that by submitting this application as an individual and operating a massage business in the City of Inver Grove Heights, I hereby consent to allow the appropriate City personnel, or any authorized representative or agents, to inspect the licensed premises for the purpose of ensuring compliance with the law, at any time the business is occupied and/or open for business. I also understand that a denial of permission for such a lawful inspection of the premises is a violation of the license provisions.

I have received from the City of Inver Grove Heights a copy of the ordinance that regulates the activity for which I am applying for licensure and I agree to familiarize myself with the provisions of said ordinance.

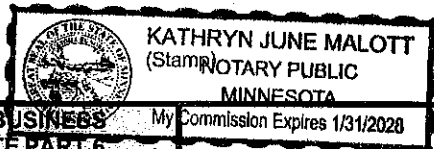
I will strictly comply with all the laws of the State of Minnesota governing the rules and regulations of operating a massage business and all ordinances of the City of Inver Grove Heights. I hereby certify or declare under penalty of perjury under the laws of the State of Minnesota that I have read and understand every question in this application and that the answer to every question and in all supplemental documents submitted on behalf of this application are true and correct to the best of my knowledge, information and belief. I further understand that the giving of false information in this application, regardless of when it is discovered, and or the failure to give required pertinent information constitutes cause for the immediate revocation of any and all licenses and/or permits issued hereunder and may be grounds for prosecution for perjury. All information given is subject to verification by the State of Minnesota.

A NOTARIZED SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

Signature [Signature] Date 8/10/2023

SUBSCRIBED AND SWORN TO BEFORE ME THIS 10th day of August, 2023

[Signature] My Commission expires On: 1/31/2028
Signature of Notary Public



PART 6 ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 6

VCI FINANCIAL RELEASE

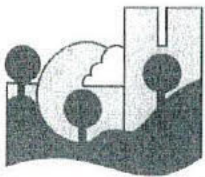
Complete the Attached:

Verified Credentials, Authorization To Collect, Use And Release Financial Information

Review the Attached:

Disclosure Regarding Background Investigation

Rebecca, Kiernan, City Clerk



City of Inver Grove Heights

APPLICATION FOR INDIVIDUAL MASSAGE THERAPIST LICENSE OR THERAPEUTIC MASSAGE BUSINESS LICENSE

8150 Barbara Ave, Inver Grove Heights, MN 55077 • (651) 450-2500 • Fax (651) 450-2502 • www.invergrovehights.org •

All persons performing massage in the City of Inver Grove Heights must be licensed and meet the following requirements. Provide **proof of completion** of a program of at least 500 contact hours of combined massage therapy theory and practice training from: **1)** a school accredited by the U.S. Department of Education, (<https://ope.ed.gov/dapip/#/home>) **OR** **2)** a program accredited by the Commission On Massage Therapy Accreditation (COMTA – www.comta.org). For more information, see the Massage Therapy ordinance at https://www.sterlingcodifiers.com/codebook/index.php?book_id=542. **IMPORTANT: The licensing process may take up to 90 days to complete.**

Choose Which License:	☒ Massage Therapist License - Individual	☒ Therapeutic Massage Business License
Fees:	\$175/Background Fee + \$75/Individual License Fee = \$250 TOTAL	\$500/Background Fee (Includes one therapist) + \$200/License Fee = \$700 TOTAL *Additional therapists pay the Individual License fees.
Complete Parts:	Part 1, Part 2, Part 4, Part 5	Part 1, Part 3, Part 4, Part 5, Part 6

Submit this completed form with a color copy of driver's license or government issued photo ID attached

Part 1 ALL APPLICANTS COMPLETE PART 1						
PERSONAL INFORMATION						
First Name Jangyeong	Middle Name	Last Name Moo	Place of Birth (City, State):	Date of Birth:		
Height:	Weight:	Eye Color:	Hair color:			
Residential Street Address:			City:	State:	Zip Code:	
Phone Number:			If non-U.S. citizen, list home country and attach proof of eligibility to work in U.S.:			
Email Address:						
Social Security Number (SSN):			Individual Tax Identification Number (ITIN) if applicable:			
List your first, middle, and/or last names you have ever used or been known by – (please copy form as needed)						
First:	Middle:		Last:			
First:	Middle:		Last:			
First:	Middle:		Last:			
List your Residences for the past Five (5) Years – (please copy form as needed)						
Street Address	City	State	Zip	From (MM/YY)	To (MM/YY)	
List Name and Address of Employer and Occupation for the past Five (5) Years – (please copy form as needed)						
Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)
Pine Enterprises LLC	626-757-9406	5836 Blaine Ave	Inver Grove Heights	55076	09/23	Present
Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	07/23	12/23
Juns LLC	952-594-4720	713 N Washington Av. Ste140	Minneapolis	55401	01/23	06/23

Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	12/21	12/22
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Natural Wellness Spa LLC	626-507-5368	5524 W. Broadway Ave	Crystal	55428	09/21	10/21
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MN Paine Care Center LLC	612-886-5727	3001 Hennepin Ave. Ste. 2410	Minneapolis	55408	08/19	03/20
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APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 1 CONTINUED ALL APPLICANTS COMPLETE PART 1

Criminal History, Arrest Records, Warrant Information, and Other Relevant Records -- (please copy form as needed)

Have you ever been convicted of any felony crimes or ordinance violations, other than traffic offenses?

Yes ☐ No ☒

If yes, list -- Attach additional sheets if necessary

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

Have you been convicted of violation of any federal, state, or local law relating to the operation of any business requiring a license?

Yes ☐ No ☒

If yes, list -- Attach additional sheets if necessary

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

REFERENCES

List three (3) references of good moral character who are not related to you and do not have a financial interest in the premises of the business who can attest to your character. These individuals must live within the Twin Cities Metropolitan area

Name (First/Last)	Phone Number	Street Address	State	Zip

CERTIFICATE OF PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? Yes ☐ No ☐

If yes, list insured information- Attached Certificate of Professional Liability with \$1,000,000.00 Insurance coverage

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 W. Town & County Rd. St 1400, Orange	CA	92868

ADDITIONAL INFORMATION

Additional Information you want to include that was not required in Part 1:

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 2 ONLY MESSAGE THERAPIST LICENSE APPLICANTS COMPLETE PART 2						
THERAPEUTIC MASSAGE BUSINESS INFORMATION						
Therapeutic Massage Business Name (DBA) where applying to be an individual therapist: Healing Arts Massage						
Street Address of Licensed Premises: 5836 Blaine Ave, Inver Grove Heights, MN				Business Contact (first and last name): Jangyeong Moo		
Zip Code: 55076		Business Phone:		Contact's Phone Number:		
THERAPEUTIC MASSAGE ACADEMIC INFORMATION						
Attach diploma/certificate of graduation showing completion of a program of at least 500 hours of certified therapeutic massage training AND certified copy of transcript of academic record from accredited institution.						
Name of School Attended: ATI College				Dates Attended: 03/02/2018 to 11/06/2018		
Street Address: 15141 Whittier Blvd. Ste. 402, Whittier, CA				Contact (first and last name):		
Zip Code: 90603		Business Phone: 562-864-0506		Business Contact's Phone Number:		
INDIVIDUAL MESSAGE THERAPIST LICENSE HISTORY						
Are you currently licensed as a Massage Therapist in another city? ☒ Yes ☐ No						
If yes, list City's information - (please copy form as needed)						
City	Street Address			State	Zip	
City Of Bloomington	1800 West Old Shakopee Road			MN	55431	
Have you ever been denied or rejected for an individual Massage Therapist License? ☐ Yes ☒ No						
If yes, list - (please copy form as needed)						
City	Street Address			State	Zip	
Have you as an individual or as part of a corporation, partnership, association, enterprise, business or firm ever had a Massage Therapist License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No						
If yes, list - (please copy form as needed)						
City	Street Address			State	Zip	
Have you ever owned and/or operated a Therapeutic Massage Business? ☒ Yes ☐ No						
If yes, list - (please copy form as needed)						
Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)
Healing Arts Massage	763-402-0197	5836 Blaine Ave	Inver Grove Heights	55076	09/23	Present

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

**PART 3 ONLY THERAPEUTIC MASSAGE BUSINESS
LICENSE APPLICANTS COMPLETE PART 3****TYPE OF THERAPEUTIC MASSAGE BUSINESS**
*Circle one*Individual/Sole Proprietorship

Business/Firm

Partnership

Corporation

Limited Liability Company

Other Entities

ADDITIONAL REQUIREMENTS FOR THE FOLLOWING THERAPEUTIC MASSAGE BUSINESS APPLICANTS**Partnerships**

1. All partners must complete Part 1 of application in conjunction with one (1) partner completing entire application.

2. Managing Partners need to be designated:
(please copy form as needed)

Managing Partner (First/Last)

Title

3. Each Partner (General and Limited) shall have their interest disclosed:
(please copy form as needed)

Partner who controls an Interest (First/Last)

Percent of Interest

4. Attach:

1. A true copy of the Partnership Agreement and a copy
2. A true copy of trade name under MN Statute §333.02 (Certified by the Clerk of District Court)

**Corporations and other
Organizations or Entities**

1. Corporation/Association/Other Organization Name

2. State of Incorporation (Must be authorized to do
business in Minnesota)

3. Attach:

1. A true copy of the certificate of incorporation and if a Foreign corporation a certificate of authority as described in MN Statute §303.02
2. Articles of Incorporation of Association Agreement
3. By-laws of the Corporation

4. All persons (General Manager, corporate officers, proprietor and other persons in charge) must complete Part 1 of application in conjunction with one (1) person completing entire application.

NAME/ADDRESS OF THERAPEUTIC MASSAGE BUSINESS

Therapeutic Massage Business Name (DBA):

Healing Arts Massage

Street Address of Premises:

5836 Blaine Ave. Inver Grove Heights.MN

Business Contact (first and last name):

Jangyeong Moo

Zip Code:

55076

Business Phone:

Contact's Phone Number:

Floor Number (if applicable):

Suite Number (if applicable):

104

Business Email Address & Website Address:

MESSAGE THERAPIST BUSINESS LICENSE HISTORYIs the corporation, partnership, association, enterprise, business or firm currently licensed as a Massage Therapist Business in another city?
____ Yes ____ No

If yes, list City's information – (please copy form as needed)

City	Street Address	State	Zip
City Of Bloomington	9923 Lydale Ave S	MN	55124

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 3 CONTINUED ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 3

Has the corporation, partnership, association, enterprise, business or firm ever been denied or rejected for a Therapeutic Massage Business License?
☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

Has the corporation, partnership, association, enterprise, business or firm ever had a Therapeutic Massage Business License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

BUSINESS PREMISES INFORMATION

Business premises is owned by

Owner (First/Last Name)	Phone Number	Street Address	State	Zip
Inver Grove Marketplace				

Is the business premises in the construction planning phase or currently under construction? ☐ Yes
☒ No (the premises is already constructed)

If business premises is preexisting will there be any building changes/modifications to your work space? ☐ Yes ☐ No

If yes, explain the scope of work:

Are the business premises design plans on file with the city's building and inspections department? ☐ Yes ☐ No

If No, Attach plan/sketch showing dimensions, location of buildings, street access, parking facilities configuration, interior dimension & total floor space.

Are there any real estate taxes, personal property taxes, special assessments, or other financial claims delinquent or unpaid for the premises to be licensed? If yes, give details:

PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? ☐ Yes ☐ No

If yes, list insurer information -- Attach certificate of professional liability with \$1,000,000.00 limits

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 West Town & Country Rd. Ste 1400 Orange	CA	92868

LIST OF THERAPISTS THAT WILL BE WORKING AT MASSAGE THERAPIST BUSINESS -- (please copy form as needed)

Name (First/Last)	Contact number	Address
Jangyeong Moo		
Guifang Jiang		9575 Franko Rd. Eden Prairie.MN.55347

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 4 ALL APPLICANTS COMPLETE PART 4

DATA PRIVACY ADVISORY

Complete the Attached:

Message License/Permit Applicant General Authorization and Release and Criminal History Background Check Consent Form.

Review the Attached:

Message License/Permit - Data Privacy Advisory

PART 5 ALL APPLICANTS COMPLETE PART 5

TENNESSEN WARNING AND AUTHORIZATION (VERIFICATION)

The data you furnish on this application will be used by the City of Inver Grove Heights to assess your qualifications for licensure. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Inver Grove Heights may be unable to process this application. Disclosure of your Social Security number, Minnesota Tax ID Number, or Individual Tax ID Number is required by Minnesota Statutes 270C.72 and your Social Security number may be requested by and released to the Department of Revenue. Upon submission of this application, all information except your Social Security Number will be public information pursuant to Minnesota Statutes, Chapter 13.

I have no intention or agreement to transfer the license to another person, or to allow any other person or entity to operate under the authority of the license.

I understand that by submitting this application as an individual and operating a massage business in the City of Inver Grove Heights, I hereby consent to allow the appropriate City personnel, or any authorized representative or agents, to inspect the licensed premises for the purpose of ensuring compliance with the law, at any time the business is occupied and/or open for business. I also understand that a denial of permission for such a lawful inspection of the premises is a violation of the license provisions.

I have received from the City of Inver Grove Heights a copy of the ordinance that regulates the activity for which I am applying for licensure and I agree to familiarize myself with the provisions of said ordinance.

I will strictly comply with all the laws of the State of Minnesota governing the rules and regulations of operating a massage business and all ordinances of the City of Inver Grove Heights. I hereby certify or declare under penalty of perjury under the laws of the State of Minnesota that I have read and understand every question in this application and that the answer to every question and in all supplemental documents submitted on behalf of this application are true and correct to the best of my knowledge, information and belief. I further understand that the giving of false information in this application, regardless of when it is discovered, and or the failure to give required pertinent information constitutes cause for the immediate revocation of any and all licenses and/or permits issued hereunder and may be grounds for prosecution for perjury. All information given is subject to verification by the State of Minnesota.

A NOTARIZED SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

Signature

[Handwritten Signature]

Date

04/08/2024

SUBSCRIBED AND SWORN TO BEFORE ME THIS

8th

day of

April

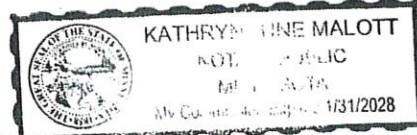
2024

Signature of Notary Public

My Commission expires On:

1/31/2028

(Stamp)



PART 6 ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 6

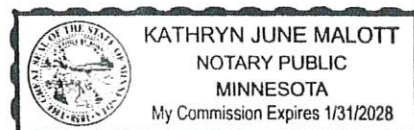
VCI FINANCIAL RELEASE

Complete the Attached:

Verified Credentials, Authorization To Collect, Use And Release Financial Information

Review the Attached:

Disclosure Regarding Background Investigation



POST IN A CONSPICUOUS PLACE



City Business License

License No. **LCB202300836**

Mailing Address:

Pine Enterprises LLC
9923 LYNDAL AVE S
BLOOMINGTON, MN 55420

Licensed Establishment:

Healing Art Massage
9923 LYNDAL AVE S
BLOOMINGTON, MN 55420

August 15, 2023

License Description:

Massage: Therapeutic Massage Enterprise

Quantity:

1

Expiration

08/31/2024

CITY OF BLOOMINGTON
1800 W. OLD SHAKOPEE ROAD, BLOOMINGTON MN 55431-3027
PH 952-563-8700 TTY 952-563-8740

AN AFFIRMATIVE ACTION/EQUAL
OPPORTUNITIES EMPLOYER

LICENSE IS NOT TRANSFERABLE

\$270

Therapeutic Massage Enterprise License Application

2300836

Part I - General

If applicant is an individual, it shall be completed by such person; if a corporation, by an officer; if a partnership, by one of the general partners; if an unincorporated association, by the manager or managing officer.

1. Type of applicant ☒ Individual ☐ Partnership ☐ Corporation ☐ Other organization

2. Legal name of licensee (individual, partnership, corporation, organization or club) 2

3. Business Pine Enterprises LLC Healing Art Massage Phone [REDACTED]
Address 9923 Lyndale Ave S. Bloomington

If business is to be conducted under a designation, name or style other than the name of the applicant, **attach** a certified copy of the Certificate of Assumed Name.

Attach a list of owners and their respective percentages totaling 100 percent.

4. Minnesota Business Tax ID Number [REDACTED] Applicant's Social Security Number [REDACTED]
Federal Business Tax ID Number [REDACTED]

5. Proof of **Workers' Compensation Insurance Coverage:**
Insurance company name American Massage Council Dates of coverage 7/16/2023-7/16/2024
Policy number/Self-insurance permit number (Per Minnesota Statute Section 176.182) [REDACTED]

I am **not** required to have workers' compensation liability coverage because

☒ I have no employees covered by the law

☐ Other (Specify on the reverse side.)

Section 1: Applicant

Complete only one number in this section. Refer to question 1 for type of applicant.

6. **Individual** If applicable, complete this question and a Part II Personal History form. Then proceed to Section 2.

Name J Moo Jang Yeong Maiden name _____
Residence address [REDACTED]
Residence phone (_____) _____ Business phone (_____) _____
Business address _____
Street City County State Zip

7. **Partnership** If applicable, complete this question for general and limited partners, then proceed to Section 2. A Part II Personal History form is required from each general partner.

Full name _____
Last First Full middle Maiden name
Residence _____
Street City State Zip
Business _____
Street City State Zip
Full name _____
Last First Full middle Maiden name
Residence _____
Street City State Zip
Business _____
Street City State Zip

Mike Thissen
Approved 8/15/23
Phone (_____) _____
Phone (_____) _____

Continue to page 2

Full name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Business _____
Street City State Zip Phone (_____) _____

Attach a copy of the partnership agreement.

8a. Corporation/other organization *If applicable, complete questions 8a and 8b, then proceed to Section 2.*

Name _____
Street City State Zip State of incorporation/association _____

Bloomington address _____
Street City State Zip Phone (_____) _____

Home office address _____
Street City State Zip Phone (_____) _____

8b. Officers of corporation/other organization *A Part II Personal History form is required from each officer.*

President

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Vice President

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Secretary

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Treasurer

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

- Attach**
1. A copy of the Certificate of Incorporation.
 2. Foreign corporations attach a copy of Certificate of Authority, as required by *Minnesota Statutes, Section 303.06*.
 3. Certificate of Assumed Name.

Section 2: Persons in charge of licensed premises

All applicants complete this section.

The Part II Personal History must be completed and filed with this application by each person in this section.

9. General manager, proprietor, managing partner or any other individual or agent in charge of the licensed premises.

Name mo Jangyeong _____
Last First Full middle Maiden name Position Managing owner

Residence _____
Street City State Zip Phone _____

Name _____
Last First Full middle Maiden name Position _____

Residence _____
Street City State Zip Phone (_____) _____

Continue to page 3

Section 3: Business assets*All applicants complete this section.*

Total cost of assets acquired to start business, including the business premises (if purchased), fixtures, furniture, equipment, merchandise for resale, cash for working capital, prepaid insurance and any other assets. Complete the uses and sources of funds schedule for the planned opening investment of the proposed business by the person(s) investing in this business. *Loans or extensions of credit provided to fund opening investment require submission of credit approval documentation. If acquiring an existing business, attach copy of purchase agreement. Round balances to the nearest hundred dollars.*

10. Uses of funds

Operating capital for daily needs \$ _____

Opening checking account balance,
cash register balances, funds to carry
average accounts receivable and
prepaids; i.e. insurance, rent.

Merchandise/inventory for resale \$ _____

Business property:

(a) Land and buildings \$ _____

Enter zero, if rented.

(b) Equipment and furnishings \$ _____

Other uses of funds, if any
Describe each below.

_____ \$ _____

_____ \$ _____

_____ \$ _____

TOTAL REQUIREMENTS

\$ _____

Must equal total of column "11"

11. Sources of funds

Indebtedness owed to seller \$ _____

*Seller provides portion of financing to acquire
existing business after the closing date.*

Loans from financial institutions \$ _____

Loans from relatives \$ _____

Loans from other individuals \$ _____

Other outside sources, if any
Describe each below.

_____ \$ _____

_____ \$ _____

Opening investment by owners:

(a) Individual

Sole Proprietorship

\$ _____

(b) Two Or More Individuals

Partnership

\$ _____

(c) Stockholders For issuance of

stock and for capital contributed, if any.

\$ _____

TOTAL SOURCES AND INVESTMENT

\$ _____

Must equal total of column "10"

Ownership by only one individual (Sole Proprietorship) **requires submission of personal financial statement**, including annual income details, and most recently submitted federal income tax return.

Ownership by two or more individuals (Partnership) **requires each individual submit personal financial statement**, including annual income details, most recently submitted federal income tax return, and partnership financial statement, including income statement.

Ownership by a corporation requires **submission of most recent annual report and/or corporate audited financial statements, plus most recently completed corporate tax return.** (If no audit is completed, include unaudited financial statements.)

Section 4: Premises

All applicants complete this section.

If the premises is planned, under construction or undergoing substantial alteration, the application shall be accompanied by a set of preliminary plans showing the proposed design. If the plans are on file with the Building and Inspection Division of the Community Development Department, no additional plans need be filed.

12. **Legal description of premises to be licensed.** *Submit survey showing dimensions, building locations, street access, parking facilities and location.*
- _____
- _____
13. **State the floor number, general area and all rooms where massage services will be conducted.**
Attach a floor plan showing dimensions and clearly identified rooms.
- _____
14. **How is the premises zoned under the Bloomington Zoning Ordinance?** _____
15. **Are any real estate taxes, personal property taxes, special assessments or other financial claims of the state, county, School District or City of Bloomington delinquent or unpaid for the premises to be licensed?** *If yes, give years and unpaid amounts.* ☐ Yes ☐ No
- _____

Notice and notarized signature

The data on this form will be used to approve your license. Some requested data is private. Private data is available to you and the City or State staff who need this information to perform their duties, but is not available to the public. You are not legally required to provide this data, but the City may not be able to approve your license if you do not provide it.

I have received from the City of Bloomington a copy of the *Therapeutic Massage Ordinance, Chapter 14* of the *City Code*, and the City zoning requirements for said businesses, as provided in *Chapter 19* of the *City Code*, and will familiarize myself with their provisions. I understand that a criminal conviction will not bar me from obtaining a license unless the conviction is directly related to the occupation for which the license is sought and there is no showing of sufficient rehabilitation and present fitness to perform the duties of the occupation (*Minnesota Statute 364.03*). I understand that falsification of the application, including failure to reveal a criminal conviction, constitutes grounds for denial of the license.

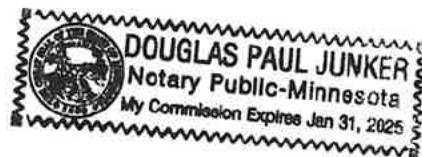
The information I have provided on this application is truthful. I authorize the City of Bloomington to verify any and all of the information requested on this application, including the ordering of criminal background checks, and to conduct any necessary investigation to assure this application complies with the licensing and zoning ordinances.

X


Applicant signature

Subscribed and sworn to before me, a
Notary Public, on this 17 day
of July, 20 23.
Commission expires on 1-31-25.


Notary signature





CITY OF
BLOOMINGTON
MINNESOTA

City of Bloomington Massage Therapist License

Name: Jangyeong Moo

License #: 2300838

Establishment: Healing Art Massage

Expiration Date: 8/16/2025





Message Therapist Individual Renewal License

exp. 8/16/25

☒ Renewal		Application Number: LCB20 2300 838	
Your manager completes the Business section below. Separate letter not required.		Applicant must apply in person for an ID photo. Allow 7 working days to process.	
Business	Employee Name	JANGYEONG MOO	is currently employed as a Massage Therapist at
	Business Name	HEALING ART MASSAGE	Address 9923 LYDALE AVE S.BLOOMINGTON.MN
Applicant	Manager Name	JANGYEONG MOO	Signature
	Are you a U.S. Citizen?	[REDACTED]	Are you over 18? Yes ☒ No ☐
	If yes, but your birthplace was not in the U.S., please provide a Certificate of Naturalization, Certificate of Citizenship or current U.S. Passport. If no, present proof of Immigration/employment status.		
	Date of Birth	[REDACTED]	Maiden name
Documentation needed	Place of Birth	[REDACTED]	
	Have you ever been convicted of any felony, crime or violation of any ordinance other than a minor traffic offense? Yes ☐ No ☒		
If yes, provide the time, place, offense and penalty imposed.			
Attach:			
1. Proof of insurance coverage of one million dollars (\$1,000,000) for professional liability in the practice of massage.			

I HEREBY STATE THAT: I am familiar with the Bloomington City Code, Chapter 14, sections 14.259-14.275 for Therapeutic Massage Therapists. The Bloomington City Code is available on the City's website BloomingtonMN.gov.

I UNDERSTAND AND AGREE THAT: A criminal conviction will not bar an applicant from obtaining a license with the City of Bloomington unless such conviction is directly related to occupation for which the license is sought, according to Minnesota Statutes S364.03.

I HEREBY AUTHORIZE THAT: The City of Bloomington can investigate and make necessary to verify the information provided.

Applicant Signature: [Signature] Date Signed 07/16/2024

(Office Use Only)	
Date Application received	PAID
Payment entered (4 digits)	JUL 15 2024
Photo	CITY OF BLOOMINGTON
Citizenship	10743
ID (copy dl)	✓
School transcript (new)	[Signature]
Cleared background	7/24/24
Date mailed	

City Clerk

Business Licensing
1800 W. Old Shakopee Road
Bloomington MN 55431-3027

PH 952-563-8728 BloomingtonMN.gov

TTY 952-563-8740

businesslicensing@BloomingtonMN.gov

53_122 Massage Therapist Renewal pg1 (08/18)



CITY OF
BLOOMINGTON
MINNESOTA

City of Bloomington Massage Therapist License

Name: Liu Yanping

License #: 202401030

Establishment: Healing Art Massage

Expiration Date: 7/31/2025





010 202401030 34

Massage Therapist Individual License Application

HAND - # in drawer they are ordering transcript

☒ New	☒ Massage Therapist	Application Number: LCB20
☐ Temporary Massage Therapist		Applicant must apply in person for an ID photo. Allow 7 working days to process.

Name Yanping Liu Phone [REDACTED]
First Full Middle Last Maiden
Address 5836 Blaine Ave Inver Grove Heights City State MN Zip 55076

The licensee must show proof of residing in one of the following counties: Anoka, Carver, Dakota, Goodhue, Hennepin, Ramsey, Rice, Scott, Washington, Wright in Minnesota and St. Croix or Pierce in Wisconsin (14.269)

Address(es) at which you have lived during the preceding five years.

Address 9712 Oxford Ln City Elko New Market State MN Zip 55020

Address 14105 nORTHERN 3G City Flushing State NY Zip 11354

Have you ever used or been known by a name or names other than the name given above?

Yes _____ No X If yes, list such name(s) and information concerning dates and places used.

E-mail [REDACTED]

Height [REDACTED] Weight [REDACTED] Color of Hair [REDACTED] Color of Eyes [REDACTED]

Place of Birth [REDACTED] Date of Birth [REDACTED]

Are you a U.S. Citizen? [REDACTED] Are you over 18? Yes X No _____

If yes, but your birthplace was not in the U.S., please provide a Certificate of Naturalization, Certificate of Citizenship or current U.S. Passport. If no, present proof of Immigration/employment status.

Employers for the preceding five years. Include name, address and dates of employment.

Tranquility Foot Spa & Salt Cave, 700 Franklin Ave, Franklin Square, NY 11010, 05/2018 --09/2023

Resort Massage and wellness 321 Main St. Suite 102. Elko New Market. MN 55054
10/2023 TO 12/2023

Atlanta Beauty & Barber Academy
6088 Buford Hwy NE Doraville GA
Buford (Office Use Only) Ville

Date Application received _____

Letter from shop ✓

Payment entered (4 digits) _____

Insurance ✓

Photo ✓

School transcript (new) _____

Citizenship ✓

Cleared background _____

ID (copy dl) ✓

Date mailed _____

PAYD
1/29/24
11438

Continue to page 2

Business	Business Name <u>Healing Art Massage (DBA)</u>
	Address <u>9923 Lyndale Ave S</u> City <u>Bloomington</u> State <u>MN</u> Zip <u>55124</u>
Documentation needed	E-mail Address <u>[REDACTED]</u> Phone <u>[REDACTED]</u>
	Supervising Manager <u>Jangyeong Moo</u> Phone <u>[REDACTED]</u>
Have you ever been convicted of any felony, crime or violation of any ordinance other than a minor traffic offense? Yes _____ No <u>X</u> <i>If yes, provide the time, place, offense and penalty imposed.</i> _____ _____	
Have you had any interest in any previous therapeutic massage license that was revoked, suspended or not renewed? Yes _____ No <u>X</u> <i>If yes, explain in detail providing dates of such revocation.</i> _____ _____	
Attach: 1. <u>X</u> Letter from Bloomington- licensed Therapeutic Massage Enterprise stating that you are affiliated with or employed by them (required for annual license applicants only.) If you own a Bloomington-licensed Therapeutic Massage Enterprise, no such letter is needed. 2. <u>X</u> Proof of insurance coverage of one million dollars (\$1,000,000) for professional liability in the practice of massage. 3. <u>X</u> Proof of at least 600 hours of certified therapeutic massage training from an accredited institution approved by the issuing authority (Original transcript showing dates, name and address of the training institute.)	

Temporary license applicant

Complete for temporary license applicant only. (Minimum of 400 hours of certified therapeutic massage training from an accredited institution.)

Name of event and or sponsoring organization _____

Dates requested. *Cannot exceed four (4) consecutive days.* _____

Location where temporary license will be used _____

Have you been licensed as a temporary massage therapist in Bloomington within the past 12 months?

Yes _____ No _____

I HEREBY STATE THAT: I am familiar with the Bloomington City Code, Chapter 14, sections 14.259-14.275 for Therapeutic Massage Therapists. The Bloomington City Code is available on the City's website BloomingtonMN.gov.

I UNDERSTAND AND AGREE THAT: A criminal conviction will not bar an applicant from obtaining a license with the City of Bloomington unless such conviction is directly related to occupation for which the license is sought, according to Minnesota Statutes S364.03.

I HEREBY AUTHORIZE THAT: The City of Bloomington can investigate and make necessary to verify the information provided.

Applicant Signature: Jangyeong Moo Date Signed 07 / 16 / 2024

Pine Enterprises

9575 Franlo Road
Eden Prairie. MN.55347

Date: 07/12/2024

City of Bloomington
City Clerk Division
1800 W. Old Shakopee Road
Bloomington, MN 55431 S

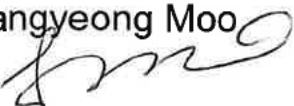
Dear City Clerk Representative,

Yanping Liu is affiliated with Jangyeong Moo(DBA - Healing Art Massage)
located at 9923 Lyndale Ave S.Bloomington, MN.55420 as a massage
therapist independent contractor.

If you have any questions please do not hesitate to contact me at

[REDACTED]

Best Regards,

Jangyeong Moo


Pine Enterprises

[REDACTED]

YANPING Liu last 5 years live history

05/15/2018 to 09/2023

14105 Northern 3G. Fushing, NY. 11354

10/2023 to 12/2023

9712 Oxford Ln. Elko New Market, MN 55020-9634

01/2024 TO 07/2024

14105 Northern 3G. Fushing, NY. 11354

07/2024 TO Present

5836 Blaine Ave. Inver Grove Heights. MN. 55076

Last 5 years work history

May,/2018 to September 2023

Tranquility Foot Spa & Salt Cave

700 Franklin Ave, Franklin Square, NY 11010

TELL:516-280-8539

October 2023 to December 2023

Resort Massage and Wellness

321 Main st. Suite 102. Elko New Market . MN.55

TELL: 952-737-1244

Office of the Minnesota Secretary of State Certificate of Organization

I, Steve Simon, Secretary of State of Minnesota, do certify that: The following business entity has duly complied with the relevant provisions of Minnesota Statutes listed below, and is formed or authorized to do business in Minnesota on and after this date with all the powers, rights and privileges, and subject to the limitations, duties and restrictions, set forth in that chapter.

The business entity is now legally registered under the laws of Minnesota.

Name: Pine Enterprises LLC

File Number: 1399313300027

Minnesota Statutes, Chapter: 322C

This certificate has been issued on: 07/11/2023



A handwritten signature in cursive script that reads "Steve Simon".

Steve Simon
Secretary of State
State of Minnesota

Office of the Minnesota Secretary of State
Minnesota Limited Liability Company/Articles of Organization
Minnesota Statutes, Chapter 322C



The individual(s) listed below who is (are each) 18 years of age or older, hereby adopt(s) the following Articles of Organization:

ARTICLE 1 - LIMITED LIABILITY COMPANY NAME:

Pine Enterprises LLC

ARTICLE 2 - REGISTERED OFFICE AND AGENT(S), IF ANY AT THAT OFFICE:

Name

Address:

9575 Franlo Rd Eden Prairie MN 55347 3004 USA

ARTICLE 3 - DURATION: PERPETUAL

ARTICLE 4 - ORGANIZERS:

Name:

Address:

Jangyeong MOO



If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: Jangyeong Moo

MAILING ADDRESS: None Provided

EMAIL FOR OFFICIAL NOTICES: 



Work Item 1399313300027
Original File Number 1399313300027

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
07/11/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon". The signature is written in a cursive, flowing style.

Steve Simon
Secretary of State

Office of the Minnesota Secretary of State

Certificate of Assumed Name

Minnesota Statutes, Chapter 333



The filing of an assumed name does not provide a user with exclusive rights to that name. The filing is required for consumer protection in order to enable customers to be able to identify the true owner of a business.

ASSUMED NAME: **Healing Arts Massage**

PRINCIPAL PLACE OF BUSINESS: **5828 BLAINE AVE STE 104 INVER GROVE HEIGHTS MN 55076 USA**

NAMEHOLDER(S):

Name:

Pine Enterprises LLC

Address:

**9575 FRANLO RD EDEN PRAIRIE MN 55347
United States**

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: **Jangyeong Moo**

MAILING ADDRESS:

[REDACTED]

EMAIL FOR OFFICIAL NOTICES:

[REDACTED]



Work Item 1402775700021
Original File Number 1402775700021

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
08/04/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State

Office of the Minnesota Secretary of State

Certificate of Assumed Name

Minnesota Statutes, Chapter 333



The filing of an assumed name does not provide a user with exclusive rights to that name. The filing is required for consumer protection in order to enable customers to be able to identify the true owner of a business.

ASSUMED NAME: **Healing Art Massage**

PRINCIPAL PLACE OF BUSINESS: **9923 LYNDAL AVE S BLOOMINGTON MN 55420 USA**

NAMEHOLDER(S):

Name:

Pine Enterprises LLC

Address:

**9923 Lyndale Ave S. Bloomington Minnesota 55420
United States**

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: **Jangyeong Moo**

MAILING ADDRESS:

[REDACTED]

EMAIL FOR OFFICIAL NOTICES:

[REDACTED]



Work Item 1400322800025
Original File Number 1400322800025

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
07/18/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State

**INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 25-044

**RESOLUTION REVOKING A MASSAGE THERAPIST LICENSE ISSUED TO
FENGXIA LIU**

WHEREAS, the City of Inver Grove Heights issues Massage Therapist Licenses to individuals who perform massage services

WHEREAS, Inver Grove Heights City Code Sections 4-8-1 and 3-2-10 authorize the Inver Grove Heights City Council to revoke a massage therapist license where the license holder has failed to comply with an applicable ordinance relating to massage therapy or engaging in certain other actions prohibited by the City Code, following a hearing duly noticed and the opportunity for the license holder to be heard.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Inver Grove Heights, Minnesota, as follows:

BACKGROUND

- 1.1 Fengxia Liu (the "License Holder") holds a Massage Therapist License (the "License") to provide massage services at Healing Arts Massage, located at 5836 Blaine Avenue, Inver Grove Heights, MN (the "Licensed Premises").
- 1.2 The License was issued on January 27, 2025.
- 1.3 On January 21, 2025, the Inver Grove Heights Police Department conducted an investigation and found Fengxia Liu working as a massage therapist at the Licensed Premises.
- 1.4 On January 21, 2025, Ms. Liu provided a massage for compensation to a member of the Inver Grove Heights Police Department even though she did not have a massage therapist license issued by the City of Inver Grove Heights on January 21, 2025.
- 1.5 Providing massage services at a massage business without a valid massage therapist license is a violation of Inver Grove Heights Title 4, Chapter 8 Massage Therapy City Code sections 4-8-1-D-2 and 3-2-10.
- 1.6 Notice of a hearing and attachments regarding the alleged Massage Therapist License violation were personally served on Ms. Liu on February 6, 2025, in St. Paul, MN.

- 1.7 A hearing regarding the alleged Massage Therapist License violation was held on Monday, February 24, 2025, in the City Council Chambers in Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights Minnesota.
- 1.8 At the hearing, all persons who appeared and desired to be heard were heard.
- 1.9 At the hearing, Ms. Liu was provided with an opportunity to be heard, to be represented by legal counsel, and to provide evidence regarding the alleged license violation.
- 1.10 At the hearing, the Council accepted the exhibits (documents) found in the Council packet, the testimony provided at the hearing, and additional materials provided as part of the hearing, which are made a part of the record and incorporated herein and serve as the basis for the Council's decision in this matter.

FINDINGS OF FACT

- 2.1 The City Council is charged with protecting the public health, safety, and welfare of its residents, including from illegal activities of businesses and activities licensed in the City, and is authorized to exercise its sound discretion when presented with evident of such violations.
- 2.2 Based upon the evidence and testimony presented at the hearing, including all of the materials related to the Massage Therapist License violation included in the Council Packet for the February 24, 2025, City Council meeting and the information presented at the February 24, 2025 meeting, the City Council finds that Fengxia Liu provided massage services to the public for compensation within the City of Inver Grove Heights on January 21, 2025 without first having obtained a therapeutic massage business license from the City of Inver Grove Heights as follows:
 - 2.2.1 On January 21, 2025, Fengxia Liu provided massage services to the public for compensation within the City of Inver Grove Heights conducted massage therapy activities in violation of City Code 4-8-1-D-2 and City Code 3-2-10.
- 2.3 Such action constitutes a violation of Inver Grove Heights City Code Sections 4-8-1-D-2 and 3-2-10.
- 2.4 Offering massage services without a license constitutes:
 - a. Conducting the licensed activity (providing massage services) in a manner that constitutes a breach of the peace and a menace to the health, safety, and welfare of the public;
 - b. Failure to comply with all of the conditions precedent to approval of a massage therapist license;

- c. A demonstration that the applicant is not of good moral character;
- d. A violation of any regulation or provision in the City Code applicable to the activity for which the massage therapist license was granted; and
- e. Failure to contemporaneously comply with all conditions required as precedent to the approval of the license.

2.5 The Council hereby finds that Ms. Liu's providing massage services without a valid massage therapist license is grounds for revocation of Ms. Liu's Massage Therapist License.

2.6 The Council further finds and determines that revocation of Ms. Liu's license is reasonable and appropriate to protect the public health, safety, and welfare and to prevent further unlawful behavior within the City.

ACTION

3.1 Based on the findings above of violations of the cited city code provisions and terms and conditions of Ms. Liu's Massage Therapist License, the Council hereby takes the following action regarding Ms. Liu's Massage Therapist License:

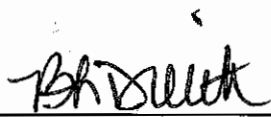
3.1.1 The Massage Therapist License issued to Ms. Liu by the City of Inver Grove Heights on January 27, 2025 is hereby **REVOKED** effective immediately

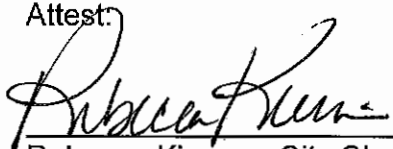
3.1.2 The City Clerk or Deputy City Clerk are hereby authorized and directed to provide Fengxia Liu with a copy of this resolution to serve as notice of the license revocation.

3.1.3 Pursuant to City Code, the City Council is afforded the final decision related to City-issued massage therapist licenses and, accordingly, the decision rendered herein is not subject to further appeals within the City. Ms. Liu has the right to appeal this decision to a court of competent jurisdiction.

Adopted by the City Council of the City of Inver Grove Heights on this 24th day of February 2025.

Ayes: 5 Nays: 0


Brenda Dietrich, Mayor

Attest:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Massage Therapist License Violations - Jangyeong Moo**

MEETING DATE: March 10, 2025

ITEM TYPE: Public Hearing

CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to hold a hearing regarding alleged massage therapist license violations for Jangyeong Moo. Following the hearing, if the Council finds that one or more violations of Ms. Moo's massage therapist license have occurred, the Council is asked to consider adoption of the attached Resolution, finding violations of various provisions of the Inver Grove Heights City Code and revoking the massage therapist license for Jangyeong Moo.

BACKGROUND

Jangyeong Moo is the holder of a massage therapist license issued by the City of Inver Grove Heights. Ms. Moo is licensed to provide massage services at Healing Arts Massage, located at 5836 Blaine Ave. Ms. Moo is identified on multiple documents on file with the City as the business manager, owner, and contact for Healing Arts Massage.

In addition to holding a massage therapist license, Ms. Moo is the organizer of Pine Enterprises, LLC, which does business as both Healing Art Massage and Healing Arts Massage (Exhibit 3).

On July 10, 2024, the Inver Grove Heights Police Department conducted a massage license inspection at Healing Arts Massage located at 5836 Blaine Avenue. During the inspection, multiple violations of the City Code requirements for massage businesses were discovered. The inspection was documented with an IGH PD incident report which included the inspection checklist (Exhibit 1).

On July 25, 2024, the Inver Grove Heights Police Department returned to the business for a follow-up inspection and the business had resolved all the prior identified violations. The massage inspection recheck was documented with an IGH PD supplemental report and inspection packet checklist.

In July 2024, a criminal investigation also began into potential illegal conduct at Healing Arts Massage. In November 2024, the investigation discovered allegations of unlicensed massages being performed at the business. Efforts to identify the unlicensed massage therapist occurred from November 2024 to January 2025.

Also, during the criminal investigation, a review of the 2023 IGH application and 2024 IGH renewal application for Healing Arts' Business License was done (Exhibit 3). It showed the license holder, Jangyeong Moo, did not disclose that she owned and/or operated a therapeutic massage business in another City, as is required to be disclosed. This was verified by confirming that Jangyeong Moo obtained a business license in 2023 and renewed it in 2024 with the City of Bloomington for Healing

Art Massage (Exhibit 4).

Also, during the criminal investigation, IGH PD received information from the City of Bloomington that Pine Enterprises LLC, doing business as Healing Art Massage, had applied for a business license and individual therapist licenses from that city. A review of those documents found that Yangping Liu, an applicant for a City of Bloomington massage therapist license, had listed the address of the business in Inver Grove Heights as her home address (Exhibit 5).

Efforts to identify the unlicensed massage therapist occurred from November 2024 to January 2025. On January 21, 2025, at approximately 1:40 P.M., an IGH PD officer received a message from Ms. Fengxia Liu who was working at Healing Arts Massage. At the time that the message was provided, Ms. Fengxia Liu was identified as the unlicensed massage therapist who was providing unlicensed massages, which is a violation of IGH City Code. On February 24, 2025, the Council held a hearing and adopted a Resolution, revoking the Massage Therapist License for Fengxia Liu for violating City of Inver Grove Heights City Code requirements related to massage licenses and the provision of massage services (Exhibit 6).

These violations constitute:

1. Conducting the licensed activity in a manner that constitutes a breach of the peace and a menace to the health, safety, and welfare of the public;
2. Failure to comply with all of the conditions precedent to approval of a license;
3. A demonstration that the applicant is not of good moral character;
4. Fraud, deception, or misstatement on the license application;
5. A violation of any regulation or provision in the City Code applicable to the activity for which the massage therapist license was granted; and
6. Failure to contemporaneously comply with all conditions required as precedent to the approval of the license.

At its meeting on March 10, 2025, the City Council will be holding a hearing regarding these license violations and considering revocation of the massage therapist issued to Pine Enterprises, LLC d/b/a Healing Arts Massage. If that license is revoked, the Council is asked to hold a hearing and consider the revocation of Ms. Moo's massage therapist license on the grounds articulated in the attached resolution and supporting documentation. Ms. Moo was served (Exhibit 1) with a written notice regarding the violation(s) and a summary of the incident and was advised that the Council would be considering these violations and the revocation of the Massage Therapist License at its February 10 meeting. The original February 10th hearing was continued to February 24th at the request of Ms. Moo's attorney; it was again rescheduled to March 10th at the request of subsequent legal counsel.

FISCAL IMPACT

N/A

RECOMMENDATION

The Council is asked to hold a hearing regarding the alleged license violation and to provide an opportunity for the license holder to be heard prior to the Council taking formal action, including potential consideration of the attached resolution revoking Ms. Moo's massage therapist license.

ATTACHMENTS

1. Resolution Revoking Jangyeong Moo's Massage Therapist License
2. Exhibit 1 - Jangyeong Moo Notice of License Violation and Hearing and Attachments

3. Exhibit 2 - 2023 - 2024 IGH Business and Therapist license application & renewal Pages from Jangyeong Moo _Redacted (updated)
4. Exhibit 3 - Pine Enterprises LLC Registration and dba_Redacted (updated)
5. Exhibit 5 - 2024 Bloomington Yanping Liu Pages from Healing Art Massage BLOOMINGTON - 9923 Lyndale Ave_Redacted (updated)
6. Exhibit 4 - 2023 - 2024 Bloomington Business License Pages from Healing Art Massage BLOOMINGTON - 9923 Lyndale Ave_Redacted (updated)
7. Exhibit 6 - Resolution 2025-044 Revoking a Massage Therapist License Issued to Fengxia Liu

RESOLUTION NO. 25-

**INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION REVOKING A MASSAGE THERAPIST LICENSE ISSUED TO
JANGYEONG MOO**

WHEREAS, the City of Inver Grove Heights issues Therapeutic Massage Business Licenses; and

WHEREAS Inver Grove Heights City Code Sections 4-8-1 and 3-2-10 authorize the Inver Grove Heights City Council to revoke a massage therapist license where the license holder has failed to comply with the applicable city code requirements for that license or engaged in certain other actions prohibited by the City Code, following a hearing duly noticed and the opportunity for the license holder to be heard.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Inver Grove Heights, Minnesota, as follows:

BACKGROUND

- 1.1 Jangyeong Moo (the "License Holder") holds a Massage Therapist License (the "License") to provide massage services at Healing Arts Massage, located at 5836 Blaine Avenue, Inver Grove Heights, MN (the "Licensed Premises").
- 1.2 The License was initially issued on September 15, 2023 and was renewed on May 1, 2024.
- 1.3 The Inver Grove Heights Police Department conducted a massage license inspection on July 10, 2024, at the Licensed Premises, and during that inspection, various violations of Inver Grove Heights Title 4, Chapter 8 Massage Therapy City Code sections 4-8-1-K-2-k, 4-8-1-K-1-b, and 4-8-1-K-2-l and Sections 3-2-10 were found.
- 1.4 The Inver Grove Heights Police Department conducted an investigation on January 21, 2025 and found a person working at the Licensed Premises who was not licensed as a massage therapist in the City of Inver Grove Heights provided a massage in violation of Inver Grove Heights City Code Sections 4-8-1-D-2 and 3-2-10.
- 1.5 Ms. Moo is the applicant listed on the 2023 application for a massage business license submitted to the City of Inver Grove Heights for Pine Enterprises LLC, d/b/a Healing Arts Massage; Ms. Moo is listed as the

“business contact” for Healing Arts Massage in her 2023 application for a massage business and massage therapist license.

- 1.6 Ms. Moo is the applicant listed on the 2024 application for a massage business license and massage therapist license submitted to the City of Inver Grove Heights for Pine Enterprises LLC, d/b/a Healing Arts Massage; Ms. Moo is listed as the “business contact” for Healing Arts Massage in her 2024 application for a massage business and massage therapist license.
- 1.7 Ms. Moo is identified as the organizer of Pine Enterprises LLC, and the signatory on the Certificate of Assumed Name for Healing Arts Massage on the business filing filed with the Minnesota Secretary of State’s Office.
- 1.8 Ms. Moo is currently licensed as a massage therapist in the City of Bloomington. Ms. Moo applied for a therapeutic massage enterprise license for Pine Enterprises LLC d/b/a Healing Art Massage from the City of Bloomington on July 17, 2023, which was approved on August 15, 2023; on the application Ms. Moo is identified as the managing owner of Pine Enterprises d/b/a Healing Art Massage. Ms. Moo also applied for and obtained a Massage Therapist license from the City of Bloomington and a renewal massage therapist license which was applied for on July 16, 2024, and subsequently approved, with an expiration date of August 15, 2025.
- 1.9 Ms. Moo’s 2024 Inver Grove Heights massage license application does not list, under the section asking if she has ever owned and/or operated a therapeutic massage business, Healing Art Massage in Bloomington.
- 1.10 Ms. Moo’s 2024 Inver Grove Heights massage license application does not list, under the section asking her to list the name and address of employer and occupation for the past 5 years, Healing Art Massage in Bloomington.
- 1.11 Notice of a hearing and attachments regarding the alleged Massage Therapist License violations was served on the License Holder by leaving the same at the Licensed Premises, 5836 Blaine Avenue, Inver Grove Heights, MN on January 31, 2025 with the person in charge thereof.
- 1.12 A hearing regarding the alleged Massage Therapist License violations was held on Monday, March 10, 2025, in the City Council Chambers in Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights Minnesota.
- 1.13 At the hearing, all persons who appeared and desired to be heard were heard.
- 1.14 At the hearing, Ms. Moo was provided with an opportunity to be heard, to be represented by legal counsel, and to provide evidence regarding the alleged license violations.
- 1.15 At the hearing, the Council accepted the exhibits (documents) found in the Council packet, the testimony provided at the hearing, and additional materials provided as part of the hearing, which are made a part of the

record and incorporated herein and serve as the basis for the Council's decision in this matter.

FINDINGS OF FACT

- 2.1 The City Council is charged with protecting the public health, safety, and welfare of its residents, including from illegal activities of businesses and activities licensed in the City, and is authorized to exercise its sound discretion when presented with evident of such violations.
- 2.2 Based upon the evidence and testimony presented at the hearing, including all of the materials related to the Massage Therapist License violation included in the Council Packet for the March 10, 2025, City Council meeting and the information presented at the March 10, 2025 meeting, the City Council finds that Jangyeong Moo violated the terms and conditions of her massage therapist license as follows:
 - 2.2.1 Ms. Moo is the sole owner, operator, and manager of Pine Enterprises, LLC, d/b/a Healing Art Massage and Healing Arts Massage, and is personally responsible for the operation of the Healing Arts Massage Business as demonstrated by the following:
 - a. Ms. Moo is the sole contact for Pine Enterprises d/b/a Healing Art Massage, and has represented herself to the City of Bloomington as doing business individually as Healing Art Massage.
 - b. Ms. Moo is identified on the Inver Grove Heights massage business license application and massage therapist license application for Healing Arts Massage as the business contact for Healing Arts Massage.
 - c. Ms. Moo has represented herself to the City of Inver Grove Heights as doing business individually as Healing Arts Massage at the 5836 Blaine Avenue Location.
 - d. Ms. Moo has been identified by massage therapists working at Healing Arts Massage as the manager of the business.
 - 2.2.2 The City Council has found that Pine Enterprises d/b/a Healing Arts Massage has violated the terms and conditions of its Massage Business License as detailed in Resolution No. _____ adopted on March 10, 2025.
 - 2.2.3 Ms. Moo's 2024 Inver Grove Heights massage license application does not list, under the section asking if she has ever owned and/or operated a therapeutic massage business, Healing Art Massage in Bloomington.
 - 2.2.4 Ms. Moo's 2024 Inver Grove Heights massage license application does not list, under the section asking her to list the name and

address of employer and occupation for the past 5 years Healing Art Massage in Bloomington.

2.3 The actions listed above constitute violations of Inver Grove Heights City Code Sections 4-8-1J and 3-2-10.

2.4 These violations constitute:

- a. Conducting the licensed activity in a manner that constitutes a breach of the peace and a menace to the health, safety, and welfare of the public;
- b. Failure to comply with all of the conditions precedent to approval of a license;
- c. A demonstration that the applicant is not of good moral character;
- d. Fraud, deception, or misstatement on the license application;
- e. A violation of any regulation or provision in the City Code applicable to the activity for which the massage therapist license was granted; and
- f. Failure to contemporaneously comply with all conditions required as precedent to the approval of the license.

2.5 The Council hereby finds that the above are grounds for revocation of Ms. Moo's Massage Therapist License, and that each of the violations stated above independently is grounds for revocation of Ms. Moo's Massage Therapist License.

2.6 The Council further finds and determines that revocation of Ms. Moo's license is reasonable and appropriate to protect the public health, safety, and welfare and to prevent further unlawful behavior within the City.

ACTION

3.1 Based on the findings above of violations of the cited city code provisions and terms and conditions of Ms. Moo's Massage Therapist License, the Council hereby takes the following action regarding Ms. Moo's Massage Therapist License:

3.1.1 The Massage Therapist License issued to Ms. Moo by the City of Inver Grove Heights is hereby **REVOKED** effective immediately

3.1.2 The City Clerk or Deputy City Clerk are hereby authorized and directed to provide Jangyeong Moo with a copy of this resolution to serve as notice of the license revocation.

3.1.3 Pursuant to City Code, the City Council is afforded the final decision related to City-issued massage therapist licenses and, accordingly, the decision rendered herein is not subject to further appeals within the City. Ms. Moo has the right to appeal this decision to a court of competent jurisdiction.

Adopted by the City Council of the City of Inver Grove Heights on this 10th day of March, 2025.

Ayes: Nays:

Attest:

John Murphy, Acting Mayor

Katie Malott, Deputy City Clerk

City of Inver Grove Heights

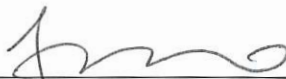
vs.

AFFIDAVIT OF SERVICE

Jangyeong Moo
5836 Blaine Avenue
Suite 104
Inver Grove Heights, MN 55076

STATE OF MINNESOTA)
)ss.
COUNTY OF DAKOTA)

Sergeant Dane Winget, of the City of Inver Grove Heights, County of Dakota, in the State of Minnesota, being duly sworn, says that on the 31st day of January, 2025, served the Massage License revocation and Attachments, on Pine Enterprises LLC d/b/a Healing Arts Massage, by leaving a copy of the Notice and Attachments with S. Moo, the person in charge thereof, at 5836 Blain Ave, Inver Grove Heights, MN, the licensed premises.

Signature: 

Subscribed and sworn to before

me this 31st day of ~~November 2024~~. January 2025 - DW


Notary

January 31, 2025

Jangyeong Moo
PO Box 17370
Lot # 3095
St. Paul, MN 55117

NOTICE OF HEARING

Ms. Moo,

You are the holder of a Massage Therapist License issued by the City of Inver Grove Heights (City) pursuant to City Code, Title 4, Chapter 8. You are also identified as the President of Pine Enterprises LLC, d/b/a Healing Arts Massage, which operates a licensed massage business located at 5836 Blaine Avenue in Inver Grove Heights, Minnesota, and you are the individual who applied for the Therapeutic Massage Business License for Healing Arts Massage. Healing Arts Massage has been operating in a manner that violates various City code provisions related to the operation of massage businesses (see attached Notice of Hearing related to the Therapeutic Massage Business License issued to Healing Arts Massage). Based on the operation of that business, the following, the City Council will be holding a hearing to consider taking adverse action (suspension or revocation) of your massage therapist license based on the following:

July 10th, 2024

- **Various Violations of Inver Grove Heights Title 4, Chapter 8 Massage Therapy Regulations.** Officers conducted a compliance check of the Healing Arts Massage business and found various violations as noted on the attached Notice of Hearing for Massage Business License and Inspection Report.

January 21, 2025

- **Violation of Inver Grove Heights Title 4, Chapter 8 Massage Therapy Regulations.** Officers investigating the business and massage activities conducted at the business found the following:
 - Failure to list all prior employers on massage therapist license application (4-8-1(J(6)) and 3-2-10(1) (Pine Enterprises LLC d/b/a Healing Arts Massage 9923 Lyndale Ave. S., Bloomington, MN)
 - The massage therapy activities are being conducted in a manner to constitute a breach of the peace, or a menace to the health, safety and welfare of the public (3-2-10 (a)) (see above)

Additional information regarding these violations can be found in the attached Inspection Report and Investigation Reports.

Based on these violations of the terms and conditions of your Massage Therapist License and City Code Title 4, Chapter 8 and/or Title 3, Chapter 10, you are hereby notified that the City will proceed with a hearing on potential adverse licensing action (suspension or revocation) of your Massage Therapist License on **Monday, February 10, 2025 at 7:00 p.m.** in the City Council Chambers, Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights, MN 55077.

At the hearing, you may be represented by counsel or a person of your choosing and shall be given the opportunity to be heard and present evidence. If the City Council finds that a violation of the terms and conditions of your massage therapist license or the relevant City Code requirements related to the provision of massage services has occurred, the Council make take adverse action against its license, including suspension or revocation of your Massage Therapist License.

Questions regarding this process can be directed to _____ at (651) 450-_____.

Signature

Enc: Inspection Report
Incident Reports



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 24002230

Title: Massage Inspection

Case Disposition: Inactive

Contains Confidential Person/Participant

INCIDENT INFORMATION

Charges/Citation:

Address:

5836 Blaine Avenue
Inver Grove Heights, MN
55076; Dakota US

Incident Type: Other
Start Date: 2024-07-10 14:31
End Date: 2024-07-25 14:51
Reported Date: 2024-07-10 14:31

Location Description:

Parties Involved:

Moo, Jangyeong [REDACTED] Mentioned |
[REDACTED]
Tang, Xiulan [REDACTED] Mentioned

CASE INFORMATION

Body Cam:

Yes

Surveillance Video:

No

NIBRS Reportable: No

OFFICER INFORMATION

Name	Agency	Badge	Role
Joseph DeRosier	Inver Grove Heights	3631	Primary
Dane Winget	Inver Grove Heights	3611	Assisting

SYNOPSIS OF EVENTS

On 07/10/2024, Inver Grove Heights Officers responded to the 5800 block of Blaine to complete a therapeutic massage inspection. A report was taken.

NARRATIVE

On 07/10/2024 at 14:31 hours, Inver Grove Heights Officers responded to Healing Arts Massage at 5836 Blaine Avenue in order to complete a massage license inspection.

Upon arrival, Officers spoke with the sole employee in the building who was identified as Xiulang (Nickname: Candy) Tang DOB [REDACTED]. Officers noted that English was not Xiulang's primary language and facilitated a translator via language line. I explained my purpose for the inspection and she advised that she would like for me to speak with the manager. It was at this time that Xiulang contacted Jangyeong (Nickname: Annie) Moo DOB [REDACTED] via phone.

CASE #: 24002230

INCIDENT REPORT



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 24002230

Title: Massage Inspection

Case Disposition: Inactive

Contains Confidential Person/Participant

Officers spoke to Jangyeong via phone and advised that her presence would likely not be needed to the massage inspection and that we would contact her if there were any problems. We later obtained Xiulang government issued ID and compared it with the license displayed. We then proceeded to inspect the massage rooms. The first room on the right had two beds and was compliant with city ordinance. The second room on the right had two fabric chairs in it but did not contain a massage bed. The third room on the right had a two person sized mattress directly on the floor and was not compliant with city ordinance.

The first room on the left was a business office area with a computer. The second room on the left had a elevated massage bed. The third room on the left was a two person sized mattress directly on the floor and was not compliant with city ordinance. I also noted that this bed was disheveled, had used linens and garments laying on the bed. I noted that this appeared consistent with a room used for sleeping. Officers also inspected the bathroom (compliant) and the rear break area. Officers noted an excessive amount of food items in the rear break area which appeared consistent with an apartment and not a traditional employee break area.

I then proceeded to review the compliance checklist with Xiulang. I noted the following violations:

I noted that they did not have photographs of the massage license holders displayed (4-8-1 K.1A)

I noted that it appeared an individual was residing within the facility (due to the items located in the kitchen as well as the "used" room) (4-8-1 K.2L)

I noted there were multiple beds which were not raised massage tables (4-8-1 K.2M)

I completed the inspection packet checklist and then provided Jangyeong a copy. We later left the business without incident.

Sgt. Winget and I returned to the business on 07/25/2024. We proceeded with our inspection and noted that the facility had resolved all of the prior identified deficiencies.

I uploaded copies of the inspection packets into the electronic case file.

PARTIES INVOLVED

PERSON 1

Role(s): Mentioned, [REDACTED]

Last: Moo	First: Jangyeong	Middle:	Date of Birth:	[REDACTED]
Sex: [REDACTED]	Race: [REDACTED]	Height: [REDACTED]	Weight: [REDACTED]	Hair: [REDACTED]
Eyes: [REDACTED]	Is Juvenile?: [REDACTED]	Ethnicity: [REDACTED]	Build: [REDACTED] r	Complexion: [REDACTED]



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 24002230

Title: Massage Inspection

Case Disposition: Inactive

Contains Confidential Person/Participant

Cell Phone:		Description:
Cell Phone:		Description:

PERSON 2

Role(s): Mentioned

Last: Tang	First: Xiulan	Middle:	Date of Birth:	
Sex:		Race:		Height:
				Weight:
				Hair:
Eyes:		Is Juvenile?:		Ethnicity:
				Build:
				Complexion:
Residence:				
Residence Type:				

CASE #: 24002230
INCIDENT REPORT



8150 Barbara Ave. Inver Grove Heights, MN, 55076
651-450-2525

The City of Inver Grove Heights Therapeutic Massage Inspection Packet.

NAME: Healing Arts Massage		PERMIT NUMBER: 2024-08	DATE OF INSPECTION: 7-10-24
DOING BUSINESS AS: Healing Arts Massage			
STREET ADDRESS: 5836 Blaine Ave Ste 104		TELEPHONE 626-757-9406	EXT
CITY: Inver Grove Heights	COUNTY: Dakota	STATE: MN	ZIP: 55076
Owner name: Jangyeong Moo		Owner number: 626-757-9406 952-426-0755	EXT
Inspected By: DeBor	3631	IC number: 24002230	Pass ☐ Fail ☒

4-8-1 K License restrictions Posting of License:

(4-8-1 K.1A) Business License: A therapeutic massage business license issued must be posted in a conspicuous place on the premises for which it is used	P
(4-8-1 K.1B) Personal Massage Therapist License: A person licensed as a massage therapist shall post the massage therapist license, along with a color photo, in a conspicuous place on the premises at which the therapist is associated. A massage therapist shall have readily available at all times that therapeutic massage services are rendered a government issued photo identification card.	F
(4-8-1 K.2C) Affiliation With Business Required: A massage therapist shall be employed by, affiliated with, or own a massage business licensed by the city, unless a person or place is specifically exempted from obtaining a therapeutic massage business license pursuant to this section.	P
(4-8-1 K.2D) Employment Of Unlicensed Massage Therapists Prohibited: No therapeutic massage business shall employ or use any person to perform massage who is not licensed as a massage therapist under this section, unless the person is specifically exempted from obtaining a therapist license pursuant to this section.	P
(4-8-1 K.2E) Coverage Of Genitals During Massage: The licensee shall require that the person who is receiving the massage shall at all times have his or her genitals covered with nontransparent material or clothing.	P
(4-8-1 K.2F) Therapist Dress Requirements: Any therapist performing massage shall at all times be dressed professionally.	P
(4-8-1 K.2G) Massage Of Certain Body Parts Prohibited: At no time shall the massage therapist intentionally massage or offer to massage the penis, scrotum, mons veneris, vulva, breasts, or vaginal area of a person.	P
(4-8-1 K.2H) Restrictions Regarding Hours Of Operation: No therapeutic massage business shall be open for business, nor will any therapeutic massage therapist offer massage services, before eight o'clock (8:00) A.M. or after ten o'clock (10:00) P.M. any day of the week. No customers or patrons shall be allowed to remain upon the licensed premises after ten thirty o'clock (10:30) P.M. and before eight o'clock (8:00) A.M. daily. Support activities such as cleaning, maintenance and bookkeeping are allowed outside of business hours.	P
(4-8-1 K.2I) Illegal Activities: In addition to the license restrictions set forth in this chapter, any advertising by a licensee of any potential unlawful or erotic conduct at the licensed establishment or by a licensed massage therapist shall be prohibited. A licensee under this chapter shall be strictly responsible for the conduct of the business being operated in compliance with all applicable laws and ordinances, including the actions of any employee or agent of the licensee on the licensed premises.	P
(4-8-1 K.2J) Restrictions Involving Minors: No person under the age of eighteen (18) shall be permitted to obtain massage services at a massage business unless accompanied by his/her parent or guardian.	P
(4-8-1 K.2K) Restrictions on Habitation. The premises of a licensed massage business, other than a massage business legally conducted as a home occupation, shall not contain sleeping quarters or living spaces of any kind intended for habitation. In all massage businesses, including massage businesses legally conducted as a home occupation, no beds, cots, futons or mattresses shall be located in any area where massage services are provided.	F
(4-8-1 K.2L) Restrictions on Window Covering. The exterior windows of a premises where a massage business is located must not be one hundred percent (100%) opaque during hours that the licensed premises is open for business, except for windows in massage rooms and restrooms.	F
(4-8-1 K.2M) Equipment. All therapeutic massage services shall be provided on a raised massage therapy table or chair or on a mat similar to those used in yoga.	F
(4-8-1 K.2N) Posting of Rates and Licenses. Massage businesses shall post rates for all massage services offered at the business as well as the massage business license in a prominent location on the business premises.	P
(4-8-1 K.2O) Compliance with Building and Fire Codes. Massage business premises shall comply with all applicable fire and building code requirements.	P

4-8-1 L Restrictions Regarding Sanitation, Health and Safety

Toilet Room Requirements: A licensed therapeutic massage business shall be equipped with adequate and conveniently located toilet rooms for the accommodation of its employees and patrons. The toilet room shall be well ventilated by natural or mechanical methods and be enclosed with a door. The toilet room shall be kept clean and in good repair and shall be adequately lighted.	P
Paper/Linen Requirements: A licensed therapeutic massage business shall provide single service disposal paper or clean linens to cover the table, chair, furniture, or area on which the patron receives the massage; or in the alternative, if the table, chair, or furniture on which the patron receives the massage is made of material impervious to moisture, such table, chair, or furniture shall be properly sanitized after each massage.	P
Washing Of Hands Required: The licensed business premises shall contain an on site sink. The massage therapist shall wash his or her hands and arms with water and soap, antibacterial scrubs, alcohol, or other disinfectants prior to and following each massage service performed.	P
Door Latches And Locks: The front door of any massage business and the doors to individual rooms where massage services are provided shall remain unlocked during all hours of operation, except that interior and exterior doors may remain locked when the business is open if the only persons at the business are a single massage therapist providing massage services and customers receiving massages, and the door is able to be opened without a key from the inside by way of a crash bar or other opening mechanism that allows anyone to open the door without a key from the inside of the room where the door is located.	P

Notes:



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 25000212

Title: Business License Violation

Case Disposition: Adult Arrest

INCIDENT INFORMATION

Charges/Citation:	Ordinance: 4-8-1(D)(2) () Ordinance: 4-8-1(K)(4) ()	Address:	5836 Blaine Avenue Inver Grove Heights, MN 55077; Minnesota US
Incident Type:	Other	Location Description:	
Start Date:	2025-01-21 09:00	Parties Involved:	
End Date:	2025-01-21 14:30	Liu, Fengxia [REDACTED] Suspect	
Reported Date:	2025-01-21 09:00	Moo, Jangyeong [REDACTED] Suspect	
		Healing Arts Massage	

CASE INFORMATION

Surveillance Video:

No

OFFICER INFORMATION

Name	Agency	Badge	Role
Joseph DeRosier	Inver Grove Heights	3631	Primary

SYNOPSIS OF EVENTS

On 01/22/2025, Inver Grove Heights Officers investigated a business license violation in the 5800 block of Blaine Avenue. This case is active.

NARRATIVE

On 2025-01-21 at approximately 0930 hours, I responded to Healing Arts Massage located at 5836 Blaine Avenue to investigate a possible violation of the terms of the issued massage business license. I have been to this location before and have recognized an unlicensed employee working the front counter who was later identified as Fengxia Liu DOB [REDACTED], at that time it was unclear if she was providing massage services or just working at the front desk. This was suspicious as I have had lengthy interactions with the three (3) currently licensed massage therapists for this location and I know Fengxia is not one of the licensed employees.

In order to establish if unlicensed massage was occurring an operational plan was created to get an unlicensed massage. During this incident the plan was reviewed and approved by Sgt Winget. I was wearing plainclothes and did not announce myself as law enforcement. I had a department "bug phone" activated which had recorded all conversations.

Upon arrival, I was greeted by Liu and was told that she was too busy to provide a massage for me to return later.



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 25000212

Title: Business License Violation

Case Disposition: Adult Arrest

I returned at approximately 1340 hours and requested for a 30-minute massage. Liu told me that it would cost \$60.00 and she was paid using three (3) - \$20 dollars bills checked out of the departmental investigative funds. Liu then brought me to the back right massage room, where I was instructed to change. I then laid on the massage table and observed Liu come into the room. It was at this time that she provided a unlicensed massage to me.

At the conclusion, I then was instructed to change clothes. I provided Liu a \$20 tip from departmental investigative funds.

I then left the facility without incident.

Copies of the recordings of the interaction were uploaded into the electronic case file. Due to the clandestine nature of the case no body worn camera video was created.

It should be noted that the owner of the store/business and the license holder is Jangyeong Moo DOB [REDACTED].

Please forward this report to the city attorney for the formal charging of Fengxia Liu DOB [REDACTED] and Jangyeong Moo DOB [REDACTED] for the listed ordinance violations.

PARTIES INVOLVED

PERSON 1

Role(s): Suspect

Last: Liu	First: Fengxia	Middle:	Date of Birth:	[REDACTED]
Sex: [REDACTED]	Race: [REDACTED]	Height: [REDACTED]	Weight: [REDACTED]	Hair: [REDACTED]
Eyes: [REDACTED]	Is Juvenile?: [REDACTED]	Ethnicity: [REDACTED]	Build: [REDACTED]	Complexion: [REDACTED]
Residence:	[REDACTED]			
Residence Type:	[REDACTED]			

CHARGES/ORDINANCES

Type: Ordinance

Ordinance:
4-8-1(D)(2)

Description: Massage Therapy - Massage Therapist License Required

UOC:

Citation #:

CASE #: 25000212

INCIDENT REPORT



INCIDENT

Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077
Telephone: 651-450-2525

Case Number: 25000212

Title: Business License Violation

Case Disposition: Adult Arrest

PERSON 2

Role(s): Suspect

Last: Moo	First: Jangyeong	Middle:	Date of Birth:						
Sex:		Race:		Height:		Weight:		Hair:	
Eyes:		Is Juvenile?:		Ethnicity:		Build:		Complexion:	

Residence:

Residence Type:

Cell Phone: Description:

Cell Phone: Description:

CHARGES/ORDINANCES

Type: Ordinance Ordinance:
4-8-1(K)(4)

Description: Massage Therapy - Employment of Unlicensed Massage Therapists Prohibited

UOC:

Citation #:

BUSINESS 1

Role(s): Mentioned Business Name: Healing Arts Massage

Location: 5836 Blaine Avenue; Inver Grove Heights, MINNESOTA 55077; Minnesota US

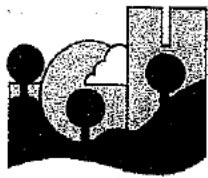
NIBRS OFFENSE TYPE(s):

Other Location Type: Commercial/Office Building

CASE #: 25000212
INCIDENT REPORT

Attest: Rebecca Kerian
City Clerk

Rebecca, Kiernan, City Clerk



City of Inver Grove Heights

APPLICATION FOR INDIVIDUAL MASSAGE THERAPIST LICENSE OR THERAPEUTIC MASSAGE BUSINESS LICENSE

8150 Barbara Ave, Inver Grove Heights, MN 55077 • (651) 450-2500 • Fax (651) 450-2502 • www.invergroveheights.org •

All persons performing massage in the City of Inver Grove Heights must be licensed and meet the following requirements. Provide **proof of completion** of a program of at least 500 contact hours of combined massage therapy theory and practice training from: 1) a school accredited by the U.S. Department of Education, (<https://ope.ed.gov/dapip/#/home>) OR 2) a program accredited by the Commission On Massage Therapy Accreditation (COMTA – www.comta.org). For more information, see the Massage Therapy ordinance at https://www.sterlingcodifiers.com/codebook/index.php?book_id=542. **IMPORTANT: The licensing process may take up to 90 days to complete.**

Choose Which License:	Massage Therapist License - Individual	☒ Therapeutic Massage Business License
Fees:	\$175/Background Fee + \$75/Individual License Fee = \$250 TOTAL	\$500/Background Fee (Includes one therapist) + \$200/License Fee = \$700 TOTAL *Additional therapists pay the Individual License fees.
Complete Parts:	Part 1, Part 2, Part 4, Part 5	Part 1, Part 3, Part 4, Part 5, Part 6

Submit this completed form with a color copy of driver's license or government issued photo ID attached.

Part 1 ALL APPLICANTS COMPLETE PART 1						
PERSONAL INFORMATION						
First Name Jangyeong	Middle Name	Last Name Moo	Place of Birth (City, State):	Date of Birth:		
Height:	Weight:	Eye Color:	Hair color:			
Residential Street Address:			City:	State:	Zip Code:	
Phone Number:	U.S. Citizen:	if non-U.S. citizen, list home country and attach proof of eligibility to work in U.S.:				
Email Address:						
Social Security Number (SSN):			Individual Tax Identification Number (ITIN) if applicable:			
List your first, middle, and/or last names you have ever used or been known by – (please copy form as needed)						
First:	Middle:	Last:				
First:	Middle:	Last:				
First:	Middle:	Last:				
List your Residences for the past Five (5) Years – (please copy form as needed)						
Street Address	City	State	Zip	From (MM/YY)	To (MM/YY)	
List Name and Address of Employer and Occupation for the past Five (5) Years – (please copy form as needed)						
Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)
Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	07/23	Present
Juns LLC	952-594-4720	730 N.Washington Ave.Ste 140	Minneapolis	55401	01/23	06/23
Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	12/21	12/22

Natural Wellness Spa LLC	626-507-5368	5524 W.Broadway Ave	Crystal	55428	09-21	10/21
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MN Pain Care Center LLC	612-886-5727	3001 Hennepin Ave.Ste 2410	Minneapolis	55408	08/19	03/20
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APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 1 CONTINUED ALL APPLICANTS COMPLETE PART 1

Criminal History, Arrest Records, Warrant Information, and Other Relevant Records -- (please copy form as needed)

Have you ever been convicted of any felony crimes or ordinance violations, other than traffic offenses?

Yes ☐ No ☒

If yes, list -- *Attach additional sheets if necessary*

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

Have you been convicted of violation of any federal, state, or local law relating to the operation of any business requiring a license?

Yes ☐ No ☒

If yes, list -- *Attach additional sheets if necessary*

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

REFERENCES

List three (3) references of good moral character who are not related to you and do not have a financial interest in the premises of the business who can attest to your character. These individuals must live within the Twin Cities Metropolitan area

Name (First/Last)	Phone Number	Street Address	State	Zip

CERTIFICATE OF PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? YES ☐ NO ☐

If yes, list insured information- Attached Certificate of Profession Liability with \$1,000,000.00 insurance coverage

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 W.Town&Country Rd.Ste1400. Orange	CA	92868

ADDITIONAL INFORMATION

Additional information you want to include that was not required in Part 1:

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 2 ONLY MESSAGE THERAPIST LICENSE APPLICANTS COMPLETE PART 2

THERAPEUTIC MASSAGE BUSINESS INFORMATION

Therapeutic Massage Business Name (DBA) where applying to be an Individual Therapist:

Healing Arts Massage

Street Address of Licensed Premises:
5836 Blaine Ave. Ste 104 Inver Grove Heights, MN

Business Contact (first and last name):

Jangyeong Moo

Zip Code:
56076

Business Phone:

Contact's Phone Number:

THERAPEUTIC MASSAGE ACADEMIC INFORMATION

Attach diploma/certificate of graduation showing completion of a program of at least 500 hours of certified therapeutic massage training
AND certified copy of transcript of academic record from accredited institution.

Name of School Attended:

ATI College

Dates Attended:

03/02/2018 to 11/06/2018

Street Address:

15141 Whittier Blvd. ste 402 Whittier, CA

Contact (first and last name):

Zip Code:
90603

Business Phone:
562-864-0506

Business Contact's Phone Number:

INDIVIDUAL MESSAGE THERAPIST LICENSE HISTORY

Are you currently licensed as a Massage Therapist in another city? ____ Yes ☒ No

If yes, list City's information - (please copy form as needed)

City	Street Address	State	Zip

Have you ever been denied or rejected for an individual Massage Therapist License? ____ Yes ☒ No

If yes, list - (please copy form as needed)

City	Street Address	State	Zip

Have you as an individual or as part of a corporation, partnership, association, enterprise, business or firm ever had a Massage Therapist License revoked or suspended within the last (5) years of this application? ____ Yes ☒ No

If yes, list - (please copy form as needed)

City	Street Address	State	Zip

Have you ever owned and/or operated a Therapeutic Massage Business? ____ Yes ☒ No

If yes, list - (please copy form as needed)

Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 3 ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 3			
TYPE OF THERAPEUTIC MASSAGE BUSINESS <i>Circle one</i>			
☒ Individual/Sole Proprietorship	☐ Business/Firm	☐ Partnership	
☐ Corporation	☒ Limited Liability Company	☐ Other Entities	
ADDITIONAL REQUIREMENTS FOR THE FOLLOWING THERAPEUTIC MASSAGE BUSINESS APPLICANTS			
Partnerships	1. All partners must complete Part 1 of application in conjunction with one (1) partner completing entire application.		
	2. Managing Partners need to be designated: (please copy form as needed)		
	Managing Partner (First/Last)	Title	
	3. Each Partner (General and Limited) shall have their interest disclosed: (please copy form as needed)		
	Partner who controls an interest (First/Last)	Percent of interest	
Corporations and other Organizations or Entities	1. Corporation/Association/Other Organization Name		2. State of Incorporation (Must be authorized to do business in Minnesota)
	3. Attach: 1. A true copy of the Partnership Agreement and a copy 2. A true copy of trade name under MN Statute §333.02 (Certified by the Clerk of District Court)		
	3. Attach: 1. A true copy of the certificate of incorporation and if a Foreign corporation a certificate of authority as described in MN Statute §303.02 2. Articles of Incorporation of Association Agreement 3. By-laws of the Corporation		
	4. All persons (General Manager, corporate officers, proprietor and other persons in charge) must complete Part 1 of application in conjunction with one (1) person completing entire application.		
NAME/ADDRESS OF THERAPEUTIC MASSAGE BUSINESS			
Therapeutic Massage Business Name (DBA): Healing Arts Massage			
Street Address of Premises: 5836 Blaine Ave. Inver Grove Heights, MN		Business Contact (first and last name): Jangyeong Moo	
Zip Code: 55076	Business Phone: [REDACTED]	Contact's Phone Number: [REDACTED]	
Floor Number (if applicable):	Suite Number (if applicable): 104	Business Email Address & Website Address: [REDACTED]	
MESSAGE THERAPIST BUSINESS LICENSE HISTORY			
Is the corporation, partnership, association, enterprise, business or firm currently licensed as a Massage Therapist Business in another city? Yes ☐ No ☒			
If yes, list City's information – (please copy form as needed)			
City	Street Address	State	Zip

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 3 CONTINUED ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 3

Has the corporation, partnership, association, enterprise, business or firm ever been denied or rejected for a Therapeutic Massage Business License? ☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

Has the corporation, partnership, association, enterprise, business or firm ever had a Therapeutic Massage Business License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

BUSINESS PREMISES INFORMATION

Business premises is owned by

Owner (First/Last Name)	Phone Number	Street Address	State	Zip
Inver Grove Marketplace				

Is the business premises in the construction planning phase or currently under construction? ☐ Yes ☒ No (the premises is already constructed)

If business premises is preexisting will there be any building changes/modifications to your work space? ☐ Yes ☐ No

If yes, explain the scope of work;

Are the business premises design plans on file with the city's building and inspections department? ☐ Yes ☐ No

If No, Attach plan/sketch showing dimensions, location of buildings, street access, parking facilities configuration, interior dimension & total floor space.

Are there any real estate taxes, personal property taxes, special assessments, or other financial claims delinquent or unpaid for the premises to be licensed? If yes, give details:

PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? ☒ Yes ☐ No

If yes, list insurer information -- Attach certificate of professional liability with \$1,000,000.00 limits

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 W. Town & Country Rd. Ste 1400 Orange	CA	92868

LIST OF THERAPISTS THAT WILL BE WORKING AT MASSAGE THERAPIST BUSINESS -- (please copy form as needed)

Name (First/Last)	Contact number	Address
Jangyeong Moo		

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 4 ALL APPLICANTS COMPLETE PART 4

DATA PRIVACY ADVISORY

Complete the Attached:

Massage License/Permit Applicant General Authorization and Release and Criminal History Background Check Consent Form.

Review the Attached:

Massage License/Permit - Data Privacy Advisory

PART 5 ALL APPLICANTS COMPLETE PART 5

TENNESSEN WARNING AND AUTHORIZATION (VERIFICATION)

The data you furnish on this application will be used by the City of Inver Grove Heights to assess your qualifications for licensure. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Inver Grove Heights may be unable to process this application. Disclosure of your Social Security number, Minnesota Tax ID Number, or Individual Tax ID Number is required by Minnesota Statutes 270C.72 and your Social Security number may be requested by and released to the Department of Revenue. Upon submission of this application, all information except your Social Security Number will be public information pursuant to Minnesota Statutes, Chapter 13.

I have no intention or agreement to transfer the license to another person, or to allow any other person or entity to operate under the authority of the license.

I understand that by submitting this application as an individual and operating a massage business in the City of Inver Grove Heights, I hereby consent to allow the appropriate City personnel, or any authorized representative or agents, to inspect the licensed premises for the purpose of ensuring compliance with the law, at any time the business is occupied and/or open for business. I also understand that a denial of permission for such a lawful inspection of the premises is a violation of the license provisions.

I have received from the City of Inver Grove Heights a copy of the ordinance that regulates the activity for which I am applying for licensure and I agree to familiarize myself with the provisions of said ordinance.

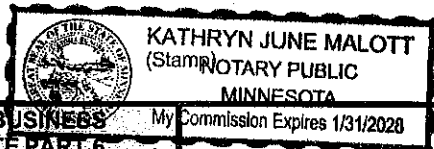
I will strictly comply with all the laws of the State of Minnesota governing the rules and regulations of operating a massage business and all ordinances of the City of Inver Grove Heights. I hereby certify or declare under penalty of perjury under the laws of the State of Minnesota that I have read and understand every question in this application and that the answer to every question and in all supplemental documents submitted on behalf of this application are true and correct to the best of my knowledge, information and belief. I further understand that the giving of false information in this application, regardless of when it is discovered, and or the failure to give required pertinent information constitutes cause for the immediate revocation of any and all licenses and/or permits issued hereunder and may be grounds for prosecution for perjury. All information given is subject to verification by the State of Minnesota.

A NOTARIZED SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

Signature [Signature] Date 8/10/2023

SUBSCRIBED AND SWORN TO BEFORE ME THIS 10th day of August, 2023

[Signature] My Commission expires On: 1/31/2028
Signature of Notary Public



PART 6 ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 6

VCI FINANCIAL RELEASE

Complete the Attached:

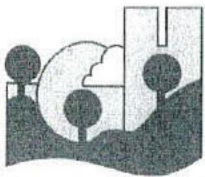
Verified Credentials, Authorization To Collect, Use And Release Financial Information

Review the Attached:

Disclosure Regarding Background Investigation

Rebecca, Kiernan, City Clerk

Rebecca, Kiernan, City Clerk



City of Inver Grove Heights

APPLICATION FOR INDIVIDUAL MASSAGE THERAPIST LICENSE OR THERAPEUTIC MASSAGE BUSINESS LICENSE

8150 Barbara Ave, Inver Grove Heights, MN 55077 • (651) 450-2500 • Fax (651) 450-2502 • www.invergroveheights.org •

All persons performing massage in the City of Inver Grove Heights must be licensed and meet the following requirements. Provide **proof of completion** of a program of at least 500 contact hours of combined massage therapy theory and practice training from: **1)** a school accredited by the U.S. Department of Education, (<https://ope.ed.gov/dapip/#/home>) **OR** **2)** a program accredited by the Commission On Massage Therapy Accreditation (COMTA – www.comta.org). For more information, see the Massage Therapy ordinance at https://www.sterlingcodifiers.com/codebook/index.php?book_id=542. **IMPORTANT: The licensing process may take up to 90 days to complete.**

Choose Which License:	☒ Massage Therapist License - Individual	☒ Therapeutic Massage Business License
Fees:	\$175/Background Fee + \$75/Individual License Fee = \$250 TOTAL	\$500/Background Fee (Includes one therapist) + \$200/License Fee = \$700 TOTAL *Additional therapists pay the Individual License fees.
Complete Parts:	Part 1, Part 2, Part 4, Part 5	Part 1, Part 3, Part 4, Part 5, Part 6

Submit this completed form with a color copy of driver's license or government issued photo ID attached

Part 1 ALL APPLICANTS COMPLETE PART 1						
PERSONAL INFORMATION						
First Name Jangyeong	Middle Name	Last Name Moo	Place of Birth (City, State):	Date of Birth:		
Height:	Weight:	Eye Color:	Hair color:			
Residential Street Address:		City:	State:	Zip Code:		
Phone Number:		U.S. Citizen:	If non-U.S. citizen, list home country and attach proof of eligibility to work in U.S.:			
Email Address:						
Social Security Number (SSN):			Individual Tax Identification Number (ITIN) if applicable:			
List your first, middle, and/or last names you have ever used or been known by – (please copy form as needed)						
First:	Middle:		Last:			
First:	Middle:		Last:			
First:	Middle:		Last:			
List your Residences for the past Five (5) Years – (please copy form as needed)						
Street Address	City	State	Zip	From (MM/YY)	To (MM/YY)	
List Name and Address of Employer and Occupation for the past Five (5) Years – (please copy form as needed)						
Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)
Pine Enterprises LLC	626-757-9406	5836 Blaine Ave	Inver Grove Heights	55076	09/23	Present
Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	07/23	12/23
Juns LLC	952-594-4720	713 N Washington Av. Ste140	Minneapolis	55401	01/23	06/23

Szechuan Inc	952-594-4720	2193 Snelling Ave	Roseville	55113	12/21	12/22
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Natural Wellness Spa LLC	626-507-5368	5524 W. Broadway Ave	Crystal	55428	09/21	10/21
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MN Paine Care Center LLC	612-886-5727	3001 Hennepin Ave. Ste. 2410	Minneapolis	55408	08/19	03/20
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APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 1 CONTINUED ALL APPLICANTS COMPLETE PART 1

Criminal History, Arrest Records, Warrant Information, and Other Relevant Records -- (please copy form as needed)

Have you ever been convicted of any felony crimes or ordinance violations, other than traffic offenses?

Yes ☐ No ☒

If yes, list -- Attach additional sheets if necessary

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

Have you been convicted of violation of any federal, state, or local law relating to the operation of any business requiring a license?

Yes ☐ No ☒

If yes, list -- Attach additional sheets if necessary

Offense	Fine/Penalty	Location (City/State)	Date of Occurrence:

REFERENCES

List three (3) references of good moral character who are not related to you and do not have a financial interest in the premises of the business who can attest to your character. These individuals must live within the Twin Cities Metropolitan area

Name (First/Last)	Phone Number	Street Address	State	Zip

CERTIFICATE OF PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? Yes ☐ No ☐

If yes, list insured information- Attached Certificate of Profession Liability with \$1,000,000.00 Insurance coverage

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 W. Town & County Rd. St 1400, Orange	CA	92868

ADDITIONAL INFORMATION

Additional Information you want to include that was not required in Part 1:

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 2 ONLY MESSAGE THERAPIST LICENSE APPLICANTS COMPLETE PART 2						
THERAPEUTIC MASSAGE BUSINESS INFORMATION						
Therapeutic Massage Business Name (DBA) where applying to be an individual therapist: Healing Arts Massage						
Street Address of Licensed Premises: 5836 Blaine Ave, Inver Grove Heights, MN				Business Contact (first and last name): Jangyeong Moo		
Zip Code: 55076		Business Phone:		Contact's Phone Number:		
THERAPEUTIC MASSAGE ACADEMIC INFORMATION						
Attach diploma/certificate of graduation showing completion of a program of at least 500 hours of certified therapeutic massage training AND certified copy of transcript of academic record from accredited institution.						
Name of School Attended: ATI College				Dates Attended: 03/02/2018 to 11/06/2018		
Street Address: 15141 Whittier Blvd. Ste. 402, Whittier, CA				Contact (first and last name):		
Zip Code: 90603		Business Phone: 562-864-0506		Business Contact's Phone Number:		
INDIVIDUAL MESSAGE THERAPIST LICENSE HISTORY						
Are you currently licensed as a Massage Therapist in another city? ☒ Yes ☐ No						
If yes, list City's information - (please copy form as needed)						
City	Street Address			State	Zip	
City Of Bloomington	1800 West Old Shakopee Road			MN	55431	
Have you ever been denied or rejected for an individual Massage Therapist License? ☐ Yes ☒ No						
If yes, list - (please copy form as needed)						
City	Street Address			State	Zip	
Have you as an individual or as part of a corporation, partnership, association, enterprise, business or firm ever had a Massage Therapist License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No						
If yes, list - (please copy form as needed)						
City	Street Address			State	Zip	
Have you ever owned and/or operated a Therapeutic Massage Business? ☒ Yes ☐ No						
If yes, list - (please copy form as needed)						
Employer & Occupation	Phone Number	Street Address	City/State	Zip	From (MM/YY)	To (MM/YY)
Healing Arts Massage	763-402-0197	5836 Blaine Ave	Inver Grove Heights	55076	09/23	Present

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

**PART 3 ONLY THERAPEUTIC MASSAGE BUSINESS
LICENSE APPLICANTS COMPLETE PART 3****TYPE OF THERAPEUTIC MASSAGE BUSINESS**
*Circle one*Individual/Sole Proprietorship

Business/Firm

Partnership

Corporation

Limited Liability Company

Other Entities

ADDITIONAL REQUIREMENTS FOR THE FOLLOWING THERAPEUTIC MASSAGE BUSINESS APPLICANTS**Partnerships**

1. All partners must complete Part 1 of application in conjunction with one (1) partner completing entire application.

2. Managing Partners need to be designated:
(please copy form as needed)

Managing Partner (First/Last)

Title

3. Each Partner (General and Limited) shall have their interest disclosed:
(please copy form as needed)

Partner who controls an Interest (First/Last)

Percent of Interest

4. Attach:

1. A true copy of the Partnership Agreement and a copy
2. A true copy of trade name under MN Statute §333.02 (Certified by the Clerk of District Court)

**Corporations and other
Organizations or Entities**

1. Corporation/Association/Other Organization Name

2. State of Incorporation (Must be authorized to do
business in Minnesota)

3. Attach:

1. A true copy of the certificate of incorporation and if a Foreign corporation a certificate of authority as described in MN Statute §303.02
2. Articles of Incorporation of Association Agreement
3. By-laws of the Corporation

4. All persons (General Manager, corporate officers, proprietor and other persons in charge) must
complete Part 1 of application in conjunction with one (1) person completing entire application.**NAME/ADDRESS OF THERAPEUTIC MASSAGE BUSINESS**

Therapeutic Massage Business Name (DBA):

Healing Arts Massage

Street Address of Premises:

5836 Blaine Ave. Inver Grove Heights.MN

Business Contact (first and last name):

Jangyeong Moo

Zip Code:

55076

Business Phone:

Contact's Phone Number:

Floor Number (if applicable):

Suite Number (if applicable):

104

Business Email Address & Website Address:

MESSAGE THERAPIST BUSINESS LICENSE HISTORYIs the corporation, partnership, association, enterprise, business or firm currently licensed as a Massage Therapist Business in another city?
____ Yes ____ No

If yes, list City's information – (please copy form as needed)

City

Street Address

State

Zip

City Of Bloomington

9923 Lydale Ave S

MN

55124

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 3 CONTINUED ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 3

Has the corporation, partnership, association, enterprise, business or firm ever been denied or rejected for a Therapeutic Massage Business License?
☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

Has the corporation, partnership, association, enterprise, business or firm ever had a Therapeutic Massage Business License revoked or suspended within the last (5) years of this application? ☐ Yes ☒ No

If yes, list -- (please copy form as needed)

City	Street Address	State	Zip

BUSINESS PREMISES INFORMATION

Business premises is owned by

Owner (First/Last Name)	Phone Number	Street Address	State	Zip
Inver Grove Marketplace				

Is the business premises in the construction planning phase or currently under construction? ☐ Yes
☒ No (the premises is already constructed)

If business premises is preexisting will there be any building changes/modifications to your work space? ☐ Yes ☐ No

If yes, explain the scope of work;

Are the business premises design plans on file with the city's building and inspections department? ☐ Yes ☐ No

If No, Attach plan/sketch showing dimensions, location of buildings, street access, parking facilities configuration, interior dimension & total floor space.

Are there any real estate taxes, personal property taxes, special assessments, or other financial claims delinquent or unpaid for the premises to be licensed? If yes, give details:

PROFESSIONAL LIABILITY

Are you currently insured for professional liability to practice massage? ☐ Yes ☐ No

If yes, list insurer information -- Attach certificate of professional liability with \$1,000,000.00 limits

Insurer	Phone Number	Street Address	State	Zip
American Massage Council	800-500-3930	1100 West Town & Country Rd. Ste 1400 Orange	CA	92868

LIST OF THERAPISTS THAT WILL BE WORKING AT MASSAGE THERAPIST BUSINESS -- (please copy form as needed)

Name (First/Last)	Contact number	Address
Jangyeong Moo		
Guifang Jiang		9575 Franko Rd. Eden Prairie.MN.55347

APPLICATION FOR THERAPEUTIC MASSAGE LICENSE

PART 4 ALL APPLICANTS COMPLETE PART 4

DATA PRIVACY ADVISORY

Complete the Attached:

Message License/Permit Applicant General Authorization and Release and Criminal History Background Check Consent Form.

Review the Attached:

Message License/Permit - Data Privacy Advisory

PART 5 ALL APPLICANTS COMPLETE PART 5

TENNESSEN WARNING AND AUTHORIZATION (VERIFICATION)

The data you furnish on this application will be used by the City of Inver Grove Heights to assess your qualifications for licensure. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Inver Grove Heights may be unable to process this application. Disclosure of your Social Security number, Minnesota Tax ID Number, or Individual Tax ID Number is required by Minnesota Statutes 270C.72 and your Social Security number may be requested by and released to the Department of Revenue. Upon submission of this application, all information except your Social Security Number will be public information pursuant to Minnesota Statutes, Chapter 13.

I have no intention or agreement to transfer the license to another person, or to allow any other person or entity to operate under the authority of the license.

I understand that by submitting this application as an individual and operating a massage business in the City of Inver Grove Heights, I hereby consent to allow the appropriate City personnel, or any authorized representative or agents, to inspect the licensed premises for the purpose of ensuring compliance with the law, at any time the business is occupied and/or open for business. I also understand that a denial of permission for such a lawful inspection of the premises is a violation of the license provisions.

I have received from the City of Inver Grove Heights a copy of the ordinance that regulates the activity for which I am applying for licensure and I agree to familiarize myself with the provisions of said ordinance.

I will strictly comply with all the laws of the State of Minnesota governing the rules and regulations of operating a massage business and all ordinances of the City of Inver Grove Heights. I hereby certify or declare under penalty of perjury under the laws of the State of Minnesota that I have read and understand every question in this application and that the answer to every question and in all supplemental documents submitted on behalf of this application are true and correct to the best of my knowledge, information and belief. I further understand that the giving of false information in this application, regardless of when it is discovered, and or the failure to give required pertinent information constitutes cause for the immediate revocation of any and all licenses and/or permits issued hereunder and may be grounds for prosecution for perjury. All information given is subject to verification by the State of Minnesota.

A NOTARIZED SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

Signature

[Handwritten Signature]

Date

04/08/2024

SUBSCRIBED AND SWORN TO BEFORE ME THIS

8th

day of

April

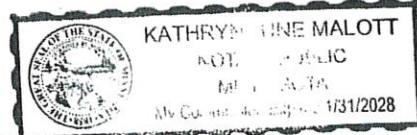
2024

Signature of Notary Public

My Commission expires On:

1/31/2028

(Stamp)



PART 6 ONLY THERAPEUTIC MASSAGE BUSINESS LICENSE APPLICANTS COMPLETE PART 6

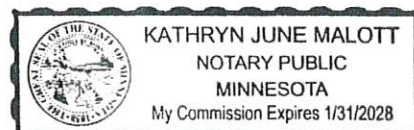
VCI FINANCIAL RELEASE

Complete the Attached:

Verified Credentials, Authorization To Collect, Use And Release Financial Information

Review the Attached:

Disclosure Regarding Background Investigation



Office of the Minnesota Secretary of State Certificate of Organization

I, Steve Simon, Secretary of State of Minnesota, do certify that: The following business entity has duly complied with the relevant provisions of Minnesota Statutes listed below, and is formed or authorized to do business in Minnesota on and after this date with all the powers, rights and privileges, and subject to the limitations, duties and restrictions, set forth in that chapter.

The business entity is now legally registered under the laws of Minnesota.

Name: Pine Enterprises LLC

File Number: 1399313300027

Minnesota Statutes, Chapter: 322C

This certificate has been issued on: 07/11/2023



A handwritten signature in cursive script that reads "Steve Simon".

Steve Simon
Secretary of State
State of Minnesota

Office of the Minnesota Secretary of State
Minnesota Limited Liability Company/Articles of Organization
Minnesota Statutes, Chapter 322C



The individual(s) listed below who is (are each) 18 years of age or older, hereby adopt(s) the following Articles of Organization:

ARTICLE 1 - LIMITED LIABILITY COMPANY NAME:

Pine Enterprises LLC

ARTICLE 2 - REGISTERED OFFICE AND AGENT(S), IF ANY AT THAT OFFICE:

Name

Address:

9575 Franlo Rd Eden Prairie MN 55347 3004 USA

ARTICLE 3 - DURATION: PERPETUAL

ARTICLE 4 - ORGANIZERS:

Name:

Address:

Jangyeong MOO

[REDACTED ADDRESS]

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: Jangyeong Moo

MAILING ADDRESS: None Provided

EMAIL FOR OFFICIAL NOTICES: [REDACTED]



Work Item 1399313300027
Original File Number 1399313300027

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
07/11/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon". The signature is written in a cursive, flowing style.

Steve Simon
Secretary of State

Office of the Minnesota Secretary of State

Certificate of Assumed Name

Minnesota Statutes, Chapter 333



The filing of an assumed name does not provide a user with exclusive rights to that name. The filing is required for consumer protection in order to enable customers to be able to identify the true owner of a business.

ASSUMED NAME: **Healing Arts Massage**

PRINCIPAL PLACE OF BUSINESS: **5828 BLAINE AVE STE 104 INVER GROVE HEIGHTS MN 55076 USA**

NAMEHOLDER(S):

Name:

Pine Enterprises LLC

Address:

**9575 FRANLO RD EDEN PRAIRIE MN 55347
United States**

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: **Jangyeong Moo**

MAILING ADDRESS:

[REDACTED]

EMAIL FOR OFFICIAL NOTICES:

[REDACTED]



Work Item 1402775700021
Original File Number 1402775700021

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
08/04/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State

Office of the Minnesota Secretary of State

Certificate of Assumed Name

Minnesota Statutes, Chapter 333



The filing of an assumed name does not provide a user with exclusive rights to that name. The filing is required for consumer protection in order to enable customers to be able to identify the true owner of a business.

ASSUMED NAME: **Healing Art Massage**

PRINCIPAL PLACE OF BUSINESS: **9923 LYNDAL AVE S BLOOMINGTON MN 55420 USA**

NAMEHOLDER(S):

Name:

Pine Enterprises LLC

Address:

**9923 Lyndale Ave S. Bloomington Minnesota 55420
United States**

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: **Jangyeong Moo**

MAILING ADDRESS:

[REDACTED]

EMAIL FOR OFFICIAL NOTICES:

[REDACTED]



Work Item 1400322800025
Original File Number 1400322800025

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
07/18/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State



CITY OF
BLOOMINGTON
MINNESOTA

City of Bloomington Massage Therapist License

Name: Liu Yanping

License #: 202401030

Establishment: Healing Art Massage

Expiration Date: 7/31/2025





010 202401030 34

Massage Therapist Individual License Application

Hand - # in drawer they are ordering transcript

☒ New	☒ Massage Therapist	Application Number: LCB20
☐ Temporary Massage Therapist		Applicant must apply in person for an ID photo. Allow 7 working days to process.

Name Yanping Liu Phone [REDACTED]
First Full Middle Last Maiden
Address 5836 Blaine Ave Inver Grove Heights City State MN Zip 55076

The licensee must show proof of residing in one of the following counties: Anoka, Carver, Dakota, Goodhue, Hennepin, Ramsey, Rice, Scott, Washington, Wright in Minnesota and St. Croix or Pierce in Wisconsin (14.269)

Address(es) at which you have lived during the preceding five years.

Address 9712 Oxford Ln City Elko New Market State MN Zip 55020

Address 14105 nORTHERN 3G City Flushing State NY Zip 11354

Have you ever used or been known by a name or names other than the name given above?

Yes _____ No X If yes, list such name(s) and information concerning dates and places used.

E-mail [REDACTED]

Height [REDACTED] Weight [REDACTED] Color of Hair [REDACTED] Color of Eye [REDACTED]

Place of Birth [REDACTED] Date of Birth [REDACTED]

Are you a U.S. Citizen? [REDACTED] Are you over 18? Yes X No _____

If yes, but your birthplace was not in the U.S., please provide a Certificate of Naturalization, Certificate of Citizenship or current U.S. Passport. If no, present proof of Immigration/employment status.

Employers for the preceding five years. Include name, address and dates of employment.

Tranquility Foot Spa & Salt Cave, 700 Franklin Ave, Franklin Square, NY 11010, 05/2018 --09/2023

Resort Massage and wellness 321 Main St. Suite 102. Elko New Market. MN 55054
10/2023 TO 12/2023

Atlanta Beauty & Barber Academy
6088 Buford Hwy NE Doraville GA
30019

(Office Use Only)

Date Application received _____

Letter from shop ✓

Payment entered (4 digits) _____

Insurance ✓

Photo ✓

School transcript (new) _____

Citizenship ✓

Cleared background _____

ID (copy dl) ✓

Date mailed _____

PAYD
1/29/24
11438

Continue to page 2

City Clerk

Business Licensing
1800 W. Old Shakopee Road
Bloomington MN 55431-3027

PH 952-563-8728 BloomingtonMN.gov
MN RELAY 711
businesslicensing@bloomingtonmn.gov

53_118 Massage Therapist App pg1 of 2 (08/22)

Business	Business Name <u>Healing Art Massage (DBA)</u>
	Address <u>9923 Lyndale Ave S</u> City <u>Bloomington</u> State <u>MN</u> Zip <u>55124</u>
Documentation needed	E-mail Address <u>[REDACTED]</u> Phone <u>[REDACTED]</u>
	Supervising Manager <u>Jangyeong Moo</u> Phone <u>[REDACTED]</u>
Have you ever been convicted of any felony, crime or violation of any ordinance other than a minor traffic offense? Yes _____ No <u>X</u> <i>If yes, provide the time, place, offense and penalty imposed.</i> _____ _____	
Have you had any interest in any previous therapeutic massage license that was revoked, suspended or not renewed? Yes _____ No <u>X</u> <i>If yes, explain in detail providing dates of such revocation.</i> _____ _____	
Attach: 1. <u>X</u> Letter from Bloomington- licensed Therapeutic Massage Enterprise stating that you are affiliated with or employed by them (required for annual license applicants only.) If you own a Bloomington-licensed Therapeutic Massage Enterprise, no such letter is needed. 2. <u>X</u> Proof of insurance coverage of one million dollars (\$1,000,000) for professional liability in the practice of massage. 3. <u>X</u> Proof of at least 600 hours of certified therapeutic massage training from an accredited institution approved by the issuing authority (Original transcript showing dates, name and address of the training institute.)	

Temporary license applicant

Complete for temporary license applicant only. (Minimum of 400 hours of certified therapeutic massage training from an accredited institution.)

Name of event and or sponsoring organization _____

Dates requested. Cannot exceed four (4) consecutive days. _____

Location where temporary license will be used _____

Have you been licensed as a temporary massage therapist in Bloomington within the past 12 months?

Yes _____ No _____

I HEREBY STATE THAT: I am familiar with the Bloomington City Code, Chapter 14, sections 14.259-14.275 for Therapeutic Massage Therapists. The Bloomington City Code is available on the City's website BloomingtonMN.gov.

I UNDERSTAND AND AGREE THAT: A criminal conviction will not bar an applicant from obtaining a license with the City of Bloomington unless such conviction is directly related to occupation for which the license is sought, according to Minnesota Statutes S364.03.

I HEREBY AUTHORIZE THAT: The City of Bloomington can investigate and make necessary to verify the information provided.

Applicant Signature: Jangyeong Moo Date Signed 07 / 16 / 2024

Pine Enterprises

9575 Franlo Road
Eden Prairie. MN.55347

Date: 07/12/2024

City of Bloomington
City Clerk Division
1800 W. Old Shakopee Road
Bloomington, MN 55431 S

Dear City Clerk Representative,

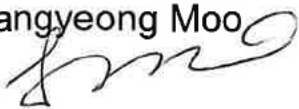
Yanping Liu is affiliated with Jangyeong Moo(DBA - Healing Art Massage)
located at 9923 Lyndale Ave S.Bloomington, MN.55420 as a massage
therapist independent contractor.

If you have any questions please do not hesitate to contact me at

[REDACTED]

Best Regards,

Jangyeong Moo



Pine Enterprises

[REDACTED]

YANPING Liu last 5 years live history

05/15/2018 to 09/2023

14105 Northern 3G. Fushing, NY. 11354

10/2023 to 12/2023

9712 Oxford Ln. Elko New Market, MN 55020-9634

01/2024 TO 07/2024

14105 Northern 3G. Fushing, NY. 11354

07/2024 TO Present

5836 Blaine Ave. Inver Grove Heights. MN. 55076

Last 5 years work history

May,/2018 to September 2023

Tranquility Foot Spa & Salt Cave

700 Franklin Ave, Franklin Square, NY 11010

TELL:516-280-8539

October 2023 to December 2023

Resort Massage and Wellness

321 Main st. Suite 102. Elko New Market . MN.55

TELL: 952-737-1244

POST IN A CONSPICUOUS PLACE



City Business License

License No. **LCB202300836**

Mailing Address:

Pine Enterprises LLC
9923 LYNDAL AVE S
BLOOMINGTON, MN 55420

Licensed Establishment:

Healing Art Massage
9923 LYNDAL AVE S
BLOOMINGTON, MN 55420

August 15, 2023

License Description:

Massage: Therapeutic Massage Enterprise

Quantity:

1

Expiration

08/31/2024

CITY OF BLOOMINGTON
1800 W. OLD SHAKOPEE ROAD, BLOOMINGTON MN 55431-3027
PH 952-563-8700 TTY 952-563-8740

AN AFFIRMATIVE ACTION/EQUAL
OPPORTUNITIES EMPLOYER

LICENSE IS NOT TRANSFERABLE

\$270

Therapeutic Massage Enterprise License Application

2300836

Part I – General

If applicant is an individual, it shall be completed by such person; if a corporation, by an officer; if a partnership, by one of the general partners; if an unincorporated association, by the manager or managing officer.

1. Type of applicant ☒ Individual ☐ Partnership ☐ Corporation ☐ Other organization

2. Legal name of licensee (individual, partnership, corporation, organization or club) 2

3. Business Pine Enterprises LLC Healing Art Massage Phone [REDACTED]
Address 9923 Lyndale Ave S. Bloomington

If business is to be conducted under a designation, name or style other than the name of the applicant, **attach** a certified copy of the Certificate of Assumed Name.

Attach a list of owners and their respective percentages totaling 100 percent.

4. Minnesota Business Tax ID Number [REDACTED] Applicant's Social Security Number [REDACTED]
Federal Business Tax ID Number [REDACTED]

5. Proof of **Workers' Compensation Insurance Coverage:**
Insurance company name American Massage Council Dates of coverage 7/16/2023-7/16/2024
Policy number/Self-insurance permit number (Per Minnesota Statute Section 176.182) [REDACTED]

I am **not** required to have workers' compensation liability coverage because

☒ I have no employees covered by the law

☐ Other (Specify on the reverse side.)

Section 1: Applicant

Complete only one number in this section. Refer to question 1 for type of applicant.

6. **Individual** If applicable, complete this question and a Part II Personal History form. Then proceed to Section 2.

Name J Moo Jang Yeong Maiden name _____
Residence address [REDACTED]
Residence phone (_____) _____ Business phone (_____) _____
Business address _____
Street City County State Zip

7. **Partnership** If applicable, complete this question for general and limited partners, then proceed to Section 2. A Part II Personal History form is required from each general partner.

Full name _____
Last First Full middle Maiden name
Residence _____
Street City State Zip
Business _____
Street City State Zip
Full name _____
Last First Full middle Maiden name
Residence _____
Street City State Zip
Business _____
Street City State Zip

Mike Thissen
Approved 8/15/23
Phone (_____) _____
Phone (_____) _____

Continue to page 2

Full name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Business _____
Street City State Zip Phone (_____) _____

Attach a copy of the partnership agreement.

8a. Corporation/other organization *If applicable, complete questions 8a and 8b, then proceed to Section 2.*

Name _____
Street City State Zip State of incorporation/association _____

Bloomington address _____
Street City State Zip Phone (_____) _____

Home office address _____
Street City State Zip Phone (_____) _____

8b. Officers of corporation/other organization *A Part II Personal History form is required from each officer.*

President

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Vice President

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Secretary

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

Treasurer

Name _____
Last First Full middle Maiden name

Residence _____
Street City State Zip Phone (_____) _____

- Attach**
1. A copy of the Certificate of Incorporation.
 2. Foreign corporations attach a copy of Certificate of Authority, as required by *Minnesota Statutes, Section 303.06*.
 3. Certificate of Assumed Name.

Section 2: Persons in charge of licensed premises

All applicants complete this section.

The Part II Personal History must be completed and filed with this application by each person in this section.

9. General manager, proprietor, managing partner or any other individual or agent in charge of the licensed premises.

Name mo Jangyeong _____
Last First Full middle Maiden name Position Managing owner

Residence _____
Street City State Zip Phone _____

Name _____
Last First Full middle Maiden name Position _____

Residence _____
Street City State Zip Phone (_____) _____

Continue to page 3

Section 3: Business assets*All applicants complete this section.*

Total cost of assets acquired to start business, including the business premises (if purchased), fixtures, furniture, equipment, merchandise for resale, cash for working capital, prepaid insurance and any other assets. Complete the uses and sources of funds schedule for the planned opening investment of the proposed business by the person(s) investing in this business. *Loans or extensions of credit provided to fund opening investment require submission of credit approval documentation. If acquiring an existing business, attach copy of purchase agreement. Round balances to the nearest hundred dollars.*

10. Uses of funds

Operating capital for daily needs \$ _____

Opening checking account balance,
cash register balances, funds to carry
average accounts receivable and
prepaids; i.e. insurance, rent.

Merchandise/inventory for resale \$ _____

Business property:

(a) Land and buildings \$ _____

Enter zero, if rented.

(b) Equipment and furnishings \$ _____

Other uses of funds, if any
Describe each below.

_____ \$ _____

_____ \$ _____

_____ \$ _____

TOTAL REQUIREMENTS

\$ _____

Must equal total of column "11"

11. Sources of funds

Indebtedness owed to seller \$ _____

*Seller provides portion of financing to acquire
existing business after the closing date.*

Loans from financial institutions \$ _____

Loans from relatives \$ _____

Loans from other individuals \$ _____

Other outside sources, if any
Describe each below.

_____ \$ _____

_____ \$ _____

Opening investment by owners:

(a) Individual

Sole Proprietorship

\$ _____

(b) Two Or More Individuals

Partnership

\$ _____

(c) Stockholders For issuance of

stock and for capital contributed, if any.

\$ _____

TOTAL SOURCES AND INVESTMENT

\$ _____

Must equal total of column "10"

Ownership by only one individual (Sole Proprietorship) **requires submission of personal financial statement**, including annual income details, and most recently submitted federal income tax return.

Ownership by two or more individuals (Partnership) **requires each individual submit personal financial statement**, including annual income details, most recently submitted federal income tax return, and partnership financial statement, including income statement.

Ownership by a corporation requires **submission of most recent annual report and/or corporate audited financial statements, plus most recently completed corporate tax return.** (If no audit is completed, include unaudited financial statements.)

Section 4: Premises

All applicants complete this section.

If the premises is planned, under construction or undergoing substantial alteration, the application shall be accompanied by a set of preliminary plans showing the proposed design. If the plans are on file with the Building and Inspection Division of the Community Development Department, no additional plans need be filed.

12. **Legal description of premises to be licensed.** *Submit survey showing dimensions, building locations, street access, parking facilities and location.*
- _____
- _____
13. **State the floor number, general area and all rooms where massage services will be conducted.**
Attach a floor plan showing dimensions and clearly identified rooms.
- _____
14. **How is the premises zoned under the Bloomington Zoning Ordinance?** _____
15. **Are any real estate taxes, personal property taxes, special assessments or other financial claims of the state, county, School District or City of Bloomington delinquent or unpaid for the premises to be licensed?** *If yes, give years and unpaid amounts.* ☐ Yes ☐ No
- _____

Notice and notarized signature

The data on this form will be used to approve your license. Some requested data is private. Private data is available to you and the City or State staff who need this information to perform their duties, but is not available to the public. You are not legally required to provide this data, but the City may not be able to approve your license if you do not provide it.

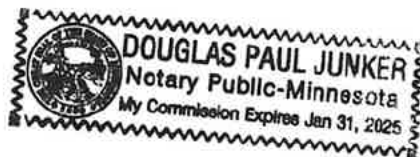
I have received from the City of Bloomington a copy of the *Therapeutic Massage Ordinance, Chapter 14* of the *City Code*, and the City zoning requirements for said businesses, as provided in *Chapter 19* of the *City Code*, and will familiarize myself with their provisions. I understand that a criminal conviction will not bar me from obtaining a license unless the conviction is directly related to the occupation for which the license is sought and there is no showing of sufficient rehabilitation and present fitness to perform the duties of the occupation (*Minnesota Statute 364.03*). I understand that falsification of the application, including failure to reveal a criminal conviction, constitutes grounds for denial of the license.

The information I have provided on this application is truthful. I authorize the City of Bloomington to verify any and all of the information requested on this application, including the ordering of criminal background checks, and to conduct any necessary investigation to assure this application complies with the licensing and zoning ordinances.

X 
 Applicant signature

Subscribed and sworn to before me, a
 Notary Public, on this 17 day
 of July, 2023.
 Commission expires on 1-31-25.


 Notary signature





CITY OF
BLOOMINGTON
MINNESOTA

City of Bloomington Massage Therapist License

Name: Jangyeong Moo

License #: 2300838

Establishment: Healing Art Massage

Expiration Date: 8/16/2025





Message Therapist Individual Renewal License

exp. 8/16/25

☒ Renewal		Application Number: LCB20 2300 838	
Your manager completes the Business section below. Separate letter not required.		Applicant must apply in person for an ID photo. Allow 7 working days to process.	
Business	Employee Name	JANGYEONG MOO	is currently employed as a Massage Therapist at
	Business Name	HEALING ART MASSAGE	Address 9923 LYDALE AVE S.BLOOMINGTON.MN
Applicant	Manager Name	JANGYEONG MOO	Signature
	Are you a U.S. Citizen?	[REDACTED]	Are you over 18? Yes ☒ No ☐
	If yes, but your birthplace was not in the U.S., please provide a Certificate of Naturalization, Certificate of Citizenship or current U.S. Passport. If no, present proof of Immigration/employment status.		
	Date of Birth	[REDACTED]	Maiden name
Documentation needed	Place of Birth	[REDACTED]	
	Have you ever been convicted of any felony, crime or violation of any ordinance other than a minor traffic offense? Yes ☐ No ☒		
If yes, provide the time, place, offense and penalty imposed.			
Attach:			
1. Proof of insurance coverage of one million dollars (\$1,000,000) for professional liability in the practice of massage.			

I HEREBY STATE THAT: I am familiar with the Bloomington City Code, Chapter 14, sections 14.259-14.275 for Therapeutic Massage Therapists. The Bloomington City Code is available on the City's website BloomingtonMN.gov.

I UNDERSTAND AND AGREE THAT: A criminal conviction will not bar an applicant from obtaining a license with the City of Bloomington unless such conviction is directly related to occupation for which the license is sought, according to Minnesota Statutes S364.03.

I HEREBY AUTHORIZE THAT: The City of Bloomington can investigate and make necessary to verify the information provided.

Applicant Signature: [Signature] Date Signed 07/16/2024

(Office Use Only)	
Date Application received	PAID
Payment entered (4 digits)	JUL 15 2024
Photo	CITY OF BLOOMINGTON
Citizenship	10743
ID (copy dl)	✓
School transcript (new)	[Signature]
Cleared background	7/24/24
Date mailed	

City Clerk

Business Licensing
1800 W. Old Shakopee Road
Bloomington MN 55431-3027

PH 952-563-8728 BloomingtonMN.gov

TTY 952-563-8740

businesslicensing@BloomingtonMN.gov

53_122 Massage Therapist Renewal pg1 (08/18)

**INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 25-044

**RESOLUTION REVOKING A MASSAGE THERAPIST LICENSE ISSUED TO
FENGXIA LIU**

WHEREAS, the City of Inver Grove Heights issues Massage Therapist Licenses to individuals who perform massage services

WHEREAS, Inver Grove Heights City Code Sections 4-8-1 and 3-2-10 authorize the Inver Grove Heights City Council to revoke a massage therapist license where the license holder has failed to comply with an applicable ordinance relating to massage therapy or engaging in certain other actions prohibited by the City Code, following a hearing duly noticed and the opportunity for the license holder to be heard.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Inver Grove Heights, Minnesota, as follows:

BACKGROUND

- 1.1 Fengxia Liu (the "License Holder") holds a Massage Therapist License (the "License") to provide massage services at Healing Arts Massage, located at 5836 Blaine Avenue, Inver Grove Heights, MN (the "Licensed Premises").
- 1.2 The License was issued on January 27, 2025.
- 1.3 On January 21, 2025, the Inver Grove Heights Police Department conducted an investigation and found Fengxia Liu working as a massage therapist at the Licensed Premises.
- 1.4 On January 21, 2025, Ms. Liu provided a massage for compensation to a member of the Inver Grove Heights Police Department even though she did not have a massage therapist license issued by the City of Inver Grove Heights on January 21, 2025.
- 1.5 Providing massage services at a massage business without a valid massage therapist license is a violation of Inver Grove Heights Title 4, Chapter 8 Massage Therapy City Code sections 4-8-1-D-2 and 3-2-10.
- 1.6 Notice of a hearing and attachments regarding the alleged Massage Therapist License violation were personally served on Ms. Liu on February 6, 2025, in St. Paul, MN.

- 1.7 A hearing regarding the alleged Massage Therapist License violation was held on Monday, February 24, 2025, in the City Council Chambers in Inver Grove Heights City Hall, 8150 Barbara Avenue, Inver Grove Heights Minnesota.
- 1.8 At the hearing, all persons who appeared and desired to be heard were heard.
- 1.9 At the hearing, Ms. Liu was provided with an opportunity to be heard, to be represented by legal counsel, and to provide evidence regarding the alleged license violation.
- 1.10 At the hearing, the Council accepted the exhibits (documents) found in the Council packet, the testimony provided at the hearing, and additional materials provided as part of the hearing, which are made a part of the record and incorporated herein and serve as the basis for the Council's decision in this matter.

FINDINGS OF FACT

- 2.1 The City Council is charged with protecting the public health, safety, and welfare of its residents, including from illegal activities of businesses and activities licensed in the City, and is authorized to exercise its sound discretion when presented with evident of such violations.
- 2.2 Based upon the evidence and testimony presented at the hearing, including all of the materials related to the Massage Therapist License violation included in the Council Packet for the February 24, 2025, City Council meeting and the information presented at the February 24, 2025 meeting, the City Council finds that Fengxia Liu provided massage services to the public for compensation within the City of Inver Grove Heights on January 21, 2025 without first having obtained a therapeutic massage business license from the City of Inver Grove Heights as follows:
 - 2.2.1 On January 21, 2025, Fengxia Liu provided massage services to the public for compensation within the City of Inver Grove Heights conducted massage therapy activities in violation of City Code 4-8-1-D-2 and City Code 3-2-10.
- 2.3 Such action constitutes a violation of Inver Grove Heights City Code Sections 4-8-1-D-2 and 3-2-10.
- 2.4 Offering massage services without a license constitutes:
 - a. Conducting the licensed activity (providing massage services) in a manner that constitutes a breach of the peace and a menace to the health, safety, and welfare of the public;
 - b. Failure to comply with all of the conditions precedent to approval of a massage therapist license;

- c. A demonstration that the applicant is not of good moral character;
- d. A violation of any regulation or provision in the City Code applicable to the activity for which the massage therapist license was granted; and
- e. Failure to contemporaneously comply with all conditions required as precedent to the approval of the license.

2.5 The Council hereby finds that Ms. Liu's providing massage services without a valid massage therapist license is grounds for revocation of Ms. Liu's Massage Therapist License.

2.6 The Council further finds and determines that revocation of Ms. Liu's license is reasonable and appropriate to protect the public health, safety, and welfare and to prevent further unlawful behavior within the City.

ACTION

3.1 Based on the findings above of violations of the cited city code provisions and terms and conditions of Ms. Liu's Massage Therapist License, the Council hereby takes the following action regarding Ms. Liu's Massage Therapist License:

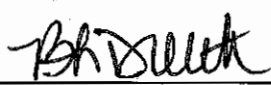
3.1.1 The Massage Therapist License issued to Ms. Liu by the City of Inver Grove Heights on January 27, 2025 is hereby **REVOKED** effective immediately

3.1.2 The City Clerk or Deputy City Clerk are hereby authorized and directed to provide Fengxia Liu with a copy of this resolution to serve as notice of the license revocation.

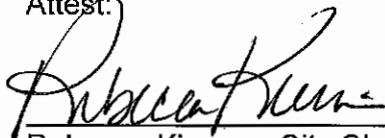
3.1.3 Pursuant to City Code, the City Council is afforded the final decision related to City-issued massage therapist licenses and, accordingly, the decision rendered herein is not subject to further appeals within the City. Ms. Liu has the right to appeal this decision to a court of competent jurisdiction.

Adopted by the City Council of the City of Inver Grove Heights on this 24th day of February 2025.

Ayes: 5 Nays: 0



Brenda Dietrich, Mayor

Attest:


Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: Rental Housing Licenses**MEETING DATE:** March 10, 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
3024 69th St E	North Country Holdings LLC Bloomington, MN	Brian Scanlan Inver Grove Heights, MN
8864 Brunell Way	Mark Mueller Willoughby Hills, OH	Jacob Koch St. Louis Park, MN
4079 74th St E	North Country Holdings LLC Bloomington, MN	Brian Scanlan Inver Grove Heights, MN
4899 Bitterman Path	Brandt & Wesley Uthus Edina, MN	Jacob Koch St. Louis Park, MN
7008 River Road	Cassie & Anthony Verch Hampton, MN	Cassie Verch Hampton, MN
8861 Brunswick Path	Crystal King Maple Grove, MN	Jacob Koch St. Louis Park, MN
7281 Bond Way	Smeeta Antony Apple Valley, MN	Jacob Koch St. Louis Park, MN
4708 Blaine Ave	Smeeta Antony Apple Valley, MN	Jacob Koch St. Louis Park, MN
4809 Blaine Ave	Narina Stepanova Woodbury, MN	Jacob Koch St. Louis Park, MN

4761 Blaine Ave	Andrew & Sarah Dikeman Rockford, MI	Jacob Koch St. Louis Park, MN
3780 71st St E	St. Paul Real Estate LLC Minneapolis, MN	Jacob Koch St. Louis Park, MN
8203 Darcy Ln	Alex Hulute Eagan, MN	Jacob Koch St. Louis Park, MN
2000 70th St W	Robert Steininger Perham, MN	Jacob Koch St. Louis Park, MN
6381 Crosby Ave	Olivia Estrella Inver Grove Heights, MN	Olivia Estrella Inver Grove Heights, MN
6965 Archer Ct	Har Krishna Mattaparti Rosemount, MN	Har Krishna Mattaparti Rosemount, MN
6975 Archer Ct	Har Krishna Mattaparti Rosemount, MN	Har Krishna Mattaparti Rosemount, MN
6973 Archer Pl	Har Krishna Mattaparti Rosemount, MN	Har Krishna Mattaparti Rosemount, 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