

CITY OF INVER GROVE HEIGHTS

A G E N D A

CITY COUNCIL WORK SESSION

JULY 2, 2018 6:00 PM

**INVER GROVE HEIGHTS CITY HALL
COUNCIL CHAMBERS**

A. CALL TO ORDER – MAYOR TOURVILLE

- 1. FIRE STATION UPDATE**
- 2. SHORT-TERM RENTAL**
- 3. TRADE AREA/CHARITABLE GAMBLING DISCUSSION**
- 4. NOISE ORDINANCE DISCUSSION**
- 5. CITY CODE MODIFICATIONS**

B. ADJOURN

INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

TRANSIENT LODGING (SHORT TERM RENTALS) - CASE NO. 17-33ZA

Meeting Date: July 2, 2018
Item Type: Work session
Contact: Heather Botten 651.450.2569
Prepared by: Heather Botten, Associate Planner
Reviewed by: Planning

PURPOSE/ACTION REQUESTED

The Council is to provide direction on 1) whether the City should regulate transient lodging on residential homes and 2) if so, how that might be done.

BACKGROUND

Last year the City Council reviewed transient lodging (short-term rentals) at two work sessions and then directed staff to amend the city code to prohibit transient lodging. In August 2017, the Planning Commission held a public hearing to prohibit transient lodging in residential homes. The Planning Commission did not support the proposed ordinance to prohibit transient lodging (6-2 vote). At the third reading, held on November 27, 2017, City Council reversed their earlier decision to prohibit and decided to possibly allow transient lodging with conditions. Council directed staff to bring the topic of short-term rentals to the Planning Commission and Housing Committee for review and comment.

ANALYSIS

Staff met to discuss different alternatives and came up with the recommendation that, if the City decides to allow short term rentals, this could be done by interim use permit. The interim use permit process:

- requires neighbor notification
- allows for enforcement through the termination of the permit
- allows for conditions that could be specific to a location
- treats all applicants the same

If an interim use ordinance amendment is adopted, a separate interim use permit application would be required to be submitted by the applicant and a public hearing would take place for that specific interim use permit. With the interim use permit, additional conditions could be added relating to the specific rental location.

During previous discussions, Council expressed concerns about the number guests that the transient lodgers could have on the property. Staff discussed a condition that could be included stating that no guests would be allowed after a designated time (ie. 10:00 pm); this is similar to what hotels implement for their guests. Staff also discussed hosted rentals (homeowner being present while the guest is renting) and determined it would be impossible to enforce and difficult to require a homeowner to not leave their home if they had a transient lodger present.

The Planning Commission and Housing Committee discussed this item at their regular meetings in February. Both groups support allowing short term rentals with the interim use permit. The Planning Commission mainly focused their discussion on what type of process should be required, interim use permit verses a license. The Housing Committee discussed specific regulations such as not having

the application fees be too high, concerns about requiring too much off-street parking and limiting the number of properties an individual could rent out.

CONCLUSIONS AND RECOMMENDATIONS

Staff is requesting direction from the Council on 1) whether the City should regulate transient lodging on residential homes and 2) if so, how that might be done.

City Staff, Planning Commission, and Housing Committee support short term rentals on residential property by the interim use permit process. If Council agrees, this item would be brought back to the Planning Commission for a public hearing and then return for three readings at City Council.

It should be noted, there have been no recent complaints or police calls regarding homes that have short term renters, this is including all the homes that may have been rented during Super Bowl week.

Attachments: February 7 Planning Commission Discussion
February 7, 2018 staff memo

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: February 7, 2018

SUBJECT: Transient Lodging – Case No. 17-33ZA

Heather Botten, Associate Planner, advised that last year City Council reviewed transient lodging (short-term rentals) at two work sessions and directed staff to amend the city code to prohibit transient lodging. The Planning Commission then held a public hearing and did not support the ordinance to prohibit them. On the third reading Council decided to reverse their earlier decision and directed staff to possibly allow short-term rentals with conditions and to bring it back to the Planning Commission and the Housing Committee for discussion. After comments are received, staff will bring the item back to the Planning Commission for a public hearing and then to City Council for their review. Transient lodging is rental of a dwelling unit for less than 30 consecutive days. Anything longer than that involves the rental license section of the code. The benefits of allowing short-term rentals include providing an alternative to a hotel stay, providing an opportunity for a large family or group to stay in one place instead of numerous hotel rooms, provides an alternative for business travelers, and provide residents an opportunity to rent their home for additional income. The potential concerns of allowing short-term rentals include additional traffic, high occupant turnover could negatively impact the neighborhood, there could be disruption to the abutting residents, and it may cause complaints of noise, underage drinking, and other nuisances. Staff believes that if short-term rental is to be allowed, it should be done by interim use permit (IUP). An IUP requires neighbor notification, allows for enforcement through the termination of the permit, and allows for conditions to be added specific to a location. Staff discussed adding a condition that no additional guests be allowed after a designated time (i.e. 10:00 p.m.) and a condition requiring off-street parking. Short-term rental ordinances from the cities of Duluth, Stillwater, and Prior Lake were included in the packet as an example of what other cities have implemented for conditions.

Chair Maggi asked for clarification as to why the Council reversed their decision.

Ms. Botten stated Council decided to continue the discussion after hearing from residents in the community who have been successfully running short-term rentals and spoke favorably of them.

Commissioner Weber asked if interim use permits required a public meeting.

Mr. Botten replied in the affirmative.

Commissioner Weber asked if there was a way to streamline that, such as issuing a rental license.

Ms. Botten stated that was something the Commissioners could discuss. She advised that having an IUP would give the City more enforcement leverage should someone violate the requirements and would make it easier to monitor.

Commissioner Lissarrague asked whether licensing required neighbor notification.

Ms. Botten replied it did not.

Commissioner Lissarrague stated as a resident he would prefer to be notified of a potential short-term rental in his neighborhood.

Commissioner Scales asked what the process was for someone running a commercial business from their property.

Ms. Botten replied that the home occupation ordinance required businesses to be run out of the principal dwelling, not an accessory building or garage. Some uses also require a conditional use permit.

Commissioner Scales asked what recourse the City would have should someone start running a business out of their accessory building/garage.

Ms. Botten replied that code enforcement would send them a letter, give them a date by which they must comply, and eventually it could go to court if the property was not brought into compliance.

Commissioner Niemioja stated she liked the Stillwater ordinance requirement in which a public hearing is held to give the neighbors an opportunity to voice objections within a specific amount of time. The receipt of three substantiated relevant complaints automatically revoked the rental license. She contacted the Inver Grove Heights Police Department, who stated they did not receive any calls over Super Bowl weekend in regard to complaints from people renting out their homes for the event. In her opinion there would be a limited number of serious problems with this issue.

Ms. Botten stated she spoke with the Police as well and was told there were not only no calls to VRBO's, but they also had not received any complaints recently on the nuisance property that initially started this discussion.

Chair Maggi asked if the City was equipped to manage such requirements as the owner keeping a guest record and providing that to the City.

Ms. Botten responded that information would only need to be provided if there was an actual nuisance call out to the property.

Chair Maggi asked if staff had considered limiting the number of short-term rentals within the City.

Ms. Botten replied they had not anticipated it being an issue since Inver Grove Heights was not necessarily a high traffic tourist destination; however, they could add that standard.

Commissioner Lissarrague asked staff to clarify ADU's versus short-term rentals.

Ms. Botten advised that if an individual lived in a single-family dwelling and then built an ADU, if they were no longer using that ADU for their family member they could, hypothetically, rent both the ADU and the principal dwelling as short-term rentals. A performance standard could be added to the ordinance allowing only one rental unit on a property.

Commissioner Lissarrague asked how difficult it would be to revoke a license for a nuisance property.

Commissioner Simon liked the language in the Stillwater ordinance which gave the City the authority to revoke the license after receiving three legitimate complaints.

Ms. Botten advised that if the complaints were justified, in such an instance it would be brought before the Council and Council would then revoke that permit.

Commissioner Simon asked staff to address hosted rentals versus an owner not being home.

Ms. Botten replied staff determined that it would be almost impossible to enforce and unfair to require someone to stay home 24 hours a day while they had a renter. As an alternative, some cities require that the house be homesteaded.

Commissioner Simon asked if the owner would have to provide contact information so if there was an issue they could contact the owner within a reasonable amount of time.

Ms. Botten replied that the City could require the owner to provide the City with contact information or the owners could give their contact information to the abutting neighbors so they could contact the owner directly with any issues rather than getting the police involved.

Commissioner Lissarrague asked how they would monitor how long someone had stayed at a location, whether it was the same people, etc.

Ms. Botten replied that the City would not be checking to see whether people had stayed at least two days, more than 29 days, etc. She advised that a minimum two day/maximum 29 day stay would have to be listed in the rental agreement and as a condition of approval. It would be up to the neighbors to contact the City if they were seeing a high turnover of renters, stays for longer than 29 days, nuisances, etc., in which case the City would then look into it.

Commissioner Niemioja liked the specificity in the Prior Lake 'disorderly conduct' section, which described what actions were prohibited and noted that criminal charges did not necessarily have to be brought to support a determination of disorderly use.

Ms. Botten stated it appears as if the Planning Commission generally supported transient lodging, but were undecided yet on the process by which to allow them.

Commissioner Weber asked what actions a person would have to take for a long-term rental.

Ms. Botten replied that they would need to apply for a rental license which would include a background check and lengthy application with associated fee.

Commissioner Weber was concerned about the complexity of an interim use permit versus a license.

Commissioner Scales supported having a process for short-term rentals.

Chair Maggi liked that the interim use permit process included neighbor notification and gave them an opportunity to comment.

Commissioner Niemioja asked if there was a way to provide neighbor notification for a license.

Ms. Botten stated the way the rental license ordinance was currently written it would not include neighbor notification; however, if the City drafted a license specifically for transient lodging they could probably add a notification process to that.

Commissioners Weber and Niemioja responded that they would be more open to that option.

Commissioner Scales stated in his opinion short-term and long-term rentals were quite different as long-term was essentially running a business, which should include some governance. He supported having neighbor notification as transient lodging was more likely to have nuisance type issues.

Commissioner Niemioja asked if chicken licenses required neighbor notification.

Mr. Link replied that the chicken license process was unique, and required an application, compliance with certain standards, neighbor notification, and an objection period. If there were any neighbor objections staff does not have the authority to approve it and it must then go to City Council.

Commissioner Scales asked if chickens were allowed in all residential areas.

Mr. Link replied that the urban chicken ordinance applied to just the sewered areas. The estate and agricultural areas had different standards. In regard to enforcement, he advised that an IUP would be easy to enforce, but he would have to research how enforcement would work with a license. Transient lodging does not fit with the existing rental license program.

Commissioner Weber would prefer a simpler way to approach this.

Chair Maggi asked how many short-term rental units were currently in the City.

Ms. Botten replied that she was aware of ten; however, only three rented out their entire dwelling and could accommodate a family. The others just rented out a bedroom.

Chair Maggi took a vote on which process Commissioners preferred. 5 Commissioners preferred the interim use permit process and 2 preferred a license with notice.

Commissioner Lissarrague asked about allowing only one rental dwelling unit per property.

Ms. Botten stated that language could be added as a performance standard in the interim use permit section of the code.

Commissioner Niemioja asked if that requirement could go with the licensing process as well.

Ms. Botten replied that if they just notified the neighbors but did not hold a public hearing they would lose the capability of adding specific conditions to individual lots.

Commissioner Simon advised that the regulations listed on page 3 of the planning report covered much of tonight's discussion relating to conditions she would like to see enforced.

PLANNING REPORT CITY OF INVER GROVE HEIGHTS

MEETING DATE: February 7, 2018

CASE NO.: 17-33ZA

APPLICANT AND PROPERTY OWNER: City of Inver Grove Heights

REQUEST: Discussion on allowing transient lodging (short-term rentals) of residential property

COMP PLAN: N/A

ZONING: N/A

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner



BACKGROUND

Last year the City Council reviewed transient lodging (short-term rentals) at two work sessions and then directed staff to amend the city code to prohibit transient lodging. In August 2017, the Planning Commission held a public hearing to prohibit transient lodging in residential homes. The Planning Commission did not support the proposed ordinance to prohibit transient lodging (6-2 vote). At the third reading, held on November 27, 2017, the City Council reversed their earlier decision to prohibit and decided to possibly allow transient lodging with conditions. Council directed staff to bring the topic of short-term rentals to the Planning Commission and Housing Committee for review and comment. After comments are received, staff will then bring the item back to the Planning Commission for a public hearing and then to City Council for their review.

The definition of transient lodging (short-term rentals) the City has been using is: The letting, lease, license or other agreement for the use or occupancy of a rental dwelling unit, or portion thereof, where the actual term of use or occupancy is less than 30 consecutive calendar days including, but not limited to vacations homes, crash pads, hostels, and the like.

If someone wanted to rent out their home on a longer term they would have to comply with the Rental License chapter of the City Code (4-13).

Online rental sites such as VRBO, Airbnb, and other home sharing sites have become quite popular. These are services individuals may use to arrange short-term rental of someone's house, apartment, or room for one night or more. They create a unique situation by placing short-term vacationers in the City's residential zones. Short-term rentals located in residential zoning districts could be viewed as a hotel/commercial use on residential property.

ANALYSIS

The issues or impacts of allowing short term rentals would be:

Benefits:

- promotes an alternative to a hotel stay while tourists visit Inver Grove Heights for a getaway
- provides an opportunity for a large family or group of people to stay in one place instead of numerous hotel rooms while visiting Inver Grove
- provides an alternative to a hotel for business travelers who are in the area and need short-term housing
- provides residents an opportunity to rent their home for additional income

Concerns:

- create conflicting land uses with a commercial use being operated out of a residential neighborhood
- generates additional traffic and high occupant turnover which may negatively impact a residential neighborhood
- provide an opportunity for large gatherings of people, who do not own the home or live in the neighborhood, to be disruptive to the abutting residents
- may cause complaints to the public safety department regarding noise, underage drinking and other nuisances to a residence not occupied by the owner

Staff met to discuss different alternatives and came up with the recommendation that, if the City decides to allow short term rentals, this could be done by interim use permit. The interim use permit process requires neighbor notification, allows for enforcement through the termination of the permit, and allows for conditions that could be specific to a location. Staff discussed hosted rentals (homeowner being present while the guest is renting) and determined it would be impossible to enforce and difficult to require a homeowner to not leave their home if they had a transient lodger present.

Council expressed concerns about the number guests that the transient lodgers could have on the property. Staff discussed a condition that could be included stating that no guests would be allowed after a designated time (ie. 10:00 pm); this is similar to what hotels implement for their guests. Staff also discussed adding conditions such as requiring off street parking,

If an interim use ordinance amendment is adopted, a separate interim use permit application would be required to be submitted by the applicant and a public hearing would take place for that specific interim use permit. With the interim use permit, additional conditions could be added relating to the rental.

Regulations other cities have imposed on short-term rentals:

- Require a minimum of a two-night stay
- Owner must provide contact information to residents within 100 feet of the property boundary in case of issues or complaints
- Maximum occupancy based on the number of bedrooms (or square footage of the house)
- Off street parking shall be provided based on the number of bedrooms
- All parking must be off street and on the owners property
- Owner must keep a guest record including name, address, phone number and license plate information for all guests and must provide to the City within 48 hours notice
- Number of times a month a unit can be rented
- Cannot be used for commercial or social events
- Require the property to be homesteaded.

Duluth, Stillwater, and Prior Lake allow short term rentals with regulations. Below are a couple points from each ordinance; the complete ordinances are attached for your information.

Duluth: The City of Duluth allows short term rentals (vacation dwelling unit) by interim use permit. There is a minimum two night stay and a maximum of 29 days. A total of 60 vacation dwelling unit permits are allowed in the City.

Stillwater: The City of Stillwater allows different types of short term rentals; the type most closely related to VRBO rentals would be Type C (please refer to the attached ordinance for more information). No more than 15 licenses may be valid at any one time for Type C short term rentals. The ordinance requires a conditional use permit, license with the City, a maximum number of guests based on bedrooms and off street parking requirements.

Prior Lake: The City of Prior Lake allows short term rentals but regulates the number of times a month a home can be rented. They also require the rental home to be registered with the City and, based on the size of the home, regulate the number of occupants allowed to rent the home at one time.

ACTION

The Planning Commission is to discuss regulating transient lodging and what type of conditions they would possibly like to include with the ordinance.

Attachments: Ordinance language from Duluth, Stillwater, and Prior Lake

Duluth

1. In the R-C and RR-1 districts, this use is permitted provided that service is limited to large livestock/large animal care and any building or enclosure so used shall be located not less than 100 feet from any lot line;

2. In the R-2, R-P, MU-N and MU-C districts, this use is permitted provided that practice is limited to the treatment of small animals (household pets, i.e. dogs, cats, birds, that are ordinarily permitted in the house for company) and that all aspects of the facility are totally contained (including kennel runs and exercise areas) within a soundproof building with adequate ventilation;

U. Vacation dwelling unit.

1. The minimum rental period shall be not less than two consecutive nights;

2. The total number of persons that may occupy the vacation dwelling unit is one person plus the number of bedrooms multiplied by two;

3. Off street parking shall be provided at the following rate:

(a) Vacation dwelling units licensed on May 15, 2016, shall provide the following minimum number of off street parking spaces:

1. 1-2 bedroom unit, one space
2. 3-4 bedroom unit, two spaces
3. 5+ bedroom unit, three spaces.

(b) Vacation dwelling units licensed after May 15, 2016, shall provide the following minimum number of off street parking spaces:

1. 1-2 bedroom unit, one space
2. 3 bedroom unit, two spaces
3. 4+ bedroom unit, number of spaces equal to the number of bedrooms minus one.

(c) Vacation dwelling units licensed on May 15, 2016, are entitled to continue operating under the former off-street parking requirement. The parking exemption for vacation dwelling units licensed on May 15, 2016, expires upon transfer of any ownership interest in the permitted property.

4. Only one motorhome (or pickup-mounted camper) and/or one trailer either for inhabiting or for transporting recreational vehicles (ATVs, boat, personal watercraft, snowmobiles, etc.) may be parked at the site, on or off the street;

5. The property owner must obtain all licenses and permits from the city of Duluth and state of Minnesota required for guest occupancy on the property for two to 29 days;

6. The property owner must provide required documents and adhere to additional requirements listed in the city of Duluth's UDC application manual related to the keeping of a guest record, designating and disclosing a local contact, property use rules, taxation, and interim use permit violations procedures;

7. The property owner must provide a site plan, drawn to scale, showing parking and driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbecue grill, recreational fire, pool, hot tub, or sauna, and provide detail concerning the provision of any dense urban screen that may be required to buffer these areas from adjoining properties;

8. Any vacation dwelling unit that will be located in a multi-family structure that has nine or more dwelling units shall:

(a) Make available 24-hour staffing at a front desk that is accessible to all tenants;

(b) If determined applicable by the Land Use Supervisor, provide a letter from a duly established Home Owner's Association stating the support of the Home Owner's Association Board of Directors for the vacation dwelling unit, and enumerating any Home Owner's Association rules to be incorporated into the interim use permit;

89. The interim use permit shall expire upon change in ownership of the property or in six years, whichever occurs first. An owner of a vacation dwelling unit permitted prior to May 15, 2016, may request, and the land use supervisor may grant, an application for adjustment of an

existing permit to conform to this section, as amended, for the remainder of the permit term.

Section 2. That Section 50-20.5 of the Duluth City Code be amended as follows:

50-20-5 Accessory uses.

A. Accessory agriculture roadside stand.

Only one stand offering for sale farm products produced on the premises is permitted provided that such stand does not exceed an area of 200 square feet and that it is located not nearer than 25 feet to any street or highway;

B. Accessory bed and breakfast.

The owner and operator of an accessory bed and breakfast shall be required to live in the establishment. In addition, the use shall:

1. Have no more than five habitable units;
2. Appear outwardly to be a one-family dwelling, giving no appearance of a business use other than allowed signs;
3. Have no greater impact on surrounding public areas, infrastructure or natural resources than a fully occupied private home with house guests;
4. Be located on a lot or tract containing a minimum of 0.6 acre;
5. Contain a minimum of 1,500 square feet of area on the first floor of the main building;
6. Dining areas shall not exceed three seats per habitable unit in bed and breakfast inns. In addition to resident guests, only guests of resident guests shall be permitted to dine in a bed and breakfast, or guests participating in meetings or other private events hosted by the facility when other overnight guests are not present, not to exceed the approved seating capacity of the facility. For profit events on the premises that involve a total number of participants in excess of the approved dining area seating capacity shall be limited to six days per year and shall be restricted to the period of October 15 through June 15;
7. Shall not have signage exceeding 12 square feet in size, and any signage shall complement the architecture of the structure;
8. Shall limit each guest stay to a maximum of 21 consecutive days;
9. May be subject to other conditions deemed necessary by the city to ensure the use complies with the purpose of this subsection;

C. Accessory boat dock, residential.

This use shall comply with the following standards:

1. Dockage of boats owned and primarily used by a resident of the property is a permitted accessory use to the primary residential use and shall not be limited in number;
2. If there is a residential structure on the property and the property has frontage on an improved street, the owner of the residential structure may rent out boat dockage to a maximum of two boats owned by others. If the property does not have frontage on an improved street, the owner of the residential structure may not rent dockage space to others. Boat dockage use on a property that is not residentially developed is permitted as a principal use provided that the use is limited to one boat for each lot or group of contiguous lots in the same ownership, and the boat is owned and primarily used by the owner of the property;
3. For each new rental boat dock space created or made legal after April 14, 1974, one off street parking space shall be provided in addition to all other off street parking spaces required by other legal uses of the property, such spaces to be constructed in accordance with Section 50-24;
4. At the request of the building official, the owner of property shall provide boat registration or other documentary evidence to prove compliance with these standards;
5. No buildings other than residential or residential accessory structures, no winter storage of boats other than those owned by a resident of the property in question, no repair facilities, fuel sales, food or refreshment sales, rentals of boats, boat or parts sales or displays or other commercial uses shall be permitted;

D. Accessory dwelling unit.

Stillwater

ORDINANCE NO. 1093

AN ORDINANCE AMENDING THE STILLWATER CITY CODE
CHAPTER 31, ENTITLED ZONING ORDINANCE
BY ADDING REGULATIONS FOR
SHORT TERM HOME RENTALS

THE CITY COUNCIL OF THE CITY OF STILLWATER DOES ORDAIN:

1. Definitions

Amend City Code Chapter 31, Section 31-101 Definitions, by adding the following:

- 119.1. *Primary Residence*, means the dwelling unit within which a person lives for six months plus a day during a calendar year.
- 119.2. *Primary Resident*, means a person living on a property where the property is the person's primary residence.
- 145.1. *Short Term Home Rental, Type A (hosted short term rental)*, means a dwelling unit that is offered to transient guests for a period of less than 30 consecutive days, where a primary resident of the property is present while the transient guests are present.
- 145.2. *Short Term Home Rental, Type B (unhosted short term rental)*, means a dwelling unit that is offered to transient guests for a period of less than 30 consecutive days, where the property serves as a person's primary residence but a primary resident of the property is not present while the transient guests are present. This Type B also includes Short Term Home Rental of any Accessory Dwelling Units, non-owner occupied Duplexes or "mother-in-law" apartments.
- 145.3. *Short Term Home Rental, Type C (dedicated short term rental)* means a dwelling unit that is offered to transient guests for a period of less than 30 consecutive days, where the property does not serve as a person's primary residence
- 145.4. *Short Term Home Rental, Type D (Bed & Breakfast)* – see the definition of Bed & Breakfast in Paragraph 16 of this Definition Section 31-101.

2. Short Term Home Rental Regulations.

Amend City Code Chapter 31 by adding the following Section.

Sec. 31-514.1. Short-Term Home Rental Regulations

Subd. 1. Purpose. The purpose of this Section 31-514.1 is to allow Short Term Home Rentals where appropriate while mitigating impacts upon surrounding properties by implementing balanced regulations to protect the integrity of the city's neighborhoods as well as protect the general public health, safety and welfare.

Subd. 2. License required. No property may be used for Type A, B or C Short Term Home Rental unless granted a license by the city. No property may be used for Type C Short Term Home Rental unless granted a Conditional Use Permit and a license by the city. No property may be used for Type D Short Term Home Rental (aka Bed & Breakfast) unless granted a Special Use Permit by the city pursuant to Section 31-504 of this Chapter.

Subd. 3. License application. Any property owner desiring to undertake Short Term Home Rentals must apply to the community development department for a Short Term Home Rental License. A license must be approved prior to operating within the city. The license application request must be submitted on the form prescribed by the city and must include all the information requested on the application form. The license application will not be accepted by the city unless an inspection report has been signed by personnel from both the city's fire department and building department.

Subd. 4. License fee. The license application form must be accompanied by payment in full of the required license application fee. The license application fee amount will be as determined by the city council in the city fee schedule.

Subd. 5. License issuance. The process for review and issuance of a license will vary depending upon the type of Short Term Home Rental as follows:

A. Type A, Hosted Short Term Home Rentals. Type A Short Term Home Rentals are required to have an administratively issued license from the city.

1. A Type A Short Term Home Rental license or renewal license will be issued administratively only if:

- i. The licensee certifies on the application form that all applicable items found in this Section 31-514.1 are satisfied. That includes:
 - a. Proper zoning as found in Subd. 6; and
 - b. Performance standards as found in Subd. 7.
- ii. The applicant submits a site plan, drawn to scale, showing parking and driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.
- iii. The applicant submits a floor plan, drawn to scale, of the home identifying which rooms will be used as transient guest bedrooms.
- iv. The property passes the city inspection (see Section 31-514.1, Subd. 9B) for residential code standards applicable to renting a home on a short term basis. The list of health and safety items that will be inspected for this purpose will be included amongst license application materials so that the property owner will know what items will be inspected prior to submitting the license application to the city.
 - a. An inspection must be completed within 60 days prior to submission of the license application form.

- b. An inspection report must be submitted together with the license application form and other necessary materials. Without the inspection report, the license application will not be considered complete, nor will it be accepted by the city.
 - c. If the inspection identifies items that must be corrected, all corrections must be completed and verified by the city prior to submitting an application for the Short Term Home Rental license.
 - 2. There shall be no change in the exterior appearance of the home or premises, or other visible evidence of the conduct of a Short Term Home Rental, except that additional on-site city code compliant parking may be provided.
 - 3. The licensee must provide proof of sufficient and suitable property insurance at the time of license issuance, and must be able to confirm that the coverage remains in place within 24 hours of a city request for confirmation.
 - 4. Licenses are non-transferable and shall expire upon change of ownership of the property.
 - 5. A license constitutes a limited license granted to the applicant by the city and in no way creates a vested zoning right.
 - 6. No more than a total of thirty-five Type A licenses may be valid within the city at one time.
 - 7. If three substantiated and relevant complaints are received from neighbors or guests within a 12 month period, the license shall be revoked. The revocation may be appealed to the city council pursuant to procedures established in Section 31-217 of this Chapter. If a license is revoked, the owner is prohibited from making application for another license for any type of Short Term Home Rental for six months.
 - 8. Licenses are valid for a period of three years. A renewal license must be applied for every three years.
- B. Type B – Unhosted Short Term Rental.** Type B Short Term Home Rentals are required to have an administratively issued license from the city. Prior to issuing the license, a neighborhood notification is required, as specified below.
- 1. A Type B Short Term Home Rental license or renewal license will be issued administratively only if:
 - i. The applicant submits a site plan, drawn to scale, showing parking and driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.
 - ii. The applicant submits a floor plan, drawn to scale, of the home identifying which rooms will be used as transient guest bedrooms.
 - iii. The licensee certifies on the application form that all applicable items found in this Section 31-514.1 are satisfied. That includes:

- a. Proper zoning as found in Subd. 6
 - b. Performance standards as found in Subd. 7
 - c. Proof of sufficient and suitable property insurance.
- iv. No more than a total of thirty-five Type B licenses may be valid within the City at one time.
- v. Notices have been mailed by the city to all surrounding property owners according to the following standards:
 - a. 150 feet of all applicant properties zoned RB, CCR, CR, TH, CTHR, RCL, RCM, RCH, CBD;
 - b. 200 feet of all applicant properties zoned RA, LR, CTR, TR;
 - c. 500 feet of all applicant properties zoned AP; and
- vi. There are no objections received by the city within ten days of mailing the notices.
 - a. If objections are received, then the license request must be considered by the planning commission.
 - (1). The planning commission must hold a hearing, to which neighbors within the above defined notification area are invited to offer comments.
 - (2). After considering the license request and hearing comments from the neighbors, the planning commission may either approve a one year provisional license, with or without conditions, or deny the license request.
 - (3). If there are no substantiated relevant complaints from neighbors or guests during the provisional year, the permit will automatically extend two more years. If there are three substantiated relevant complaints, the provisional license is automatically revoked and the owner is prohibited from making application for another license for any type of Short Term Home Rental for six months.
- vii. The property passes the city inspection (see Section 31-514.1, Subd. 9B) for residential code standards applicable to renting a home on a short term basis. The list of health and safety items that will be inspected for this purpose will be included amongst license application materials so that the property owner will know what items will be inspected prior to submitting the license application to the city.
 - a. An inspection must be completed within 60 days prior to submission of the license application form.
 - b. An inspection report must be submitted together with the license application form and other necessary materials. Without the inspection report, the license application will not be considered complete, nor will it be accepted by the city.

- c. If the inspection identifies items that must be corrected, all corrections must be completed and verified by the city prior to submitting an application for the Short Term Home Rental license.
2. There shall be no change in the exterior appearance of the home or premises, or other visible evidence of the conduct of a Short Term Home Rental, except that additional on-site city code compliant parking may be provided.
3. The licensee must provide proof of sufficient and suitable property insurance at the time of license issuance, and must be able to confirm that the coverage remains in place within 24 hours of a city request for confirmation.
4. If three substantiated and relevant complaints are received from neighbors or guests within a 12 month period, the license shall be revoked. The revocation may be appealed to the city council pursuant to procedures established in Section 31-217 of this Chapter. If a license is revoked, the owner is prohibited from making application for another license for any type of Short Term Home Rental for six months.
5. Licenses are non-transferable and shall expire upon change of ownership of the property.
6. A license constitutes a limited license granted to the applicant by the city and in no way creates a vested zoning right.
7. Licenses are valid for a period of three years. A renewal license must be applied for every three years. No neighborhood notification is required for the renewal of licenses.

C. Type C – Dedicated Short Term Rental. Type C Short Term Home Rentals are required to have both a Conditional Use Permit and an administrative license issued by the city. The Conditional Use Permit and initial license may be processed simultaneously.

1. **Conditional Use Permit.** The application for the Conditional Use Permit to operate a Type C Short Term Home Rental must be filed with the city's community development department on the applicable form. The application will be reviewed according to the process established in Sections 31-204 and 31-207 of this Chapter. In addition, the following procedures, criteria and conditions shall also apply:
 - i. The applicant must submit a site plan, drawn to scale, showing parking and driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.
 - ii. The applicant submits a floor plan, drawn to scale, of the home identifying which rooms will be used as transient guest bedrooms.
 - iii. The Conditional Use Permit runs with the land and must be filed in the property's chain of title, but since a license is also required for a

Type C Short Term Rental, possession of a Conditional Use Permit is not sufficient to operate. Any new owner desiring to operate a Type C Short Term Rental on property that has an unexpired Conditional Use Permit filed in the chain of title must also obtain a license from the city. A Conditional Use Permit expires if a property is not operated as a Short Term Home Rental for more than a year.

- iv. The Conditional Use Permit applicant must certify on the city application form that all applicable items found in this Section 31-514.1 are satisfied. That includes:
 - a. Proper zoning as found in Subd. 6
 - b. Performance standards as found in Subd. 7
 - c. Proof of sufficient and suitable property insurance.
 - v. The property must pass inspection by city building and fire code inspectors and found to meet the residential code standards applicable to renting a home on a short term basis (see Section 31-514.1, Subd 9B) prior to holding the public hearing for the Conditional Use Permit. The list of health and safety items that will be inspected for this purpose will be included amongst license application materials so that the property owner will know what items will be inspected prior to submitting the license application to the city.
 - vi. No more than a total of fifteen Conditional Use Permits for Type C Short Term Home Rentals may be valid within the City at one time.
2. **License.** The application form for the license or renewal license must certify by the applicant that all applicable items found in this Section 31-514.1 are satisfied. That includes:
- i. A Conditional Use Permit has been issued for the subject property and is still valid.
 - ii. The property has been inspected no more than 60 days prior to submission of the license application by city building and fire code inspectors and found to meet the residential code standards applicable to renting a home on a short term basis.
 - a. An inspection must be completed and the inspection report submitted together with the license application form and other necessary materials. Without the inspection report, the license application will not be considered complete, nor will it be accepted by the city.
 - b. If the inspection identifies items that must be corrected, all corrections must be completed and verified by the city prior to submitting an application for the Short Term Home Rental license.
 - iii. Proper zoning as found in Subd. 6
 - iv. Performance standards as found in Subd. 7
 - v. Proof of sufficient and suitable property insurance.

- vi. No more than a total of fifteen Type C Short Term Home Rental licenses may be valid at one time within the City.
- 3. The license for a Type C Short Term Home Rental may only be issued to the owner of the property and is not transferable to any other entity.
- 4. There shall be no change in the exterior appearance of the home or premises, or other visible evidence of the conduct of a Short Term Home Rental, except that additional on-site city code compliant parking may be provided.
- 5. The licensee must provide proof of sufficient and suitable property insurance at the time of license issuance, and must be able to confirm that the coverage remains in place within 24 hours of a city request for confirmation.
- 6. Type C Short Term Home Rental licenses are valid for a period of three years. A renewal license must be applied for every three years. The Conditional Use Permit will not expire unless its use is discontinued for more than a year.
- 7. The Type C Short Term Home Rental license is not transferable and shall expire upon change of ownership of the property.
- 8. A license constitutes a limited license granted to the applicant by the city and in no way creates a vested zoning right.
- 9. If three substantiated and relevant complaints are received from neighbors or guests within a 12 month period, the license shall be revoked. The revocation may be appealed to the city council pursuant to procedures established in Section 31-217 of this Chapter. If a license is revoked, the owner is prohibited from making application for another license for any type of Short Term Home Rental for six months.

D. Type D – Bed & Breakfast. Type D Short Term Home Rentals are also known as Bed & Breakfasts and are required to have a Special Use Permit as regulated in Section 31-504 of this Chapter.

Subd. 6. Zoning District. Short Term Home Rentals are permitted, with an approved license from the City of Stillwater, in the following Zoning Districts:

- A. **Residential Zoning Districts.** Type A and B Short Term Home Rentals are allowed by city license in all Residential Zoning Districts. Type C Short Term Home Rentals are allowed by Conditional Use Permit in all Residential Zoning Districts. Type D Short Term Home Rentals (aka Bed & Breakfasts) are allowed by city license in the RCL Zoning District and by Special Use Permit in the RB and RCM Zoning Districts
- B. **Commercial Zoning Districts.** Type A, B and C Short Term Home Rentals are permitted by city license in the CBD Zoning District.

Subd. 7. Performance standards. Type A, B and C Short Term Home Rentals shall be subject to the following performance standards. Type D Short Term Home Rentals shall be subject to the standards found in Section 31-504 of this Chapter.

A. Parking.

1. In residential zoning districts, all guest parking must be accommodated on improved surfaces on the premises. No on-street parking is allowed for guests. At a minimum, parking shall be provided at the following rate:
 - i. 1-2 bedroom unit, 1 space
 - ii. 3 bedroom unit, 2 spaces
 - iii. 4 and 4+ bedroom units, number of spaces equal to the number of bedrooms minus one.
2. In the CBD zoning district, guest parking must either be accommodated on the property of the Short Term Home Rental dwelling unit, or a parking mitigation plan must be approved by the Parking Commission.

B. Length of guest stay. The minimum length of stay is one day. The maximum length of stay is 30 days, since more than that is by definition not a Short Term Home Rental property.

C. Number of guests. The maximum number of transient guests will be limited to two times the number of bedrooms plus one.

D. Guest records. The licensee for Type B and C Short Term Rentals must keep a transient guest record including the name, address, phone number, and vehicle license plate information for all guests and must provide a report to the city upon 48 hours notice.

E. Guest disclosures. The licensee must disclose in writing to their transient guests the following rules and regulations, and must submit a copy of the disclosure to the city with the license application and renewal applications. In addition the disclosures must be conspicuously displayed in the home.

1. For Type B and C Short Term Home Rentals, the name, phone number and address of the owner, operating lessee or managing agent/representative;
2. The maximum number of guests allowed at the property;
3. The maximum number of vehicles allowed at the property and where they are to be parked;
4. Property rules related to use of outdoor features, such as decks, patios, grills, recreational fires, saunas and other recreational facilities;
5. City nuisance ordinances will be enforced by the Stillwater Police Department, including reduced noise levels between 10 PM and 8 AM.
6. No events are allowed to be hosted on the premises.

F. License number. The licensee must post their city license number on all print, poster or web advertisements.

G. Proximity of assistance. For Type B and Type C Short Term Home Rentals, the property owner or a manager/representative must be located within 30 minutes travel time of the property. The community development department

must be notified within 10 days of a change in the managing agent/representative or their contact information. The licensee must provide the name, address and phone number for the licensee or managing agent/representative to all property owners within 150 feet of the property boundary. The licensee must notify neighboring properties within 10 days of a change in the managing agent/representation or contact information.

- H. **Garbage.** As required by City Code Chapter 30-1, Subd 5, all garbage must be kept in rubbish containers that are stored out of view of a public street.
- I. **Signage.** No signage is allowed on the property of a Type A, B or C Short Term Home Rental. Type D is allowed signage as regulated in Section 31-504 of this Chapter.
- J. **Events.** Events are not allowed to be hosted by transient guests on the premises. For purposes of this Section 31-541.1, an event means a gathering on the premises of more than three un-registered transient guests. Events hosted by the property owner are allowed, but must abide by all applicable city ordinances and policies, including the prohibition on renting private residential property out for events.

Subd. 8. Required inspections.

A. Type A, B and C Short Term Home Rentals

- 1. These types of Short Term Home Rentals are required to have, and pass, a health and safety code inspection by city building and fire code staff prior to issuance of a license or renewal of the license.
- 2. The list of health and safety items that will be inspected for this purpose will be included amongst license application materials so that the licensee will know in advance what items will be inspected.
- 3. Upon receipt of a complaint, the city zoning administrator will contact the licensee and will determine whether a compliance inspection is required.

B. Type D Short Term Home Rentals (aka Bed & Breakfast)

- 1. This type of Short Term Home Rental is required to have inspections as regulated by Section 31-504.

Subd. 9. Limit on number of licenses. No more than a total of thirty-five licenses may be valid at any one time for Type A Short Term Home Rentals. No more than a total of thirty-five licenses may be valid at any one time for Type B Short Term Home Rentals. ~~No more than fifteen licenses may be valid at any one time for Type C Short Term Home Rentals.~~ Type D Short Term Home Rentals are required to have a Special Use Permit, but no license is required.

Subd. 10. Sales taxes. In addition to state sales tax, the licensee is required to pay the city lodging tax.

- A. The city lodging tax must be collected and paid either by the web based booking company that the Short Term Home Rental is listed on, or by the licensee directly to the city if the Short Term Home Rental does not use a web based booking service.

- B. The license application must supply information on any web based booking service(s) used for the licensed property.
- C. The licensee, or booking agent on their behalf, is required to pay the city lodging tax quarterly. If no sales are made during a quarter, a report must none the less be submitted to the city stating that no sales were made or lodging tax collected during that quarter.

Subd. 11. Interchangeability. A licensee may use the license to operate any Short Term Home Rental type equal to or less restrictive than the one for which the license is issued. Therefore, if an owner is issued a Type C license, the property is permitted to operate as a Type C, B or A. And, a Type B license allows the owner to operate as a Type B or A. However, a Type D owner may only operate as a Bed & Breakfast.

Subd. 12. Enforcement.

- A. In the event of a violation or threatened violation of this ordinance, the city, in addition to other remedies, is entitled to seek Injunctive Relief or proceedings to prevent, restrain, correct or abate such violations or threatened violations.
- B. The penalty for violation of this Section 31-514.1 shall be a Misdemeanor.
- C. In addition to penalty provisions A and B above, the fine for the first substantiated and relevant complaint or violation shall be \$250. The fine for the second shall be \$500.00. The fine for the third shall be \$750.00 and this third offense shall also result in automatic license revocation.

3. Amend City Code Section 31-315, Allowable Uses in Residential Districts by adding:

ALLOWABLE USES	ZONING DISTRICTS											
	A-P	LR	CTR	RA	TR	CCR	RB	CR	TH	CTHR	RCL	RCM
Bed & Breakfast (Type D Short Term Home Rental)							SUP ¹⁰				P ¹¹	SUP
Short Term Home Rental; Type A and B	P	P	P	P	P	P	P	P	P	P	P	P
Short Term Home Rental; Type C	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP

P = Permitted use

SUP = Use permitted with a Special Use Permit

CUP = Use permitted with a Conditional Use Permit

A = Accessory use

Blank cell in table means that the use is NOT allowed.

4. Amend City Code Section 31-325, Allowable Uses in Non-Residential Districts by adding:

ALLOWABLE USES	ZONING DISTRICTS									
	CA	CBD	VC	BP-C	BP-O	BP-I	CRD	PA	PWFD	PROS
Short Term Home Rental, Type A, B, C		P								

P = Permitted use

SUP = Use permitted with a Special Use Permit

CUP = Use permitted with a Conditional Use Permit

PUD = Use permitted with a Planned Unit Development Permit

A = Accessory use

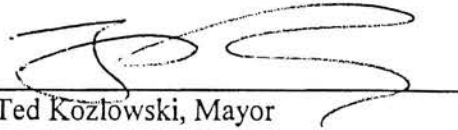
ACC = Allowed as an accessory improvement to an allowed use located on or adjacent to the site

Blank cell in table means that the use is NOT allowed.

5. Savings. In all other ways City Code Chapter 31 shall remain in full force and effect.
6. Effective Date. This Ordinance will be in full force and effect from and after its passage and publication according to law.

Enacted by the City Council of the City of Stillwater this 2nd day of May, 2017.

CITY OF STILLWATER



Ted Kozłowski, Mayor

ATTEST:



Diane Ward, City Clerk

SECTION 315 SHORT TERM RENTALS

SUBSECTIONS:

315.100:	PURPOSE
315.200:	SCOPE
315.300:	DEFINITIONS
315.400:	PERMIT REQUIRED
315.500:	RESPONSIBILITY OF OWNER
315.600:	DISORDERLY CONDUCT
315.700:	SUSPENSION AND REVOCATION
315.800:	APPEAL
315.900:	PENALTY

315.100: **PURPOSE:** The purpose of this Section is to ensure that the short-term rental of dwelling units in the City's Residential Use Districts is conducted, operated, and maintained so as not to become a nuisance to the surrounding neighborhood or an influence that fosters blight and deterioration or creates a disincentive to reinvest in the community.

315.200 **SCOPE:** This section applies to the short-term rental of all dwelling units located in the City's Residential Use Districts.

315.300 **DEFINITIONS:** The following words and terms when used in this Section shall have the following meanings unless the context clearly indicates otherwise:

Bedroom: A habitable room within a single-family dwelling which is used, or intended to be used, primarily for the purpose of sleeping, but shall not include any kitchen, dining room, or living room.

Code Enforcement Officer: An employee of the City designated as the Code Enforcement Officer. The term Code Enforcement Officer also includes all City employees authorized by City Code Section 104.400 to issue citations.

Dwelling unit: One or more rooms physically arranged so as to create an independent housekeeping establishment for occupancy by one family with separate toilets and facilities for cooking and sleeping.

Occupant: Any person who occupies a dwelling unit or part of the same.

Owner: A person having legal or equitable interest in the dwelling unit or its premises.

Off-street parking space: An area on the premises or within a building on the premises intended for the use of temporary parking of a motor vehicle which has a means of access to a public street.

Permitted Premises: The platted lot or part of such lot or unplatted parcel of land on which a dwelling unit permitted as a short-term rental is located.

Public waters: Any waters as defined in Minnesota Statutes § 103G.005, Subd. 15.

Residential Use District: The land-use districts identified in City Code Section 1102, Subsections 1102.100 through 1102.700.

Short-term rental: The rental or lease of a dwelling unit in whole or in part for 30 days or less.

Short-term rental permit: The permit issued by the City for the rental or lease of a dwelling unit in whole or in part for 30 days or less.

Tenant: Any person who is occupying a dwelling unit under any agreement, lease, or contract, whether oral or written, which requires the payment of money as rent for the use of the dwelling unit.

Watercraft: Any vessel, boat, canoe, raft, barge, sailboard, or any similar device used or useable for carrying and transporting persons on the public waters.

315.400 PERMIT REQUIRED: No owner shall undertake the short-term rental of any dwelling unit to a tenant or tenants unless properly permitted as hereinafter provided.

315.401 Application: An owner desiring to undertake or allow the short-term rental of a dwelling unit in one of the City's Residential Use Districts shall apply to the Code Enforcement Officer for a short-term rental permit. The application shall be submitted by the owner. The permit application shall be on a form prescribed by the City and include all required information.

315.402 Permit Fee: Each application shall be accompanied by payment in full of the required permit fee. The annual permit fee shall be determined by the City Council and set forth in the City fee schedule. The fee shall not be prorated.

315.403 Issuance of Short-Term Rental Permit:

- (1) If the Code Enforcement Officer determines that an applicant has met the requirements for issuance of a short-term rental permit, the Code Enforcement Officer shall issue the applicant a short-term rental permit.
- (2) If the Code Enforcement Officer determines that an applicant has not met the requirements for issuance of a short-term rental permit, the Code Enforcement Officer shall endorse on such application his/her disapproval and his/her reasons for the same and provide the application and recommendation for denial to the City Manager. The City Manager may either: (i) deny the application and return the endorsed application to the applicant to notify the applicant that his/her application is denied and that no permit will be issued; or (ii) direct the Code Enforcement Officer to issue the applicant a short-term rental permit.

315.404 Expiration of Permit: Except as otherwise provided in this Section, all short-term rental permits shall expire annually on December 31 of each year unless suspended or revoked earlier.

- 315.405 **Renewal of Permit:** Applications for renewal of an existing short-term rental permit shall be made at least sixty (60) days prior to the expiration of the current short-term rental permit. All such applications shall be submitted to the Code Enforcement Officer on forms provided by the City and shall be accompanied by the required fee.
- 315.406 **Permit Not Transferable:** No short-term rental permit shall be transferable to another person or to another dwelling unit. Every person holding a short-term rental permit shall give notice in writing to the Code Enforcement Officer within five (5) business days after having legally transferred or otherwise disposed of the legal control of any dwelling unit for which a short-term rental permit has been issued. Such notice shall include the name and address of the person succeeding to the ownership or control of such dwelling unit.
- 315.407 **Resident Agent Required:** No short-term rental permit shall be issued without the designation of a local agent. The agent must live and work within 30 miles of the dwelling unit. The Agent may, but is not required to be, the owner. One person may be the agent for multiple dwelling units. At all times, the agent shall have on file with the Code Enforcement Officer a primary and a secondary phone number as well as a current address. The agent or a representative of the agent shall be available 24 hours a day during all times that the dwelling unit is being rented at the primary or secondary phone number to respond immediately to complaints and contacts relating to the dwelling unit. The Code Enforcement Officer shall be notified in writing within two (2) business days of any change of agent. The agent shall be responsible for the activities of the tenants and maintenance and upkeep of the dwelling unit and shall be authorized and empowered to receive service of notice of violation of the provisions of City ordinances and state law, to receive orders, and to institute remedial action to effect such orders, and to accept all service of process pursuant to law.
- 315.408 **Denial of Short-Term Rental Permit:** Any applicant aggrieved by the denial of a short-term rental permit or the non-renewal of an existing permit may appeal to the City Council. Such appeal shall be taken by filing with the City Manager within ten (10) days after the date of issuance of the written denial, a written statement requesting a hearing before the City Council and setting forth fully the grounds for the appeal. A hearing shall be held within thirty (30) days of receipt of the request. Notice of the hearing shall be given by the City Manager in writing, setting forth the time and place of hearing. Such notice shall be mailed, postage prepaid, to the applicant at his/her last known address at least five (5) days prior to the date set for hearing.
- 315.500 **RESPONSIBILITY OF OWNERS:** No owner shall undertake or allow the short-term rental of a dwelling unit in a Residential Use District that does not comply with all applicable City ordinances, the laws of the State of Minnesota, and this Section. It shall be the owner's responsibility to ensure that all tenants, occupants, and guests comply with the following:
- 315.501 **Maximum Overnight Occupancy:** The number of overnight occupants allowed for a short-term rental shall be limited as set out below. Children under three (3) years of age are not be counted toward the limit.

For lots of ½ acre or more if the livable square footage of the primary building is:
under 1,500 square feet: 6 occupants
1,500 square feet to less than 2,000 square feet: 8 occupants
2,000 square feet or more: 12 occupants

For lots of less than ½ acre:

under 1,500 square feet: 4 occupants
1,500 square feet to less than 2,000 square feet: 6 occupants
2,000 square feet or more: 8 occupants

- 315.502 **Off-Street Parking:** The permitted premises shall contain off-street parking spaces equal in number to the number of bedrooms contained in the dwelling unit.
- 315.503 **Storage of Watercraft:** No watercraft shall be permanently or temporarily placed or stored within the side yard setback of the permitted premises, as prescribed for the relevant zoning district by City Code Section 1102.
- 315.504 **Maintenance Standards:** Every dwelling unit used for short-term rental shall conform to all building and zoning requirements of the City Code, special permits issued by the City, and the laws of the State of Minnesota.
- 315.505 **Rental Limit:** No dwelling unit shall be rented out more than 5 times per calendar month.
- 315.506 **Occupants:** The agent shall maintain a list of all current occupants of each dwelling unit. The agent shall make the list available to City staff and/or law enforcement upon request.
- 315.600 DISORDERLY CONDUCT:**
- 315.601 **Disorderly Conduct Prohibited:** Disorderly conduct is prohibited on all permitted premises. It shall be the responsibility of the owner to ensure that all tenants occupying the permitted premises and their guests conduct themselves in such a manner as not to cause the permitted premises to be disorderly. For purposes of this Section, disorderly conduct includes but is not limited to, a violation of any of the following statutes or ordinances:
- (1) Minn. Stat. §§ 609.75–609.76, which prohibit gambling;
 - (2) Minn. Stat. §§ 609.321–609.324, which prohibit prostitution and acts relating thereto;
 - (3) Minn. Stat. §§ 152.01–152.027, which prohibit the unlawful sale or possession of controlled substances;
 - (4) Minn. Stat. § 340A.401, which prohibits the unlawful sale of alcoholic beverages;
 - (5) Minn. Stat. § 340A.503, which prohibits the underage consumption of alcoholic beverages;
 - (6) Minn. Stat. § 609.595, which prohibits damage to property;
 - (7) Minn. Stat. §§ 97B.021, 97B.045, 609.66–609.67, and 624.712–624.716, and City Code Section 804, which prohibit the unlawful possession, transportation, sale, or use of a weapon;
 - (8) Minn. Stat. § 609.72, which prohibits disorderly conduct, when the violation disturbs the peace and quiet of the other occupants of the permitted premises or other surrounding premises;
 - (9) Minn. Stat. § 152.027, subd. 4, which prohibits the unlawful sale or possession of small amounts of marijuana;

- (10) Minn. Stat. § 152.092, which prohibits the unlawful possession or use of drug paraphernalia;
- (11) City Code Section 605, which prohibits public nuisances;
- (12) City Code Sections 803.200 and 803.300, which prohibit public drunkenness and disturbing the peace;
- (13) City Code Sections 601.201 and 601.600, which prohibits littering on private or public property;
- (14) City Code Sections 802.901-802.903, which prohibits pets from running at large and requires immediate waste removal;
- (15) City Code Section 1102.700, which prohibits parking vehicles on required yard or landscape areas;
- (16) City Code Section 605.1006, which prohibits nuisance noise including additional restrictions between the hours of 10:00 p.m. and 7:00 a.m.;
- (17) Minnesota State Fire Code 302 and 307-307.5, which limit recreational fires to no larger than 3'X3' feet, natural wood only, attended until extinguished, conditions permitting; and
- (18) Minn. Stat. §§ 624.20-624.21 which prohibits exploding fireworks.

315.602 **Determination of Disorderly Conduct:**

- (1) A determination that the permitted premises has been used in a disorderly manner as described in subsection 315.601 shall be made by the Code Enforcement Officer upon evidence to support such a determination. It shall not be necessary that criminal charges are brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of such a criminal charge operate as a bar to adverse permit action under this Section.
- (2) Upon determination by the Code Enforcement Officer that a permitted premises was used in a disorderly manner, as described in subsection 315.601, the Code Enforcement Officer shall notify the owner and agent by certified mail of the violation and direct the owner and/or agent to take appropriate action to prevent further violations.
- (3) If a second instance of disorderly use of the permitted premises occurs within one year of an incident for which notice in subsection 315.602(2) was given, the Code Enforcement Officer shall notify the owner and agent by certified mail of the violation and shall also require the owner and agent to submit within 15 days a written report of the actions taken, and proposed to be taken, by the owner and/or agent to prevent further disorderly use of the permitted premises.
- (4) If a third incident of disorderly use of the permitted premises occurs within one year after the second of any two previous instances of disorderly use for which notices were sent to the owner and agent pursuant to this subsection, the short-term rental permit may be revoked, suspended, or not renewed. An action to revoke, suspend, or not renew a permit

under this subsection 315.600 shall be initiated by the Code Enforcement Officer in the manner described below.

315.700 PERMIT SUSPENSION OR REVOCATION:

315.701 Procedure:

- (1) Every short-term rental permit issued under this Section is subject to suspension or revocation by the City Manager for any violation of this Section or any other ordinance of the City or the law of the state.
- (2) The Code Enforcement Officer may recommend suspension or revocation of a short-term rental permit to the City Manager. The City Manager shall review the recommendation and the reasons supporting the recommendation and may suspend or revoke the permit. The City Manager shall provide written notice to the owner and agent of the suspension or revocation. The notice shall inform the owner and agent of the right to appeal the decision of the City Manager to the City Council.
- (3) Any applicant aggrieved by the suspension or revocation of a short-term rental permit may appeal to the City Council. Such appeal shall be taken by filing with the City Manager within ten (10) days after date of issuance of the written suspension or revocation notice, a written statement requesting a hearing before the City Council and setting forth fully the grounds for the appeal. A hearing shall be held within thirty (30) days of receipt of the request. Notice of the hearing shall be given by the City Manager in writing, setting forth the time and place of hearing. Such notice shall be mailed, postage prepaid, to the applicant at his/her last known address at least five (5) days prior to the date set for hearing.

315.702 Effect of Suspension or Revocation: If a short-term rental permit is suspended or revoked, it shall be unlawful for anyone to thereafter allow any new short-term rental occupancies of the dwelling until such time as a valid short-term rental permit is restored by the City.

315.703 Effect of Revocation: No person who has had a permit revoked under this Section shall be issued a short term rental permit for one year from the date of revocation.

315.800 APPEAL: The decision of the City Council to deny, suspend, or revoke a short-term rental permit following a hearing as provided for in subsections 315.408 or 315.701 can be appealed by petitioning the Minnesota Court of Appeals by a writ of certiorari.

315.900 Posting: The following language shall be posted at or near the entrance of every short term rental dwelling unit. The posting shall be printed in a minimum 18 point font.

All short term rental of dwelling units shall comply with City Code Section 315. These posted regulations are a summary of a portion of the short term rental regulations. For additional information please refer to City Code Section 315 or contact City Hall.

- No person shall undertake the short-term rental of any dwelling unit without a City permit.
- The property lines of this unit are marked or identified as follows_____

- Every permitted premises shall have an agent within 30 miles available during all times the unit is rented, 24 hours a day at the following phone numbers _____ and/or _____ to respond immediately to complaints and contacts relating to the dwelling unit.
- The **Maximum Overnight Occupancy** for this dwelling unit is: _____ occupants. Not counting children under three (3) years of age.
- No watercraft shall be permanently or temporarily placed or stored within the side yard setback of the permitted premises.
- Disorderly conduct is prohibited. All disorderly conduct will be reported to the property's agent and the Prior Lake Police Department.
- Increased noise regulations are in place between the hours of 10 p.m. and 7 a.m.
- Littering is prohibited.
- Recreational fires are limited please check with the City to determine what prohibitions exist for current conditions.
- Any violation of this Section shall constitute a misdemeanor.

315.1000:

PENALTY: Any person who undertakes or allows any violation of this Section shall be guilty of a misdemeanor and shall, upon conviction thereof, be punished by a fine or by imprisonment, or both, in accordance with the provisions of Minnesota State Statutes.

**LEVANDER,
GILLEN &
MILLER, P.A.**

ATTORNEYS AT LAW

MEMO TO FILE

TIMOTHY J. KUNTZ
DANIEL J. BEESON
*KENNETH J. ROHLF
◊STEPHEN H. FOCHLER
◊JAY P. KARLOVICH
ANGELA M. LUTZ AMANN
*KORINE L. LAND
□*DONALD L. HOEFT
DARCY M. ERICKSON
BRIDGET McCauley NASON
TONA T. DOVE
AARON S. PRICE
•
HAROLD LEVANDER
1910-1992
•
ARTHUR GILLEN
1919-2005
•
ROGER C. MILLER
1924-2009
•
*ALSO ADMITTED IN WISCONSIN
◊ALSO ADMITTED IN NORTH DAKOTA
◊ALSO ADMITTED IN MASSACHUSETTS
□ALSO ADMITTED IN OKLAHOMA

TO: Mayor and Members of the Council
FROM: Timothy J. Kuntz, City Attorney and Bridget Nason, Assistant City Attorney
DATE: July 2, 2018
RE: Regulation of Lawful Gambling and Ability of the City to Require Licensed Organizations to Contribute a Portion of its Net Profits to a Fund Administered by the City for Authorized Purposes

Section 1. Background. Inver Grove Heights City Code Section Title 4, Chapter 7 (Gambling Regulations), regulates lawful gambling within the City of Inver Grove Heights (City). Adopted in 2010 and amended in 2013, the City's Gambling Regulations establish additional requirements beyond those found in state statute for organizations licensed by the State of Minnesota Gambling Control Board that conduct lawful gambling within the City. These regulations include restrictions on the issuance of premises permits, application procedures, and recordkeeping and reporting requirements.

MINN. STAT. § 349.213 specifically authorizes the City to require licensed organizations with premises permits within the City (Licensed Organizations) to: 1) require that a specific portion of the Licensed Organization's expenditures for lawful purposes be spent on lawful purposes conducted or located within the City's trade area; 2) impose a local gambling tax on the Licensed Organizations in an amount that is necessary to cover the costs incurred by the City to regulate lawful gambling, which amount may not exceed three percent (3%) per year of the gross receipts of the Licensed Organization from all lawful gambling less prizes actually paid out by the organization¹; and 3) require Licensed Organizations to contribute ten percent (10%) of their net profits to a fund established and administered by the City.

Currently, the City's Gambling Regulations require Licensed Organizations to expend "at least sixty percent (60%) of [their] lawful purpose expenditures made that year on lawful purposes conducted

¹ State statutes require that cities may not use the money collected from the three percent (3%) local gambling tax for any purpose other than to regulate lawful gambling, and any excess funds collected should be refunded to the Licensed Organizations. A local gambling tax replaces all other local taxes and local investigation fees on lawful gambling.

within the city's trade area." See 4-7-13(A). The City's trade area is required by statute to include "each city and township contiguous to the [City]." MINN. STAT. § 349.213, SUBD. 1(G).

While the City's Gambling Regulations currently include a requirement that Licensed Organizations make certain lawful purpose expenditures within the City's trade area, they do not currently include a local gambling tax or a requirement that the Licensed Organizations contribute any of their net profits derived from lawful gambling conducted at premises within the City to a fund "administered and regulated by the responsible local unit of government without cost to such fund" as authorized, but not required, by MINN. STAT. § 349.213, SUBD 1(F)(2). Currently, twenty-seven (27) cities have imposed a local gambling tax and one hundred twenty-two (122) cities across the State of Minnesota have adopted a requirement that licensed organizations that conduct lawful gambling within those jurisdictions contribute ten percent (10%) of their net profits to a fund established and administered by the City.

As noted above, state statutes authorize the City to adopt an ordinance establishing a requirement for Licensed Organizations to contribute ten percent (10%) of their net profits to a fund established and administered by the City. Funds received by the City from licensed organizations are required to be disbursed by the City as follows:

- a) For charitable contributions, as defined in Minn. Stat. § 349.12, subd. 7a; and/or
- b) For police, fire, and other emergency or other public safety-related services, equipment, and training, excluding pension obligations.

"Charitable contributions" are defined in MINN. STAT. § 349.12, SUBD. 7A, and include a variety of purposes, including contributions to 501(c)(3) organizations. For a full list of permissible uses of these funds, please see the attached copies of portions of MINN. STAT. § 349.12 and the "Lawful Purpose Expenditure Code Summary" from the Minnesota Gambling Control Board. Cities that elect to require the contribution of ten percent (10%) of the net profits from Licensed Organizations may only use the funds received from the Licensed Organizations for the purposes permitted under statute. Examples of how several cities who have elected to impose this requirement on Licensed Organizations within the city have disbursed those funds are found on the attached reports filed by those cities with the Minnesota Gambling Control Board.

Section 2. Council Action. At the July 2, 2018 City Council work session, the Council is asked to consider whether to direct Staff to prepare an ordinance amendment establishing a requirement that Licensed Organizations must contribute ten percent (10%) per year of their net profits derived from lawful gambling conducted at premises within the City to a fund administered and regulated by the City, to be distributed by the city for charitable contributions as defined in MINN. STAT. § 349.12, SUBD. 7A or for police, fire, and other emergency or other public safety-related services, equipment, and training.

3-5-18

It has been brought to my attention that the City is looking at various options as to charitable gambling proceeds. I strongly feel that since State law allows Inver Grove to collect 10 % of the total, they should do so and use the money for tax relief ,road repairs or other expenses.

Greg Grover

c.c. George Tourville, Joe Lynch ,City Council and Michelle Tesser

Charitable Gambling Premises Permit Holders

	Gambling Managers	Organization Name	Organization Address	Email Address	Phone Number
1		Amvets Post 1	1323 Sibley Memorial Hwy Mendota MN 55150	kellysnj@comcast.net	(651) 587-3581
2	Sarah Westall	IGH HEAT Soccer Association	PO Box 2414 Inver Grove Heights MN 55076	sarahw@galexconsulting.com	(651) 453-1710
3	Wendy Busch	Merricks Inc.	3210 Labore Rd Vadnais Heights MN 55110	wendyb@merrickinc.org	(651) 789-6200
4	Michael Wicke	South St. Paul Lions	1100 N Concord St South St. Paul MN 55075	lodge1088@mooseunits.org	(651) 451-8726
5	Dennis Hosford	South St. Paul Youth Hockey	141 E 6th St. South St. Paul MN 55075		(651) 450-4467
6	Dianne Rassman	Spartan End Zone	PO Box 2212 Inver Grove Heights, MN 55076	dblgrassman@gmail.com	651-459-6090

	Site 1	Site 1 Address	Site 2	Site 2 Address
1	Drkula's	6710 Cahill Ave. Inver Grove Heights, MN 55076		
2	Overboard Bar & Grill	4455 E. 64th St, Inver Grove Heights, MN 55076	Celts Pub	6559 Concord Blvd, Inver Grove Heights, MN 55076
3	Jerseys	6449 E. Concord Blvd, Inver Grove Heights, MN 55076	King of Diamonds	6600 River Road, Inver Grove Heights, MN 55076
4	Moose Lodge	5927 Concord Blvd, Inver Grove Heights, MN 55076		
5	B-52	5639 Bishop Ave, Inver Grove Heights, MN 55076		
6	Bierstubes	6434 Cahill Ave, Inver Grove Heights, MN 55075	Mississippi Pub	4455 66th St E, Inver Grove Heights, MN 55076



NELSON CPAs

February 15, 2018

City of Inver Grove Heights
City Clerk's Office
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: Amvets Post #1 Annual Report (License #19091)

Attached please find a report of the lawful purpose expenditures for American Veterans Post #1 for the calendar year 2017. The organization has complied with the City of Inver Grove Heights requirements as follows:

A. Local Gross Profits for the Year	697,565.55
B. Total Gross Profits – entire organization	1,701,690.36
C. Inver Grove Heights % of Gross Profits (A/B)	40.9925%
D. Total Lawful Purpose Expenditures for the year	67,961.89
E. Inver Grove Heights allocated portion (C x D)	27,859.28
F. Portion to be spent in Inver Grove Heights (60% x E)	16,715.57
G. Portion actually spent in Inver Grove Heights Trade Area	29,862.48

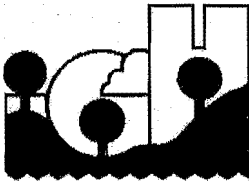
Feel free to contact me with any questions.

Jodee Paape, CPA/PFS

AmVets Post #1 Mendota
2017 LPE Recap

**AmVets Post 1 Mendota
Lawful Purpose Expenditures
Inver Grove Heights**

<u>Date</u>	<u>CK#</u>	<u>Vendor</u>	<u>Code</u>	<u>City</u>	<u>Site</u>	<u>Memo/Serial</u>	<u>Payment</u>
1/5/2017	4493	Dawn Volkert	02	So. St. Paul	02	Donation for Kids Christmas Party	\$1,233.58
1/5/2017	4493	Dawn Volkert	02	So. St. Paul	09	Donation for Neighbors Christmas Families	\$1,400.62
1/13/2017	4498	Inver Grove Hts Baseball Assn	07	Inver Grove Heights	08	Donation from Nov 2016 meat raffle	\$1,000.00
2/20/2017	4537	Simley Bowling Club	07	Inver Grove Heights	08	Donation from Dec 2016 meat raffle	1,000.00
2/21/2017	4560	John Theodore Otremba	02	Inver Grove Heights	08	Donation for patient services	\$4,500.00
2/24/2017	4546	Inver Grove Hts Fire Dept Auxiliary	01	Inver Grove Heights	08	Donation from Little Horses	\$1,000.00
3/9/2017	4574	Karen's Hope	02	Rosemount	08	Donation for ataxia research	500.00
3/27/2017	4596	Inver Grove Hts Softball Federation	07	Inver Grove Heights	08	Donation from Jan 2017 meat raffle	1,000.00
3/27/2017	4597	Inver Grove Hts Baseball Assn	07	Inver Grove Heights	08	Donation from Feb 2017 meat raffle	1,000.00
4/5/2017	4613	Inver Grove Heights Lions	02	Inver Grove Heights	08	Donation	1,000.00
5/12/2017	4648	West St. Paul Days	01	W. St. Paul	09	Donation for W St. Paul Days parade &	1,000.00
5/23/2017	4657	Rosemount Veterans Committee	06	Rosemount	11	Donation	500.00
6/6/2017	4686	Inver Grove Hts Baseball Assn	07	Inver Grove Heights	08	Donation from April 2017 meat raffle	1,000.00
7/6/2017	4713	Simley Theatre Booster Club	01	Inver Grove Heights	08	Donation from June 2017 meat raffle	1,000.00
9/7/2017	4780	Mendota Hts Community Criminal	01	Mendota Heights	02	Donation	1,000.00
9/20/2017	4789	University of Wisconsin	07	Inver Grove Heights	08	Donation for tuition & books - Victoria Perron	1,000.00
9/20/2017	4791	Simley Theatre Booster Club	01	Inver Grove Heights	08	Donation from July 2017 meat raffle	1,000.00
10/24/2017	4824	Inver Grove Hts Baseball Assn	07	Inver Grove Heights	08	Donation from Aug 2017 meat raffle	1,000.00
11/15/2017	4861	Inver Grove Hts Softball Federation	07	Inver Grove Heights	08	Donation from Mar 2017 meat raffle	1,000.00
12/2/2017	4892	Inver Grove Hts Baseball Assn	07	Inver Grove Heights	08	Donation from Nov 2017 meat raffle	1,000.00
12/4/2017		Neighbors Inc	02	So. St. Paul	05	Merchandise donation	100.00
12/6/2017	4897	City of West St. Paul	07	W. St. Paul	09	Donation	1,000.00
12/11/2017		Neighbors Inc	02	So. St. Paul	05	Merchandise donation	180.00
12/13/2017	4901	Mary Furlong	02	So. St. Paul	09	Neighbor's Inc Cdhrstmas for families	1,729.17
12/13/2017	4901	Mary Furlong	02	So. St. Paul	02	Kids Christmas Party	1,219.11
12/22/2017	4912	Simley Girls Tennis Booster Club	07	Inver Grove Heights	08	Donation from Oct 2017 meat raffle	1,000.00
12/28/2017	4920	South St. Paul Educational Foundation	01	So. St. Paul	09	Donation	1,500.00
							<u><u>\$29,862.48</u></u>



CITY OF INVER GROVE HEIGHTS
LAWFUL PURPOSE GAMBLING
TRADE AREA COMPLIANCE REPORTING FORM

ORGANIZATION NAME: IGH Soccer
 SITE: Celtic Pub DATE: 4-25-18 FISCAL YEAR: 2017

A. GROSS PROFITS (TOTALS FROM LINE 10C ON MONTHLY MN DEPT. OF REVENUE FORM G1 OR SCHED. A)

JAN	\$ <u>4326.65</u>	JULY	\$ <u>5419.05</u>
FEB	\$ <u>8590.35</u>	AUG	\$ <u>3222.65</u>
MAR	\$ <u>3449.65</u>	SEP	\$ <u>2084.40</u>
APR	\$ <u>8162.60</u>	OCT	\$ <u>5004.35</u>
MAY	\$ <u>6205.65</u>	NOV	\$ <u>14221.05</u>
JUNE	\$ <u>4921.10</u>	DEC	\$ <u>9711.75</u>

Minnesota Statute 349.12, Subd. 20 defines "gross profit" as the gross receipts collected from lawful gambling, less reasonable sums necessarily and actually expended for prizes.

FISCAL YEAR 2017 TOTAL GROSS PROFITS = \$ 73,319.25

B. TRADE AREA EXPENDITURE REQUIREMENT CALCULATION

TOTAL GROSS PROFITS (ABOVE) \$ 73,319.25 x 60% = \$ 43991.55
 (TOTAL REQ. TRADE AREA EXP.)

C. TOTAL AMOUNT EXPENDED YEAR-TO-DATE (Jan 1. - Dec. 31)

i. Total expended **within** the Local Trade Area \$ 40247.66
 (or held in account)
 ii. Total expended **outside** the Local Trade Area \$ 25,071.59
 iii. Total expended year-to-date (must match total gross profits) \$ 73,319.25

Bank Register Details by Category

Inver Grove Heights Soccer Assoc

From 01 Jan 2017 to 31 Dec 2017, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
Gambling Product								-3,673.51
	31 Jan 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10079071	195.51	0.00	
	09 Mar 2017	6421	Three Diamond Corporation	Celt's Pub Inver Grove He	1419158	224.58	0.00	
	31 Mar 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10079957	543.55	0.00	
	31 Mar 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10079958	89.99	0.00	
	29 May 2017	6435	Three Diamond Corporation	Celt's Pub Inver Grove He	1427465	224.58	0.00	
	31 May 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10081192	496.45	0.00	
	31 Aug 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10083538	274.81	0.00	
	31 Aug 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10083539	224.97	0.00	
	12 Sep 2017	6448	Three Diamond Corporation	Celt's Pub Inver Grove He	1436330	224.58	0.00	
	20 Nov 2017	6457	Three Diamond Corporation	Celt's Pub Inver Grove He	1444277	224.58	0.00	
	29 Dec 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10086103	679.95	0.00	
	29 Dec 2017	D-Debit	Brainerd Games	Celt's Pub Inver Grove He	10086108	269.96	0.00	

Bank Register Details by Category

Inver Grove Heights Soccer Assoc

From 01 Jan 2017 to 31 Dec 2017, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
Merchandise Prize								-2,200.00
	21 Jan 2017	6408	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	28 Jan 2017	6412	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	04 Feb 2017	6413	Hometown Meats	Celt's Pub Inver Grove He		80.00	0.00	
	18 Feb 2017	6418	Hometown Meats	Celt's Pub Inver Grove He		80.00	0.00	
	25 Feb 2017	6419	Hometown Meats	Celt's Pub Inver Grove He		80.00	0.00	
	04 Mar 2017	6420	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	18 Mar 2017	6426	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	22 Apr 2017	6429	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	22 Apr 2017	6430	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	06 May 2017	6433	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	80.00	0.00	
	30 May 2017	D-Debit	Cash Bank	Celt's Pub Inver Grove He	Purchase back of Meat by Celts	-40.00	0.00	
	12 Jun 2017	6436	Hometown Meats	Celt's Pub Inver Grove He	Not Used	40.00	0.00	
	17 Sep 2017	9999	Hometown Meats	Celt's Pub Inver Grove He		160.00	0.00	
	25 Sep 2017	10000	Hometown Meats	Celt's Pub Inver Grove He		120.00	0.00	
	01 Oct 2017	35	Hometown Meats	Celt's Pub Inver Grove He		40.00	0.00	
	15 Oct 2017	36	Hometown Meats	Celt's Pub Inver Grove He		120.00	0.00	
	22 Oct 2017	37	Hometown Meats	Celt's Pub Inver Grove He		120.00	0.00	
	22 Oct 2017	38	Hometown Meats	Celt's Pub Inver Grove He		80.00	0.00	
	12 Nov 2017	6452	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	120.00	0.00	
	17 Nov 2017	6454	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	120.00	0.00	
	03 Dec 2017	6462	Hometown Meats	Celt's Pub Inver Grove He	Meat Pack	120.00	0.00	
	10 Dec 2017	6463	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	120.00	0.00	
	17 Dec 2017	6464	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	120.00	0.00	
	26 Dec 2017	6467	Hometown Meats	Celt's Pub Inver Grove He	Meat Packs	160.00	0.00	

Bank Register Details by Category

Inver Grove Heights Soccer Assoc

From 01 Jan 2017 to 31 Dec 2017, Bank Account: All, Category: Other Transactions

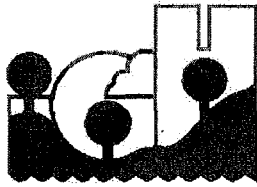
Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
Compensation and Payroll Taxes								-15,034.35
	06 Jan 2017	6410	Sarah Westall	Celt's Pub Inver Grove He	Dec. Compensation	1,742.60	0.00	
	11 Feb 2017	6414	Sarah Westall	Celt's Pub Inver Grove He		763.60	0.00	
	11 Feb 2017	6415	Sarah Westall	Celt's Pub Inver Grove He	Miscalculation in compensation difference	38.40	0.00	
	13 Mar 2017	6424	Sarah Westall	Celt's Pub Inver Grove He		1,679.40	0.00	
	11 Apr 2017	6427	Sarah Westall	Celt's Pub Inver Grove He		735.18	0.00	
	31 May 2017	6434	Sarah Westall	Celt's Pub Inver Grove He	April Compensation	1,643.60	0.00	
	13 Jun 2017	6437	Sarah Westall	Celt's Pub Inver Grove He		1,272.80	0.00	
	16 Jul 2017	6442	Sarah Westall	Celt's Pub Inver Grove He		990.80	0.00	
	11 Aug 2017	6444	Sarah Westall	Celt's Pub Inver Grove He		1,107.57	0.00	
	22 Sep 2017	10002	Sarah Westall	Celt's Pub Inver Grove He		610.40	0.00	
	20 Oct 2017	33	Sarah Westall	Celt's Pub Inver Grove He		500.00	0.00	
	17 Nov 2017	6455	Sarah Westall	Celt's Pub Inver Grove He		1,065.40	0.00	
	26 Dec 2017	6465	Sarah Westall	Celt's Pub Inver Grove He	Dec. Comp	2,884.60	0.00	

Bank Register Details by Category

Inver Grove Heights Soccer Assoc

From 01 Jan 2017 to 31 Dec 2017, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
Rent								-11,649.30
	16 Jan 2017	6411	Celts Pub	Celt's Pub Inver Grove He	Dec. Rent	1,321.65	0.00	
	11 Feb 2017	6416	Celts Pub	Celt's Pub Inver Grove He		529.90	0.00	
	14 Mar 2017	6422	Celts Pub	Celt's Pub Inver Grove He	Feb. Rent	1,285.55	0.00	
	11 Apr 2017	6428	Celts Pub	Celt's Pub Inver Grove He		619.04	0.00	
	18 May 2017	6432	Celts Pub	Celt's Pub Inver Grove He	April Rent	1,363.45	0.00	
	12 Jun 2017	6438	Celts Pub	Celt's Pub Inver Grove He	Celts Rent - June	1,143.85	0.00	
	16 Jul 2017	6441	Celts Pub	Celt's Pub Inver Grove He		726.15	0.00	
	11 Aug 2017	6443	Celts Pub	Celt's Pub Inver Grove He		873.81	0.00	
	18 Sep 2017	10003	Celts Pub	Celt's Pub Inver Grove He		549.35	0.00	
	20 Oct 2017	34	Celts Pub	Celt's Pub Inver Grove He		435.95	0.00	
	20 Nov 2017	6456	Celts Pub	Celt's Pub Inver Grove He		924.45	0.00	
	26 Dec 2017	6466	Celts Pub	Celt's Pub Inver Grove He	Nov. Rent	1,876.15	0.00	



CITY OF INVER GROVE HEIGHTS
LAWFUL PURPOSE GAMBLING
TRADE AREA COMPLIANCE REPORTING FORM

ORGANIZATION NAME: Merrick, Inc.

SITE: Jersey's / Overboard DATE: 4-24-18 FISCAL YEAR: 2017

A. GROSS PROFITS (TOTALS FROM LINE 10C ON MONTHLY MN DEPT. OF REVENUE FORM G1 OR SCHED. A)
GROSS PROFITS (10C) - Allowable Expenses (Ord. 1264, 4-22-2013)
Sch A, Line 2.9

JAN	\$ <u>-112.32 / 148.85</u>	JULY	\$ <u>438.21 / 1215.68</u>
FEB	\$ <u>2372.07 / -591.60</u>	AUG	\$ <u>1586.01 / 235.27</u>
MAR	\$ <u>-137389 / 1088.22</u>	SEP	\$ <u>-10,556.63 / 946.59</u>
APR	\$ <u>3813.56 / 107.20</u>	OCT	\$ <u>1620.84 / -323.97</u>
MAY	\$ <u>1448.12 / 716.95</u>	NOV	\$ <u>754.93 / 631.89</u>
JUNE	\$ <u>2,699.06 / 805.20</u>	DEC	\$ <u>697.74 / 2405.24</u>

Minnesota Statute 349.12, Subd. 20 defines "gross profit" as the gross receipts collected from lawful gambling, less reasonable sums necessarily and actually expended for prizes.

FISCAL YEAR ²⁰¹⁷ ~~2012~~ TOTAL GROSS PROFITS = \$ 5,375.10

B. TRADE AREA EXPENDITURE REQUIREMENT CALCULATION

TOTAL GROSS PROFITS (ABOVE) \$ 5375.10 x 60% = \$ 3225.06
(TOTAL REQ. TRADE AREA EXP.)

C. TOTAL AMOUNT EXPENDED YEAR-TO-DATE (Jan 1. - Dec. 31)

i. Total expended **within** the Local Trade Area \$ 19,592.25
ii. Total expended **outside** the Local Trade Area \$ _____
iii. Total expended year-to-date (must match total gross profits) \$ _____

List all lawful purpose expenditures made during the fiscal year within the local trade area. Provide the full name of the organization or individual to which the contribution was made, their complete address, check number, date the check was issued, and the total amount of the expenditure.

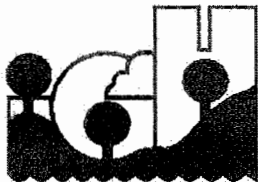
[illegible]

I, Wendy Busch, representing the aforementioned organization, do hereby certify that the information provided on this report is truthful and accurate, and that the attached copies of forms G1/Schedule A, and Schedule C/D are true and correct copies of those on file with the Minnesota Department of Revenue.

Signature: _____

Date: _____

4/24/18



CITY OF INVER GROVE HEIGHTS
LAWFUL PURPOSE GAMBLING
TRADE AREA COMPLIANCE REPORTING FORM

ORGANIZATION NAME: Merrick, Inc.
SITE: Jersey's / Overboard DATE: 4-24-18 FISCAL YEAR: 2017

A. **GROSS PROFITS** (TOTALS FROM LINE 10C ON MONTHLY MN DEPT. OF REVENUE FORM G1 OR SCHED. A)
GROSS PROFITS (10C) - Allowable Expenses (Ord. 1264, 4-22-2013)
Sch A, Line 29

JAN	\$ <u>-112.32 / 148.85</u>	JULY	\$ <u>438.21 / 1215.68</u>
FEB	\$ <u>2372.07 / -591.60</u>	AUG	\$ <u>1586.01 / 235.27</u>
MAR	\$ <u>-1373.89 / 1088.22</u>	SEP	\$ <u>-10,556.63 / 946.59</u>
APR	\$ <u>3813.56 / 107.20</u>	OCT	\$ <u>1620.84 / -323.97</u>
MAY	\$ <u>1448.12 / 716.95</u>	NOV	\$ <u>754.93 / 631.89</u>
JUNE	\$ <u>2,699.06 / 805.20</u>	DEC	\$ <u>697.74 / 2405.24</u>

Minnesota Statute 349.12, Subd. 20 defines "gross profit" as the gross receipts collected from lawful gambling, less reasonable sums necessarily and actually expended for prizes.

2017
FISCAL YEAR ~~2012~~ TOTAL GROSS PROFITS = \$ 5,375.10

B. TRADE AREA EXPENDITURE REQUIREMENT CALCULATION

TOTAL GROSS PROFITS (ABOVE) \$ 5375.10 x 60% = \$ 3225.06
(TOTAL REQ. TRADE AREA EXP.)

C. TOTAL AMOUNT EXPENDED YEAR-TO-DATE (Jan 1. - Dec. 31)

i. Total expended **within** the Local Trade Area \$ 19,592.25
ii. Total expended **outside** the Local Trade Area \$ _____
iii. Total expended year-to-date (must match total gross profits) \$ _____

List all lawful purpose expenditures made during the fiscal year within the local trade area. Provide the full name of the organization or individual to which the contribution was made, their complete address, check number, date the check was issued, and the total amount of the expenditure.

[illegible]

I, Wendy Busch, representing the aforementioned organization, do hereby certify that the information provided on this report is truthful and accurate, and that the attached copies of forms G1/Schedule A, and Schedule C/D are true and correct copies of those on file with the Minnesota Department of Revenue.

~~Signature:~~

Signature: Wally J. Br

Date:

4/24/18

Michelle Tesser

From: Wendy <buschw@b@hotmail.com>
Sent: Tuesday, June 26, 2018 9:39 AM
To: Michelle Tesser
Subject: Re: Lawful Purpose Contributions

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Michelle,

I spoke with Lewis Dixon, CEO of Teens Networking Together this morning to obtain more specific information to answer your questions.

The group size varies from 25-50 teens throughout the year, about 25% are from Inver Grove Heights/Trade. Therefore, about 6-12 teens from Inver Grove Heights/Trade. The group goes to various metro high schools, recently South St. Paul, Sibley, and Simley, educating and empowering teens. A total of \$7,000 was donated to this organization in 2017. I would estimate \$1750 (25%) being used directly for Inver Grove Heights/Trade teens, since that's the portion that makes up the group.

Let me know if you need any additional information.

Wendy Busch
Merrick, Inc.

From: Michelle Tesser <mtesser@invergroveheights.org>
Sent: Monday, June 25, 2018 11:07 AM
To: 'Wendy'
Subject: FW: Lawful Purpose Contributions

I'm still waiting on this information from you. The council will be discussing our Trade area and this is an opportunity for you to provide all the information I need in order to give the council a full picture on what is being spent in the trade area. I can only give you until Wednesday morning at 9am to provide me with more details on the request below. Please let me know if you can meet that time request.

From: Michelle Tesser
Sent: Monday, June 11, 2018 1:38 PM
To: 'Wendy' <buschw@b@hotmail.com>
Subject: RE: Lawful Purpose Contributions

Wendy,
How many IGH residents attend the Teen Networking together event monthly? How much would you equate that one resident would get? Your donations have large sums attached to this Teen Networking event. Is it held in Inver Grove Heights, if so where is it held?

Merricks Inver Grove Heights/Trade Contributions

MONTH	CK #	AMOUNT	PURPOSE	CLIENTS/BUSINESSES	City/Cities
January, 2017	10906	\$929.73	Special Olympics Polar Plunge	9 adults w/developmental disabilities	Eagan (2); S. St. Paul (3); W. St. Paul (1); St. Paul Park (1); Inver Grove Heights (2)
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
February, 2017	10945	\$484.25	Minnesota Family & Advocates Coalition	2 adults w/developmental disabilities	S. St. Paul (1); Inver Grove Heights (1)
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
March, 2017	11016	\$660.07	Life Enrichment/Program Activity Materials	7 adults w/developmental disabilities	S. St. Paul (3); W. St. Paul (1); Inver Grove Heights (3)
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
April, 2017	11077	\$1,840.13	Living Expenses	1 adult w/developmental disabilities	S. St. Paul (1)
			Recycling Crew Materials	2 adults w/developmental disabilities	Mendota Heights (2)
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
May, 2017	11153	\$1,014.26	Education of Business Owners--Employing	Tapemark Menards	West St. Paul West St. Paul

June, 2017	11207	\$10,756.46	Adults w/dvelopmental Disabilities	Panera Bread YMCA	West St. Paul West St. Paul
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
			Donation	Teens Networking Together	Inver Grove Heights
			Education of Business Owners--Employing Adults w/dvelopmental Disabilities	Sam's Club McDonald's	Eagan Eagan
			Rec./Leisure Activities/Supplies	10 adults w/developmental disabilities	Eagan (2); S. St. Paul (3); W. St. Paul (1); St. Paul Park (1); Inver Grove Heights (2) Mendota Heights (1)
July, 2017	11278	\$552.99	Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
			Donation	Teens Networking Together	Inver Grove Heights
August, 2017	11337	\$544.94	Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
			Donation	Teens Networking Together	Inver Grove Heights
September, 2017	11409	\$1,020.88	Rec./Leisure Activities	7 adults w/developmental disabilities	S. St. Paul (3); W. St. Paul (1);

					Inver Grove Heights (3)
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
October, 2017	11615	\$245.38	Donation	Teens Networking Together	Inver Grove Heights
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
November, 2017	11635	\$761.67	Holiday Party	10 adults w/developmental disabilities	Eagan (2); S. St. Paul (3); W. St. Paul (1); St. Paul Park (1); Inver Grove Heights (2) Mendota Heights (1)
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan
December, 2017	11686	\$781.49	Donation	Teens Networking Together	Inver Grove Heights
			Job Development/Rec.	Twin Cities Premium Outlets 1 adult w/developmental disabilities	Eagan Eagan

Lawful Purpose Expenditures

Organization Name					License Number	Month/Year Reported	
Merrick, Inc.					00264	March 2018	
Membership Approval Date	Check Date	(or EFT Payment) Number	Payment to	Description (Purpose)	GCB Approval Date (if any)	Code	Amount
State Gambling Tax and Regulatory Fee							
No Gambling Tax paid this month.							
All Other Lawful Purposes							
2/28/2018	3/2/2018	11819	Merrick Inc.	Inver Grove/Trade Clients		a(1)	567.65
2/28/2018	3/2/2018	11820	Merrick Inc.	St. Paul Clients		a(1)	2270.58
2/28/2018	3/2/2018	11821	Merrick Inc.	Mission		a(1)	8514.69
2/28/2018	3/9/2018	11873	St. Paul Police K9 Foundation	Donation		a(1)	1000.00
2/28/2018	3/9/2018	11872	State of MN	Annual Licensing Fees		a(18)	3000.00
2/28/2018	3/20/2018	0	MN Dept. of Revenue	2/2018 Returns		a(8)	129117.00
2/28/2018	3/20/2018	11869	City of St. Paul	2.5% Tax		a(8)	3180.02
2/28/2018	3/20/2018	11870	10% Youth Fund	Youth Donation		a(7)	1793.82
2/28/2018	3/20/2018	11876	City of Gem Lake	10% Donation		a(10)	537.53
2/28/2018	3/20/2018	11877	City of Maplewood	10% Donation		a(10)	1327.05
2/28/2018	3/20/2018	11878	City of Vadnais Heights	10% Donation		a(10)	137.97
3/26/2018	3/26/2018	0	City of St. Paul	Check Deposited for overpayment		a(8)	(534.53)
2/28/2018	3/28/2018	11880	White Bear Avenue YMCA	Donation		a(1)	200.00
2/28/2018	3/28/2018	11881	Merrick Inc.	Inver Grove Hts./Area		a(1)	491.51
2/28/2018	3/28/2018	11882	Merrick Inc.	St. Paul Clients		a(1)	1966.03
2/28/2018	3/28/2018	11883	Merrick Inc.	Mission		a(1)	7372.63
2/28/2018	3/31/2018	11900	S. St. Paul Open/Baseball	Donation		a(1)	400.00

Keep this for your records. Do not mail to the GCB or Minnesota Revenue.

This page total \$ 161341.95

Total all LG100C items \$ 161423.63

Lawful Purpose Expenditures

Organization Name Merrick, Inc.					License Number 00264	Month/Year Reported March 2018	
Membership Approval Date	Check (or EFT Payment) Date	Number	Payment to	Description (Purpose)	GCB Approval Date (if any)	Code	Amount
2/28/2018	3/31/2018	11915	Afton Historical Society	Donation		a(1)	81.68

Keep this for your records. Do not mail to the GCB or Minnesota Revenue.

This page total \$ 81.68



NELSON CPAs

January 31, 2018

City of Inver Grove Heights
City Clerk's Office
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: South St Paul Lions (License # 02824)

Attached please find a report of the lawful purpose expenditures for South St Paul Lions for the calendar year 2016. The organization has complied with the City of Inver Grove Heights requirements as follows:

A. Local Gross Profits for the Year	19,245.00
B. Total Gross Profits – entire organization	138,039.30
C. Inver Grove Heights % of Gross Profits (A/B)	13.9417%
D. Total Lawful Purpose Expenditures for the year	36,713.82
E. Inver Grove Heights allocated portion (C x D)	5,118.52
F. Portion to be spent in Inver Grove Heights (60% x E)	3,071.11
G. Portion actually spent in Inver Grove Heights Trade Area	31,463.82

Feel free to contact me with any questions.

Jodee Paape, CPA/PFS

South St Paul Lions - Lawful Purpose Expenditure Report - Inver Grove Heights Compliance Check - Calendar Year 2017

Date	CK#	Vendor	Payment	Qualified by IGH Statute	Net Receipts	
					Total	IGH
1/5/2017	10232	Camp Confidence Learning Center	1,000.00			
1/5/2017	10233	Can Do Canines, Inc.	500.00			
1/5/2017	10234	True Friends	1,000.00			
2/14/2017	10284	Special Olympics MN - Adam Boser Polar Plunge	500.00			
2/27/2017	10326	St. St. Paul Educational Foundation - Scholarship	1,250.00	1,250.00		
2/27/2017	10328	South St. Paul School - Class of 2017 Grad Party	750.00	750.00		
2/27/2017	10329	So. St. Paul Parks & Recreation - Easter Egg Hunt	1,200.00	1,200.00		
2/27/2017	10330	South St. Paul School - Men of Action	2,500.00	2,500.00		
3/8/2017	10340	Neighbor's Inc - Food Drive donation	4,000.00	4,000.00		
3/22/2017	10345	So. St. Paul Packers Baseball	3,000.00	3,000.00		
3/22/2017	10346	The Rescued Heroes Foundation	500.00			
4/6/2017	10357	Mizpah Lodge - Fill the Backpack Campaign	400.00	400.00		
4/6/2017	10358	St. St. Paul Educational Foundation - Scholarship	1,250.00	1,250.00		
4/6/2017	10358	St. St. Paul Educational Foundation - Scholarship	1,250.00	1,250.00		
4/6/2017	10359	Kaposias - 2017 Sponsorship	2,000.00	2,000.00		
4/28/2017	10371	IGH Family Eye Care - Madeline Seeman eye care	51.00	51.00		
6/26/2017	10396	National Child Safety Council - SSP Drug Education	750.00	750.00		
6/26/2017	10397	Northern Star Council BSA	500.00			
7/1/2017	10402	SSP Open - SSP High School Football	1,962.82	1,962.82		
8/11/2017	10421	SSP High School Packer Trp	500.00	500.00		
8/11/2017	10423	So. St. Paul Public Schools - Kaposia & Lincoln planners	4,000.00	4,000.00		
8/30/2017	10432	St. St. Paul Educational Foundation - Walk-A-Thon	1,000.00	1,000.00		
9/25/2017	10443	St. St. Paul Educational Foundation - Scholarship	1,250.00	1,250.00		
10/12/2017	10456	Julie Morgan - medical assistance	250.00			
11/15/2017	10477	Moose Charities - Thanksgiving Baskets	800.00	800.00		
11/17/2017	10482	St. St. Paul Educational Foundation - Scholarship	1,250.00	1,250.00		
11/17/2017	10483	bags	800.00	800.00		
11/17/2017	10484	SSP Open - SSP High School Boys & Girls Hockey	1,000.00	1,000.00		
12/20/2017	10495	Soldiers 6 - Donation for service dogs	1,000.00			
12/20/2017	10496	South St. Paul School - Class of 2018 Grad Party	500.00	500.00		
		Totals	36,713.82	31,463.82	138,039.30	19,245.00
		South St Paul % of Total			13.9417%	
		LPE Allocated to Inver Grove Heights	5,118.52			
		Statutory Requirement (60%)		3,071.11		
		Excess (deficit) South St Paul LPE		28,392.71		



February 12, 2018

City of Inver Grove Heights
City Clerk's Office
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: South St Paul Youth Hockey Association (License # 02851)

Attached please find a report of the lawful purpose expenditures for South St Paul Youth Hockey Association for the calendar year 2017. The organization has complied with the City of Inver Grove Heights requirements as follows:

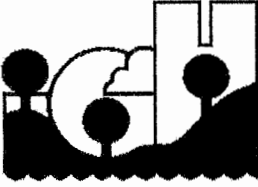
A. Local Gross Profits for the Year	198,615.00
B. Total Gross Profits – entire organization	277,861.00
C. Inver Grove Heights % of Gross Profits (A/B)	71.4800%
D. Total Lawful Purpose Expenditures for the year	28,500.00
E. Inver Grove Heights allocated portion (C x D)	20,371.80
F. Portion to be spent in Inver Grove Heights (60% x E)	12,223.08
G. Portion actually spent in Inver Grove Heights Trade Area	14,250.00

Feel free to contact me with any questions.

Jodee Paape, CPA/PFS

South St Paul Youth Hockey - Lawful Purpose Expenditure Report - Inver Grove Heights Compliance Check - Calendar Year 2016

Date	CK#	Vendor	Payment	Qualified by IGH Statute	Net Receipts	
					Total	IGH
6/13/2017	13046	Doug Woog Arena	3,200.00	1,600.00	3,200.00	1,600.00
8/8/2017	13113	Doug Woog Arena	25,300.00	12,650.00	25,300.00	12,650.00
Totals			28,500.00	14,250.00	277,861.00	198,615.00
Inver Grove Heights % of Total					71.4800%	
LPE Allocated to Inver Grove Heights			20,371.80			
Statutory Requirement (60%)				12,223.08		
Excess (deficit) Inver Grove Heights LPE				2,026.92		



CITY OF INVER GROVE HEIGHTS
LAWFUL PURPOSE GAMBLING
TRADE AREA COMPLIANCE REPORTING FORM

ORGANIZATION NAME: SPARTAN END ZONE CLUB
MISSISSIPPI PUB
SITE: BIERSTUBE DATE: 1-27-18 FISCAL YEAR: 2017

A. GROSS PROFITS (TOTALS FROM LINE 10C ON MONTHLY MN DEPT. OF REVENUE FORM G1 OR SCHED. A)

	<u>MINUS ALLOWABLE EXPENSES</u>		
JAN	\$ <u>-13,247.61</u>	JULY	\$ <u>14,224.67</u>
FEB	\$ <u>-4,667.92</u>	AUG	\$ <u>18,282.66</u>
MAR	\$ <u>1,265.26</u>	SEP	\$ <u>-563.48</u>
APR	\$ <u>4,351.65</u>	OCT	\$ <u>5,866.73</u>
MAY	\$ <u>-6,141.75</u>	NOV	\$ <u>-4,348.31</u>
JUNE	\$ <u>29.17</u>	DEC	\$ <u>-3,296.74</u>

Minnesota Statute 349.12, Subd. 20 defines "gross profit" as the gross receipts collected from lawful gambling, less reasonable sums necessarily and actually expended for prizes.

FISCAL YEAR ~~2012~~ TOTAL GROSS PROFITS = \$ 11,754.34

B. TRADE AREA EXPENDITURE REQUIREMENT CALCULATION

TOTAL GROSS PROFITS (ABOVE) \$ 11,754.34 x 60% = \$ 7,052.60
(TOTAL REQ. TRADE AREA EXP.)

C. TOTAL AMOUNT EXPENDED YEAR-TO-DATE (Jan 1. - Dec. 31)

i. Total expended **within** the Local Trade Area \$ 130,797.14
ii. Total expended **outside** the Local Trade Area \$ 0
iii. Total expended year-to-date (must match total gross profits) \$ 130,797.14

D. LAWFUL PURPOSE EXPENDITURES WITHIN LOCAL TRADE AREA (Information can be found on the monthly Schedule C/D report that is filed with the MN Dept. of Revenue)

List all lawful purpose expenditures made during the fiscal year within the local trade area. Provide the full name of the organization or individual to which the contribution was made, their complete address, check number, date the check was issued, and the total amount of the expenditure.

ORGANIZATION/INDIVIDUAL NAME	ADDRESS (STREET, CITY, STATE, ZIP CODE)	CHECK #	DATE M/D/YEAR	AMOUNT
MN DEPT REVENUE		ACH	JAN 17	\$ 11,922.84
IGH LACROSS		2159	2-11-17	\$ 500.00
SIMLEY YOUTH FOOTBALL		2160	2-11-17	\$ 500.00
MN DEPT REVENUE		ACH	2-16-17	\$ 7,598.22
MN DEPT REVENUE		ACH	3-16-17	\$ 5,994.84
MFC	CLINIC	2181	4-1-17	\$ 310.00
MN DEPT REVENUE		ACH	4-17-17	\$ 9,776.09
INTERNAL REV	A082	ACH	5-18-17	\$ 13,007.34
MN DEPT REV		ACH	6-30-17	\$ 9,931.02
MA DEPT REV		ACH	7-14-17	\$ 9,646.90
MA DEPT REV		ACH	8-22-17	\$ 4,125.00
THE COOP	YOUTH DINNERS	DEBIT	9-5-17	\$ 382.18
OLD WORLD	" "	DEBIT	9-15-17	\$ 354.09
MA DEPT REV		ACH	9-18-17	\$ 4,336.62
OLD WORLD	YOUTH DINNERS	DEBIT	10-6-17	\$ 450.50
OLD WORLD	" "	DEBIT	10-19-17	\$ 589.05
THE COOP	" "	DEBIT	10-25-17	\$ 327.98
OLD WORLD	" "	DEBIT	10-30-17	\$ 277.00
MN DEPT REV		ACH	10-19-17	\$ 5,641.60
THE COOP	YOUTH DINNERS	DEBIT	11-6-17	\$ 404.18
INTERNAL REVENUE		ACH	11-10-17	\$ 11,138.00
MA DEPT REVENUE		ACH	11-13-17	\$ 6,424.00
MN DEPT REVENUE		ACH	11-16-17	\$ 8,720.94
MN STATE	RELICENSE	8290	12-18-17	\$ 750.00

I, DIANNE KASSMAN, representing the aforementioned organization, do hereby certify that the information provided on this report is truthful and accurate, and that the attached copies of forms G1/Schedule A, and Schedule C/D are true and correct copies of those on file with the Minnesota Department of Revenue.

Signature: Dianne Kass Date: 1-27-18

List all lawful purpose expenditures made during the fiscal year within the local trade area. Provide the full name of the organization or individual to which the contribution was made, their complete address, check number, date the check was issued, and the total amount of the expenditure.

[illegible]

130,797.14

I, DIANNE RASSMAN, representing the aforementioned organization, do hereby certify that the information provided on this report is truthful and accurate, and that the attached copies of forms G1/Schedule A, and Schedule C/D are true and correct copies of those on file with the Minnesota Department of Revenue.

Signature:

Signature: Deanne Kass Date: 1-27-18

Date:

1-27-18

Lawful Purpose Expenditures A Code Summary

This one-page chart lists the lawful purpose expenditures that are allowed, and the codes to use when reporting these expenditures. Refer to the A code information for restrictions not noted in this chart.

Charitable contributions are defined as lawful purpose codes A1 to A7, A10 to A15, & A19.

A1 To and by 501(c)(3) organizations or 501(c)(4) festival organizations.

A2 Relieving the effects of poverty, homelessness, or disability.

A3 Program for education, prevention, or treatment of problem gambling.

A4 Funding a public or private nonprofit education institution registered with or accredited by Minnesota or any other state.

A5 Scholarships.

A6

- Recognition of military service (open to the public).
- Active military personnel in need.

A7 Activities and facilities benefiting youth under age 21.

A8 Payment of local, state, and federal taxes on receipts from lawful gambling.

A9 Real estate taxes and assessments on gambling premises:

- owned by a licensed organization (includes veterans organizations), or
- wholly leased by a licensed 501(c)(19) veterans organization.

A10

- Contributions to the United States, state of Minnesota, or any of its subdivisions or agencies or instrumentalities (except a direct contribution to a law enforcement or prosecutorial agency).
- A fund administered and regulated by a city or county (for lawful purposes).

A11 To and by a nonprofit organization which is a church or a body of communicants.

A12 Water quality testing for public waters, provided that the MPCA has approved the project.

A13

- Wildlife management project that benefits the public-at-large, provided that the DNR has approved the project.
- Costs related to grooming and maintaining snowmobile or all-terrain vehicle trails that are grant-in-aid trails, or other trails open to public use, provided that DNR has approved the project.
- Supplies and materials for safety training and education programs coordinated by the DNR.

A14 Conducting nutritional programs, food shelves, and congregate dining programs primarily for persons who are age 62 or older or disabled.

A15 To community arts organizations or expenditures to fund arts programs in the community.

A16 Utility costs (fuel for heating, water, electricity, and sewer costs) for building wholly owned or wholly leased by licensed veteran or fraternal organizations and used as their primary headquarters (if portion leased out, percentage for primary headquarters allowed with GCB Director approval).

A17 Meals and other membership events of licensed veterans organizations, limited to members and spouses only, held in recognition of military service (limit \$5,000 per year for all organizations at post home).

A18 Fees paid to the state for organization license, premises permits, and gambling manager license.

A19 Recognizing humanitarian service demonstrated through volunteerism or philanthropy.

A20 Contribution to another licensed organization, with Board approval.

A21 Contribution to a parent organization that has received prior Board approval.

Real Property/Capital Assets

A22 Repair, maintenance, or improvement of owned real property and capital assets, or replacement of owned capital asset that is no longer repairable, subject to annual limit.

A23 Acquisition or improvement of capital assets (excluding real property) used exclusively for lawful purpose, with a cost greater than \$2,000, with Board approval.

A24 Acquisition, erection, improvement, or expansion of real property used exclusively for lawful purpose, with Board approval.

A25 Erection or acquisition of comparable building to replace building destroyed or made uninhabitable due to fire or catastrophe, or taken or sold under eminent domain proceeding, with Board approval.

A26 Contribution to non-licensed 501(c)(19) organization that is not affiliated with contributing organization and whose owned or leased property is not a permitted premises.

• • •

Subd. 7a. **Charitable contribution.** "Charitable contribution" means one or more of the lawful purposes expenditures under subdivision 25, paragraph (a), clauses (1) to (7), (10) to (15), and (19).

• • •

Subd. 25. **Lawful purpose.** (a) "Lawful purpose" means one or more of the following:

(1) any expenditure by or contribution to a 501(c)(3) or festival organization, as defined in subdivision 15c, provided that the organization and expenditure or contribution are in conformity with standards prescribed by the board under section 349.154, which standards must apply to both types of organizations in the same manner and to the same extent;

(2) a contribution to or expenditure for goods and services for an individual or family suffering from poverty, homelessness, or disability, which is used to relieve the effects of that suffering;

(3) a contribution to a program recognized by the Minnesota Department of Human Services for the education, prevention, or treatment of problem gambling;

(4) a contribution to or expenditure on a public or private nonprofit educational institution registered with or accredited by this state or any other state;

(5) a contribution to an individual, public or private nonprofit educational institution registered with or accredited by this state or any other state, or to a scholarship fund of a nonprofit organization whose primary mission is to award scholarships, for defraying the cost of education to individuals where the funds are awarded through an open and fair selection process;

(6) activities by an organization or a government entity which recognize military service to the United States, the state of Minnesota, or a community, subject to rules of the board, provided that the rules must not include mileage reimbursements in the computation of the per diem reimbursement limit and must impose no aggregate annual limit on the amount of reasonable and necessary expenditures made to support:

(i) members of a military marching or color guard unit for activities conducted within the state;

(ii) members of an organization solely for services performed by the members at funeral services;

(iii) members of military marching, color guard, or honor guard units may be reimbursed for participating in color guard, honor guard, or marching unit events within the state or states contiguous to Minnesota at a per participant rate of up to \$50 per diem; or

(iv) active military personnel and their immediate family members in need of support services;

(7) recreational, community, and athletic facilities and activities intended primarily for persons under age 21, provided that such facilities and activities do not discriminate on the basis of gender and the organization complies with section 349.154, subdivision 3a;

• • •

(10) a contribution to the United States, this state or any of its political subdivisions, or any agency or instrumentality thereof other than a direct contribution to a law enforcement or prosecutorial agency;

(11) a contribution to or expenditure by a nonprofit organization which is a church or body of communicants gathered in common membership for mutual support and edification in piety, worship, or religious observances;

(12) an expenditure for citizen monitoring of surface water quality by individuals or nongovernmental organizations that is consistent with section 115.06, subdivision 4, and Minnesota Pollution Control Agency guidance on monitoring procedures, quality assurance protocols, and data management, provided that the resulting data is submitted to the Minnesota Pollution Control Agency for review and inclusion in the state water quality database;

(13) a contribution to or expenditure on projects or activities approved by the commissioner of natural resources for:

- (i) wildlife management projects that benefit the public at large;
- (ii) grant-in-aid trail maintenance and grooming established under sections 84.83 and 84.927, and other trails open to public use, including purchase or lease of equipment for this purpose; and
- (iii) supplies and materials for safety training and educational programs coordinated by the Department of Natural Resources, including the Enforcement Division;

(14) conducting nutritional programs, food shelves, and congregate dining programs primarily for persons who are age 62 or older or disabled;

(15) a contribution to a community arts organization, or an expenditure to sponsor arts programs in the community, including but not limited to visual, literary, performing, or musical arts;

• • •

(19) a contribution or expenditure to honor an individual's humanitarian service as demonstrated through philanthropy or volunteerism to the United States, this state, or local community;

LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund**By March 15 each year mail or fax to:**Minnesota Gambling Control Board
Suite 300 South
1711 W. County Road B
Roseville, MN 55113

FAX: 651-639-4032

Questions? Call 651-539-1900.

Name of City or County (may not be township):

City of Maplewood

This report is for calendar year 20 16

Street:

1830 E. City Rd B

City:

Maplewood

Zip Code:

MN

55109

Financial Information, 10% Contribution Fund (Minnesota Statutes, Section 349.213, subd. 1)

- 1.
- Contribution rate**
- 1.
- 10
- %

May not exceed 10% per year of net profits; may not be a variable rate.

(Net profits are gross profits less amounts expended for: (a) allowable expenses, and
(b) lawful gambling taxes.)

- 2.
- Fund balance, if any, as of December 31 of previous calendar year**
- 2. \$
- 20,616
-
- (If none or negative, enter 0.)

- 3.
- Interest earned, if any, on fund balance for the calendar year**
- 3. \$
- 0

- 4.
- Contributions received from licensed organizations for the 10% fund:**

NOTE: Do not include amounts received for:

- a local gambling regulatory tax or investigation fee, if any, or
- any voluntary contributions made by an organization.

Name of Licensed Organization:

Hill Murray Mothers Club

Amount Contributed:

\$ 10,798.00

Maplewood Moose Lodge

\$ 993.00

Merrick Companies

\$ 6,887.00

Oakdale Athletic Assn.

\$ 525.00

White Bear Hockey Assn.

\$ 868.00

\$ _____

\$ _____

\$ _____

\$ _____

Total \$ 0.00 20,071.00Enter total amount contributed on line 4: 4. \$ 0.00 20,071.00

- 5.
- Subtotal (add lines 2, 3, and 4)**
- 5. \$ 0.00
- 40,687.00

- 6.
- From page 2, enter the total of expenditures made from the 10% fund**
- 6. \$ 0.00
- 28,969.00
-
- (NOTE: The line 6 amount may not exceed the amount of line 5.)

- 7.
- Year-end balance on December 31.**
-
- (Line 5 minus line 6. Enter 0 if negative balance.) 7. \$ 0.00
- 11,718

Continued on page 2



LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund

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Page 2 of 2

Name of City or County:

Expenditures - Payee/Recipient Information

6. **Expenditures** - List the expenditures, if any, made from the 10% fund, using the codes listed below to describe the purpose of the contribution. Include any narrative that helps to describe the purpose.

Payee/Recipient:

Code*

Amount:

_____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____
 _____ A _____ \$ _____

NOTE:
A contribution may not be made to an organization that contributed to the 10% fund.

TOTAL
 (Enter total on page 1, line 6) \$ 0.00 28,969.35

* Use codes listed below to describe expenditures made above

- | | |
|---|---|
| A1 To 501(c)(3) organization or 501(c)(4) festival organization. | A12 With Minnesota Pollution Control Agency (PCA) approval, citizen monitoring of surface water quality by individuals. Requires submission of data to PCA. |
| A2 Relieving effects of poverty, homelessness, or disability. | |
| A3 Program for education, prevention, or treatment of problem gambling. | A13 With DNR approval, wildlife management projects or activities that benefit public-at-large; grooming or maintaining snowmobile or all-terrain vehicle trails, or other trails open to public use; supplies and materials for DNR-coordinated safety training and education programs. |
| A4 Public or private nonprofit school. | A14 Nutritional programs, food shelves, and congregate dining programs primarily for persons 62 or older or disabled. |
| A5 Scholarship fund. | A15 Community arts organizations, or sponsorship of community arts programs. |
| A6 Recognition of military service (open to public) or support for active military personnel and their immediate family members in need. | A19 Humanitarian service - recognizing volunteerism or philanthropy. |
| A7 Activities and facilities for youth. | |
| A10 Expenditures for police, fire, and other emergency or public safety-related services, equipment, and training. NOT ALLOWED: Contribution to pension or retirement funds. | |
| A11 Church. | |

Acknowledgment

- ☒ I am the official responsible for the financial reporting of the restricted fund, per Minn. Stat. 349.213, subd. 1.
- ☒ I am aware of restrictions under Minnesota law on expenditures from this fund and affirm that the expenditures meet the definition of charitable contributions as defined in Minn. Stat. 349.12, subd. 7a, or are for police, fire, and other emergency or public safety-related services, equipment, and training, excluding pension obligations, and are accounted for in a manner consistent with generally accepted accounting principles.
- ☒ I have reviewed this report and affirm that the revenues, expenditures, and the fund balance reflect the activity of the fund during this calendar year and is a true, correct, and complete report.

Signature of City or County Official

Title

Date

Print Name

Phone Number

Email Address

The information on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities. This form will be made available in alternative format upon request.

Charitable Gambling Awards

2016

205-000-000-4480

Updated:

3/21/2017

	Award	Paid	Thru Date	Avail. Balance	
① Ashland Productions OK	\$800.00	800.00	10/25/16	0.00	A3A-7
Boy Scouts of America Pack 9471 OK	\$1,450.00	1,450.00	2/23 & 8/23	0.00	A7
Carver Elementary PTO OK	\$930.00	930.00	08/23/16	0.00	A4
CHILD Inc OK	\$440.00	440.00	01/12/16	0.00	A7
Dispute Resolution Center OK	\$790.00	790.00	09/13/16	0.00	A-1
District 622 Education Foundation OK	\$1,680.00	1,680.00	07/05/16	0.00	A-4
Friends of Maplewood Nature OK	\$1,280.00	1,280.00	12/30/16	0.00	A-1
Fusion Drumline Parent Booster Organization OK	\$780.00	780.00	10/04/16	0.00	A-1
Hmong American Education Fund OK	\$810.00	810.00	10/25/16	0.00	A-4
ISD 622 Northern Lights Show Choir OK	\$1,260.00	1,260.00	01/12/16	0.00	A-4
LENA Youth Connect, Inc. OK	\$420.00	420.00	03/08/16	0.00	A-1
Maplewood Area Historical Society OK	\$3,793.00	3,793.00	10/18/16	0.00	A-1
① Maplewood Monarchs S.O. Team	\$810.00	810.00	02/23/16	0.00	A-1
Maplewood Police Reserves OK **	\$3,510.15	3,510.15	12/09/16	0.00	A-10
Maplewood Youth Scholarship Fund OK	\$2,347.00	2,347.00	10/23	0.00	A-5
North High School Robotics Team OK	\$2,040.00	2,040.00	02/16/16	0.00	A-4
○ Ramsey County Care Center	\$400.00	400.00	08/02/16	0.00	A-1
① Ramsey County Fair	\$2,150.00	2,150.00	03/22/16	0.00	A-7
St. Jerome's Catholic School OK	\$280.00	280.00	10/25/16	0.00	A-4
① Tubman Family Alliance OK	\$710.00	710.00	09/20/16	0.00	A-1
Weaver Elementary School OK	\$1,280.00	1,280.00	10/11/16	0.00	A-4
Webster Elementary School OK	\$1,050.00	1,009.20	10/18/16	40.80	A-4
White Bear Area YMCA OK	\$970.00			970.00	A-1
	29,980.15	28,969.35		1,010.80	
Eden Balance		28,969.35			
Difference		0.00			

** Reduced budget by 19.85 - over spent 2015 by 19.85

MINNESOTA LAWFUL GAMBLING

8/15 Page 1 of 2

LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund**By March 15 each year mail or fax to:**

Minnesota Gambling Control Board
 Suite 300 South
 1711 W. County Road B
 Roseville, MN 55113

FAX: 651-639-4032

Questions? Call 651-539-1900.

Name of City or County (may not be township):

City of Newport

This report is for calendar year 20 16

Street:

596 7th Avenue

City:

Newport

Zip Code:

MN 55055

Financial Information, 10% Contribution Fund (Minnesota Statutes, Section 349.213, subd. 1)**1. Contribution rate** 1. 10.0 %

May not exceed 10% per year of net profits; may not be a variable rate.

(Net profits are gross profits less amounts expended for: (a) allowable expenses, and
(b) lawful gambling taxes.)**2. Fund balance, if any, as of December 31 of previous calendar year** 2. \$ 0.00

(If none or negative, enter 0.)

3. Interest earned, if any, on fund balance for the calendar year 3. \$ 0.00**4. Contributions received from licensed organizations for the 10% fund:**

NOTE: Do not include amounts received for:

- a local gambling regulatory tax or investigation fee, if any, or
- any voluntary contributions made by an organization.

Name of Licensed Organization:**Amount Contributed:**Cottage Grove Athletic Association\$ 3,244.55South St Paul Lions\$ 152.96

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

Total \$ 3,397.51Enter total amount contributed on line 4: 4. \$ 3,397.51**5. Subtotal (add lines 2, 3, and 4)** 5. \$ 3,397.51**6. From page 2, enter the total of expenditures made from the 10% fund** 6. \$ 2,338.78

(NOTE: The line 6 amount may not exceed the amount of line 5.)

7. Year-end balance on December 31.(Line 5 minus line 6. Enter 0 if negative balance.) 7. \$ 1,058.73

Continued on page 2

LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund

8/15
Page 2 of 2

Name of City or County: City of Newport

Expenditures - Payee/Recipient Information

6. **Expenditures** - List the expenditures, if any, made from the 10% fund, using the codes listed below to describe the purpose of the contribution. Include any narrative that helps to describe the purpose.

Payee/Recipient:	Code*	Amount:
Friends in Need Food Shelf	A 1	\$ 121.60
Stone Soup Thrift Shop	A 1	\$ 121.60
City of Newport Summer Rec Program	A 7	\$ 416.44
Library & Community Center Youth Programs	A 7	\$ 421.55
Newport Fire Department Training & Equipment	A 10	\$ 1,257.59
	A	\$
	A	\$
	A	\$
	A	\$

NOTE:
A contribution may not be made to an organization that contributed to the 10% fund.

TOTAL
(Enter total on page 1, line 6) \$ 2,338.78

* Use codes listed below to describe expenditures made above

- | | |
|---|---|
| A1 To 501(c)(3) organization or 501(c)(4) festival organization. | A12 With Minnesota Pollution Control Agency (PCA) approval, citizen monitoring of surface water quality by individuals. Requires submission of data to PCA. |
| A2 Relieving effects of poverty, homelessness, or disability. | A13 With DNR approval, wildlife management projects or activities that benefit public-at-large; grooming or maintaining snowmobile or all-terrain vehicle trails, or other trails open to public use; supplies and materials for DNR-coordinated safety training and education programs. |
| A3 Program for education, prevention, or treatment of problem gambling. | A14 Nutritional programs, food shelves, and congregate dining programs primarily for persons 62 or older or disabled. |
| A4 Public or private nonprofit school. | A15 Community arts organizations, or sponsorship of community arts programs. |
| A5 Scholarship fund. | A19 Humanitarian service - recognizing volunteerism or philanthropy. |
| A6 Recognition of military service (open to public) or support for active military personnel and their immediate family members in need. | |
| A7 Activities and facilities for youth. | |
| A10 Expenditures for police, fire, and other emergency or public safety-related services, equipment, and training. NOT ALLOWED: Contribution to pension or retirement funds. | |
| A11 Church. | |

Acknowledgment

- ☒ I am the official responsible for the financial reporting of the restricted fund, per Minn. Stat. 349.213, subd. 1.
- ☒ I am aware of restrictions under Minnesota law on expenditures from this fund and affirm that the expenditures meet the definition of charitable contributions as defined in Minn. Stat. 349.12, subd. 7a, or are for police, fire, and other emergency or public safety-related services, equipment, and training, excluding pension obligations, and are accounted for in a manner consistent with generally accepted accounting principles.
- ☒ I have reviewed this report and affirm that the revenues, expenditures, and the fund balance reflect the activity of the fund during this calendar year and is a true, correct, and complete report.

Debo Hill
Signature of City or County Official

City Administrator 01/24/17
Title Date

Debo Hill
Print Name

(651) 459-5677 dhill@newportmn.com
Phone Number Email Address

The information on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities. This form will be made available in alternative format upon request.

LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund**By March 15 each year mail or fax to:**Minnesota Gambling Control Board
Suite 300 South
1711 W. County Road B
Roseville, MN 55113

FAX: 651-639-4032

Questions? Call 651-539-1900.

Name of City or County (may not be township):

City of Roseville

This report is for calendar year 20 16

Street:

2140 Civic Center Dr

City:

Roseville

Zip Code:

MN 55113

Financial Information, 10% Contribution Fund (Minnesota Statutes, Section 349.213, subd. 1)

- 1.
- Contribution rate**
- 1.
- 10
- %

May not exceed 10% per year of net profits; may not be a variable rate.
(Net profits are gross profits less amounts expended for: (a) allowable expenses, and
(b) lawful gambling taxes.)

- 2.
- Fund balance, if any, as of December 31 of previous calendar year**
- 2. \$
- 15,819.46
-
- (If none or negative, enter 0.)

- 3.
- Interest earned, if any, on fund balance for the calendar year**
- 3. \$
- 0.00

- 4.
- Contributions received from licensed organizations for the 10% fund:**

NOTE: Do not include amounts received for:

- a local gambling regulatory tax or investigation fee, if any, or
- any voluntary contributions made by an organization.

Name of Licensed Organization:

Amount Contributed:

Midway Speedskating Club ⁰⁰⁰⁷⁰ \$ 49,481.43 ✓Minnesota Brass, Inc ⁰⁰⁴⁴⁴ \$ 3,389.00 ✓Roxtown American Legion #542 ⁰⁰¹¹³ \$ 7934.59 ✓Roseville Anderson Nelson YFW 7555 ⁰⁰⁰¹⁷ \$ 4,479.00 ✓Destination Education ⁹³⁵¹⁸ \$ 1,046.25 ✓B-Dale Club ⁰⁰³³⁰ \$ 2,467.32 ✓Roseville Area Youth Hockey Association ⁰³¹⁹¹ \$ 41,219.96 ✓

\$ _____

\$ _____

Total \$ ~~0.00~~ 110,017.60Enter total amount contributed on line 4: 4. \$ 110,017.60

- 5.
- Subtotal (add lines 2, 3, and 4)**
- 5. \$
- ~~0.00~~
- 125,837.10

- 6.
- From page 2, enter the total of expenditures made from the 10% fund**
- 6. \$
- ~~0.00~~
- 69,000
-
- (NOTE: The line 6 amount may not exceed the amount of line 5.)

- 7.
- Year-end balance on December 31.**
-
- (Line 5 minus line 6. Enter 0 if negative balance.) 7. \$
- ~~0.00~~
- 56,837.10

Continued on page 2



LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund

8/15
Page 2 of 2

Name of City or County:

Expenditures - Payee/Recipient Information

6. **Expenditures** - List the expenditures, if any, made from the 10% fund, using the codes listed below to describe the purpose of the contribution. Include any narrative that helps to describe the purpose.

Payee/Recipient:	Code*	Amount:
NORTH SUBURBAN Community Foundation	1	\$ 69,000
	A	\$
	A	\$
	A	\$
	A	\$
	A	\$
	A	\$
	A	\$
	A	\$

NOTE:
A contribution may not be made to an organization that contributed to the 10% fund.

TOTAL
(Enter total on page 1, line 6) \$ 0.00 69,000

* Use codes listed below to describe expenditures made above

- | | |
|---|---|
| A1 To 501(c)(3) organization or 501(c)(4) festival organization. | A12 With Minnesota Pollution Control Agency (PCA) approval, citizen monitoring of surface water quality by individuals. Requires submission of data to PCA. |
| A2 Relieving effects of poverty, homelessness, or disability. | A13 With DNR approval, wildlife management projects or activities that benefit public-at-large; grooming or maintaining snowmobile or all-terrain vehicle trails, or other trails open to public use; supplies and materials for DNR-coordinated safety training and education programs. |
| A3 Program for education, prevention, or treatment of problem gambling. | A14 Nutritional programs, food shelves, and congregate dining programs primarily for persons 62 or older or disabled. |
| A4 Public or private nonprofit school. | A15 Community arts organizations, or sponsorship of community arts programs. |
| A5 Scholarship fund. | A19 Humanitarian service - recognizing volunteerism or philanthropy. |
| A6 Recognition of military service (open to public) or support for active military personnel and their immediate family members in need. | |
| A7 Activities and facilities for youth. | |
| A10 Expenditures for police, fire, and other emergency or public safety-related services, equipment, and training. NOT ALLOWED: Contribution to pension or retirement funds. | |
| A11 Church. | |

Acknowledgment

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- ☒ I have reviewed this report and affirm that the revenues, expenditures, and the fund balance reflect the activity of the fund during this calendar year and is a true, correct, and complete report.

<u>Katy Coyle</u> Signature of City or County Official	<u>Accounting Tech III</u> Title	<u>3/14/17</u> Date
<u>Katy Coyle</u> Print Name	<u>651-792-7034</u> Phone Number	<u>Katy.coyle@cityofroseville.com</u> Email Address

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: July 2, 2018
 Item Type: Workshop- Discussion Only
 Contact: Paul Schnell
 Prepared by: Paul Schnell
 Reviewed by:

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Discussion of City ordinances related to Dog Licensing, Dangerous and Potentially Dangerous Dogs, and Alarm System Registration along with false alarm protocols.

SUMMARY

Over the past several months, we conducted an internal review of City Codes with clear and direct correlation of the police department and police operations. For each of the above-mentioned codes, we identified operational issues or concerns. As opposed to preparing Code modification recommendations, we felt it more prudent to discuss the identified issues with the Council with the goal of answering questions and entertaining options.

Animal Control

- Review of current dog licensing requirement and renewal terms
- Public safety issues concerning licensing
- Estimated levels of compliance with dog licensing
- Dog licensing and the dog park
- Conditions for dangerous dogs
- Conditions for potentially dangerous dogs
- Dangerous dog and potentially dangerous dog hearings: cost and hearing official

Alarm Systems

- Purpose and rationale – permit or registration
- Public safety benefits and risks
- Requirement for an alarm permit
- Compliance with registration requirement
- Escalating false alarm-based permit re-issuance fees
- Ability to assess unpaid permit fees to County

In addition, we will review a couple of ordinance options that the department is currently investigating for potential proposal at a later date.