



**City of Inver Grove Heights
City Council Chambers**

**City Council Work Session
Tuesday, September 8, 2020 at 6:00 p.m.**

NOTICE TO RESIDENTS: If you are interested in participating, please contact Rebecca Kiernan prior to this meeting via telephone (651) 450-2513 or email (rkiernan@invergroveheights.org) to inform her - your name, address and to what you wish to speak on. Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@invergroveheights.org). Comments received prior to 4:00 p.m. on Tuesday, August 8, 2020, will be provided to the Council at or before the September 8, 2020 Work Session.

A G E N D A

A. Call to Order - Mayor Tourville

1. 2021 Budget
2. CARES ACT Spending Plan and Programming
3. Development Fee comparison
4. Public Safety Meeting Plan

B. Adjourn

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

2021 Budget Update

Meeting Date: September 8, 2020
 Item Type: Work Session
 Contact: Amy Hove, 651-450-2521
 Prepared by: Amy Hove, Finance Director
 Reviewed by: Joe Lynch, City Administrator

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other – 2021 Budget

PURPOSE/ACTION REQUESTED

To provide Council with an update on the 2021 General Fund budget and levy

SUMMARY

At the August 24, 2020 meeting, Council received a progress update on the 2021 budget that included reductions to departmental budgets plus an increase to the Pavement Management funding. At the meeting, Council requested full item details of the General Fund Budget as well as potential scenarios under which Council could utilize fund balance to reduce next year's levy need.

Budget details were e-mailed out to Council on August 26, 2020. The latest draft of the General Fund 2021 budget reflects \$25,500,700 in expenditures and \$4,261,600 in non-tax levy revenues which results in a General Fund levy request of \$21,239,100. Adding in the Pavement Management levy of \$2,250,000 and the Debt levy of \$2,867,158 equates to a preliminary levy figure of \$26,356,258. This is an increase of \$1,625,375 (or 6.6%) over last year's tax levy. This increase is primarily made up of approximately \$920,000 in salary and wage adjustments plus the \$500,000 increase to Pavement Management.

2020 Total Tax Levy	\$ 24,730,883	%
Plus: COLA, Health Insurance	640,000	2.6%
Plus: Pavement Management	500,000	2.0%
Plus: 2020 PD Lieutenant	168,610	0.7%
Plus: 2021 Staffing Requests	105,800	0.4%
Plus: Other Changes over 2020	210,965	0.9%
2021 Proposed Tax Levy	\$ 26,356,258	6.6%

Council will be asked to approve a preliminary levy on September 14, 2020. This will set the maximum amount the City can levy and collect in property taxes in 2021. A final levy amount will be set by Council in December. Between the setting of the preliminary levy and final levy, staff anticipate receiving information on some of those unknown expenditure costs such as settled union agreements and insurance renewals. Any savings in those areas can be used to reduce the levy.

Staff analyzed fund balances for the Closed Bond Fund, Host Community Fund and General Fund. The available balances of those funds and ongoing commitments can be found in the attached presentation. There is concern that utilizing fund balance for ongoing operational needs without eliminating programs or services will place additional strain on future budgets.



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2021 Budget

City Council Work Session
September 8, 2020 at 6pm

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Schedule

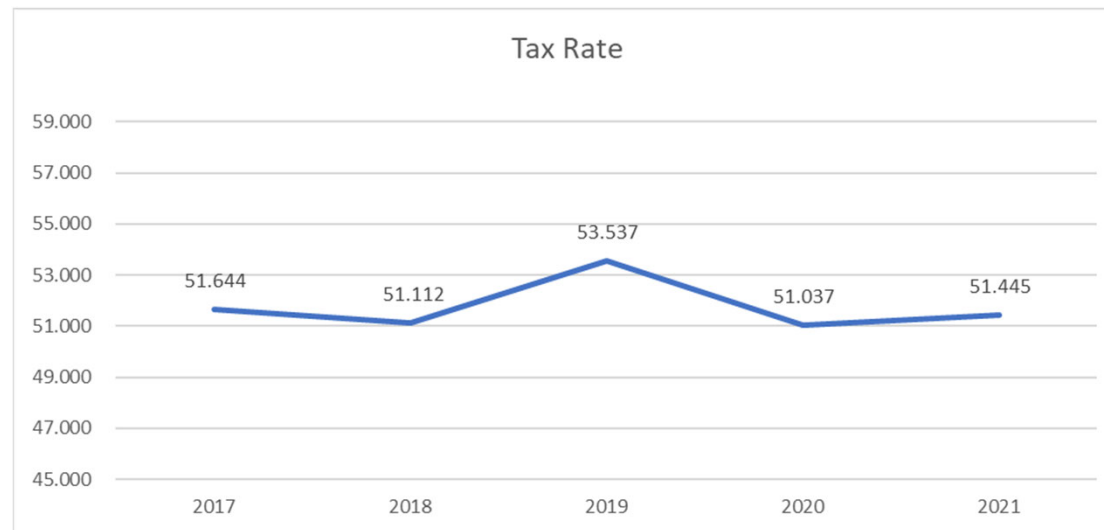
- July 27, 2020 – Council Meeting to discuss preliminary budget and levy impact
- August 24, 2020 – Council review of updated figures
- August 26, 2020 – General Fund budget details e-mailed to City Council for review
- September 8, 2020 – Council Work Session
- September 14, 2020 – Council Meeting to set preliminary levy & General Fund budget

Proposed Tax Levy – Payable 2021 (Current Draft)

General Fund - Expenditures	\$ 25,500,700
General Fund - Revenues	<u>(4,261,600)</u>
General Fund Levy	\$ 21,239,100
Pavement Management Levy	2,250,000
Debt Levy	<u>2,867,158</u>
Total Levy Requested	\$ 26,356,258

\$1,625,375 over Tax Levy Payable 2020 (6.6%)

Proposed Tax Levy – Payable 2021 (Current Draft)



% Change in City Tax Rate = 0.84%

\$ Change in City Taxes (median property) = \$84.66 (\$7/month)

Proposed Tax Levy – Payable 2021

	Total Levy	\$ Increase Over 2020	% Increase Over 2020	% Increase if remove \$500,000 increase to PMP
Current Draft	\$ 26,356,258	\$ 1,625,375	6.6%	4.6%
\$150,000 Reduction	\$ 26,206,258	\$ 1,475,375	6.0%	3.9%
\$275,000 Reduction	\$ 26,081,258	\$ 1,350,375	5.5%	3.4%
\$400,000 Reduction	\$ 25,956,258	\$ 1,225,375	5.0%	2.9%

Levy Reduction - Options

- Expenditure reductions
 - COLA, health insurance, League of MN Cities premium renewals
 - Election carryover needs for 2022
 - Council directed program reductions
- Revenue increases
- Use of Fund Balance
 - Closed Bond Fund
 - Host Community Fund
 - General Fund

Fund Balances

- Closed Bond Fund
 - 12/31/2019 audited fund balance = \$1,968,905
 - No scheduled reductions within current CIP plan
- Host Community Fund
 - 12/31/2019 audited fund balance = \$6,926,640
 - Scheduled reductions within current CIP plan:
 - Community Center Operations/Capital (plus 2020/2021 revenue shortfalls to consider)
 - \$3.8 million to Local Improvement Fund (Public Works Facility)
 - \$500,000 annually in years 2021-2024 to Pavement Management
 - Other miscellaneous/smaller reductions
- General Fund
 - 12/31/2019 audited unassigned fund balance = \$11,313,120 (43.6%)
 - Fund Balance policy between 40%-45%

Considerations

- Preliminary levy is set in September
 - Final levy is set in December and cannot exceed the preliminary levy (gives Council and staff 3 more months to work on reducing levy)
- Using Fund Balance for operations
 - Put pressure on future year's budgets to catch up for expenditure needs
 - Best practices is to utilize fund balance for one-time purchases
 - Current economic situation/may need fund balance for other purposes

Using Fund Balance to reduce PMP

	CIP Schedule	If Reduce \$250,000/yr	Program Shortfall
2021 PMP Levy	\$ 2,250,000	\$ 2,000,000	\$ 250,000
2022 PMP Levy	\$ 2,500,000	\$ 2,250,000	\$ 250,000
2023 PMP Levy	\$ 2,750,000	\$ 2,500,000	\$ 250,000
2024 PMP Levy	\$ 3,000,000	\$ 2,750,000	\$ 250,000
2025 PMP Levy	<u>\$ 3,250,000</u>	<u>\$ 3,000,000</u>	<u>\$ 250,000</u>
	\$13,750,000	\$12,500,000	\$1,250,000

~ If we reduce the PMP levy schedule by \$250,000 per year to account for a 2021 adjustment, the current program will be short \$1.25 million by 2025.

~ If we adjust the PMP levy schedule by \$250,000 ONLY in 2021, we need to increase this levy by \$500,000 in 2022 to catch up the program

Next Steps

September 14, 2020 – Council Meeting to set Preliminary Levy & General Fund Budget

	Total Levy	\$ Increase Over 2020	% Increase Over 2020	% Increase if remove \$500,000 increase to PMP
Current Draft	\$ 26,356,258	\$ 1,625,375	6.6%	4.6%
\$150,000 Reduction	\$ 26,206,258	\$ 1,475,375	6.0%	3.9%
\$275,000 Reduction	\$ 26,081,258	\$ 1,350,375	5.5%	3.4%
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% Change in City Tax Rate = 0.84%

\$ Change in City Taxes (median property) = \$84.66 (\$7/month)



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CARES Act Coronavirus Relief Fund

**Council Work Session
September 8, 2020 at 6pm**

Presented by: Amy Hove, Finance Director
Heather Rand, Community Development Director
Jessica Cook, Economic Development Advisor with Ehlers

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Coronavirus Relief Funds in Minnesota

- Coronavirus Relief Fund (CRF) for State, Territorial, Local, and Tribal Governments is part of Federal CARES Act.
- On June 25, Governor Walz announced plan to distribute \$841M of State's \$2.2B to counties, cities, and townships.
 - Cities: \$75.34 per Capita
- City of Inver Grove Heights' Allocation: \$2,665,614

Funding Process

- Receive full allocation of funds in July (City received July 29)
- Adopt spending plan to specify eligible uses
 - August 8th Work Session
 - August 14th Council Meeting
- Make eligible expenditures and reimburse for eligible costs already incurred
- Monthly reporting to Minnesota Management & Budget (MMB) on spending
- Return unused funds to Dakota County by 11/15

Eligibility Criteria

- Federal guidelines provide wide range of possible CRF uses.
- Three major tests of eligibility:
 1. Expenditure incurred due to the pandemic / public health emergency, used for actions taken to respond
 2. Costs not accounted for in budget approved as of 3/27/20
 - Cost cannot be funded with existing line item; or
 - Cost is for “substantially different purpose” from expected use.
 3. Cost incurred in covered period of 3/1 to 11/15

Eligible Uses

- Up to 100% of “payroll costs for public safety and public health employees”
 - Treasury guidance allows, substantially different purpose
- Medical, public health, order enforcement expenses
- Facility and workspace improvements, increased sanitation, technology required for remote work and meetings
- Increased workers compensation, admin leave expenses

Eligible Uses

- Business Assistance
 - To help with costs incurred due to required business closures
- Individual Assistance
 - Rent assistance, utility assistance, foreclosure prevention
- Operate programs through EDA or coordinate with County/CDA
- Sub-allocations to other units of local government

Ineligible Uses

- Cannot use for revenue replacement such as:
 - Lost fees from community center closure
 - Waiving license fees
 - Waiving utility fees
- Replacement of equipment needed in the normal course of operations

Priorities

- Cover unbudgeted city costs
 - Public health protective measures
 - Teleworking technology
 - Unemployment costs
- Provide economic support to IGH Community
 - Refund of liquor license fees
 - Small Business Assistance Program
 - Non-Profit Assistance Program
 - Convention & Visitor's Bureau

Priorities

- Expand and improve city's online services for the safety of our residents, businesses and city staff
 - CityView software solutions
- Reimbursement of public safety payroll costs

Proposed Spending Plan

Priority Category	Spent as of 7/31/2020	Anticipated Costs 8/1 - 11/15	Total Costs Reimbursed	% of Total
Unbudgeted City Costs	\$ 193,213	\$ 274,263	\$ 467,476	17.5%
Economic Support	19,766	438,354	458,120	17.2%
Enhanced Online Services	0	125,000	125,000	4.7%
Public Safety Payroll *			<u>1,615,018</u>	<u>60.6%</u>
Total CRF Allocation			\$ 2,665,614	100.0%

Total Public Safety Payroll costs for the time period of March 1 through November 15th are estimated at \$5,200,000 (\$4 million Police, \$1.2 million Fire) and will not be fully reimbursed. The recommendation is to allocate any CRF funds that remain to that category.

Unbudgeted City Costs (\$467,476)

- Public health protective measures
 - Cleaning supplies and services, protective equipment
 - Communications
 - \$200,000 for installation of bi-polar ionization units to HVAC units in City Facilities
- Teleworking technology
- Unemployment costs

Enhanced Online Services (\$125,000)

CityView software solutions

- Electronic plan submittal and review (planning, building inspections, engineering, fire marshall)
- Online appointment scheduling and contractor licensing
- Electronic integration of property records with GIS database, interactive mapping, Laserfiche document management

Economic Support (\$458,120)

- Refund of liquor license fees (Council approved July 13, 2020)
- Small Business Assistance Program
- Non-Profit Assistance Program
- Convention & Visitor's Bureau

Small Business Assistance Program

- Council approved \$270,000 in grants
- Grants not to exceed \$10,000
- Program funding criteria modeled after state and county (50 or fewer employees, not home occupation except childcare)
- Partnership with Dakota County CDA and their small business grant program

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Small Business Assistance Program

- Encouraged small businesses to apply online by August 14th deadline via city website, city social media campaign and promotion by River Heights Chamber of Commerce to their members
- Dakota County CDA reviewing applications through third party administrator and will provide list of small businesses eligible for city funds.
- City council to approve distribution of funds prior to Nov 1

Non-Profit Grant Program

- Council approved \$140,000 in grants
- Grants not to exceed \$20,000
- Grant funds will be used to reimburse expenses incurred between March 1, 2020 and application deadline
- Partnership with Ehlers
- Final grant approvals shall be made by Council
 - October 26, 2020 Council Meeting

Non-Profit Grant Program - Guidelines

- Eligibility Criteria
 - 501(c)3, 501(c)6 Chamber of Commerce or 501(c)9 veteran's organization
 - Nonprofit's revenues are down or unfunded services are up due to pandemic
 - Must serve at least 50 residents or be located in the city
- Ineligible Non-Profits/Restrictions
 - Nonprofits that derive income from gambling
 - Can't pay for expenses already covered by PPP or other grant

Non-Profit Grant Program - Guidelines

- Priority given to applicants who
 - Serve greatest number of city residents
 - Have seen 25%+ decline in revenue
 - Are spending 10%+ more on programs to respond to pandemic
- Process
 - Outreach will begin after Council approval of program (September 14th)
 - Applications due September 30th
 - All funds distributed by 11/15

Convention & Visitor's Bureau

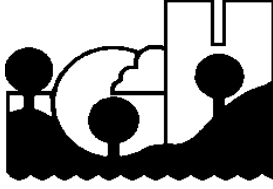
- Extension of the City
- Staff recommendation of up to \$12,500 in funding to cover eligible costs through November 15
 - Promotion of small businesses to help rebound from pandemic
 - Communication of safety protocols taken by hotels in IGH
 - Providing for teleworking capabilities
 - Staycation campaign – encourage residents on how to safely vacation within the City

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Next Steps

- September 14th Council for approval
 - Spending Plan
 - CityView services contract
 - Agreement with Dakota County CDA for Small Business Program
 - Non-Profit Program documents
- Ongoing reporting with State on how funds have been spent
- Updates to future council meetings

**CITY OF INVER GROVE HEIGHTS****MEMORANDUM**

TO: City Councilors

FROM: Heather Rand, Community Development Director

SUBJECT: Development Fee Comparison

DATE: September 3, 2020

Many real estate developers and their contracted architects and engineers have provided feedback to city staff and the city council that development fees are higher in Inver Grove Heights than in other twin cities metro communities and as a result, they decide not to pursue development in the city. To better understand the validity of this claim, city staff recently commissioned Ehlers Public Finance Advisors to survey other similarly sized cities that are in close proximity to Inver Grove Heights on the development fees they charge and prepare a comparison report document. Attached, please find this recently completed Development Fee Comparison Report.

City development fees compared include the following: water trunk, water connection, sanitary sewer trunk, sanitary sewer connection, storm water, and park dedication. Please note that fee rates vary depending upon the type of development project (i.e. if it is a single-family home, multi-family apartment building or commercial/industrial project). For the purposes of a comparison, we created 3 sample projects that reflect development project types and charted the corresponding project fee comparison data. Another important note is that the city of Inver Grove Heights is somewhat unique in that the city charges different fee rates in the NW (Northwest) Area of the city for water and sewer connections and storm water management fees, than it does in the rest of the city. For that reason, the report has a separate line item pertaining specifically to the NW Area.

In sum, this comparison report finds that the development fees the city charges are very similar to the rates charged for a similar project in the other communities, with the exception of the NW Area fees. The NW Area developer fees are much higher.

There are several reasons why the NW Area development fees have been established at higher rates. This includes:

1. The terrain in the area makes the installation of public utility extensions unusually expensive

2. Prior city councils directed that the NW area development must “pay for itself” and as a result, fee rates were established in NW Area for utility extensions and park development at higher rates than the rest of the city and NW Area property owners were not assessed upfront for those expenses, nor have utility customers city-wide bore any of these expenses. The city has bonded for some of the expenses and NW area developer fees are to pay for such bonded debt
3. Public utility extensions are more expensive than what was originally estimated
4. Due to high development fees and challenging topography, there has been less development to date in the NW Area and the projects that have moved forward or are being considered, often have less density that what city had anticipated, and as a result, less development fees paid toward city infrastructure development has resulted

Should the city council choose to lower fees in the NW Area, other funding sources will have to be identified to pay for the public infrastructure costs the city has and will continue to incur.

It is important to remember that development fees are only one factor in what drives development in a specific community. Other factors include the cost and availability of land, proximity to transportation and workforce assets and other market demand influencers, the clarity and ease of the city’s development review and construction permitting process, the cost burden of utilities and taxes, and the availability of city incentives, especially for targeted multi-family and large commercial/industrial developments. I look forward to our continued dialogue on this topic of development competitiveness, a goal we all strive toward.

Appendix A

Comparison of 2020 Development Fees for a Single Family Home

Assumes one single family home on one-third of an acre. Assumes .5 gross acres.

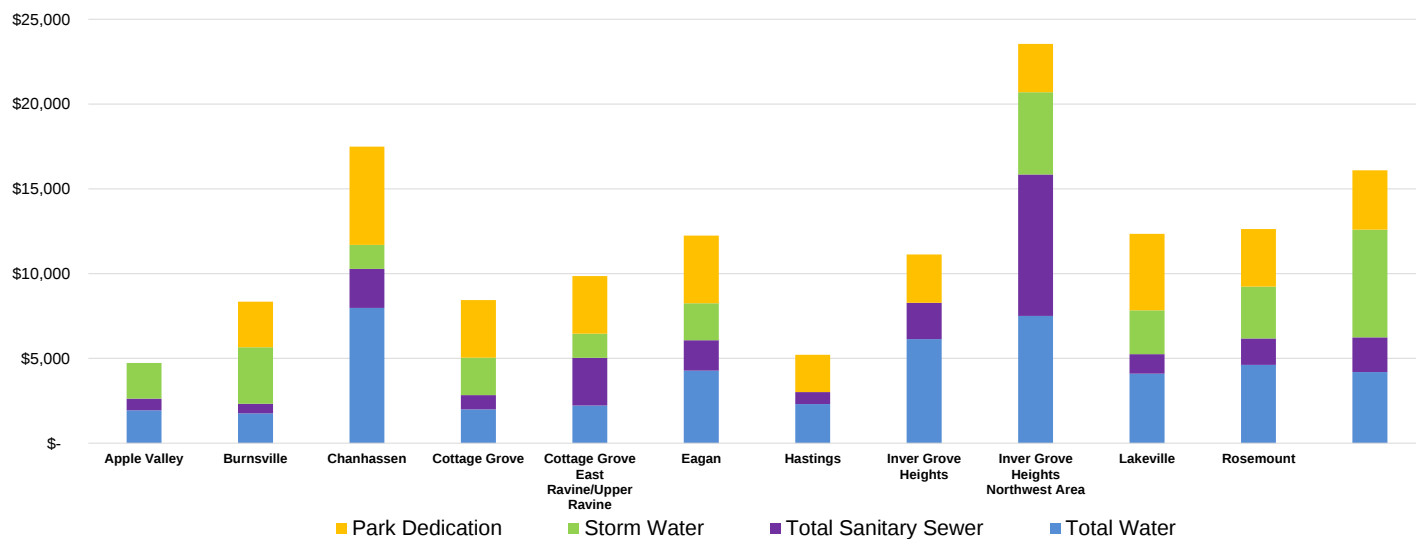
Excludes lateral installation, permit fees and meter costs

	Water Trunk Fee*	Water Connection Fee**	Total Water	Sanitary Sewer Trunk Fee*	Sanitary Sewer Connection Fee**	Total Sanitary Sewer	Storm Water	Park Dedication	Total Fees	Total Fees per Unit	Comments
Apple Valley	\$ 942	\$ 995	\$ 1,937	\$ 323	\$ 365	\$ 688	\$ 2,109	See Comment	\$ 4,734	\$ 4,734	Park Dedication and Ponding Dedication established on a case by case basis, based on need, and detailed in Development Agreement
Burnsville	\$ -	\$ 1,755	\$ 1,755	\$ -	\$ 567	\$ 567	\$ 3,336	\$ 2,685	\$ 8,343	\$ 8,343	
Chanhassen	\$ 2,392	\$ 5,582	\$ 7,974	\$ 691	\$ 1,611	\$ 2,302	\$ 1,414	\$ 5,800	\$ 17,490	\$ 17,490	Assumes development receives 50% credit for stormwater fee for on-site ponding
Cottage Grove	\$ 837	\$ 1,160	\$ 1,997	\$ 476	\$ 360	\$ 836	\$ 2,210	\$ 3,400	\$ 8,443	\$ 8,443	
Cottage Grove East Ravine/Upper Ravine	\$ 1,059	\$ 1,160	\$ 2,219	\$ 2,451	\$ 360	\$ 2,811	\$ 1,427	\$ 3,400	\$ 9,858	\$ 9,858	
Eagan	\$ 1,751	\$ 2,525	\$ 4,276	\$ 1,679	\$ 119	\$ 1,798	\$ 2,176	\$ 3,987	\$ 12,237	\$ 12,237	Park Dedication Fees include Trailway Dedication. If developer does not construct stormwater pond on-site, additional Water Quality Dedication Fee is due.
Hastings	\$ -	\$ 2,306	\$ 2,306	\$ -	\$ 709	\$ 709	\$ -	\$ 2,200	\$ 5,215	\$ 5,215	
Inver Grove Heights	\$ 2,450	\$ 3,690	\$ 6,140	\$ 1,632	\$ 510	\$ 2,142	\$ -	\$ 2,850	\$ 11,132	\$ 11,132	
Inver Grove Heights Northwest Area	\$ 1,290	\$ 6,210	\$ 7,500	\$ 2,230	\$ 6,120	\$ 8,350	\$ 4,848	\$ 2,850	\$ 23,548	\$ 23,548	
Lakeville	\$ -	\$ 4,100	\$ 4,100	\$ 327	\$ 825	\$ 1,152	\$ 2,582	\$ 4,509	\$ 12,343	\$ 12,343	*For purposes of comparison when with Residential (High Density) Park Dedication Fee.
Rosemount	\$ 2,165	\$ 2,450	\$ 4,615	\$ 358	\$ 1,200	\$ 1,558	\$ 3,056	\$ 3,400	\$ 12,629	\$ 12,629	
Woodbury Water District No. 2 and Sanitary Sewer District No. 12	\$ 2,989	\$ 1,200	\$ 4,189	\$ 1,006	\$ 1,045	\$ 2,051	\$ 6,355	\$ 3,500	\$ 16,094	\$ 16,094	All fees vary by district. Assumed SWWD Central Draw (Within 2030 MUSA) for storm water district.
Average	\$ 1,367	\$ 2,907	\$ 4,274	\$ 972	\$ 1,221	\$ 2,193	\$ 2,482	\$ 3,198	\$ 12,148	\$ 12,148	
Average Excluding the Northwest Area	\$ 1,375	\$ 2,576	\$ 3,951	\$ 847	\$ 731	\$ 1,578	\$ 2,245	\$ 3,233	\$ 11,007	\$ 11,007	

* For purposes of comparison, fees that other cities charge at time of plat are characterized as water trunk fees.

** For purposes of comparison, fees that other cities collect at time of building permit are characterized as water connection fees.

**Infrastructure Development Fees for Single Family Home
(Assumes 1/3 developable acre)**



Appendix B

Comparison of 2020 Development Fees for a 150-unit Multi-Family Housing Development

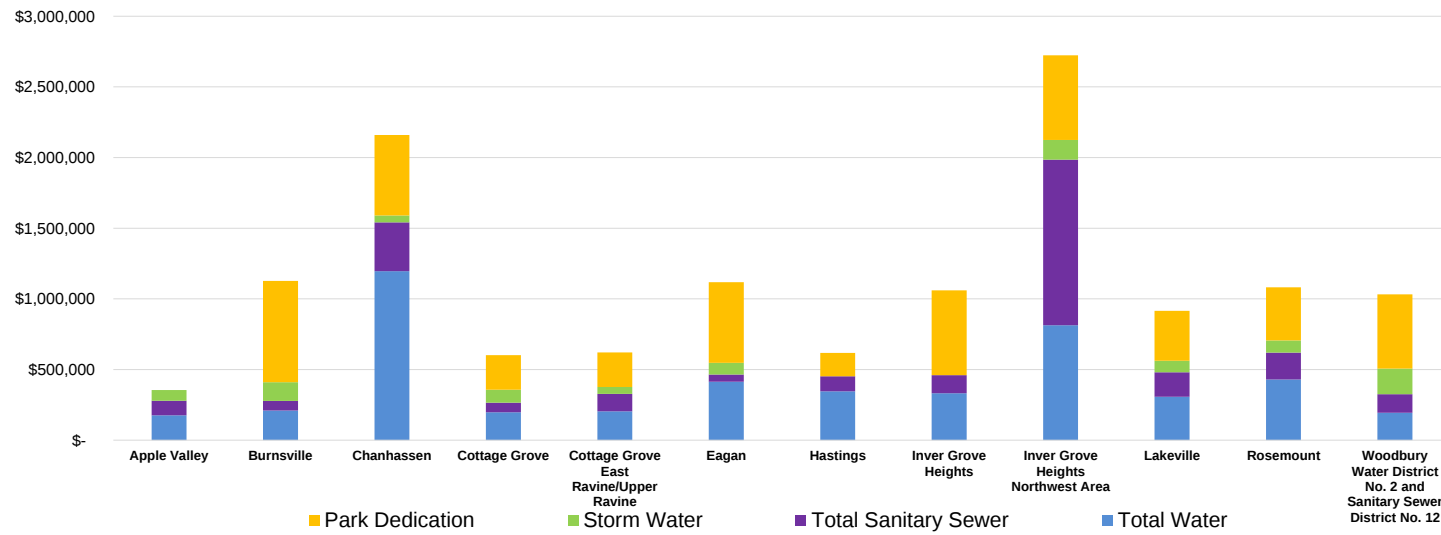
Assumes 16 multi-family units per net developable acre for a total site of 9.5 net developable acres. Assumes 10.5 gross acres.
Excludes lateral installation, permit fees and meter costs. Assumes a 3" meter.

	Water Trunk Fee*	Water Connection Fee**	Total Water	Sanitary Sewer Trunk Fee*	Sanitary Sewer Connection Fee**	Total Sanitary Sewer	Storm Water	Park Dedication	Total Fees	Total Fees per Unit	Comments
Apple Valley	\$ 26,876	\$ 149,250	\$ 176,126	\$ 48,450	\$ 54,750	\$ 103,200	\$ 75,183	See Comment	\$ 354,509	\$ 2,363	Park Dedication and Ponding Dedication established on a case by case basis, based on need, and detailed in Development Agreement
Burnsville	\$ -	\$ 210,450	\$ 210,450	\$ -	\$ 67,800	\$ 67,800	\$ 132,422	\$ 716,400	\$ 1,127,072	\$ 7,514	
Chanhassen	\$ 358,800	\$ 837,300	\$ 1,196,100	\$ 103,650	\$ 241,650	\$ 345,300	\$ 48,403	\$ 570,000	\$ 2,159,803	\$ 14,399	Assumes development receives 50% credit for stormwater fee for on-site ponding
Cottage Grove	\$ 23,893	\$ 174,000	\$ 197,893	\$ 13,585	\$ 54,000	\$ 67,585	\$ 92,150	\$ 244,500	\$ 602,128	\$ 4,014	
Cottage Grove East Ravine/Upper Ravine	\$ 30,220	\$ 174,000	\$ 204,220	\$ 69,930	\$ 54,000	\$ 123,930	\$ 48,194	\$ 244,500	\$ 620,843	\$ 4,139	
Eagan	\$ 34,656	\$ 378,765	\$ 413,421	\$ 32,832	\$ 17,910	\$ 50,742	\$ 82,764	\$ 571,500	\$ 1,118,427	\$ 7,456	Park Dedication Fees include Trailway Dedication. If developer does not construct stormwater pond on-site, additional Water Quality Dedication Fee is due.
Hastings	\$ -	\$ 345,938	\$ 345,938	\$ -	\$ 106,313	\$ 106,313	\$ -	\$ 165,000	\$ 617,250	\$ 4,115	
Inver Grove Heights	\$ 51,450	\$ 280,780	\$ 332,230	\$ 51,450	\$ 76,500	\$ 127,950	\$ -	\$ 600,000	\$ 1,060,180	\$ 7,068	
Inver Grove Heights Northwest Area	\$ 147,060	\$ 666,400	\$ 813,460	\$ 254,220	\$ 918,000	\$ 1,172,220	\$ 138,320	\$ 600,000	\$ 2,724,000	\$ 18,160	
Lakeville	\$ -	\$ 307,500	\$ 307,500	\$ 49,050	\$ 123,750	\$ 172,800	\$ 81,936	\$ 352,800	\$ 915,036	\$ 6,100	
Rosemount	\$ 61,750	\$ 367,500	\$ 429,250	\$ 10,213	\$ 180,000	\$ 190,213	\$ 86,783	\$ 375,000	\$ 1,081,245	\$ 7,208	
Woodbury Water District No. 2 and Sanitary Sewer District No. 12	\$ 85,263	\$ 108,750	\$ 194,013	\$ 28,690	\$ 102,750	\$ 131,440	\$ 181,295	\$ 525,000	\$ 1,031,747	\$ 6,878	
Average	\$ 72,370	\$ 347,876	\$ 420,246	\$ 58,953	\$ 176,675	\$ 235,628	\$ 79,573	\$ 429,109	\$ 1,164,556	\$ 7,764	
Average Excluding the Northwest Area	\$ 64,901	\$ 316,023	\$ 380,925	\$ 39,426	\$ 102,542	\$ 141,969	\$ 73,698	\$ 412,020	\$ 1,008,611	\$ 6,724	

* For purposes of comparison, fees that other cities charge at time of plat are characterized as water trunk fees.

** For purposes of comparison, fees that other cities collect at time of building permit are characterized as water connection fees.

Infrastructure Development Fees for Sample Multifamily Project (Assumes 150 units on 9.5 developable acres)



Appendix C

Comparison of 2020 Development Fees for a 60,000 sq. ft. Industrial Property

Assumes 5.5 net developable acres, 6.4 gross acres and 20 SAC units.

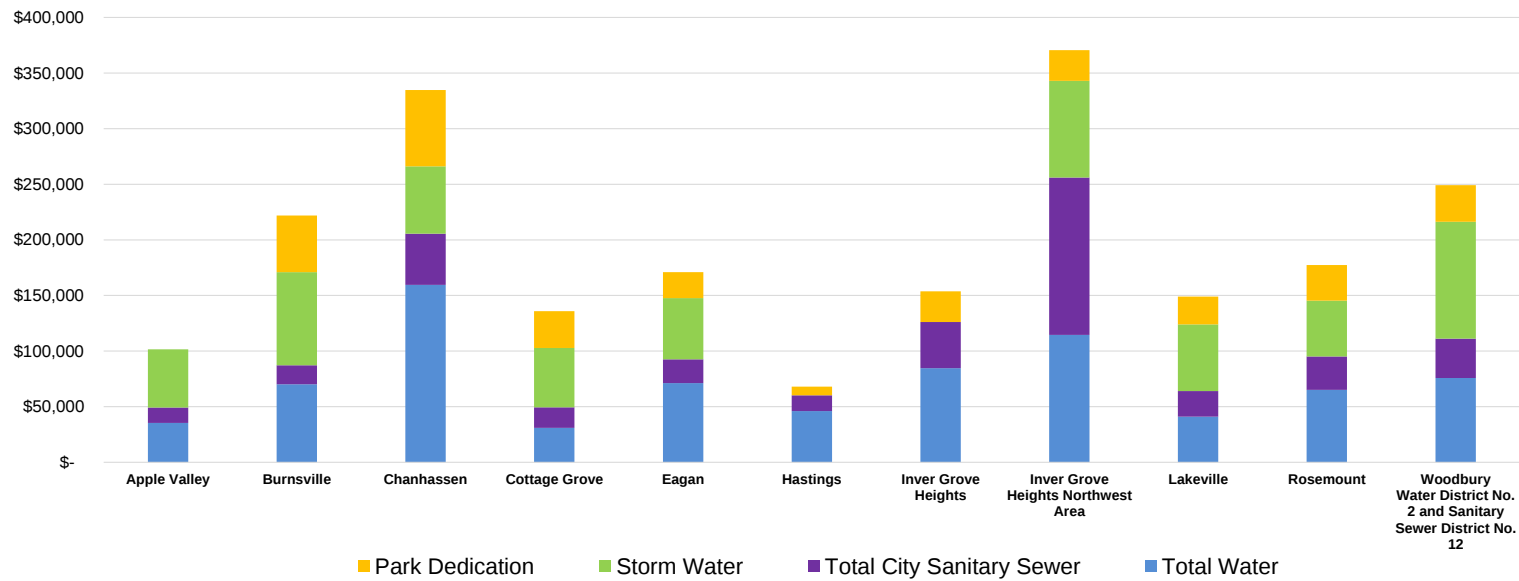
Excludes lateral installation, permit fees and meter costs. Assumes a 3" meter.

	Water Trunk Fee*	Water Connection Fee**	Total Water	Sanitary Sewer Trunk Fee*	Sanitary Sewer Connection Fee**	Total City Sanitary Sewer	Storm Water	Park Dedication	Total Fees	Total Fees per Square Foot	Comments
Apple Valley	\$ 15,560	\$ 19,900	\$ 35,460	\$ 6,460	\$ 7,300	\$ 13,760	\$ 52,283	See Comment	\$ 101,503	\$ 1.69	Park Dedication and Ponding Dedication established on a case by case basis, based on need, and detailed in Development Agreement
Burnsville	\$ -	\$ 70,200	\$ 70,200	\$ -	\$ 16,980	\$ 16,980	\$ 83,853	\$ 50,875	\$ 221,908	\$ 3.70	
Chanhassen	\$ 47,840	\$ 111,640	\$ 159,480	\$ 13,820	\$ 32,220	\$ 46,040	\$ 60,528	\$ 68,750	\$ 334,798	\$ 5.58	Assumes development receives 50% credit for stormwater fee for on-site ponding
Cottage Grove	\$ 17,479	\$ 13,442	\$ 30,921	\$ 11,116	\$ 7,436	\$ 18,552	\$ 53,350	\$ 33,000	\$ 135,823	\$ 2.26	
Eagan	\$ 20,066	\$ 51,101	\$ 71,167	\$ 19,005	\$ 2,388	\$ 21,393	\$ 55,103	\$ 23,276	\$ 170,939	\$ 2.85	Park Dedication Fees include Trailway Dedication. If developer does not construct stormwater pond on-site, additional Water Quality Dedication Fee is due.
Hastings	\$ -	\$ 46,125	\$ 46,125	\$ -	\$ 14,175	\$ 14,175	\$ -	\$ 7,680	\$ 67,980	\$ 1.13	
Inver Grove Heights	\$ 31,360	\$ 53,280	\$ 84,640	\$ 31,360	\$ 10,200	\$ 41,560	\$ -	\$ 27,500	\$ 153,700	\$ 2.56	
Inver Grove Heights Northwest Area	\$ 11,038	\$ 103,500	\$ 114,538	\$ 19,081	\$ 122,400	\$ 141,481	\$ 87,010	\$ 27,500	\$ 370,529	\$ 6.18	
Lakeville	\$ -	\$ 41,000	\$ 41,000	\$ 6,540	\$ 16,500	\$ 23,040	\$ 59,895	\$ 25,069	\$ 149,004	\$ 2.48	
Rosemount	\$ 35,750	\$ 29,450	\$ 65,200	\$ 5,913	\$ 24,000	\$ 29,913	\$ 50,243	\$ 32,000	\$ 177,355	\$ 2.96	
Woodbury Water District No. 2 and Sanitary Sewer District No. 12	\$ 75,735	\$ -	\$ 75,735	\$ 35,503	\$ -	\$ 35,503	\$ 104,960	\$ 33,000	\$ 249,197	\$ 4.15	All fees vary by district. Assumed SWWD Central Draw (Within 2030 MUSA) for storm water district.
Average	\$ 23,166	\$ 49,058	\$ 72,224	\$ 13,527	\$ 23,054	\$ 36,581	\$ 55,202	\$ 32,865	\$ 193,885	\$ 3.23	
Average Excluding the Northwest Area	\$ 24,379	\$ 43,614	\$ 67,993	\$ 12,972	\$ 13,120	\$ 26,091	\$ 52,021	\$ 30,115	\$ 176,221	\$ 2.94	

* For purposes of comparison, fees that other cities charge at time of plat are characterized as water trunk fees.

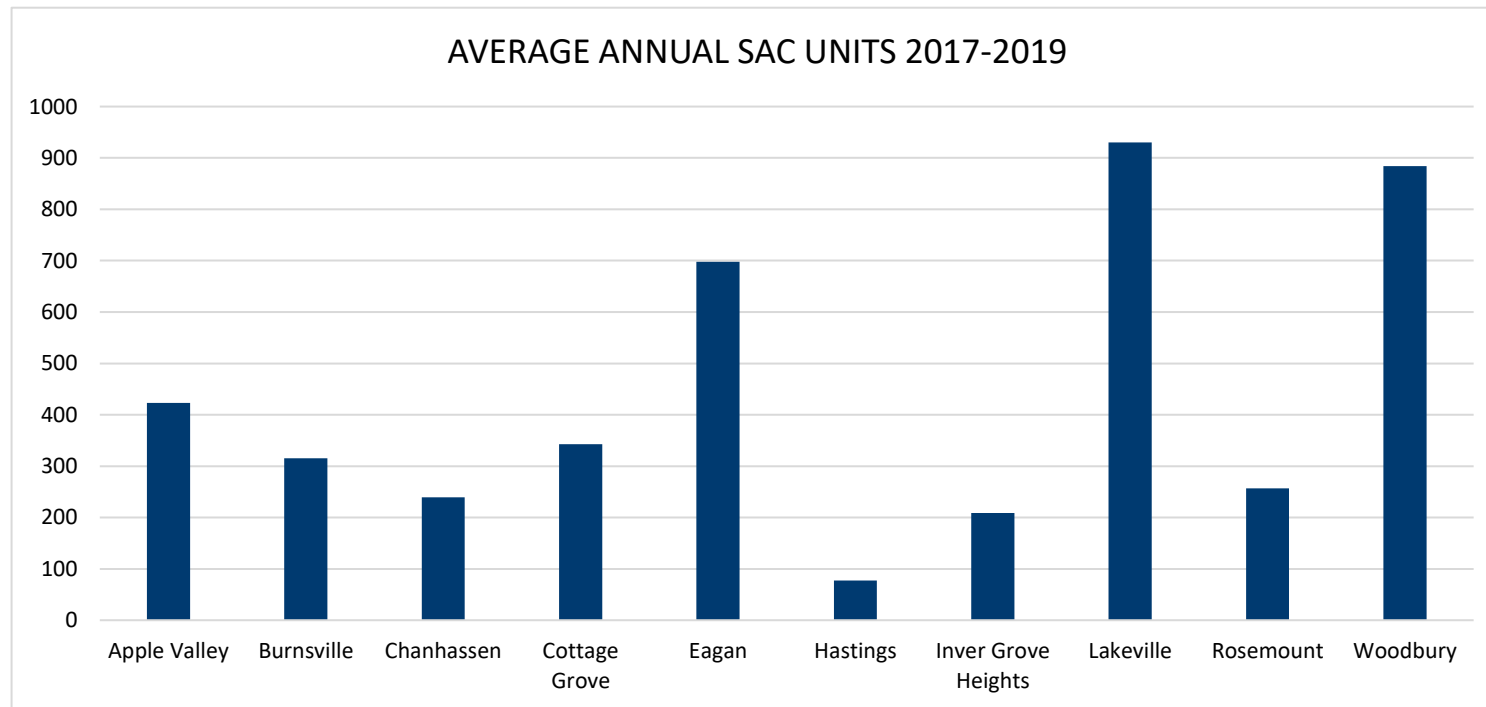
** For purposes of comparison, fees that other cities collect at time of building permit are characterized as water connection fees.

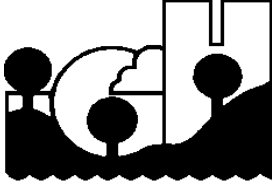
**Infrastructure Development Fees for Sample Industrial Project
(Assumes 60,000 sq. ft. building with 20 SAC units on 5.5 developable acres)**



Appendix D

Average Annual SAC Units Developed 2017-2019



**CITY OF INVER GROVE HEIGHTS****MEMORANDUM**

TO: Mayor & City Council

FROM: Joe Lynch, City Administrator

SUBJECT: Public meetings safety plan

DATE: August 28, 2020

CC: M. Chiodo, J. Thill, E. Carlson, A. Hove, H. Rand, S. Thureen
J. Otis

Background:

In 2019 the City of Eagan and the City of Burnsville both experienced police use of force incidents where someone was wounded or killed. After these incidents, both cities and their respective Councils experienced protests at their Council meetings. In both instances, individuals and groups were angry, frustrated, demanding justice and made threats, acted menacingly toward the Council members, and went up to their respective Council dais and disrupted paperwork, tipped over nameplates and caused much chaos and fear.

With the death of George Floyd, the cities of Minneapolis and St. Paul have seen protests, riots, property destruction, vandalism, and disruption of city meetings. We have also seen suburbs such as Hugo and White Bear experience civil unrest, protests, threats and angry people and groups.

To date the city has a severe weather evacuation plan in place and we have done some active shooter simulations on what to do in these situations during a City Council meeting. What we have not planned for and trained on is how to handle civic unrest during a city meeting, whether that be a Council meeting, Commission meeting, neighborhood meeting or special event. We have not talked about how we would deal with protesters, signage in or outside of buildings, how to evacuate Council or Commission members, protect the public audience and keep calm and peace at these times.

We need a plan and we need to recognize that these types of incidents could happen during any of our city or public meetings. We need to be prepared to stop the meetings, call for a recess, get crowds or people under control or decide that the meeting cannot continue and then make sure that all who are in

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attendance; Council/Commission members, audience, applicants, staff and attendees are safe.

Overview

Meeting Management – the following is an outline, with some brief description or explanation. This would be the plan, subject to any changes Council wants to make, and the standard we would follow for all public meetings. We will have to get this information to all our Committee and Commission members and hold training sessions for all groups so that they know and follow this plan.

Set expectations – orderly, calm, and respectful – if order cannot be maintained group may take a recess to restore/maintain order

Group may resume meeting if all can be respectful – if not, group may carryover business to another meeting

Speaker management – assistance from City Clerk and City Administrator
Sign in at entrance to establish order of speakers- must sign in to be heard

Set limit (5 min) timed- 1-minute left announcement

First-time speakers only until all are heard before repeat speakers

One in one out – when the speaker is finished, if capacity crowd and audience is waiting in the lobby- speaker exit Chambers to allow next speaker and let one person from lobby into Chamber

On topic – needs to be about the subject matter at hand – if not return to speak when on topic

Space Management

Set expectations – sit only where there is seating, do not rearrange chairs,
If audience exceeds limits in Chambers the overflow goes to Lobby area
If audience exceeds limits in Lobby, will set up in Emergency Operations Center in lower level

COVID Operations

Follow CDC/MDH guidelines/Governor's Orders
Follow Building and Fire Codes
Seating capacity not to be exceeded
If need be- can set up in EOC for overflow- watch meeting there

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Non-COVID Operations

Council Chambers

Follow Building and Fire Codes

Seating capacity – only those chairs already in space allowed & not Moved

Lobby area

COVID

CDC/MDH guidelines & protocols followed

Building and Fire Codes followed

Seating capacity – only those spots as marked allowed for seating

Non-COVID – as allowed by Building and Fire Codes

Signs

Only handheld signs allowed in Council Chambers – no attachments that can be removed and used as weapons

Outside public buildings

Signs allowed

Cannot block entrance/exit

Cannot block ADA/handicap accessibility and parking spots

Members of Council/Committee/Commission can use lower level entrance to avoid crowd and possible conflicts

Safety

To the extent possible, if event is known about beforehand, we will have an On-Duty Patrol Officer or Officers in the Chambers and Lobby areas
We will also have plain clothes personnel in attendance

Evacuation – if members of the group and staff or public need to evacuate- if possible get to the Mayor's Conference Room- police patrol and plain clothes will block entrance to hallway adjacent to Mayor's Conference room to allow those evacuating an opportunity to get into City Hall through entry/exit adjacent to conference room

Council dais – if not possible to evacuate, group members should try to shelter behind the Council dais – it is bullet resistant, but not bullet proof.
Stay in place until police can control situation or help safely evacuate through Mayor's Conference room

Emergency exits – there are two main exits on the east side of the building – there is another exit midway down the hallway heading west along public corridor – once inside City Hall from the Mayors' Conference room,

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proceed down the staircase and turn to the left (south) to exit from the building. In case of inclement weather or if individuals or groups cannot make it to the southern exit, turn to the right and into the storm shelter area

Safety place – this is the place that those who have been able to evacuate meet and gather to account for those who should be in the space
If able to go through the front doors, exit the building and gather in the northwest area of the parking lot-closest to the flag poles.

If escape is through the Mayor's Conference room and to the lower level, the safety place is outside on the trail immediately adjacent to the exit. If not able to exit outside, safety place is in the storm shelter

Threshold – Council will need to determine the threshold(s) you would like to establish that will trigger a recess or rescheduling of a meeting

Language – no use of expletives

Violence or threatened violence – no use of language or actions that speak of violence or threats of violence toward an individual a group or to themselves

Signage – no signs that threaten violence toward an individual or group, no signs that refer to bias, discrimination, harassment, or disrespect of any individual or group because of race, gender, sexual orientation, ethnicity, religious beliefs, or political affiliation

Activity – the group will not tolerate the following and will call for an immediate recess if:

- A group or an individual rushes the dais

- A group or an individual rushes the speaker

- A group or an individual threatens a member of the audience/public

- A group or an individual throws anything at any member of the group, speaker, or member of the audience/public

- A group or an individual tries to use a sign in any manner to hit, push, poke, or slap at any member of the group, any speaker or any member of the audience/public

Action

Call for recess – the group will call for a recess and adjourn to the Mayor's Conference room to await return of calm and respect to the Chamber

Police & staff will deal with action by any individuals, groups, or participants

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Council/Commission will evacuate the Chambers if any of the Activity occurs

The gathering space will be cleared

If deemed safe to do so by the Police Officers, plain clothed personnel, and the meeting leader, the meeting will be resumed, and the group will go back to setting expectations

If not safe to resume, meeting cancelled or call for resumption on date & time