



**City of Inver Grove Heights
Meeting Via In Person
City Council Work Session
Monday, August 2, 2021 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@ighmn.gov) to inform her - your name, address and to what you wish to speak on. Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to 4:00 p.m. on Monday August 2, 2021, will be provided to the Council at or before the August 2, 2021 Work Session.

AGENDA

A. Call to Order - Mayor Bartholomew

1. False Alarm Presentation
2. NWA Planning Review Presentation by
Heather Rand - IGH Community Development Director, Jessica Cook - Economic
Development Advisor, Ehlers Public Finance - Brad Schieb - Vice President, HKGI Planning
3. 2022 Budget
4. Truck Idling Ordinance

B. Adjourn

2022 Budget General Fund & Levy

City Council Work Session

*Amy Hove, Finance Director
August 2, 2021*



CITY OF
INVER GROVE
HEIGHTS

Finance Department

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Strategic Plan Focus

Mission Statement

To provide services and facilities that enhance the quality of life in our vibrant community.

Objectives & Strategies

- Address safety issues and concerns within community
- Improve operations and delivery of services (internal and external customers)
- Ongoing commitment to street infrastructure

Levy Summary

2022 Proposed vs. 2021 Adopted

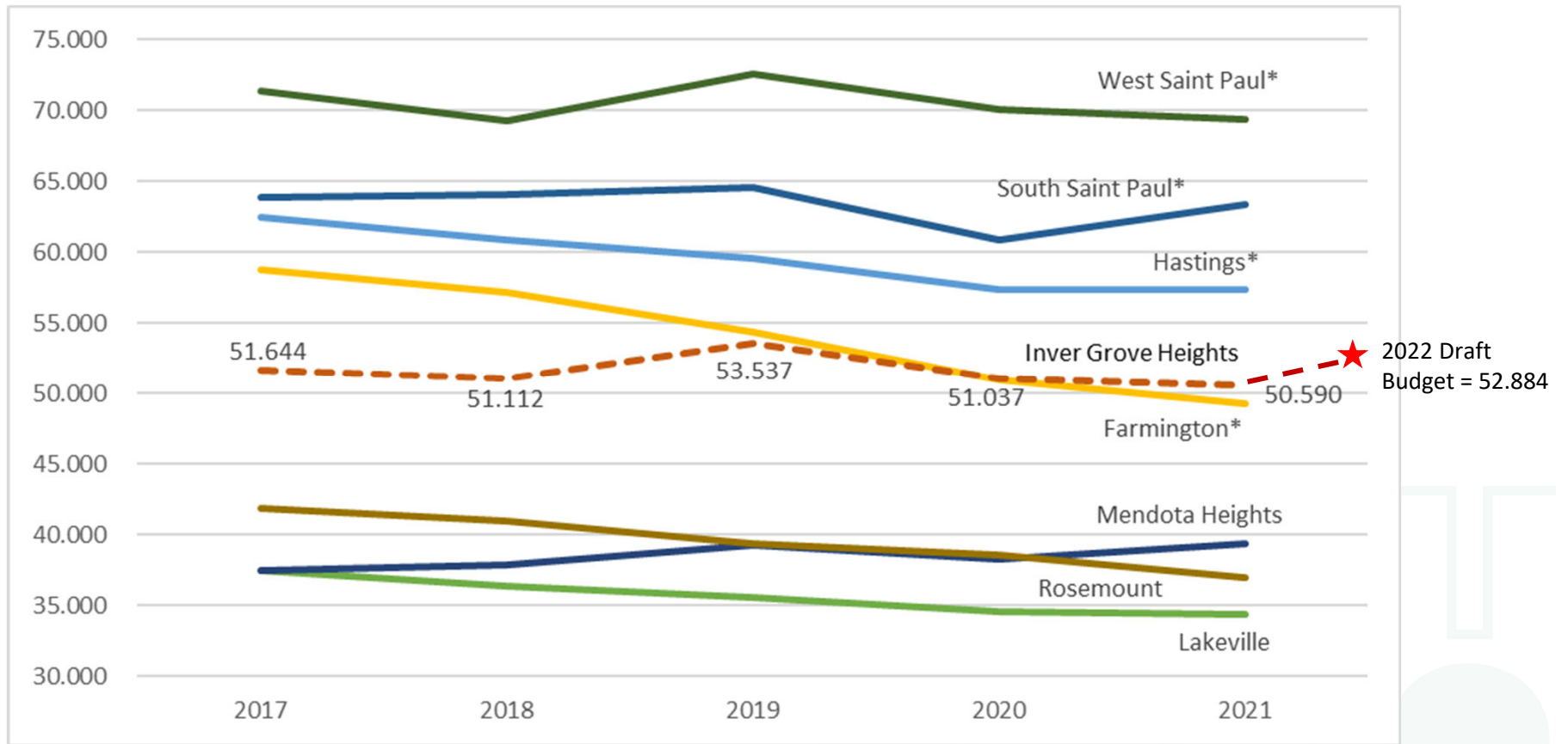
	2022 Proposed	2021 Adopted	\$ Change	% Change
<u>General Fund</u>				
Expenditures	\$ 28,002,332	\$ 25,296,800	\$ 2,705,532	10.7%
Revenues	<u>4,450,045</u>	<u>4,290,600</u>	<u>159,445</u>	<u>3.7%</u>
General Fund Levy	\$ 23,552,287	\$ 21,006,200	\$ 2,546,087	12.1%
Pavement Mgmt Levy	2,550,000	2,250,000	300,000	13.3%
Debt Levy	<u>2,696,566</u>	<u>2,867,158</u>	<u>(170,592)</u>	<u>-5.9%</u>
Citywide Levy	\$ 28,798,853	\$ 26,123,358	\$ 2,675,495	10.2%

Levy Impact

2022 Proposed Budget		2021 Adopted Budget	
Tax Levy	\$ 28,798,853	Tax Levy	\$ 26,123,358
Levy Increase	10.2%	Levy Increase	5.6%
Change in Tax Rate	4.53%	Change in Tax Rate	-0.87%
Change in City Taxes (for median property)	\$148.21	Change in City Taxes (for median property)	\$72.50

The \$ Change in City Taxes for a median property can be attributed to both inflationary changes to a property's market value and any increases to the City's tax rate.

Tax Rates - Dakota County *



* Denotes cities that receive Local Government Aid (LGA)

Excludes: Apple Valley, Burnsville, Eagan

Tax Base - Timing

- Development approved today can take 18-24 months for that new value to show up in the City's tax base
- For 2022, Dakota County estimates that the City's tax capacity (tax base) will increase by 6.8%
 - 6.2% due to inflationary growth in residential market values
 - 0.6% due to new tax base coming online
- As of July 26, 2021, the City has approved construction permits for an additional \$83 million in new building values that will contribute to the City's tax base.
 - 2021 is showing solid growth compared to figures of \$39 million (2020) and \$61 million (2019) at same time during those years.
 - As the City continues to approve new housing plats and additional commercial/office warehouse construction permits, this could have a very positive impact on the City's tax base in coming years.

Timeline To-Date

- May/June 2021 - General Fund departments submit budget requests, finance staff prepare salary and benefit estimates
- July 7 - 13, 2021 - Interim City Administrator and Finance Director meet with Departments to review requests, request additional information
- July 20, 2021 - Department Head Meeting to review impact of requests on General Fund budget and levy
- August 2, 2021 - Council Meeting to discuss preliminary budget and levy impact

Key Highlights Revenues

- Building permit revenues similar to 2021 budget levels
- New DUI Grant for Police
- SAFER Grant - if received, would help reduce levy to cover fire positions currently included in 2022 budget (\$359,400)
 - Hope to know by end of September
- Other minor adjustments based on past performance/history

Key Highlights Expenditures

- Wages & Benefits
 - Contract Commitments built into budget:
 - COLA at 2.75%
 - Health Insurance: 9% max per contract
 - Workers Comp Insurance Assumption: 5% (could end up higher)
 - New Staffing
 - 11 Full Time FTE's
 - 2 positions upgraded from Part Time to Full Time
 - 2 position changes
- Equipment Replacement of GPS Receiver \$38,500 (Engineering)
- Increase to Street Maintenance Supplies (asphalt/salt) \$130,000
 - Additional broad area patching

Key Highlights

Internal Service Fund Allocations

- Property/Casualty Insurance allocation same as 2021
- Central Stores allocation same as 2021
- Technology allocation same as 2021
- Manual adjustments to City Facilities allocations
 - Manual increases to Fire Department, Recreation, VMCC, Storm Water, Water, Sewer, Golf Course as we shift City Facilities focus to all city buildings, not just City Hall.
 - Allocation needs further analysis - will wait until next year's budget cycle for additional formula changes.

Key Highlights

Capital Improvement Financing Plan

- Change to City Share of Special Assessment methodology
 - Frees up ~\$200,000 in annual levy capacity
 - PMP levy increase of \$300,000 rather than the \$250,000 planned in the City's Capital Improvement Financing Plan to help offset for this change
- Eliminate General Fund Contribution to Local Improvement Construction Fund for PW Facility (\$350,000 Transfer Out was scheduled for 2022 within the 2020-2024 Plan)
 - Host Community Fund transfers for project are still in budget:
 - ✓ 2021 Budget \$1,000,000
 - 2022 Budget \$1,000,000
 - 2023 Budget \$1,800,000

New FTE's in 2022 Draft Budget

Department	Position	Cost
Administration	Executive Assistant/Deputy Clerk	\$ 99,390
Communications	Independent Contractors (in lieu of staffing request)	88,700
Central Equipment	Mechanic (swap of current Street Maintenance Worker*)	104,250
City Facilities	Building Maintenance Technician/Facilities Technician	84,000
Finance	Assistant Finance Director	134,000
Fire	2 Firefighters 1 Lieutenant	231,600 <u>127,800</u> \$ 359,400
Inspections	Combination Inspector Office Support-move from Part Time to Full Time ~ positions already approved in 2021	110,600 <u>25,500</u> \$ 136,100
Police	3 Patrol Officers Convert Patrol Officer to Sergeant Office Support-move from Part Time to Full Time Savings from elimination of Maintenance Worker position	345,400 13,650 44,300 <u>(20,200)</u> \$ 383,150
Storm Water	Environmental Resources Technician * Street Maintenance Worker currently assigned to Central Equipment would be reassigned to Engineering as an Environmental Resources Technician.	1,400
		\$ 1,390,400

Future Staffing Requests

Department	Position	Cost
Administration ~ removed 2022 request	HR Coordinator-move from Part Time to Full Time	\$ 55,600
Finance ~ removed 2022 request	Senior Accounting Technician	\$ 99,500
Fire ~ Reduced 2022 request from 9 to 3 ~ SAFER grant could fund	4 Firefighters 2 Lieutenants	463,000 <u>255,300</u> \$ 718,300
Parks ~ anticipated needs for 2023 with ongoing park development in NWA	2 Full Time Park Maintenance Workers 2 Seasonal Workers Plus: Equipment Needs	To be determined

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Next Steps

- Council Feedback
- Updates provided at future Council Meetings or Work Sessions
- Preliminary Levy must be approved and submitted to Dakota County by September 30
 - September 13 or 27 Council Meeting
- October/November Work Sessions - Other Fund Budgets are reviewed and discussed
- Between November 11 - 24, Dakota County mails proposed property tax notices to residents (based on city's preliminary levy)
- Public Meeting to discuss budget and levy
 - Typically held in conjunction with first December Council meeting (December 13)



CITY OF
**INVER GROVE
HEIGHTS**

CITY ADMINISTRATION

8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2500

COMMUNITY DEVELOPMENT

8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2545

FINANCE DEPARTMENT

8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2519

FIRE DEPARTMENT

9200 Courthouse Boulevard
Inver Grove Heights, MN 55077
651-455-5082

PARKS & RECREATION

8055 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2585

POLICE DEPARTMENT

8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2525

PUBLIC WORKS DEPARTMENT

8168 Barbara Avenue
Inver Grove Heights, MN 55077
ENGINEERING: 651-450-2570
STREETS & UTILITIES: 651-450-4309

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Minnesota
GreenStep Cities





Request for Council Action

TITLE: Presentation of Draft Idling Ordinance for Council Discussion

		Fiscal/FTE Impact	Mark all that apply
Meeting Date:	August 2, 2021	None	x
Item Type:	Regular Work Session Agenda	Amount included in current budget	
Contact:	Heather Rand, Interim City Administrator	Budget amendment requested	
Prepared by:	Heather Rand	FTE included in current complement	
Reviewed by:	Bridget Nason, City Attorney	New FTE requested - N/A	
		Other	

PURPOSE/ACTION REQUESTED:

The existing City Code contains provisions prohibiting excessive (nuisance) noise. City Code Section 5-5-12 prohibits any person from making, continuing, permitting, or causing to be made or continued any “loud, unnecessary, unusual noise or any noise within the City that would be likely to annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of a reasonable person of ordinary sensibilities.” “Unnecessary noise” is defined as including certain amplified sounds, the use of domestic power, construction, or demolition equipment at certain times, and noise that “[is] otherwise described in section 5-9-2 of this title.” The Code further provides that “[a]ny owner, tenant, resident, occupant, or manager of a ... property location, site or vehicle, who has the legal authority to control the activities and who knows or has reason to know of the disturbance and fails to immediately take reasonable steps to abate the disturbance is guilty of violating this section.”

Section 5-9-2 of the City Code defines public nuisances on property as including “[n]oises, odors, vibrations or emissions of smoke, fumes, gas, soot, cinders, ash or otherwise that exceed the standards of the Minnesota Pollution Control Agency.” Chapter 9 of the code goes on to prohibit an owner or responsible party from allowing a public nuisance on the property, and establishes a process for abating public nuisances on real property.

Concerns have arisen regarding the lengthy idling of certain commercial motor vehicles (trucks) on a commercially-zoned property located adjacent to a residential neighborhood. In order to provide the City with additional tools to address the concerns raised by a number of neighbors regarding the noise generated by the lengthy idling of trucks, especially during nighttime hours, staff recommend the Council consider adoption of an ordinance that would limit the idling of commercial motor vehicles on property located within or adjacent to residentially-zoned parcels.

SUMMARY:

Review draft ordinance establishing limits on the idling of commercial vehicles and provide staff with direction regarding whether to move forward with Council consideration of an ordinance limiting commercial vehicle idling.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
ORDINANCE NO. _____
AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 6, ADDING
CHAPTER 6 RESTRICTING CERTAIN VEHICLE IDLING**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Inver Grove Heights City Code Title 6 is hereby amended to add Chapter 6 which reads as follows:

6-6-1 Vehicle Idling Prohibited

A. Purpose: The purpose of this section is to protect the public health by reducing vehicular emissions and noise pollution near residential areas.

B. Applicability: The provisions of this Chapter shall apply to all diesel powered commercial motor vehicles, as that term is defined in 49 Code of Federal Regulations (CFR) Part 390.5T, which are designed to operate on highways.

B. General Restrictions: No owner or operator of a commercial motor vehicle shall cause or permit the commercial motor vehicle to idle for more than five (5) minutes in any sixty-minute period except as permitted in Section C within 150 feet of the property line of property located within a residential zoning district and anywhere within a residential zoning district.

C. Exemptions: Section 6-6-1(B) does not apply to the following situations:

1. A vehicle idles while forced to remain motionless because of on-highway traffic, an official traffic control device or signal, or at the direction of a law enforcement official.
2. A police, fire, ambulance, public safety, military, other emergency or law enforcement vehicle, or any vehicle being used in an emergency capacity, idles while in an emergency or training mode and not for the convenience of the vehicle operator.
3. The primary propulsion engine idles for maintenance, servicing, repairing, or diagnostic purposes if idling is required for such activity.
4. A vehicle idles as part of a state or federal inspection to verify that all equipment is in good working order, provided idling is required as part of the inspection.
5. An armored vehicle idles when a person remains inside the vehicle to guard the contents, or while the vehicle is being loaded or unloaded.
6. A passenger bus idles a maximum of fifteen (15) minutes in any sixty-minute period to maintain passenger comfort while non-driver passengers are onboard.

7. A vehicle idles for no more than fifteen (15) minutes in any sixty-minute period when the temperature is below zero in order to operate heaters or defrosters.

8. A vehicle idles due to mechanical difficulties over which the driver has no control; an officer or inspector enforcing this chapter may require that the owner or operator of the vehicle submit repair documentation or receipt within a specified number of days in order for this conditional exemption to apply.

9. A vehicle idles during active loading or unloading of cargo.

D. Penalties. Violations of the provisions of this chapter shall be punishable as a criminal offense under Section 1-4-1(A). This chapter may also be enforced by injunction, abatement, mandamus, or any other appropriate remedy in any court of competent jurisdiction.

Section Two. Effective Date. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed in regular session of the City Council on the _____ day of _____, 2021.

CITY OF INVER GROVE HEIGHTS

Thomas Bartholomew, Mayor

Attest:

Rebecca Kiernan, City Clerk