



Inver Grove Heights City Council
Monday, March 28, 2022 at 6:00 PM
8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to 4:00 p.m. on Monday, March 28, 2022, will be provided to the Council at or before the March 28, 2022 meeting.

1. Call to Order

2. Roll Call

3. Presentations

- A.** Neighbors Inc. 50th Anniversary
- B.** Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting

4. Consent Agenda

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

- A.** Approval of Disbursements
- B.** Approval of Personnel Actions
- C.** Resolution Accepting \$2,000 in Donations for Fire & Police Departments
- D.** Resolution Authorizing Application to the Transportation Advisory Board (TAB) for 2022 Regional Solicitation Grant Funds to Support Construction of a Multi-Use Trail along Babcock Trail
- E.** Resolutions Awarding Contract and Approving Budget for the 2022 Pavement Management Program, City Project No. 2022-09A – Crack Seal
- F.** Resolutions Awarding Contract and Approving Budget for the 2022 Pavement Management Program, City Project No. 2022-09B – Seal Coat
- G.** Resolution Accepting a Proposal from Brin Glass Service and Awarding Contract for Maintenance Building Window Replacement
- H.** Resolution Accepting Work for City Project Nos. 2017-03 - Watermain Improvements 65th Street Loop and 2017-24 - T.H. 3 Intersection Improvements for 65th Street including acceptance of Change Order No. 9, Final Compensating Change Order No. 10, Final Pay Voucher No. 13 and Engineer's Report of Acceptance

- I. Resolution Approving Community Center 2021 Budget Carryover
- J. Resolution Approving 2021 Transfers to the Community Center
- K. Resolution Approving Project Funding and Closing Funds

5. Public Hearing

- A. Public Hearing and Resolution Ordering Project and Authorizing Preparation of Plans and Specifications for the Akron Avenue and 50th Street Rehabilitation Project (City Project No. 2022-09K)

6. Regular Business

- A. Consider Resolution Adopting New Park Donation and Memorial Policy
- B. Consider Ordinance Amending City Code, Title 10 in relation to Garage Condos
- C. Consider an Ordinance Amendment to Allow a Recreation Center Use in a portion of the Inver Grove Market Building, 5828 Blaine Avenue
- D. Consider Third Reading and Adoption of Ordinance Amending Certain Park Dedication Fees
- E. Consider Request for Approval of Rental Housing Licenses

7. Public Comment

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

8. Mayor and Council Comments

9. Adjourn

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



Request for Council Action

SUBJECT: **Neighbors Inc. 50th Anniversary**

MEETING DATE: March 28, 2022

ITEM TYPE: Presentations

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to entertain a presentation from Neighbors, Inc. recognizing their 50th Anniversary.

BACKGROUND

Neighbors, Inc has been serving residents of Inver Grove Heights and surrounding communities since 1972. They are a nonprofit human services organization funded by individual donors, foundations, and community partners. Their mission is providing neighborly assistance in an organized fashion, primarily through the use of volunteers.

FISCAL IMPACT

None

RECOMMENDATION

ATTACHMENTS

None

Request for Council Action

SUBJECT: **Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting**

MEETING DATE: March 28, 2022

ITEM TYPE: Presentations

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to receive a short presentation of the Certificate of Achievement for Excellence in Financial Reporting to Finance Director Amy Hove on behalf of the Finance Department.

BACKGROUND

The Certificate of Achievement for Excellence in Financial Reporting has been awarded to the City of Inver Grove Heights by the Government Finance Officers Association of the United States and Canada (GFOA) for its 2020 comprehensive annual financial report. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The GFOA, founded in 1906, represents public finance officials throughout the United States and Canada. The association's more than 20,000 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of government operations within their jurisdictions. The GFOA's mission is to advance excellence in public finance.

The City has earned this award from the GFOA since 1986.

A special thanks to the entire finance team for their efforts.

FISCAL IMPACT

None

RECOMMENDATION

ATTACHMENTS

None

Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of March 9 - 22, 2022.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of March 9 to 22, 2022. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$ 459,172.43
Special Revenue	63,057.38
Debt Service	-
Capital Projects	59,447.53
Enterprise	262,753.08
Internal Service	114,856.58
Escrows	17,635.32
Total - All Funds	\$ 976,922.32

FISCAL IMPACT

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution
2. Disbursement Listing

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

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD OF MARCH 9, 2022 TO MARCH 22, 2022**

WHEREAS, a detailed listing of disbursements for the period of March 9, 2022 to March 22, 2022 was presented to the Council for approval.

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

Fund Type	Amount
General Fund	\$ 459,172.43
Special Revenue	63,057.38
Debt Service	-
Capital Projects	59,447.53
Enterprise	262,753.08
Internal Service	114,856.58
Escrows	17,635.32
Total - All Funds	\$ 976,922.32

Adopted this 28th day of March 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights

Expense Approval Report By Fund

Payment Dates 3/9/2022 - 3/22/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.09	03/02/2022	Cell Tower Matters	101.43.5000.441.30420	840.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.10	03/02/2022	Prepare Planning Commission R...	101.43.5100.442.30420	84.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.10	03/02/2022	Southern Water Project 92-07	101.43.5100.442.30420	200.00
MN DEPT OF LABOR & INDUSTRY	3/2/2022	03/02/2022	2.2022 Surcharge payment	101.207.2070100	5,313.06
MN DEPT OF LABOR & INDUSTRY	3/2/2022	03/02/2022	2.2022 Surcharge payment	101.41.0000.3414000	-25.00
OXYGEN SERVICE COMPANY, INC	0003516925	03/10/2022	Oxygen	101.42.4000.421.60065	57.69
DAKOTA CTY FINANCIAL SVCS	00043092	03/10/2022	4th Quarter 2021 Utilities - Dak...	101.43.5400.445.40020	1,178.73
DAKOTA CTY FINANCIAL SVCS	00043257	03/10/2022	Dakota MHZ- Police	101.42.4000.421.70501	1,819.74
DAKOTA CTY FINANCIAL SVCS	00043257	03/10/2022	monthly invoice for radios for D...	101.42.4200.423.30700	1,726.42
DAKOTA CTY FINANCIAL SVCS	00043257	03/10/2022	Radios	101.43.5200.443.60016	46.66
MINNEAPOLIS OXYGEN CO.	00087550	03/10/2022	cylinder rental for St 3	101.42.4200.423.30700	220.91
MINNEAPOLIS OXYGEN CO.	00087551	03/10/2022	cylinder rental for St 1	101.42.4200.423.30700	157.79
SENSIBLE LAND USE COALITION	01374	03/10/2022	SLUC webinar	101.45.3000.419.50080	25.00
SENSIBLE LAND USE COALITION	01374	03/10/2022	SLUC webinar	101.45.3200.419.50080	50.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.01	03/10/2022	Council Meetings	101.41.1000.413.30401	480.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.01	03/10/2022	Mayor/Council	101.41.1000.413.30420	5,696.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13333	101.45.3200.419.30420	6,251.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13342	101.45.3200.419.30420	3,182.50
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13296	101.45.3200.419.30420	1,316.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13341	101.45.3200.419.30420	36.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.14	03/10/2022	Highlands at Settlers Ridge	101.43.5100.442.30420	6,342.50
OCCUPATIONAL HEALTH CENTE...	103523822	03/10/2022	Pre-employment physical and d...	101.41.1100.413.30500	1,044.00
PRO-TECH DESIGN INC.	104494	03/10/2022	Door scheduling	101.47.1400.413.30700	51.00
ANCOM COMMUNICATIONS, I...	106430	03/10/2022	replacement mics for radios	101.42.4200.423.60065	510.00
TDS METROCOM	2/13/2022	03/10/2022	Phone lines	101.47.1400.413.50020	174.79
CENTURY LINK	2/19/2022	03/10/2022	phone bill	101.42.4200.423.50020	187.18
COMCAST	2/5/2022	03/10/2022	cable invoice St 1	101.42.4200.423.30700	10.81
LIFELINE TRAINING	2244944	03/10/2022	Officer training	101.42.4000.421.50080	359.00
RENEE DUBS ELLENA	22-5075	03/10/2022	Community Development Annu...	101.41.1300.413.30700	2,020.00
MN LIFE INSURANCE CO	253054	03/10/2022	Premium 3.2022	101.203.2030900	3,843.06
MN LIFE INSURANCE CO	253054	03/10/2022	Premium-COBRA 3.2022	101.203.2030910	124.93
DAKOTA CTY PROP TAXATION &...	3/1/2022	03/10/2022	Document recordings	101.45.0000.3413000	92.00
CONDRA & SONS PLUMBING A...	3/2/2022	03/10/2022	Refund permit #PRPL20220005...	101.45.0000.3222000	206.21
METROPOLITAN COUNCIL	3/2/2022 CR	03/10/2022	2/2022 SAC Fees	101.41.0000.3414000	-1,963.15
VERIFIED HOLDINGS, LLC	328109	03/10/2022	VCI Background check	101.41.1100.413.30500	384.00
STREAMLINE DESIGN INC	41364	03/10/2022	duty crew uniforms	101.42.4200.423.60045	838.00
STREAMLINE DESIGN INC	41365	03/10/2022	uniform shirts for NDTA	101.42.4200.424.60045	244.00
DAKOTA CTY FINANCIAL SVCS	43041	03/10/2022	2022 DPC Participation	101.42.4000.421.50070	10,198.94
DAKOTA CTY FINANCIAL SVCS	43041	03/10/2022	2022 ECU Participation	101.42.4000.421.70501	6,006.00
DAKOTA CTY FINANCIAL SVCS	43041	03/10/2022	2022 Emergency Services Mgt.	101.42.4000.421.70501	21,000.00
LOCAL GOVERNMENT INFORM...	51876	03/10/2022	Entrust Tokens	101.47.1400.413.30700	247.22
UNIFIRST CORPORATION	900680951	03/10/2022	Uniforms	101.43.5200.443.60045	32.56
UNIFIRST CORPORATION	900680951	03/10/2022	Uniforms	101.44.6000.451.60045	14.24
CULLIGAN	98459100 2/28/2022	03/10/2022	bottled water St 1	101.42.4200.423.60065	28.78
CULLIGAN	98459118 2/28/2022	03/10/2022	bottled water and salt St 3	101.42.4200.423.60065	81.25
CULLIGAN	98603467 2/28/2022	03/10/2022	bottled water St 2	101.42.4200.423.60065	61.91
BAKER TILLY US, LLP	BT1980029	03/10/2022	Executive Search PW Director	101.43.5000.441.30700	19,500.00
SPOK, INC.	F0317493N	03/10/2022	Language translation line	101.47.1400.413.40035	4.65
STREICHER'S	I1554296	03/10/2022	Gas masks, baton holder & stop	101.42.4000.421.60018	1,404.87
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	101.42.4200.423.40020	505.46
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	101.43.5200.443.40020	50.69
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	101.43.5400.445.40020	463.14
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	101.44.6000.451.40020	511.65

Expense Approval Report

Payment Dates: 3/9/2022 - 3/22/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MACQUEEN EMERGENCY GRO...	P01663	03/10/2022	positive pressure fan	101.42.4200.423.60065	4,695.00
CDW GOVERNMENT INC	S029528	03/10/2022	Power strips	101.47.1400.413.60041	66.30
ICMA RETIREMENT TRUST - 457	INV0131679	03/11/2022	457 - ROTH AGE 50+	101.203.2031400	200.42
ICMA RETIREMENT TRUST - 457	INV0131680	03/11/2022	457 - ROTH AGE 50+	101.203.2031400	325.00
ICMA RETIREMENT TRUST - 457	INV0131681	03/11/2022	457 - ROTH AGE 50+	101.203.2031400	225.00
ICMA RETIREMENT TRUST - 457	INV0131682	03/11/2022	457 -AGE <49 %	101.203.2031400	8,339.52
ICMA RETIREMENT TRUST - 457	INV0131683	03/11/2022	457 -AGE 50+	101.203.2031400	6,280.29
ICMA RETIREMENT TRUST - 457	INV0131684	03/11/2022	457 -AGE <49	101.203.2031400	8,121.00
ICMA RETIREMENT TRUST - 457	INV0131685	03/11/2022	457 PLAN -AGE 50+ %	101.203.2031400	1,549.93
AFSCME COUNCIL 5	INV0131686	03/11/2022	UNION DUES (AFSCME FULL SH...	101.203.2031000	941.85
AFSCME COUNCIL 5	INV0131687	03/11/2022	UNION DUES (AFSCME FULL SH...	101.203.2031000	80.72
TEXAS STATE DISBURSEMENT ...	INV0131688	03/11/2022	CASE #0012022247	101.203.2032100	230.77
MINNESOTA DEPARTMENT OF ...	INV0131689	03/11/2022	CASE #001490481201	101.203.2032100	316.30
MINNESOTA DEPARTMENT OF ...	INV0131690	03/11/2022	CASE #001563363401	101.203.2032100	377.48
MINNESOTA DEPARTMENT OF ...	INV0131691	03/11/2022	CASE #001567848502	101.203.2032100	60.45
MINNESOTA DEPARTMENT OF ...	INV0131692	03/11/2022	CASE #001521862201	101.203.2032100	186.89
WI SCTF (WI SUPPORT COLLECT...	INV0131693	03/11/2022	PARTICIPANT ID#0004986316	101.203.2032100	433.06
MEDSURETY ACH ONLY	INV0131694	03/11/2022	HSA ELECTION-FAMILY	101.203.2032500	3,560.82
MEDSURETY ACH ONLY	INV0131695	03/11/2022	HSA ELECTION-SINGLE	101.203.2032500	5,890.24
IUOE	INV0131696	03/11/2022	UNION DUES IUOE	101.203.2031000	1,397.44
LELS	INV0131697	03/11/2022	UNION DUES (LELS)	101.203.2031000	2,368.00
MN DEPT OF REVENUE (PAYROL...	INV0131698	03/11/2022	LEVY - ANDREW BRAVO	101.203.2031900	425.58
PERA	INV0131699	03/11/2022	PERA COORDINATED PLAN	101.203.2030600	48,355.48
PERA	INV0131700	03/11/2022	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	3,719.66
PERA	INV0131701	03/11/2022	PERA DEFINED PLAN	101.203.2030600	21.92
PERA	INV0131702	03/11/2022	EMPLOYER SHARE (PERA DEFIN...	101.203.2030600	21.92
PERA	INV0131703	03/11/2022	PERA POLICE & FIRE PLAN	101.203.2030600	27,519.40
PERA	INV0131704	03/11/2022	EMPLOYER SHARE (POLICE & FI...	101.203.2030600	41,279.05
ICMA RETIREMENT TRUST - 457	INV0131705	03/11/2022	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	3,348.05
ICMA RETIREMENT TRUST - 457	INV0131706	03/11/2022	ROTH IRA (AGE 50 & OVER)	101.203.2032400	819.23
ICMA RETIREMENT TRUST - 457	INV0131707	03/11/2022	ROTH-AGE <49 %	101.203.2032400	59.15
LELS SERGEANTS	INV0131708	03/11/2022	UNION DUES (LELS SGT)	101.203.2031000	390.00
EFTPS	INV0131709	03/11/2022	FEDERAL WITHHOLDING	101.203.2030200	66,314.04
MN DEPT OF REVENUE (PAYROL...	INV0131710	03/11/2022	STATE WITHHOLDING	101.203.2030300	27,953.30
EFTPS	INV0131711	03/11/2022	MEDICARE WITHHOLDING	101.203.2030500	18,146.18
EFTPS	INV0131712	03/11/2022	SOCIAL SECURITY WITHHOLDING	101.203.2030400	48,335.82
MINNEAPOLIS OXYGEN CO.	00088992	03/17/2022	O2 cylinder rental St 3	101.42.4200.423.30700	199.53
MINNEAPOLIS OXYGEN CO.	00088993	03/17/2022	O2 cylinder rental St 1	101.42.4200.423.30700	142.52
EMMONS & OLIVIER RESOURCES	00095-0072-12	03/17/2022	Scenic Hills	101.43.5000.441.30700	364.50
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.06	03/17/2022	misc planning work	101.45.3200.419.30420	2,260.00
OCCUPATIONAL HEALTH CENTE...	103498893	03/17/2022	Firefighter pre-employment ph...	101.41.1100.413.30500	888.00
FIRST IMPRESSION GROUP, THE	124666	03/17/2022	Retractable Banner	101.42.4000.421.50030	350.00
FIRST IMPRESSION GROUP, THE	126413	03/17/2022	False Alarm Post it's	101.42.4000.421.50030	192.00
FIRST IMPRESSION GROUP, THE	126672	03/17/2022	Police Forms- Dogs & Warrant	101.42.4000.421.50030	425.00
SHRED-N-GO, INC.	132017	03/17/2022	empty full shred container st 2	101.42.4200.423.30700	30.00
MARTIN-MCALLISTER	14461	03/17/2022	Pre-employment Psych. assess...	101.41.1100.413.30500	700.00
KENISON, TERRI	2/1/2022	03/17/2022	cleaning stations 1, 2 & 3	101.42.4200.423.30700	1,600.00
COLLINS ELECTRICAL CONST.	2230538.01	03/17/2022	traffic light repair	101.43.5200.443.40046	411.94
DAKOTA TREE	2234	03/17/2022	Lions Park hazard tree	101.44.6000.451.30700	1,150.00
FIRSTSCRIBE	256769	03/17/2022	ROWay Web Application	101.43.5100.442.40044	250.00
ASPEN MILLS	289983	03/17/2022	Body armor, Shoulder straps	101.42.4000.421.60045	989.00
WAGNER, RICK	3/14/2022	03/17/2022	FAA drone training	101.42.4200.423.50080	175.00
COMCAST	3/5/2022	03/17/2022	cable invoice St 1	101.42.4200.423.30700	10.81
INNOVATIVE BASEMENT AUTH...	3/7/2022	03/17/2022	Refund permit #PRBD20220002...	101.45.0000.3221000	82.60
SILVER TREE PLUMBING & HEAT...	3/7/2022	03/17/2022	Refund permit #PRPL20220005...	101.45.0000.3222000	54.00
MN GLOVE & SAFETY, INC.	334774	03/17/2022	Uniforms-Jackson	101.43.5200.443.60045	254.93
LOCAL GOVERNMENT INFORM...	51825	03/17/2022	Logis- MCD & Axon	101.42.4000.421.70501	2,275.00
LOCAL GOVERNMENT INFORM...	51833	03/17/2022	monthly invoice for LOGIS 3/20...	101.42.4200.423.30700	526.00
LOCAL GOVERNMENT INFORM...	51843	03/17/2022	Logis- Internet	101.42.4000.421.70501	1,896.00
ASSOCIATION OF MINNESOTA ...	61024	03/17/2022	Job ad for Assistant Finance Dir...	101.41.1100.413.30500	75.00

Expense Approval Report

Payment Dates: 3/9/2022 - 3/22/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KINDER FIT LLC	6617	03/17/2022	late fall 2021 amazing athletes	101.44.6100.454.30700	845.00
KINDER FIT LLC	7054	03/17/2022	winter 2022 amazing athletes	101.44.6100.454.30700	325.00
UNIFIRST CORPORATION	900682304	03/17/2022	Uniforms	101.43.5200.443.60045	30.71
UNIFIRST CORPORATION	900682304	03/17/2022	Uniforms	101.44.6000.451.60045	14.24
DAKOTA AGGREGATES, LLC.	A6161509	03/17/2022	Safety Grit Sand	101.43.5200.443.60016	928.05
KIESLER POLICE SUPPLY, INC	IN185132	03/17/2022	Pepperballs/training ammo	101.42.4000.421.60018	2,145.10
GEOTAB USA, INC.	IN297343	03/17/2022	GO9 Verizon USA LTE	101.42.4000.421.70501	625.05
WSB & ASSOCIATES, INC.	R-017699-000-12	03/17/2022	Interim Public Works Director	101.43.5000.441.30700	3,366.00
Fund 101 - GENERAL FUND Total:					459,172.43
Fund: 201 - C.V.B. FUND					
RIVER HEIGHTS CHAMBER OF C...	11266	03/10/2022	CVB chamber service contract	201.44.1600.465.30700	6,568.33
LIME VALLEY ADVERTISING, INC.	22011.01	03/10/2022	CVB web updates	201.44.1600.465.50025	100.00
STACY ANN BROOKS	393	03/10/2022	CVB blog	201.44.1600.465.50025	225.00
Fund 201 - C.V.B. FUND Total:					6,893.33
Fund: 204 - RECREATION FUND					
IGH SENIOR CLUB	3/7/2022	03/17/2022	Feb 2022 Sr Club dues/lunches	204.227.2271000	760.00
Fund 204 - RECREATION FUND Total:					760.00
Fund: 205 - COMMUNITY CENTER					
TWIN SOURCE SUPPLY	00495992	03/10/2022	cleaning supplies	205.44.6200.453.60011	9.94
TWIN SOURCE SUPPLY	00495992	03/10/2022	cleaning supplies	205.44.6200.453.60011	9.95
TWIN SOURCE SUPPLY	00496005	03/10/2022	cleaning supply	205.44.6200.453.60011	335.37
TWIN SOURCE SUPPLY	00496005	03/10/2022	cleaning supply	205.44.6200.453.60011	335.37
TWIN SOURCE SUPPLY	00496021	03/10/2022	cleaning supply part	205.44.6200.453.60011	24.53
TWIN SOURCE SUPPLY	00496021	03/10/2022	cleaning supply part	205.44.6200.453.60011	24.52
PERFECTION PLUS, INC	114064JAN	03/10/2022	Jan 2022 cleaning & sanitizing	205.44.6200.453.40040	8,657.70
PERFECTION PLUS, INC	114099	03/10/2022	Feb 2022 cleaning & sanitizing s...	205.44.6200.453.40040	8,657.70
CAROL GARBER	2/17/2022	03/10/2022	Feb 2022 brine system review	205.44.6200.453.40040	400.00
MSHSL REGION 3AA	2/24/2022	03/10/2022	Region 3AA pymt for Simley girls..	205.44.0000.3492200	1,475.24
TAHO SPORTSWEAR	22TS0229	03/10/2022	uniforms	205.44.6200.453.60045	983.00
TAHO SPORTSWEAR	22TS0229	03/10/2022	uniforms	205.44.6200.453.60045	983.00
TOTAL CONSTRUCTION & EQUIP.	32540	03/10/2022	VMCC lobby monitor replacem...	205.44.6200.453.80800	3,044.98
TOTAL CONSTRUCTION & EQUIP.	32628	03/10/2022	replace VFD's in water park AHU	205.44.6200.453.80200	12,986.34
PLYMOUTH PARKS & REC	326316	03/10/2022	WSI class 12-2021	205.44.6200.453.60018	1,600.00
AEP ONSITE PARTNERS, LLC	419-21357321	03/10/2022	Feb 22 solar panels	205.44.6200.453.40020	1,850.04
AEP ONSITE PARTNERS, LLC	419-21357321	03/10/2022	Feb 22 solar panels	205.44.6200.453.40020	1,856.44
TWIN CITY HARDWARE	PSI2100485	03/10/2022	replace West Rink door hardwa...	205.44.6200.453.80200	3,675.00
TWIN SOURCE SUPPLY	00496271	03/17/2022	repair to floor scrubber	205.44.6200.453.40042	269.05
TWIN SOURCE SUPPLY	00496271	03/17/2022	repair to floor scrubber	205.44.6200.453.40042	269.05
GILBERT MECHANICAL CONTRA...	215132	03/17/2022	replace freezestat & pressure s...	205.44.6200.453.40040	4,700.00
MSHSL REGION 4AA	3/3/2022	03/17/2022	Region 4AA Simley Boys playoff	205.44.0000.3492200	2,277.23
PUSH PEDAL PULL	330923	03/17/2022	new kettlebells	205.44.6200.453.60040	943.60
Fund 205 - COMMUNITY CENTER Total:					55,368.05
Fund: 290 - EDA OPERATING					
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13303 EDA	290.45.3000.419.30420	36.00
Fund 290 - EDA OPERATING Total:					36.00
Fund: 402 - PARK ACQ. & DEV. FUND					
HOISINGTON KOEGLER GROUP ...	020-057-14	03/10/2022	Vista Pines Jan 2022	402.44.6000.451.30700	1,170.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.11	03/10/2022	pending P&R matters	402.44.6000.451.30420	48.00
Fund 402 - PARK ACQ. & DEV. FUND Total:					1,218.00
Fund: 404 - SEWER CONNECTION FUND					
METROPOLITAN COUNCIL	3/2/2022	03/10/2022	2/2022 SAC Fees	404.217.2170000	196,315.00
Fund 404 - SEWER CONNECTION FUND Total:					196,315.00
Fund: 439 - 2019 IMPROVEMENT FUND					
PATCHIN MESSNER APPRAISALS,...	22186	12/30/2021	Schaaf Properties	439.73.5900.739.30700	4,522.50
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.14	03/10/2022	Schaaf Condemnation Claim	439.73.5900.739.30700	2,856.00
Fund 439 - 2019 IMPROVEMENT FUND Total:					7,378.50
Fund: 440 - PAVEMENT MANAGEMENT PROJ					
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.09	03/02/2022	Akron Ave & 50th St	440.74.5900.740.30420	826.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.09	03/02/2022	Carmen Ave & Claude Way	440.74.5900.740.30420	108.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.09	03/02/2022	Cahill Trunk Drainage	440.74.5900.740.30420	1,231.80
BARR ENGINEERING COMPANY	23191446.00-19	03/10/2022	Old village drainage study - Da...	440.74.5900.740.30300	1,131.00
BARR ENGINEERING COMPANY	23191446.00-19	03/10/2022	Old village drainage study - Da...	440.74.5900.740.30300	1,131.00
WSB & ASSOCIATES, INC.	R-019066-000-4	03/10/2022	Carmen Avenue and Claude Wa...	440.74.5900.740.30300	3,538.50
WSB & ASSOCIATES, INC.	R-019067-000-4	03/10/2022	50th Street and Akron Avenue	440.74.5900.740.30300	4,563.75
WSB & ASSOCIATES, INC.	0-001702-270-26	03/17/2022	65th Street Improvements	440.74.5900.740.30300	2,540.50
BOLTON & MENK, INC.	284632	03/17/2022	Albano Trl Rehab	440.74.5900.740.30300	247.50
BOLTON & MENK, INC.	284633	03/17/2022	Alison Way Area Rehab	440.74.5900.740.30300	1,575.00
BOLTON & MENK, INC.	284634	03/17/2022	Tyne Lane Area Rehab	440.74.5900.740.30300	1,831.00
SHORT ELLIOTT HENDRICKSON, ...	422046	03/17/2022	Cheney Trl/Coffman Path	440.74.5900.740.30300	185.82
SHORT ELLIOTT HENDRICKSON, ...	422047	03/17/2022	62nd and Boland Trl	440.74.5900.740.30300	449.66
WSB & ASSOCIATES, INC.	R-019065-000-4	03/17/2022	Upper 55th Pavement Rehab	440.74.5900.740.30300	3,743.75
WSB & ASSOCIATES, INC.	R-019132-000-4	03/17/2022	Pavement Management Consul...	440.74.5900.740.30300	8,517.00
Fund 440 - PAVEMENT MANAGEMENT PROJ Total:					31,620.78

Fund: 441 - STORM WATER MANAGEMENT

LEVANDER, GILLEN & MILLER P....	1/31/2022 81.14	03/10/2022	Alaureate Trail Drainage Claim	441.74.5900.741.30420	36.00
BARR ENGINEERING COMPANY	23190328.20-25	03/10/2022	Landlocked Basin Policy Develo...	441.74.5900.741.30300	545.50
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	441.74.5900.741.40020	287.18
BARR ENGINEERING COMPANY	23190328.21-13	03/17/2022	Stormwater Utility Reviews - M...	441.74.5900.741.30300	1,131.00
EXPERT TREE AND SERVICE AND...	7022	03/17/2022	tree removal for stormwater	441.74.5900.741.40066	2,200.00
Fund 441 - STORM WATER MANAGEMENT Total:					4,199.68

Fund: 444 - PARK CAPITAL REPLACEMENT

HOISINGTON KOEGLER GROUP ...	021-002-11	03/10/2022	SV-NV Jan 2022	444.44.5900.744.30700	19,230.25
Fund 444 - PARK CAPITAL REPLACEMENT Total:					19,230.25

Fund: 448 - NWA - STORM WATER

LEVANDER, GILLEN & MILLER P....	1/31/2022 81.09	03/02/2022	Argenta Trail Drainage	448.74.5900.748.30420	32.00
KIMLEY-HORN & ASSOCIATES, L...	20863710	03/17/2022	Argenta Trail Drainage	448.74.5900.748.30300	9,590.10
Fund 448 - NWA - STORM WATER Total:					9,622.10

Fund: 501 - WATER UTILITY FUND

METROPOLITAN COUNCIL	0001136507	03/10/2022	Strength charge	501.50.7100.512.40040	588.64
MID CITY SERVICES, INC.	175473	03/10/2022	Rugs for WTP	501.50.7100.512.40040	52.35
LONE OAK COMPANIES	3/2/2022	03/10/2022	Postage (50%) 3.2022	501.50.7100.512.50035	695.25
SHERWIN-WILLIAMS CO.	3226-8	03/10/2022	Paint supplies for well #5	501.50.7100.512.60016	345.00
AUTOMATIC SYSTEMS CO.	374045	03/10/2022	Scada stuff	501.50.7100.512.30700	433.42
DALCO CORPORATION	3898933	03/10/2022	cleaning supplies	501.50.7100.512.60016	24.69
DALCO CORPORATION	3901927	03/10/2022	Broom	501.50.7100.512.60016	24.69
LONE OAK COMPANIES	89182	03/10/2022	Statement Processing (50%) 2.2...	501.50.7100.512.30700	489.07
LONE OAK COMPANIES	89182 CR	03/10/2022	Postage Credit (50%) 2.2022	501.50.7100.512.50035	-154.78
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	501.50.7100.512.40020	6,523.58
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-22202	03/10/2022	Dec 2021 solar gardens	501.50.7100.512.40020	2,244.89
GOPHER STATE ONE-CALL	2020483	03/17/2022	Locate tickets	501.50.7100.512.30700	174.15
SHAPCO PRINTING	264557	03/17/2022	Door hangers	501.50.7100.512.50030	635.00
VALLEY-RICH CO, INC	30531	03/17/2022	main break	501.50.7100.512.40046	3,239.08
VALLEY-RICH CO, INC	30548	03/17/2022	Main break	501.50.7100.512.40046	5,324.14
AUTOMATIC SYSTEMS CO.	374275	03/17/2022	Well 7 repairs	501.50.7100.512.30700	844.15
CORE & MAIN LP	P326191	03/17/2022	Replacement head for meter	501.50.7100.512.40043	330.20
CORE & MAIN LP	Q454818	03/17/2022	Meter nuts	501.50.7100.512.40043	682.15
CORE & MAIN LP	Q476428	03/17/2022	Replacement meter	501.50.7100.512.40043	1,690.48
WHEELER HARDWARE COMPA...	SPI127697	03/17/2022	Building Repairs	501.50.7100.512.40040	2,645.00
Fund 501 - WATER UTILITY FUND Total:					26,831.15

Fund: 502 - SEWER UTILITY FUND

LONE OAK COMPANIES	3/2/2022	03/10/2022	Postage (50%) 3.2022	502.51.7200.514.50035	695.25
EXPERT TREE AND SERVICE AND...	7018	03/10/2022	Tree removal over sewer lines	502.51.7200.514.40043	5,975.00
LONE OAK COMPANIES	89182	03/10/2022	Statement Processing (50%) 2....	502.51.7200.514.30700	489.07
LONE OAK COMPANIES	89182 CR	03/10/2022	Postage Credit (50%) 2.2022	502.51.7200.514.50035	-154.79
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	502.51.7200.514.40020	185.66
Fund 502 - SEWER UTILITY FUND Total:					7,190.19

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 503 - INVER WOOD GOLF COURSE					
GEAR FOR SPORTS	11867927	03/10/2022	apparel for resale	503.52.8200.523.76200	1,586.92
CLEVELAND GOLF/SRIXON	6796882	03/10/2022	clubs for resale	503.52.8200.523.76250	148.32
SECURITAS ELECTRONIC SECURI...	7000891081	03/10/2022	2022 club house monitoring	503.52.8500.526.50055	641.24
GRAINGER	9213642938	03/10/2022	clubhouse water filter	503.52.8500.526.60065	112.64
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	503.52.8600.527.40020	32.57
PING	16175622	03/17/2022	apparel for resale	503.52.8200.523.76200	167.18
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Golf...	503.100.1010700	100.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Res...	503.100.1010700	1,000.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Golf...	503.100.1010700	100.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Golf...	503.100.1010700	100.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Golf...	503.100.1010700	1,000.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Ve...	503.100.1010800	100.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Bev...	503.100.1010800	100.00
PETTY CASH - INVERWOOD	3/7/2022	03/17/2022	Cash to open 2022 season - Clu...	503.100.1010800	100.00
CLEVELAND GOLF/SRIXON	6806382 SO	03/17/2022	clubs for resale	503.52.8200.523.76250	259.56
THE CIT GROUP COMMERCIAL S...	70629799	03/17/2022	apparel for resale	503.52.8200.523.76200	4,906.42
COPY RIGHT	89068	03/17/2022	brochures for season	503.52.8000.521.50030	755.09
COPY RIGHT	89069	03/17/2022	forms for season	503.52.8000.521.50030	2,579.67
TITLEIST	912698568	03/17/2022	apparel for resale	503.52.8200.523.76200	702.00
CALLAWAY GOLF	934405065	03/17/2022	apparel for resale	503.52.8200.523.76200	456.65
CUTTER & BUCK	96048058	03/17/2022	Operations uniforms	503.52.8000.521.60045	141.49
CUTTER & BUCK	96048058	03/17/2022	Practice Center uniforms	503.52.8100.522.60045	223.38
CUTTER & BUCK	96050313	03/17/2022	Practice Center uniforms	503.52.8100.522.60045	776.62
CUTTER & BUCK	96050313	03/17/2022	F&B uniforms	503.52.8300.524.60045	1,000.00
SCHAEFFER MFG CO	HV4139-INV1	03/17/2022	shop lubricants	503.52.8600.527.60022	1,505.21
Fund 503 - INVER WOOD GOLF COURSE Total:					18,594.96
Fund: 602 - RISK MANAGEMENT					
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.01	03/10/2022	Emergency Management	602.00.2100.415.30420	1,908.00
Fund 602 - RISK MANAGEMENT Total:					1,908.00
Fund: 603 - CENTRAL EQUIPMENT					
FORCE AMERICA, INC.	001-1612475	03/10/2022	Stock spinner motor	603.140.1450050	309.49
PRECISE MRM	001-1616003	03/10/2022	Plow Truck Plow control	603.00.5300.444.40041	433.89
CUSTOM HOSE TECH	110014	03/10/2022	520 Skid Loader Hyd couplers	603.00.5300.444.40041	180.92
PERFECTION PLUS, INC	114064JAN	03/10/2022	Jan 2022 cleaning & sanitizing	603.00.5300.444.40040	766.62
PERFECTION PLUS, INC	114099	03/10/2022	Feb 2022 cleaning & sanitizing s...	603.00.5300.444.40040	766.62
FACTORY MOTOR PARTS COMP...	1-7390164	03/10/2022	Stock Oil filters	603.140.1450050	67.42
FACTORY MOTOR PARTS COMP...	1-7417286	03/10/2022	L13 Fire Truck Batteries	603.00.5300.444.40041	943.62
MID CITY SERVICES, INC.	175474	03/10/2022	Rugs for PW building	603.00.5300.444.40065	99.25
MANSFIELD OIL COMPANY	23013041	03/10/2022	Fuel	603.140.1450060	7,202.41
L.T.G. POWER EQUIPMENT	265833	03/10/2022	500 Parks small engines.	603.00.5300.444.40041	42.66
WORLD FUEL SERVICES	272435579457-41801	03/10/2022	Stock Oil	603.140.1450050	888.43
WORLD FUEL SERVICES	272447730352-41801	03/10/2022	Stock Supplies	603.140.1450050	723.57
WORLD FUEL SERVICES	273913128289-41801	03/10/2022	Stock Washer fluid	603.140.1450050	131.45
TOTAL CONSTRUCTION & EQUIP.	32626	03/10/2022	Building work	603.00.5300.444.40040	652.52
LITTLE FALLS MACHINE INC	363724	03/10/2022	319 Dump Truck	603.00.5300.444.40041	426.98
NUSS TRUCK AND EQUIPMENT	4700429P	03/10/2022	302 Dump Truck wiper	603.00.5300.444.40041	234.66
THE REINALT- THOMAS CORPO...	6158753	03/10/2022	2002 Squad Tires	603.00.5300.444.60014	658.00
UNIFIRST CORPORATION	900680951	03/10/2022	Uniform	603.00.5300.444.40065	105.75
UNIFIRST CORPORATION	900680951	03/10/2022	Uniform	603.00.5300.444.60045	21.14
KIMBALL MIDWEST	9657956	03/10/2022	Shop stock	603.140.1450050	133.00
SNAP-ON INDUSTRIAL	ARV/52048584	03/10/2022	Small Tools	603.00.5300.444.60040	102.59
ZIEGLER INC	IN000429534	03/10/2022	Volvo Loader repair parts & lab...	603.00.5300.444.40041	143.76
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12202	03/10/2022	Dec 2021 solar gardens	603.00.5300.444.40020	669.09
MILLS AFTERMARKET ACCESSOR...	OAK-1017473-01	03/10/2022	Unmarked Squad.Floor Mats	603.00.5300.444.40041	161.92
MACQUEEN EMERGENCY GRO...	W04149	03/10/2022	T26 Fire Truck. panel lights.	603.00.5300.444.40042	569.30
OXYGEN SERVICE COMPANY, INC	0008516270	03/17/2022	Shop welding supplies	603.00.5300.444.60012	554.83
ABM EQUIPMENT & SUPPLY	0170330-IN	03/17/2022	#346 Hydraulic system repairs	603.00.5300.444.40042	7,638.27
CUSTOM HOSE TECH	110157	03/17/2022	520 Skid Loader hyd fitting	603.00.5300.444.40041	92.94
CUSTOM HOSE TECH	110189	03/17/2022	532 Mower hyd hoses.	603.00.5300.444.40041	1,847.54

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FERRELLGAS	1118772639	03/17/2022	5302 Forklift propane	603.00.5300.444.40041	62.00
MTI DISTRIBUTING CO	1331881-00	03/17/2022	535 Toro parts and labor	603.00.5300.444.40041	1,041.03
MTI DISTRIBUTING CO	1334391-00	03/17/2022	535 Snowblower cutting edge.	603.00.5300.444.40041	296.24
FACTORY MOTOR PARTS COMP...	1-7429790	03/17/2022	Stock Oil Filters	603.140.1450050	91.41
MID CITY SERVICES, INC.	177758	03/17/2022	PW Rugs	603.00.5300.444.40065	99.25
WORLD FUEL SERVICES	275740622897-41801	03/17/2022	329 Dump Truck DEF Fluid	603.00.5300.444.40041	192.00
NUSS TRUCK AND EQUIPMENT	4701101P	03/17/2022	323 Dump truck coolant leak.	603.00.5300.444.40041	439.67
NUSS TRUCK AND EQUIPMENT	4701260P	03/17/2022	323 Dump Truck Coolant leak	603.00.5300.444.40041	19.82
NUSS TRUCK AND EQUIPMENT	4701262P	03/17/2022	323 Truck Parts	603.00.5300.444.40041	45.76
INVER GROVE FORD	5311962	03/17/2022	2025 Squad car brake pads.	603.00.5300.444.40041	125.35
INVER GROVE FORD	5311963	03/17/2022	2025 Squad Car Brake Parts	603.00.5300.444.40041	191.36
INVER GROVE FORD	5312101	03/17/2022	2020 Squad Brake pads rotors.	603.00.5300.444.40041	246.92
NUSS TRUCK AND EQUIPMENT	739331	03/17/2022	306 Loader electrical repairs	603.00.5300.444.40042	1,265.94
UNIFIRST CORPORATION	900682304	03/17/2022	Uniforms	603.00.5300.444.40065	105.75
UNIFIRST CORPORATION	900682304	03/17/2022	Uniforms	603.00.5300.444.60045	21.14
GRAINGER	9237531299	03/17/2022	Safety Glasses	603.00.5300.444.60012	41.28
H&L MESABI	9798	03/17/2022	Stock Curb Guard	603.140.1450050	1,905.00
POMP'S TIRE SERVICE, INC.	980089955	03/17/2022	T26 Fire Truck	603.00.5300.444.60014	2,666.44
H&L MESABI	9864	03/17/2022	332 V-Plow blades.	603.00.5300.444.40041	585.04
TRI-STATE BOBCAT INC.	P71380	03/17/2022	520 Sid Loader Hyd coupler	603.00.5300.444.40041	100.43
Fund 603 - CENTRAL EQUIPMENT Total:					36,110.47

Fund: 604 - CENTRAL STORES

MARCO TECHNOLOGIES, LLC	INV9634825	03/10/2022	Printers	604.00.2200.416.40050	195.00
Fund 604 - CENTRAL STORES Total:					195.00

Fund: 605 - CITY FACILITIES

PERFECTION PLUS, INC	114064JAN	03/10/2022	Jan 2022 cleaning & sanitizing	605.00.7500.460.40040	6,363.19
PERFECTION PLUS, INC	114099	03/10/2022	Feb 2022 cleaning & sanitizing s...	605.00.7500.460.40040	6,363.19
NAC MECHANICAL & ELECTRICA...	194972	03/10/2022	repair CH hot water heaters	605.00.7500.460.40040	10,426.47
TOTAL CONSTRUCTION & EQUIP.	32523	03/10/2022	2022 Capital work in PD offices	605.00.7500.460.80200	37,053.53
TOTAL CONSTRUCTION & EQUIP.	32552	03/10/2022	add light fixture in PW sign shop	605.00.7500.460.40040	1,310.97
TOTAL CONSTRUCTION & EQUIP.	32629	03/10/2022	repair CH entry fixtures	605.00.7500.460.40040	934.42
NASSEFF PLUMBING & HEATING...	39071	03/10/2022	repair heater in sign shop	605.00.7500.460.40040	627.40
NASSEFF PLUMBING & HEATING...	39217	03/10/2022	FS #2 - added diffusers to office	605.00.7500.460.40040	1,427.99
NASSEFF PLUMBING & HEATING...	39246	03/10/2022	repair GC clubhouse furnace	605.00.7500.460.40040	388.21
AEP ONSITE PARTNERS, LLC	419-21357321	03/10/2022	Feb 22 solar panels	605.00.7500.460.40020	1,111.97
ALL FURNITURE, INC.	49536	03/10/2022	parts for CH desks	605.00.7500.460.40040	2,613.62
ZEE MEDICAL SERVICE	54118201	03/10/2022	first aid supplies	605.00.7500.460.60065	246.70
HILLYARD INC	604662187	03/10/2022	cleaning supplies	605.00.7500.460.60011	401.17
LVC COMPANIES, INC.	82798	03/10/2022	FS #2 - changed monitoring	605.00.7500.460.50055	420.00
LVC COMPANIES, INC.	82968	03/10/2022	PD annual fire alarm monitoring	605.00.7500.460.50055	380.00
LVC COMPANIES, INC.	82969	03/10/2022	FS #2 annual fire alarm monitor...	605.00.7500.460.50055	380.00
INNOVATIVE OFFICE SOLUTIONS	CIN105958	03/10/2022	standing desks for cubby work	605.00.7500.460.40047	4,842.78
HUEBSCH SERVICES	20136775	03/17/2022	lobby mats	605.00.7500.460.40065	157.97
NASSEFF PLUMBING & HEATING...	39420	03/17/2022	FS #2 pex tube leaking	605.00.7500.460.40040	980.78
BAN-KOE SYSTEMS, Inc.	403506	03/17/2022	FS #2 monitoring svc changed	605.00.7500.460.40040	212.75
Fund 605 - CITY FACILITIES Total:					76,643.11

Fund: 702 - ESCROW FUND

LEVANDER, GILLEN & MILLER P....	1/31/2022 81.08	03/02/2022	Smart Center Sale of Property	702.229.2288603	432.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13327	702.229.2293603	235.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.13	03/10/2022	81000-13343	702.229.2305203	141.50
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.14	03/10/2022	9178 Dalton Ct CGA	702.229.2304603	648.00
MCCLUNG, DILLON	2/25/2022	03/10/2022	Escrow Release	702.229.2283803	3,472.83
EMMONS & OLIVIER RESOURCES	00095-0072-12	03/17/2022	The Crossing	702.229.2299503	1,458.00
EMMONS & OLIVIER RESOURCES	00095-0074-9	03/17/2022	Settlers Ridge North 2nd Additio..	702.229.2284803	684.13
EMMONS & OLIVIER RESOURCES	00095-0074-9	03/17/2022	Peltier Development	702.229.2296703	102.75
EMMONS & OLIVIER RESOURCES	00095-0074-9	03/17/2022	Inverpoint 2nd Addition	702.229.2297103	68.50
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.06	03/17/2022	Analysis of zoning matters for h...	702.229.2292001	144.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.06	03/17/2022	Review zoning app for indoor h...	702.229.2292001	24.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.06	03/17/2022	Pine Bend Expansion	702.229.2293002	1,648.00

Expense Approval Report

Payment Dates: 3/9/2022 - 3/22/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.06	03/17/2022	research re NCUC for Dawnway	702.229.2297403	228.00
LEVANDER, GILLEN & MILLER P....	1/31/2022 81.06	03/17/2022	Review and analysis of info re d...	702.229.2297403	156.00
HEALING GARDEN LLC	2/8/2022	03/17/2022	Escrow Release	702.229.2284403	205.11
BARR ENGINEERING COMPANY	23190328.21-13	03/17/2022	At-Home Apt	702.229.2300803	400.50
BARR ENGINEERING COMPANY	23190328.21-13	03/17/2022	Babcock Crossing	702.229.2303803	87.00
LENNAR CORPORATION - U.S. ...	3/11/2022	03/17/2022	Escrow Refund - BD2018-1571; ...	702.229.2299800	2,500.00
ROBERT THOMAS HOMES	3/7/2022	03/17/2022	Escrow Refund - 1252 76th St W	702.229.2299800	2,500.00
ROBERT THOMAS HOMES	3/7/2022 161692	03/17/2022	Escrow Refund - 1248 76th St W	702.229.2299800	2,500.00
Fund 702 - ESCROW FUND Total:					17,635.32
Grand Total:					976,922.32



Request for Council Action

SUBJECT: **Approval of Personnel Actions**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

ACTION REQUESTED

The Council is asked to confirm and approve the personnel actions listed below.

BACKGROUND

Seasonal/Temporary Employment:

Anna Antunes, Lifeguard
Anthony Elia, Engineering Intern
Billy Wilmes, Golf Maintenance Helper
Heather Gogins, Guest Service Worker
Katherine Beekman, Golf Maintenance Helper
Laurn Roszak, Guest Service Worker
Madison Gunter, Child Care Worker
Robert Christenson, Paid On-call Firefighter
Robert Cocchiarella, Golf Maintenance Helper

Voluntary Resignations, Retirements and/or Terminations:

Brian Costello, Paid On-call Firefighter
Madeline Rosewood, Aquatics Coordinator
Christian Wilson, Patrol Officer

FISCAL IMPACT

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

RECOMMENDATION

Staff recommends approval of the above-listed personnel actions.

ATTACHMENTS

None

Request for Council Action

SUBJECT: **Resolution Accepting \$2,000 in Donations for Fire & Police Departments**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt a Resolution accepting \$2,000 in donations:

 \$1,000 for the Fire Department to be directed towards a future UTV purchase

 \$1,000 for the Police Department to be directed towards the Explorer Program

BACKGROUND

In March, the city received two checks from an Inver Grove Heights resident who wished to remain anonymous. Each check was in the amount of \$1,000, one was made out to the Police Department and one to the Fire Department.

The donor expressed gratitude to the fire and police departments for their service to the community and placed no restrictions on how the funds were to be used. The Fire Department wishes to save these funds for a future purchase of a Utility Terrain Vehicle (UTV), that would allow firefighters and equipment to better reach some of the more heavily wooded areas of the community. The Police Department would like the funds put toward their Explorer program to help with increased costs.

Both the Fire Department and Police Department would also like to convey their appreciation for this generous donation.

FISCAL IMPACT

Acceptance of this donation will provide \$2,000 in future financial resources for public safety programming.

RECOMMENDATION

Staff recommends acceptance of the donations.

ATTACHMENTS

1. Resolution

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

RESOLUTION NO. _____

**RESOLUTION ACCEPTING \$2,000 IN DONATIONS FOR THE FIRE & POLICE
DEPARTMENTS**

WHEREAS, the City Council of the City of Inver Grove Heights (City), is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes, Section 465.03, for the benefit of its citizens and is specifically authorized to accept gifts; and

WHEREAS, an anonymous donor would like to donate \$1,000 to the Fire Department and \$1,000 to the Police Department and has placed no restrictions on how the funds are spent; and

WHEREAS, the Fire Department has requested their \$1,000 donation be set aside for a future UTV purchase and the Police Department has requested their \$1,000 donation dedicated to the Explorer Program; and

WHEREAS, the City is appreciative of the donation and finds that it is appropriate to accept.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby accept the donation of funds in the amount of \$2,000 and commit the funds as follows: \$1,000 towards a future UTV purchase for the Fire Department and \$1,000 towards the Police Department's Explorer Program.

Adopted this 28th day of March 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolution Authorizing Application to the Transportation Advisory Board (TAB) for 2022 Regional Solicitation Grant Funds to Support Construction of a Multi-Use Trail along Babcock Trail**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Brian Connolly, Public Works Director, 651.450.2571

ACTION REQUESTED

The Council is asked to adopt the attached Resolution and authorize staff to coordinate submittal of an application to the Transportation Advisory Board (TAB) for 2022 Regional Solicitation grant funds to support construction of a multi-use trail along Babcock Trail.

BACKGROUND

In 2011, the City completed a Trail Gap Study which identified many “gaps” in the City’s trail and sidewalk network. Since that time, the City has endeavored to close these gaps at opportune times in conjunction with street improvement projects, park improvement projects, and development/ redevelopment projects.

One of the key gaps identified in the study includes a segment of Babcock Trail (County Road 73) from Upper 55th Street to Interstate 494, where there are no sidewalks or trail facilities. To plan for future construction of a multi-use trail, the City and Dakota County worked cooperatively to fund a feasibility study and perform preliminary design to identify project scope and estimated costs. The Council received the feasibility study in December 2017 and directed staff to look at potential funding options to construct the proposed trail in the future. The project has a current estimated construction cost of \$650,000 and would be jointly funded by Dakota County (85%) and the City (15%).

The City and Dakota County subsequently applied for the Transportation Advisory Board (TAB) Regional Solicitation grant funding in 2018, but the project did not score high enough to be selected for a grant at that time.

Following the 2018 Regional Solicitation process, Dakota County completed a Pedestrian and Bicycle Study in December 2018 and identified this segment of Babcock Trail as the top priority trail gap in the County’s trail system. The City and County re-applied for the TAB Regional Solicitation grant funding in 2020. The project scored significantly higher in 2020 but was one of the top projects rated just outside the funding award limit.

City and County staff believe the Babcock Trail project will score higher in 2022 and be a good candidate to receive funding due to adjusted scoring metrics and recent development changes in the area. If successful, the grant would fund up to 80% of the right-of-way and construction costs of the trail. The City and Dakota County would split the remaining construction, right-of-way, and project development costs at 15% and 85%, respectively. If funding is received, the project would be programed for construction in 2026/2027 as part of the City and County’s respective capital improvement programs.

Dakota County has contracted with a consulting firm to provide grant writing assistance to communities wishing to submit for TAB Regional Solicitation in 2022 on projects that could have Dakota County cost share and will submit

applications on each City's behalf. There is no cost to cities wishing to utilize this grant writing assistance, therefore staff recommends that IGH take advantage of this free service for this grant application.

FISCAL IMPACT

This action has no immediate fiscal impact. If the grant application is successful, the City would need to budget for 15% of the remaining project costs in year 2026 or 2027.

RECOMMENDATION

Staff recommends approval of the attached resolution authorizing application to the Transportation Advisory Board (TAB) for 2022 Regional Solicitation Grant Funds to support construction of a multi-use trail along Babcock Trail.

ATTACHMENTS

1. 2022-03-28_Resolution Approving Application to TAB

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

**RESOLUTION AUTHORIZING APPLICATION TO THE TRANSPORTATION ADVISORY BOARD
(TAB) FOR 2022 REGIONAL SOLICITATION GRANT FUNDS TO SUPPORT CONSTRUCTION OF
A MULTI-USE TRAIL ALONG BABCOCK TRAIL**

RESOLUTION NO. _____

WHEREAS, the Metropolitan Council and the TAB have announced the 2022 Regional Solicitation for 2026 and 2027 federal funding for motorized and non-motorized transportation projects; and

WHEREAS, the program will fund up to 80 percent of project right of way and construction costs; and

WHEREAS, non-federal funds must be at least 20 percent of the project costs; and

WHEREAS, an application must be submitted by April 14, 2022, for consideration; and

WHEREAS, Dakota County will provide free grant writing and submittal service for projects with City and County benefits; and

WHEREAS, the Babcock Trail corridor has been identified by the City of Inver Grove Heights and Dakota County as a priority trail gap in their respective transportation plans, and identified by the Metropolitan Council as a Regional Bicycle Transportation Network Corridor; and

WHEREAS, the City of Inver Grove Heights and Dakota County partnered together to complete a feasibility study for the Babcock Trail project in 2017 and strongly support construction of the trail facility.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS MINNESOTA AS FOLLOWS:

1. The City of Inver Grove Heights supports seeking and authorizes submittal of a Transportation Advisory Board Regional Solicitation Grant funding for the 2022 solicitation for the construction of a multi-use trail facility along Babcock Trail from Upper 55th Street to Interstate 494.

Adopted by the City Council of Inver Grove Heights, Minnesota this 28th day of March 2022.

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolutions Awarding Contract and Approving Budget for the 2022 Pavement Management Program, City Project No. 2022-09A – Crack Seal**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Jake Moser, Civil Engineer, 651.450.2489

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, awarding a contract and approving the budget for the 2022 Pavement Management Program, City Project No. 2022-09A – Crack Seal.

BACKGROUND

Bids on City Project No. 2022-09A were opened on March 15, 2022. There were four (4) bidders for the project. The low bidder on the project is MP Asphalt Maintenance with a total bid of \$79,480.00. The apparent low bid is 62% less than the engineer's estimate of \$209,600.00 and is within the approved 2022 pavement management budget for crack seal and seal coat.

During final design of the crack seal and seal coat projects, the crack seal project size was increased, and the sealcoat project size was decreased based on current network pavement conditions for each maintenance treatment. Staff has developed a budget summary table and a resolution for each project to provide further transparency of the crack seal and seal coat budget status at award. These costs are summarized as follows:

PMP Project	2022 Budget	Engineer's Estimate	Low Bid (Contract Award)	5% Construction Contingency	Proposed Budget	Difference from 2022 Budget
2022-09A Crack Seal	\$150,000.00	\$209,600.00	\$79,480.00	\$3,974.00	\$83,454.00	(\$66,546.00)
2022-09B Seal Coat	\$350,000.00	\$227,970.00	\$247,114.37	\$12,355.72	\$259,470.09	(\$90,529.91)
Total PMP	\$500,000.00	\$437,570.00	\$326,594.37	\$16,329.72	\$342,924.09	(\$157,075.91)

Funding for Project 2022-09A is recommended out of the Pavement Management Fund as indicated in the accompanying resolution.

FISCAL IMPACT

Funding for this project is available in the adopted 2022 budget for the Pavement Management Fund.

RECOMMENDATION

Engineering staff recommends awarding the contract to MP Asphalt Maintenance in the amount of \$79,480.00 and approval of the accompanying resolution adopting the budget for City Project No. 2022-09A.

ATTACHMENTS

1. RESOLUTION AWARDING CONTRACT TO MP ASPHALT 2022-09A CRACK SEAL
2. RESOLUTION APPROVING BUDGET FOR 2022-09A CRACK SEAL

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

**RESOLUTION AWARDING CONTRACT TO MP ASPHALT MAINTENANCE FOR THE 2022
PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO. 2022-09A CRACK SEAL**

RESOLUTION NO. _____

WHEREAS, pursuant to an advertisement for bids for the 2022 Pavement Management Program, City Project 2022-09A Crack Seal bids were received, opened on March 15, 2022, at 10:00 a.m., via on-line bidding, readaloud, and tabulated according to law. The following bids were received complying with the advertisement:

Contractor	5% Bid Bond	Base Bid
MP Asphalt Maintenance	Yes	\$79,480.00
Fahrner Asphalt Sealers, LLC	Yes	\$95,656.31
Asphalt Surface Technologies Corp.	Yes	\$131,781.20
Allied Blacktop Company	Yes	\$257,632.40

WHEREAS, MP Asphalt Maintenance is the lowest responsible bidder for a total amount of \$79,480.00.

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

1. The Mayor and Clerk are hereby authorized and directed to enter a contract with MP Asphalt Maintenance in the name of the City of Inver Grove Heights, for the 2022 Pavement Management Program, City Project 2022-09A according to plans and specifications therefore approved by the Council and on file at the Office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return, forthwith, to all bidders, the deposits made with their bids except for the deposit of the successful bidder and the nextlowest bidder shall be retained until the contract has been signed.
3. Project funding for the City Project No. 2022-09A in the amount of \$79,480.00 shall be provided by the Pavement Management Fund.

Adopted by the City Council of Inver Grove Heights this 28th day of March 2022

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

RESOLUTION APPROVING THE BUDGET FOR CITY PROJECT NO. 2022-09A CRACK SEAL

WHEREAS, the City Council has considered City Project No. 2022-09A, providing crack sealing of paved streets throughout the city, according to the pavement management plan; and

WHEREAS, finding the project to be necessary and beneficial to the orderly and efficient construction and/or maintenance of city infrastructure, the City Council has ordered the project and awarded a contract for project construction.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the following budget is hereby adopted for City Project No. 2022-09A:

PROJECT COSTS	
Construction Bid	\$79,480.00
Construction Contingency (5%)	\$3,974.00
TOTAL	\$83,454.00

FUNDING SOURCES	
Pavement Management Fund	\$83,454.00
TOTAL	\$83,454.00

BE IT FUTHER RESOLVED that the Public Works Director is authorized to direct the use of contingency funds up to the approved amount for project work in the case of changes in site conditions, quantity adjustment, or unforeseen expenses necessary to complete the project as proposed.

Adopted by the City Council of Inver Grove Heights on this 28th day of March 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolutions Awarding Contract and Approving Budget for the 2022 Pavement Management Program, City Project No. 2022-09B – Seal Coat**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Jake Moser, Civil Engineer, 651.450.2489

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, awarding a contract and approving the budget for the 2022 Pavement Management Program, City Project No. 2022-09B – Seal Coat.

BACKGROUND

Bids on City Project No. 2022-09B were opened on March 15, 2022. There were two (2) bidders for the project. The low bidder on the project is Pearson Brothers, Inc. with a total bid of \$247,114.37. The apparent low bid is 14% more than the engineer's estimate of \$227,970.00, but is within the approved 2022 pavement management budget for crack seal and seal coat. Based on favorable bid pricing and budget availability, staff recommends awarding the contract with both alternate areas for the seal coat project.

During final design of the crack seal and seal coat projects, the crack seal project size was increased, and the sealcoat project size was decreased based on current pavement conditions for each maintenance treatment. Staff has developed a budget summary table and a resolution for each project to provide further transparency regarding the crack seal and seal coat budget status at award. These costs are summarized as follows:

PMP Project	2022 Budget	Engineer's Estimate	Low Bid (Contract Award)	5% Construction Contingency	Proposed Budget	Difference from 2022 Budget
2022-09A Crack Seal	\$150,000.00	\$209,600.00	\$79,480.00	\$3,974.00	\$83,454.00	(\$66,546.00)
2022-09B Seal Coat	\$350,000.00	\$227,970.00	\$247,114.37	\$12,355.72	\$259,470.09	(\$90,529.91)
Total PMP	\$500,000.00	\$437,570.00	\$326,594.37	\$16,329.72	\$342,924.09	(\$157,075.91)

Funding for Project 2022-09B is recommended out of the Pavement Management Fund as indicated in the accompanying resolution.

FISCAL IMPACT

Funding for this project is available within the adopted 2022 budget for the Pavement Management Fund.

RECOMMENDATION

Engineering staff recommends awarding the contract for the base bid plus alternates A and B to Pearson Brothers, Inc. in the amount of \$247,114.37, and approval of the accompanying resolution adopting the budget for City Project No. 2022-09B.

ATTACHMENTS

1. RESOLUTION AWARDING CONTRACT TO PEARSON BROTHERS FOR 2022-09B SEAL COAT
2. RESOLUTION APPROVING BUDGET FOR 2022-09B SEAL COAT

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

**RESOLUTION AWARDING CONTRACT TO PEARSON BROTHERS, INC. FOR THE 2022
PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO. 2022-09B SEAL COAT**

RESOLUTION NO. _____

WHEREAS, pursuant to an advertisement for bids for the 2022 Pavement Management Program, City Project 2022-09B Seal Coat bids were received, opened on March 15, 2022, at 10:00 a.m., via on-line bidding, readaloud, and tabulated according to law. The following bids were received complying with the advertisement:

Contractor	5% Bid Bond	Base Bid	Base Bid Plus Alternates A & B
Pearson Brothers, Inc.	Yes	\$143,891.43	\$247,114.37
Allied Blacktop Company	Yes	\$156,923.66	\$266,061.17

WHEREAS, Pearson Brothers, Inc. is the lowest responsible bidder for a total amount of \$247,114.37.

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

1. The Mayor and Clerk are hereby authorized and directed to enter a contract with Pearson Brothers, Inc. in the name of the City of Inver Grove Heights, for the 2022 Pavement Management Program, City Project 2022-09B according to plans and specifications therefore approved by the Council and on file at the Office of the City Clerk (base bid plus alternates A and B).
2. The City Clerk is hereby authorized and directed to return, forthwith, to all bidders, the deposits made with their bids except for the deposit of the successful bidder and the nextlowest bidder shall be retained until the contract has been signed.
3. Project funding for the City Project No. 2022-09B in the amount of \$247,114.37 shall be provided by the Pavement Management Fund.

Adopted by the City Council of Inver Grove Heights this 28th day of March 2022

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

RESOLUTION APPROVING THE BUDGET FOR CITY PROJECT NO. 2022-09B SEAL COAT

WHEREAS, the City Council has considered City Project No. 2022-09B, providing seal coating of paved streets throughout the city, according to the city pavement management plan; and

WHEREAS, finding the project to be necessary and beneficial to the orderly and efficient construction and/or maintenance of city infrastructure, the City Council has ordered the project and awarded a contract for project construction.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the following budget is hereby adopted for City Project No. 2022-09B:

PROJECT COSTS	
Construction Bid	\$247,114.37
Construction Contingency (5%)	\$12,355.72
TOTAL	\$259,470.09

FUNDING SOURCES	
Pavement Management Fund	\$259,470.09
TOTAL	\$259,470.09

BE IT FUTHER RESOLVED that the Public Works Director is authorized to direct the use of contingency funds up to the approved amount for project work in the case of changes in site conditions, quantity adjustment, or unforeseen expenses necessary to complete the project as proposed.

Adopted by the City Council of Inver Grove Heights this 28th day of March 2022

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolution Accepting a Proposal from Brin Glass Service and Awarding Contract for Maintenance Building Window Replacement**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Barry Underdahl, Street Superintendent, 651.450.2556

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, accepting a proposal from Brin Glass Service and entering into a contract for maintenance building window replacement.

BACKGROUND

The Street Maintenance Supervisor has solicited and received three proposals for replacement of windows at the City's Public Works Maintenance Building. This work was budgeted as part of the building envelope/ exterior wall rehabilitation. The window work was solicited separate from the exterior masonry work that was approved in 2021, due to the specialty nature of the work and the need for the masonry work to be completed prior to the window installation. The attached staff memo provides background information regarding the reconditioning needs and associated quotes received. The quotes are as follows:

Contractor	Proposed Cost
Brin Glass Service	\$57,700.00
Huot Construction	\$70,194.84
Total Construction/Artic Glass Co.	\$74,993.00

FISCAL IMPACT

The proposed work is within budget and is to be funded from the approved Building Repair & Maintenance Fund Budget (603.00.5300.444.40040)

RECOMMENDATION

Staff recommends approval of the proposal from Brin Glass Service and entering into a contract for \$57,700 to perform window replacement at the Maintenance Building.

ATTACHMENTS

1. RESOLUTION AWARDED CONTRACT TO BRIN GLASS FOR MAINT CENTER WINDOWS
2. 2022-03-28 - Memo & Quote Attachment

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

RESOLUTION NO. _____

**RESOLUTION APPROVING ACCEPTANCE OF PROPOSAL FROM BRIN GLASS
SERVICE AND ENTER INTO A CONTRACT FOR MAINTENANCE BUILDING
WINDOW REPLACEMENT**

WHEREAS, the City budgeted for building envelope and exterior wall rehabilitation at the Maintenance Center, to include work on masonry, waterproofing, and window replacement in 2021 and 2022; and

WHEREAS, the window replacement work needed to be completed separately from, and after completion of, the masonry and waterproofing work to avoid conflict of contractor work spaces and potential window damage; and

WHEREAS, pursuant to a request for quotes, three (3) quotes were received for the Maintenance Building window replacement, and the lowest quote was received from Brin Glass Service in the amount of \$57,700; and

WHEREAS, the quote received is reasonable and within the approved Building Repair & Maintenance Fund budget (603.00.5300.444.40040).

NOW, THEREFORE, be it resolved that the City council of the City of Inver Grove Heights does hereby accept proposal from Brin Glass Service for the replacement of windows at the Maintenance Building in the amount of \$57,700, and that the cost for this work shall be funded through the Building Repair & Maintenance Fund Budget.

Adopted by the City Council of Inver Grove Heights this 28th day of March 2022

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



MEMORANDUM

TO: Brian Connolly, Public Works Director

FROM: Barry Underdahl, Street Maintenance Superintendent

SUBJECT: Maintenance Building Windows

DATE: March 15, 2022

Background

Exterior windows were replaced on the upper floor of the Maintenance Building during the lunchroom restoration project in 2013. The remaining nine windows on the main level are 37-year-old windows that must be replaced. The cost of this window replacement was included in fund 603.00.5300.444.40040 (Repair and Maintenance – Buildings) but this work was not completed in 2021.

A carryover of \$150,000 from the 2021 budget to the 2022 budget was requested and approved to pay for the remaining Maintenance Building exterior envelope repair contract with Restoration & Construction Services as well as the removal and replacement of nine main floor exterior windows.

Considerations

Three quotes were received for the removal and replacement of the exterior main floor windows.

Brin Glass Service	\$57,700.00
Huot Construction	\$70,194.84
Total Construction/Artic Glass Co.	\$74,993.00

I respectfully request City Council approval and acceptance of the proposal from Brin Glass Service in the amount of \$57,700.00 for the removal and replacement of nine exterior Maintenance Building windows.

To: City Of Inver Grove Heights
Attn: Barry Underdahl

Date: 03/15/22 – REVISED
Project Name: Public Work Maint. Facility
Project Location: 8168 Barbara Ave
Inver Grove Heights, MN 55077

We propose to Furnish and Install the below listed items.

CLARIFICATIONS:

- ***Furnish and install new windows in offices.***
 - ***(9) approx. 71 X 43 openings***
 - Wausau #4250 OS Offset glazed 4 ½” deep framing w/ operable casement style window.
 - Red #V57-410/001 PPG painted finish framing
 - (1) Casement style operating window per opening
 - Clear 1” OA insulated glass w/ Low-E
 - Labor to remove existing and install new.
 - Includes interior sheet rock repair and paint finish work.

*Proposed price below is a “Not To Exceed” price and will be adjusted based on actual interior finish work required.

EXCLUSIONS:

- After hours or weekend premium labor rates.
- Final cleaning of glass and aluminum.
- Wood blocking and vapor barrier.
- Replacement of broken glass by others.
- Performance and Payment Bonds.

Total Proposed Amount of: Fifty-seven thousand, seven hundred & 00/100 \$ 57,700.00 dollars

This proposal is conditional upon negotiating and signing a mutually acceptable contract.
Brin Contract Glazing reserves the right to make changes to the proposed subcontract agreement.

***Celebrating 100 years of business in the Glass
And Glazing industry servicing the Midwest!***

Accepted: _____
For Contract: Contractor, Owner, Tenant, or Agent

Date: _____

Brin Glass Service
Jim Mathiesen |Service Sales
Direct Phone: 612-287-1530
jmathiesen@bringlass.com

Request for Council Action

SUBJECT: **Resolution Accepting Work for City Project Nos. 2017-03 - Watermain Improvements 65th Street Loop and 2017-24 - T.H. 3 Intersection Improvements for 65th Street including acceptance of Change Order No. 9, Final Compensating Change Order No. 10, Final Pay Voucher No. 13 and Engineer's Report of Acceptance**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Thomas Kaldunski, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, accepting work for City Project Nos. 2017-03 - Watermain Improvements 65th Street Loop and 2017-24 - T.H. 3 Intersection Improvements for 65th Street; including acceptance of Change Order No. 9, Final Compensating Change Order No. 10, Final Pay Voucher No. 13 and Engineer's Final Report of Acceptance.

BACKGROUND

These improvements were ordered as part of the 2018 Capital Improvement Program and a contract in the amount of \$3,822,211.12 was awarded to Max Steininger, Inc. on July 23, 2018.

The contractor completed the work through January 2022, in accordance with the contract plans and specifications. Change Order No. 9 is a deduction for costs associated with a sediment release during construction. Final Compensating Change Order No. 10 reconciles the contract quantities and the final actual quantities.

FISCAL IMPACT

Funding for these projects came from the City's Municipal State Aid Funds, the NWA Water Fund 511, and the NWA Storm Water Fund 448.

RECOMMENDATION

Staff recommends approval of the attached resolution.

ATTACHMENTS

1. 20220328 - Resolution (Final Payment)
2. 20220328 - CO #9
3. 20220328 - CO #10 (Final Compensating)
4. 20220328 - Final Pay Voucher

5. 20220328 - Engineer's Report of Final Acceptance

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

**RESOLUTION ACCEPTING WORK OF MAX STEININGER INC. AND AUTHORIZING FINAL
PAYMENT IN THE AMOUNT OF \$56,312.47**

**CITY PROJECT NOS. 2017-03 WATERMAIN IMPROVEMENTS 65th STREET LOOP
AND 2017-24 T.H. 3 INTERSECTION IMPROVEMENTS FOR 6th STREET**

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated July 23, 2018, Max Steinger Inc. satisfactorily completed improvements and appurtenances for City Project Nos. 2017-03 Watermain Improvements 65th Street Loop and 2017-24 T.H. 3 Intersection Improvements for 65th Street.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: That the work completed under this contract is hereby accepted and approved, and

BE IT FURTHER RESOLVED: That the Mayor and the City Clerk are hereby directed to issue a proper order for final payment on such contract, taking the contractor's receipt in full.

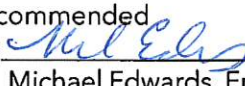
Adopted by the City Council of Inver Grove Heights this 28th day of March, 2022

Tom Bartholomew, Mayor

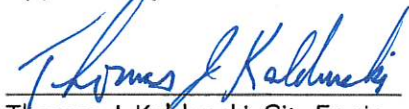
ATTEST:

Rebecca Kiernan, City Clerk

CHANGE ORDER NO. 9**City Project No. 2017-03 Watermain Improvements 65th Street Loop
and City Project No. 2017-24 T.H. 3 Intersection Improvements for 65th Street**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077	Date of Issuance: January 19, 2022
Contractor: Max Steining, Inc.	Engineer: WSB, Inc.
<u>Purpose of Change Order</u> Change Order No. 9 is for the cost of cleanup for a sediment release that occurred on the TH3 project, this value accounts for the cleanup that is being reduced from the contract amount to cover the contractors portion of	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ 3,822,211.12	Original Contract Time:
Previous Change Order Nos. 1,2,3,4,5,6,7,8: \$ 161,130.04	Net Change from Previous Change Orders: 0
Contract Price Prior to this Change Order \$ 3,983,341.16	Contract Time Prior to this Change Order
Net <u>Decrease</u> of this Change Order: \$ 4,276.50	Net Increase of Change Order:
Contract Price with all Approved Change Orders \$ 3,979,064.66	Contract Time with Approved Change Orders
Recommended By:  Michael Edwards, Engineering Technician	Approved By:  Max Steining, Inc.

Approved By:



Thomas J. Kaldunski, City Engineer

Approved By:

Tom Bartholomew, Mayor

Date of Council Action:

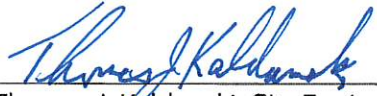
March 28, 2022

**CHANGE ORDER NO. 10
FINAL COMPENSATING CHANGE ORDER**

**City Project No. 2017-03 Watermain Improvements 65th Street Loop
and City Project No. 2017-24 T.H. 3 Intersection Improvements for 65th Street**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077 Contractor: Max Steininger, Inc.	Date of Issuance: March 28, 2022 Engineer: WSB, Inc.
<u>Purpose of Change Order</u> Final compensating amount to balance value of work completed and total payment made to the Contractor. Accounts for miscellaneous increases and decreases in contract quantities.	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ 3,822,211.12	Original Contract Time:
Previous Change Order Nos. 1,2,3,4,5,6,7,8,9: \$ 156,853.54	Net Change from Previous Change Orders: 0
Contract Price Prior to this Change Order \$ 3,979,064.66	Contract Time Prior to this Change Order
Net <u>Decrease</u> of this Change Order: \$ 78,176.88	Net Increase of Change Order:
Contract Price with all Approved Change Orders \$ 3,900,887.78	Contract Time with Approved Change Orders
Recommended By:  Michael Edwards, Engineering Technician	Approved By:  Max Steininger, Inc.

Approved By:


Thomas J. Kaldunski, City Engineer

Approved By:

Tom Bartholomew, Mayor

Date of Council Action:

March 28, 2022

**CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAY VOUCHER**

ESTIMATE NO: 13 (Thirteen) FINAL
DATE: March 28, 2022
PERIOD ENDING: January 31, 2022
PROJECT NO: City Project No. 2017-03 Watermain Improvements 65th Street
Loop and City Project No. 2017-24 T.H. 3 Intersection
improvements for 65th Street

TO: Max Steining, Inc.
3080 Lexington Avenue South
Eagan, MN 55121

Original Contract Amount.....\$3,822,211.12
Total Addition (C.O. 1-8)..... \$161,130.04
Total Deduction (C.O. 9,10).....(\$82,453.38)
Total Contract Amount.....\$3,900,887.78
Total Value of Work to Date..... \$3,900,887.78
Less Retained (0%)..... \$0.00
Less Previous Payment\$3,844,575.31
Total Approved for Payment this Voucher \$56,312.47
Total Payments including this Voucher\$3,900,887.78

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above state amount for work performed through January 31, 2022

Signed by:	 Thomas J. Kaldunski, City Engineer	<u>March 28, 2022</u> Date
Signed by:	 Max Steining, Inc.	<u>3/21/2022</u> Date
Signed by:	_____ Tom Bartholomew, Mayor	<u>March 28, 2022</u> Date

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

ENGINEER'S REPORT OF FINAL ACCEPTANCE

**City Project Nos. 2017-03 Watermain Improvements 65th Street Loop
and 2017-24T.H. 3 Intersection Improvements for 65th Street**

March 28, 2022

**TO THE CITY COUNCIL
INVER GROVE HEIGHTS, MINNESOTA**

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract with Max Steininger Inc., for City Project 2017-03 Watermain Improvements 65th Street Loop and City Project 2017-24 T.H. 3 Intersection Improvements for 65th Street.

The contractor has completed the project in accordance with the contract.

It is recommended, herewith, that final payment be made for said improvements to the contractor in the amount as follows:

Original Contract Amount.....	\$3,822,211.12
Total Addition (Change Order No. 1-6).....	\$161,130.04
Total Deduction (Change Order No. 7).....	(\$82,453.38)
Total Contract Amount	\$3,900,887.78
Total Value of Work to Date	\$3,900,887.78
Less Previous Payment.....	\$3,844,575.31
Total Approved for Payment this Voucher	\$56,312.47
Total Payments including this Voucher.....	\$3,900,887.78

Sincerely,



Thomas J. Kaldunski, P.E.
City Engineer

TJK/me



Request for Council Action

SUBJECT: **Resolution Approving Community Center 2021 Budget Carryover**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving a 2021 budget carryover for the Community Center in the amount of \$28,700 to be used for the replacement of aging fitness equipment.

BACKGROUND

At the February 28, 2022 meeting, Council approved 2021 budget carryovers for the General Fund and several other funds. At that time, it was noted that Community Center carryovers would come to a future meeting as they required some additional review.

Part of that review involved the calculation of the year-end operating and capital transfers needed from the Host Community Fund to subsidize Community Center activities. The request to approve those year-end transfers is a separate item on tonight's consent agenda. However, it is worth noting that the total transfers requested for 2021 are \$335,036 less than what had been budgeted. What this means is that the Community Center requires less financial assistance from the Host Community Fund in 2021 than what was originally anticipated.

The Community Center has requested a budget carryover in the amount of \$28,700 to be used as additional funds for the replacement of existing fitness equipment. The 2022 Community Center budget has \$40,000 allocated for the replacement of fitness equipment. Since 2019, the Center has held off on replacing fitness equipment due to lower facility usage during the peak of the COVID pandemic. The additional \$28,700 would provide flexibility and additional resources for the scheduling of these replacements.

FISCAL IMPACT

Approval of this request would increase the 2022 Community Center budget and corresponding transfers by \$28,700.

RECOMMENDATION

Staff recommend approval of the \$28,700 budget carryover.

ATTACHMENTS

1. Resolution

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING AND DIRECTING THE CARRYOVER OF 2021 BUDGET
APPROPRIATIONS BY AMENDING THE 2022 BUDGET**

WHEREAS, there are a number of items that were appropriated for in the 2021 budget and remain incomplete at year-end; and

WHEREAS, there also exist a number of items that have come up as 2022 needs that were not included in the 2022 budget; and

WHEREAS, staff have reviewed balances in the Community Center Fund and have found sufficient budgetary surplus within the 2021 budget to allow for a carryover of appropriated funds; and

WHEREAS, it is desirable that the facility continue to provide modern and well-functioning fitness equipment for Center patrons in 2022 and therefore a budget amendment is requested for this purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby amend the 2022 budget as follows:

Community Center	205.44.6200.453.80800	Increase	\$ 28,700
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* The following budget adjustments related to interfund transfers are also needed to reflect this approval:

Community Center	205.59.0000.3911000-Transfer In	Increase	\$ 28,700
Host Community Fund	451.57.9200.590.91100-Transfer Out	Increase	\$ 28,700

Adopted this 28th day of March 2022 by the City Council of Inver Grove Heights, MN

ATTEST:

Tom Bartholomew, Mayor

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: Resolution Approving 2021 Transfers to the Community Center

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing a total of \$1,092,614 in transfers to the Community Center from the city's Host Community Fund for fiscal year 2021.

BACKGROUND

Each year as part of the budgeting process, the Council approves the level of financial assistance that will be provided to the Community Center Fund (Fund 205) by the Host Community Fund (Fund 451). This assistance is intended to fully cover capital expenses and then partially cover operating expenses to the extent that operating revenues do not. Within the budget, this arrangement is reflected as a "transfer in" to the Community Center budget and a "transfer out" of the Host Community Fund budget.

At the beginning of each year, staff reviews the Community Center's financial activities for the previous year to determine how much of the budgeted transfer is actually needed. As reflected in the chart below, total transfers needed in 2021 come to \$1,092,614, which is \$335,036 less than what was anticipated when the city set the 2021 budget.

	2021 Budget	2021 Activity	Difference
Operating Transfer	\$ 1,235,650	\$ 947,535	(288,115)
Capital Transfer	192,000	145,079	(46,921)
Total Transfer	\$ 1,427,650	\$ 1,092,614	(335,036)

There were a variety of factors that impacted the Community Center in 2021 as operations slowly returned to some of the pre-pandemic levels. Operating revenues finished strong at 104% of budget and operating expenditures finished the year under budget at 94%.

Strong revenue performance in the area of memberships/admissions (137%) and rentals (101%) helped cover shortfalls in some of the other revenue areas, particular with Kids Rock which finished at 42% of the budget. There were several factors that impacted this area, mostly due to the pandemic leading to less flexibility in the schedule which limited participation numbers. Families reduced the number of days they utilized the program, in part, because many parents were still working from home.

In terms of expenditures, there were significant savings in personnel costs (\$233,468) as the city was without a full-time Parks & Recreation Director for most of 2021. The Community Center was over budget in some expenditure categories (purchased services/property/equipment and supplies) but then under budget in other categories (other purchased services and other expenses).

As noted in the earlier chart, Community Center capital expenditures finished the year \$46,921 under budget, which helped contribute to a smaller capital transfer need. The Community Center is requesting approval to carryover \$28,700 from their 2021 capital budget as a separate item on tonight's agenda.

Here is a historical look at Host Community Fund Transfers over the last five years:

Year	Operating Transfer	Capital Transfer	Total Transfer
2017	542,485	515,000	1,057,485
2018	337,684	385,521	723,205
2019	365,982	366,260	732,242
2020	1,058,950	611,620	1,670,570
2021	947,535	145,079	1,092,614

FISCAL IMPACT

Approval of these transfers will provide the funding needed to cover Community Center 2021 capital expenses and 2021 operating expenses not covered by operating revenues.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING 2021 OPERATING AND CAPITAL
TRANSFERS FOR THE COMMUNITY CENTER FUND**

WHEREAS, each year the city sets a budget for operating and capital transfers to the Community Center Fund (Fund 205) from the Host Community Fund (Fund 451) based on the annual financial needs of the Community Center; and

WHEREAS, after the year has passed staff review financial activities to determine how much of that funding is necessary and request approval by the City Council to make the necessary year-end transfers; and

WHEREAS, after completing the review for 2021, the total operating and capital funding needed from the Host Community Fund amounts to \$1,092,614; this amount being \$335,036 less than the 2021 budget of \$1,427,650.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby authorize the following operating and capital transfers for 2021:

Fund	Description	Account	Amount
Community Center	Transfer In – Operating	205.59.0000.3911000	\$ 947,535
Community Center	Transfer In - Capital	205.59.0000.3911000	\$ 145,079
Host Community	Transfer Out – Operating	451.57.9200.590.91100	\$ 947,535
Host Community	Transfer Out – Capital	451.57.9200.590.91100	\$ 145,079

Adopted this 28th day of March 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Resolution Approving Project Funding and Closing Funds**

MEETING DATE: March 28, 2022

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving storm water funding for the following PMP Projects:

- 2018-09D Atwater Path Reconstruction & Street Lighting
- 2019-09D 64th Street Area Improvements
- 2020-09F 2020 County Mill & Overlay Projects

The Resolution also authorizes the closure of the Capital Improvement Revolving Fund (Fund 408) and the Permanent Improvement Revolving Fund (Fund 445).

BACKGROUND

Each year, the Finance Department reviews all open city projects. In past years, there have been projects that remained open pending a final decision on funding. At this time, staff are prepared to offer recommendations on three projects that require project funding decisions related to projects within the city's Pavement Management Fund, specifically as they relate to the need for storm water funding.

As of December 31, 2021, the Storm Water Utility Fund is estimated to have an available cash balance of \$128,700. As the Council is aware, the current rate structure and incoming revenues for the fund have not been sufficient to keep up with the city's ongoing list of projects with a storm water component. Therefore, in many cases the Pavement Management Fund has covered storm water costs on a project. Staff is optimistic that this year's utility rate study will help provide the city with a financial plan on how to generate enough storm water revenues to support ongoing storm water maintenance and capital needs, but in the meantime we continue looking for alternative funding options when possible.

The three projects referenced above have accumulated \$714,586.85 in storm water costs. Given the current cash situation in the Storm Water Fund, staff looked outside of that fund to identify opportunities to help bridge the gap, rather than utilizing the Pavement Management Fund or driving the Storm Water Fund into a negative cash position.

The city currently has two funds that the Finance Department has had on their list for review and was intending to bring to Council with a recommendation for closure: the Capital Improvement Revolving

Fund (Fund 408) and the Permanent Improvement Revolving Fund (Fund 445).

The Capital Improvement Revolving Fund has a December 31, 2021 cash balance estimated at \$610,940 and the Permanent Improvement Revolving Fund is estimated at \$104,948. Combined, this would be enough to cover the shortfall for the three projects listed above. There are currently no active projects within these funds and no pending obligations against them. Historically, these funds have been used to either to retain funds “leftover” on overfunded projects or cover budget overages on overspent projects. Staff has identified no long-term need for these two funds.

Staff's recommendation is to utilize the Capital Improvement Revolving Fund and Permanent Improvement Revolving Fund to provide the funding necessary to cover storm water costs on the following three projects:

Project	Capital Improvement Revolving Fund (Fund 408)	Permanent Improvement Revolving Fund (Fund 445)	Total Storm Water Funding Needed
2018-09D	108,965.19	0	108,965.19
2019-09D	386,765.00	0	386,765.00
2020-09F	115,209.81	103,646.85	218,856.66
	\$ 610,940.00	\$ 103,646.85	\$ 714,586.85

If the Council approves this plan, both funds could be closed. Staff recommend if there are any residual dollars remaining in the funds, they be transferred to the Storm Water Fund (Fund 441).

Alternative options include continuing the practice of utilizing the Pavement Management Fund or using funds from the city's Closed Bond Fund. A final possible alternative is the use of the Storm Water Fund, pushing the fund into a deficit balance which would have to be addressed at a later date or by additional revenue sources.

FISCAL IMPACT

Approval of these transfers will provide the storm water funding needed for Projects 2018-09D, 2019-09D, 2020-09F using existing funds in the Capital Improvement Revolving Fund (Fund 408) and Permanent Improvement Revolving Fund (Fund 445) and will allow the city to close the two funds.

RECOMMENDATION

Staff recommends approval of the attached Resolution.

ATTACHMENTS

1. Resolution

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING 2021 STORM WATER FUNDING ON
PAVEMENT MANAGEMENT PROJECTS**

WHEREAS, staff have reviewed projects within the City's Pavement Management Fund;
and

WHEREAS, staff have identified \$714,586.85 in storm water costs that need to be funded within three Pavement Management Projects; and

WHEREAS, the Storm Water Fund (Fund 441) has an estimated year-end 2021 cash balance of \$128,700 and lacks the financial resources to cover these costs; and

WHEREAS, staff have identified that the City's Capital Improvement Revolving Fund (Fund 408) has an estimated balance of \$610,940 that could be utilized to fund these project costs and then the fund could be closed as it is no longer needed; and

WHEREAS, staff have also identified the City's Permanent Improvement Revolving Fund (Fund 445) which has an estimated balance of \$104,948 that could be utilized to fund these project costs and then the fund could be closed as it is no longer needed; and

WHEREAS, if the City's Capital Improvement Revolving Fund and Permanent Improvement Revolving Funds are utilized for this purpose, there is no need to draw on the Storm Water Fund to cover these costs and the Storm Water Fund can retain its current resources to pay for storm water costs on 2022 PMP projects;

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS:
that the following transfers are authorized in 2021:

From:	Capital Improvement Revolving Fund	408.57.9200.590.91100	\$ 108,965.19
To:	Pavement Management Fund	440.59.0000.3911000	\$ 108,965.19
	Project 2018-09D – Atwater Path Reconstruction & Street Lighting		

From:	Capital Improvement Revolving Fund	408.57.9200.590.91100	\$ 386,765.00
To:	Pavement Management Fund	440.59.0000.3911000	\$ 386,765.00
	Project 2019-09D – 64 th Street Area Improvements		

From:	Capital Improvement Revolving Fund	408.57.9200.590.91100	\$ 115,209.81
To:	Pavement Management Fund	440.59.0000.3911000	\$ 115,209.81
	Project 2020-09F – 2020 County Mill & Overlay Projects		

From:	Permanent Impr. Revolving Fund	445.57.9200.590.91100	\$ 103,646.85
To:	Pavement Management Fund	440.59.0000.3911000	\$103,646.85

Project 2020-09F – 2020 County Mill & Overlay Projects

AND FURTHER, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS: that once these transfers have occurred the Capital Improvement Revolving Fund (Fund 408) and Permanent Improvement Revolving Fund (Fund 445) be closed and any residual dollars, estimated at around \$1,300, be transferred to the Storm Water Fund (Fund 441).

Adopted this 28th day of March 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Public Hearing and Resolution Ordering Project and Authorizing Preparation of Plans and Specifications for the Akron Avenue and 50th Street Rehabilitation Project (City Project No. 2022-09K)**

MEETING DATE: March 28, 2022

ITEM TYPE: Public Hearing

CONTACT: Steve Dodge, Assistant City Engineer, 651.450.2541

ACTION REQUESTED

The Council is asked to hold a public hearing and consider the attached Resolution ordering the project and authorizing preparation of plans and specifications for the 2022 Pavement Management Program, City Project No. 2022-09K – Akron Avenue and 50th Street Rehabilitation .

BACKGROUND

On February 28, the Council received the feasibility report by WSB and scheduled the improvement hearing for City Project No. 2022-09K – Akron Avenue and 50th Street Rehabilitation.

This project was initiated by the City with the 2022 Pavement Rehabilitation Initiative. The total estimated project cost is \$760,000. Funding will come from the pavement management fund, stormwater utility fund, sewer fund, water fund, and special assessments.

The proposed project area includes large-area commercial / industrial properties, including some individual businesses that sit on multiple parcels. The City's per policy assessment rates are 55% for full depth reclamation and 80% for mill & overlay projects. Assessment amounts were determined using the area method in the City's assessment policy. The proposed assessment amount is \$12,898/acre, which equates to approximately \$0.30/square-foot.

The City hired an independent appraiser to conduct a special benefit analysis for the proposed improvements. The results supported an assessment of up to \$43,560/acre or \$1.00/square-foot. Therefore, the recommended preliminary assessment amounts are the lower City policy amount of \$12,898/acre.

Property owner feedback from the February 16, 2022 open house on the feasibility report was incorporated into the report. A hybrid (Zoom and in-person) information meeting was held on March 16, 2022. Staff provided a short presentation and responded to questions about the project scope, assessments, and funding, as well as general street maintenance practices. One business owner attended with no comment and another called staff asking about road weight restrictions. Meeting minutes and PDF presentation from the information meeting are posted on the project website. Feedback thus far shows general support for the project.

FISCAL IMPACT

Pavement Management Fund, Stormwater Utility Fund, Sewer Fund, Water Fund and Special Assessments

RECOMMENDATION

Staff recommends adoption of the attached resolution ordering the project and authorizing preparation of plans and specifications for the 2022 Pavement Management Program, City Project No. 2022-09K - Akron Avenue and 50th Street Rehabilitations.

ATTACHMENTS

1. Resolution Ordering Project
2. Preliminary Assessment Map
3. Preliminary Assessment Roll

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

RESOLUTION NO. _____

**RESOLUTION ORDERING IMPROVEMENT AND AUTHORIZING PREPARATION OF PLANS AND
SPECIFICATIONS FOR THE 2022 PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO.
2022-09K – AKRON AVENUE AND 50TH STREET REHABILITATION**

WHEREAS, On February 28, 2022, City Council received the feasibility report and called for a public hearing on the proposed improvement project, 2022 Pavement Management Program, for City Project No. 2022-09K – Akron Avenue and 50th Street Rehabilitation; and

WHEREAS, published notice was given pursuant to Minnesota Statute 429.031, and the hearing was held thereon on March 28, 2022, at which time all persons desiring to be heard were given an opportunity to be heard thereon; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS AS FOLLOWS:

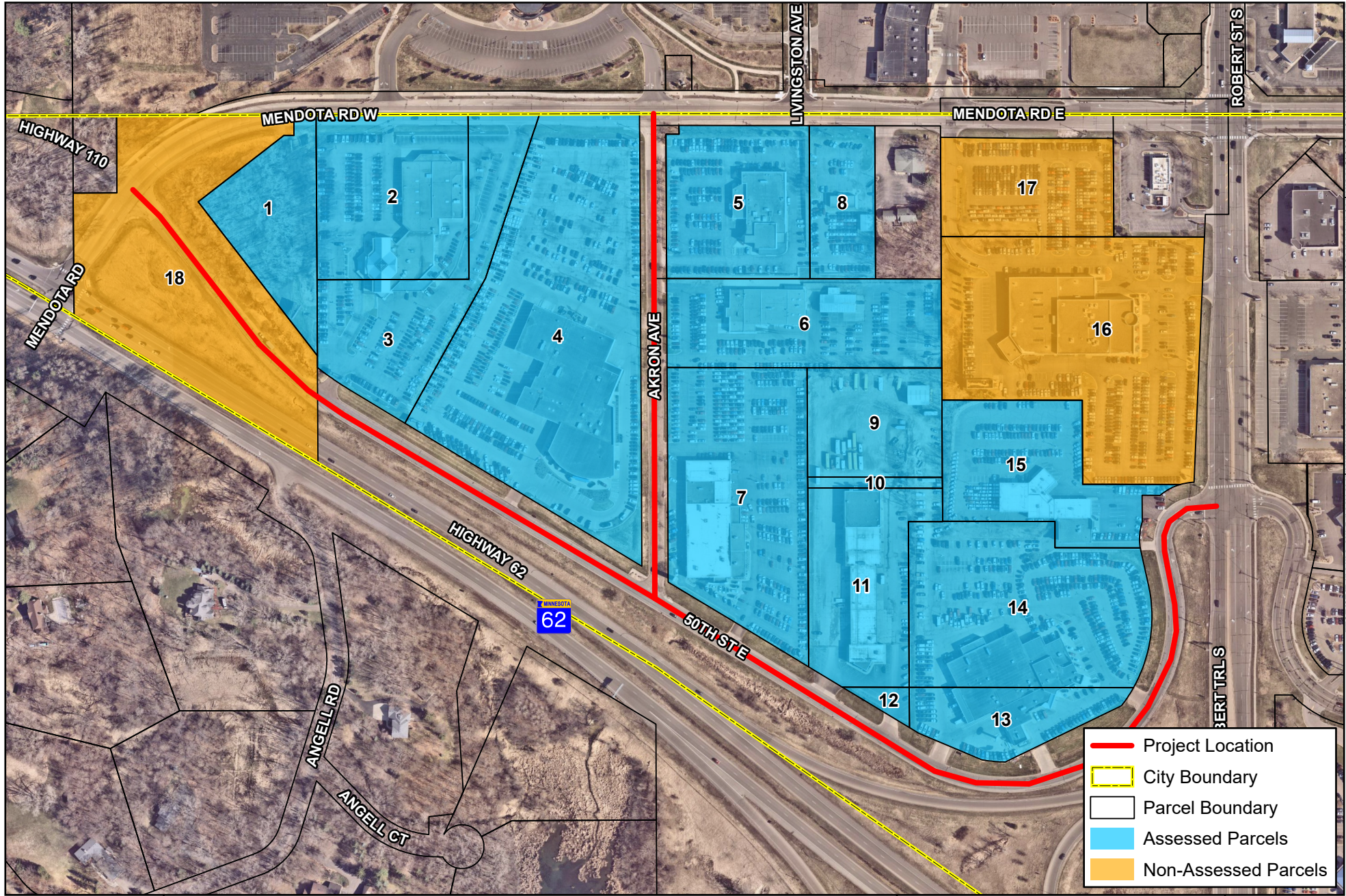
1. Such improvement is hereby ordered as proposed in the Council resolution adopted March 28, 2022.
2. The preparation of contract documents (plans and specifications), bidding assistance and construction services are authorized for WSB in accordance with the approved proposal from October 11, 2021.
3. Project is being funded by the Pavement Management Fund, Water Fund, Sewer Fund, Stormwater Utility Fund and Special Assessments.
4. The contract for these improvements shall be let no later than three years after the adoption of this resolution.

Adopted by the City Council of Inver Grove Heights this 28th day of March 2022

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

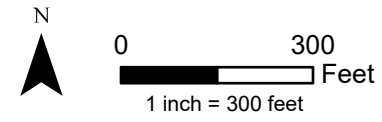


- Project Location
- City Boundary
- Parcel Boundary
- Assessed Parcels
- Non-Assessed Parcels



Assessment Map

2022 Street Projects | (2022-09K) WSB#01967-000
Akron Avenue/50th Street Rehabilitation
Inver Grove Heights, MN



CITY PROJECT NO. 2022-09K - 50TH STREET & AKRON AVE STREET REHABILITATION

PRELIMINARY ASSESSMENT ROLL

ASSESSMENT TERM: 10 YEARS; INTREST RATE: TBD BEGINS ACCRUAL IN 2023

ASSESSMENT RATE: \$12,898 / ACRE (equates to approximately \$0.30 / square-foot)

PID NO.	MAP NO.	PROPERTY TYPE	NAME	HOUSE NO.	STREET NAME	AREA (ACRE)	PRELIMINARY PER POLICY AREA ASSESSMENT 2/15/2022	ESTIMATED BENEFIT CAP	PRELIMINARY ASSESSMENT
200301075052	1	COMM - PREF	2JM LLC			1.75	\$22,571.50	\$76,230.00	\$22,571.50
200301075030	2	COMM - PREF	JMEM AUTO LLC	1108--11	HIGHWAY 110	3.03	\$39,080.94	\$131,986.80	\$39,080.94
200301075022	3	COMM	JMEM AUTO LLC			2.8	\$36,114.40	\$121,968.00	\$36,114.40
200301075021	4	COMM - PREF	JMEMC IGH LLC	1055	50TH ST E	7.96	\$102,668.08	\$346,737.60	\$102,668.08
203020000044	5	COMM - PREF	MORRIES INVER GROVE M RE LLC	10	MENDOTA RD E	2.62	\$33,792.76	\$114,127.20	\$33,792.76
203020000051	6	COMM	LKMCD PROPERTIES LLC	4600	AKRON AVE	2.93	\$37,791.14	\$127,630.80	\$37,791.14
203020000070	7	COMM - PREF	LKMCD PROPERTIES LLC	1037	50TH ST E	4.31	\$55,590.38	\$187,743.60	\$55,590.38
203020000020	8	COMM - PREF	MORRIES INVER GROVE M RE LLC	16	MENDOTA RD E	1.21	\$15,606.58	\$52,707.60	\$15,606.58
203020000081	9	INDUSTRIAL	EHRET HOLDINGS LLC			1.77	\$22,829.46	\$77,101.20	\$22,829.46
203020000080	10	COMM	EHRET HOLDINGS LLC			0.18	\$2,321.64	\$7,840.80	\$2,321.64
203020000082	11	COMM - PREF	EHRET HOLDINGS LLC	1095	50TH ST E	2.49	\$32,116.02	\$108,464.40	\$32,116.02
200370016010	12	COMM	EHRET HOLDINGS LLC			0.16	\$2,063.68	\$6,969.60	\$2,063.68
200370016011	13	COMM	SAXON MANAGEMENT INC			1.36	\$17,541.28	\$59,241.60	\$17,541.28
203020000095	14	COMM - PREF	SAXON MANAGEMENT INC	4725	ROBERT TRL S	4.45	\$57,396.10	\$193,842.00	\$57,396.10
203020000097	15	COMM - PREF	MCD PROPERTIES OFIGH LLC	4625	ROBERT TRL S	2.61	\$33,663.78	\$113,691.60	\$33,663.78
203347501020	16	COMM - PREF	MCDANIELS INV LLC	4605	ROBERT TRL S	6.23	\$0.00	\$0.00	\$0.00
203347501010	17	COMM - PREF	MCDANIELS INVESTMENTS II LLC	44	MENDOTA RD E	2.04	\$0.00	\$0.00	\$0.00
200301075053	18 ¹	EXEMPT	TRFP			5.85	\$0.00	\$0.00	\$0.00

\$511,147.74

\$511,147.74

STREET & STORM PROJECT COST: \$741,500

68.93%

68.93%

¹ Property is owned by a public entity that is encumbered by roadway easements and is therefore not assessable

Request for Council Action

SUBJECT: **Consider Resolution Adopting New Park Donation and Memorial Policy**

MEETING DATE: March 28, 2022

ITEM TYPE: Regular Business

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to consider adopting a new Park Donation and Memorial Policy via the attached Resolution.

BACKGROUND

In 2010, the IGH City Council approved a Park Memorial Guideline for the City, providing standards and directions for members of the public wishing to make memorial gifts or donations to the City's Park system. (A copy of these guidelines is attached.)

Several factors have recently given staff reason to evaluate the current guidelines. The first being a request from a resident for the City to accept a donation of a permanent monument sign to be placed within the City's Park system. The current policy does not include the acceptance or placement of a permanent monument within the City's Park system.

Secondly, as the City's Park system and community grows, does the current policy meet the potential needs of residents and the City? Upon review, staff have identified the need to update the process and standards for memorial trees, memorial benches, and park amenity donations. Additionally, for the policy to include processes, standards, and language for financial donations, permanent monuments, and a review and approval process.

At its March 9, 2022, meeting, the Park and Recreation Advisory Commission (PRAC) voted unanimously to recommend adoption of the attached Park Donation and Memorial Policy, which was drafted by staff and the City Attorney. The policy provides for the donation of trees and benches to be handled largely through an administrative process, but ensures that the City Council has the opportunity to specifically accept or decline donations of permanent memorials, with input from the PRAC. This ensures the Council has the discretion to determine the number, size and messaging of items placed in our parks.

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends adoption of the attached Park Donation and Memorial Policy, replacing the existing Park Memorial Guidelines.

ATTACHMENTS

1. Resolution - Park Donation and Memorial Policy - Final 3-20-2022
2. Final - Park Donation and Memorial Policy 2022
3. Approved Park Memorial Guidelines - 2010

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

RESOLUTION NO. _____

RESOLUTION ADOPTING THE NEW PARK DONATION AND MEMORIAL POLICY

WHEREAS, On January 11, 2010, the City Council approved a Park Memorial Guideline Policy for the City; and

WHEREAS, current residential donation request for a permanent monument is not included in the current policy. Staff have taken the opportunity to evaluate the current policy and assess that it meets the needs of both the residents and City; and

WHEREAS, as a result, staff have identified the need to update the process and standards for memorial trees, memorial benches, and park amenity donations. Additionally, for the policy to include processes, standards, and language for financial donations, permanent monuments, and a review and approval process; and

WHEREAS, at its March 9, 2022, meeting the Park and Recreation Commission unanimously voted to recommend to Council to adopt the new Park Donation and Memorial Park Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, does hereby adopt the new Park Donation and Memorial Policy, replacing the existing Park Memorial Guideline Policy.

Adopted this 28th day of March 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

City of Inver Grove Heights **Park Donation and Memorial Policy**

The City welcomes donations that enhance public spaces, facilities and parks. There are also several options for individuals, businesses, civic groups, and others wishing to memorialize or pay tribute to an individual in a manner that supports the City. All donations are subject to final approval by the City Council, and the Council reserves the right to refuse any donations.

A. Donation Options

1. Memorial Trees

Individuals may pay for the cost of a tree to be planted in a City park as a living tribute that benefits present and future generations of park users. Trees will be planted and maintained by City staff. Donors may select from a list of trees approved by the City's Parks Superintendent, who will work with the donor to select appropriate placement within a City Park. Placement in a particular park will be subject to availability and is at the sole discretion of the City's Parks Superintendent. The cost of a memorial tree varies based on the species and size. Memorial plaques or markers are not permitted for tree donations. All donated trees are the property and responsibility of the City.

2. Memorial Benches

Individuals may pay for the cost of a memorial bench for placement within a City park. Donors may select from a list of approved benches provided by the Parks Superintendent. The cost of each bench varies depending on size and style selected. Donors will work with the City's Parks Superintendent to select appropriate park placement. Placement in a particular park will be subject to availability and is at the sole discretion of the City's Parks Superintendent. Benches may be engraved or come with a memorial plaque. The plaque location, size, materials, text and graphics shall be approved by the City's Parks Superintendent. All donated benches are the property and responsibility of the City.

3. Donation of Equipment or Park Amenities

Donations of equipment or other park amenities provide an opportunity for businesses, civic organizations, and individuals to support the City's parks by adding significant amenities to existing parks and enhancing the recreational opportunities for all. Individuals or groups interested in donating equipment or other park amenities, such as playground elements and park shelters should contact the City's Parks

Superintendent to discuss options for such donations. All donated equipment and amenities are the property and responsibility of the City.

4. Donation of Permanent Monuments

Permanent monuments may be accepted for placement in City parks when recommended by the Parks and Recreation Advisory Commission and approved by the City Council. Donors should contact the Parks and Recreation Director to discuss the suitability of a proposed monument in advance. Permanent monuments shall only be accepted and placed in parks as a form of government speech; City parks are not open to the public as a forum for private speech in the form of permanent monument placement. The City Council has the sole authority to select the location where a donated monument will be installed. Accepted monuments will be installed by the City. All donated monuments are the property and responsibility of the City.

5. Financial Contributions

Individuals seeking to support the City's parks with a financial contribution may make a monetary donation directly to the City via the Parks and Recreation Director for such use. Funds may be designated for approved park projects or capital improvements, or may be given as unrestricted funds for use as determined by the City Council.

B. Donation Review and Approval Process

Park staff will work with potential contributors regarding the donation process. Memorial trees and benches may be administratively accepted by the Parks Superintendent, subject to final approval by the City Council. All tree and bench donations shall be submitted to the City Council biannually for final acceptance by the City.

Proposed donations of permanent monuments, playground equipment, other park amenities, or permanent memorials (other than trees and benches) will be referred to the Parks and Recreation Advisory Commission (PRAC) for review for consistency with the City's Park Plans and any master plan for the individual park where the proposed equipment or other amenity will be located. The PRAC shall make a recommendation regarding acceptance of the proposed donation to the City Council. All donations are subject to formal acceptance by the City Council, and the Council reserves the right to refuse any donation. The City will not take possession of any permanent monument, playground equipment, or other park amenity prior formal Council acceptance.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Park Memorial Guidelines

Meeting Date: January 11, 2010
 Item Type: Consent Agenda
 Contact: Mark Borgwardt
 Prepared by: Mark Borgwardt
 Reviewed by: Eric Carlson

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

Consider approval of Park Memorial Guidelines (PMG) described below as recommended by the Park and Recreation Commission.

SUMMARY

The establishment of Park Memorial Guidelines (PMG) was request by the Park and Recreation Commission. The Park and Recreation Commission approved the proposed guidelines at their December 2009 meeting. Approving guidelines will provide standards and direction for residents and staff in making memorial gifts or donations to Inver Grove Heights park system.

These guidelines are designed to enable residents to make a memorial, donation or gift to Inver Grove Heights park system.

1. The Parks Superintendent shall administer the PMG.
2. The City shall accept all PMG donations by formal action at a City Council meeting.
3. PMG donations of a routine nature (i.e. trees, park benches, park amenities, etc.) will be handled administratively by the Parks Superintendent. These donations typically have a value of \$300 to \$5,000.
4. PMG donations of a significant nature (i.e. park shelter, basketball court, etc.) will be brought before the PRAC for review. These donations typically have a value greater than \$5,000.
5. For routine PMG donations the donor shall pay for the delivered cost of the item to be installed such as a tree or bench. The City shall cover the installation and maintenance costs.
6. PMG donations shall comply with standards established by the Parks Superintendent. These standards shall include the species of trees deemed acceptable for planting in City Parks, the manufacturer and model of equipment to be installed and the placement of donated items in City parks.
7. Plaques or markers will not be placed for routine tree donation.
8. A donor recognition or memorial plate may be affixed to park benches or other amenities donated to the City. The City shall specify the size and style of the donor plate and the donor will pay for the plate and arrange for the engraving. Upon return of the engraved plate from the donor, the City shall affix the plate to the park bench or amenities.
9. Additional recognition will be provided by displaying donation, name of donor, name or names those given in memory of (if applicable) in the City's summer edition of Parks and Recreation Brochure.

Inver Grove Heights Parks and Recreation Department

Park Memorial Guidelines

These guidelines are designed to enable residents to make a memorial, donation or gifts to the Inver Grove Heights park system.

1. The Parks Superintendent shall administer the PMG.
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5. For routine PMG donations the donor shall pay for the delivered cost of the item to be installed such as a tree or bench. The City shall cover the installation and maintenance costs.
6. PMG donations shall comply with standards established by the Parks Superintendent. These standards shall include the species of trees deemed acceptable for planting in City Parks, the manufacturer and model of equipment to be installed and the placement of donated items in City parks.
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9. Additional recognition will be provided by displaying donation, name of donor, name or names those given in memory of (if applicable) in the City's summer edition of Parks and Recreation Brochure.

Request for Council Action

SUBJECT: **Consider Ordinance Amending City Code, Title 10 in relation to Garage Condos**

MEETING DATE: March 28, 2022

ITEM TYPE: Regular Business

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to consider the attached Ordinance, which makes amendments to City Code, Title 10 as follows:

1. Amendment to Chapter 10-2-2 Definitions, adding the definition of Garage Condos.
2. Amendment to Chapter 10-6-2 Land Uses in all nonresidential districts to conditionally allow Garage Condos in B-3, General Business; I-1, Limited Industry; and/or I-2 General Industry districts.
3. Amendment to add Chapter 10-15-36 Garage Condos, performance criteria.
 - Requires a 3/5ths vote
 - 60-day deadline: N/A

BACKGROUND

An applicant has made a request to amend the city zoning ordinance to allow the use of garage condos in the city. Currently, the City Code does not address this type of use and therefore, garage condos would not be an allowed use. Garage condos allow individuals to purchase a garage space for their own personal storage. They are often promoted for high end items such as luxury or antique cars. They are also used for RV's, motorcycles, boats, and any kind of storage. Some garage condo units can be finished with a loft space, kitchens, bathrooms and showers. Staff believes this type of use could be a good fit in the city. While reviewing the request, staff discussed the potential uses of a garage condo unit and future uses if they were sold. Possible concerns include people living in them and individual businesses, possibly being open to the public, being operated out of them. To help address these concerns, a definition of garage condos and specific performance standards are being proposed.

Garage condo developments often have private units, but also have community spaces that can be used by anyone belonging to the association. The applicant is proposing garage condos be allowed in the B-3, General Business District. The B-3 District is established for large scale retail and service uses that serve the entire region. Staff believes the proposed use could be considered a high-end mini-storage facility. Last year, the Council initiated and approved an Ordinance Amendment to remove mini-storage facilities from the allowable uses in the B-3 District because it was deemed an

inappropriate use for commercial districts. Mini-storage facilities are, however, allowed in the I-1 and I-2 Industrial Districts.

The applicant has three contiguous parcels they are looking at in the city for a garage condo development. These parcels are not currently zoned for either commercial or industrial uses and are guided for residential. The applicants are aware that if the proposed code amendments are approved, that does not mean subsequent zoning processes would be approved.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Planning staff recommends denial of the applicant's request to allow garage condo units in the B-3, General Business district, based on the similarity of the use to a mini-storage facility and the Council's direction to not allow mini-storage in the B-3 District.

Staff recommends approval of the definition and performance criteria as proposed and the addition of garage condos as a conditional use in the I-1 and I-2 Districts.

At a March 1, 2022 public hearing, the Planning Commission recommended approval of the definition, performance criteria and garage condo use in the I-1 and I-2 zoning districts.

The Commission recommended denial of the request to allow garage condos in the B-3, General Business district.

ATTACHMENTS

1. Ordinance Garage Condos
2. I-1 I-2 zoning map
3. B-3 zoning
4. PC recommendation
5. complete PC packet

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE
SECTIONS 10-2-2, 10-6-2, AND 10-15-36 REGARDING GARAGE CONDOS

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

Section One. Amendment. Section 10-2-2 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

GARAGE CONDO: A building or buildings governed by a Homeowners Association consisting of individual, self-contained units that are owned or leased where personal items are stored, distinguished by the ability of owners or tenants to customize build out of the units. Ministorage Facilities are not Garage Condos. Garage condo developments may include within the buildings community gathering spaces or office areas.

Section Two. Amendment. Section 10-6-2 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

10-6-2 Land Uses in all nonresidential districts – (the zoning district(s) to conditionally allow garage condos is to be determined.)

Use	Zoning District											
	B -1	B -2	B -3	B -4	OP	I- 1	IOP	I- 2	P	MU- PUD	COMM- PUD	OFFICE -PUD
<u>Garage Condos</u>						<u>C</u>		<u>C</u>				

Section Three. Amendment. Section 10-15-36 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

10-15-36: GARAGE CONDOS

Garage condos in all districts, where permitted, shall be subject to the following performance standards:

- A. A fence or wall of acceptable design, not over seven feet (7') in height or less than five feet (5'), shall be constructed along the property line when said use abuts property residentially used or in an R district, and said fence shall be adequately maintained. Application of this subsection shall not require a fence within the required front yard.
- B. No outdoor storage of vehicles for a period longer than twenty-four (24) hours shall be permitted.
- C. The individual units shall not be made available for business uses open to the public.
- D. The individual units shall not be used for residential living quarters.

Section Four. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Passed in regular session of the City Council on the _____ day of _____, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

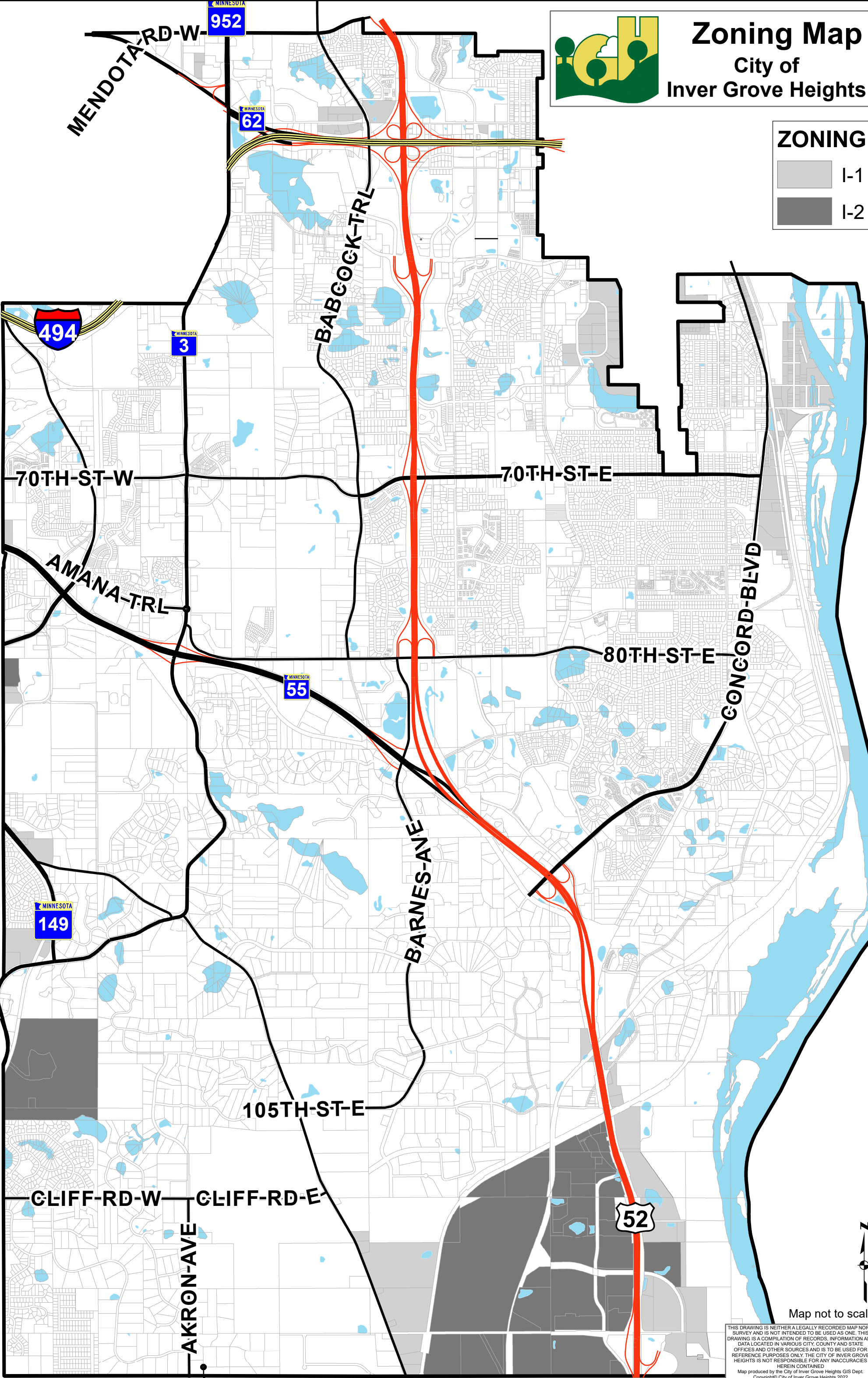


Zoning Map

City of
Inver Grove Heights

ZONING

	I-1
	I-2



Map not to scale

THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.
Map produced by the City of Inver Grove Heights GIS Dept.
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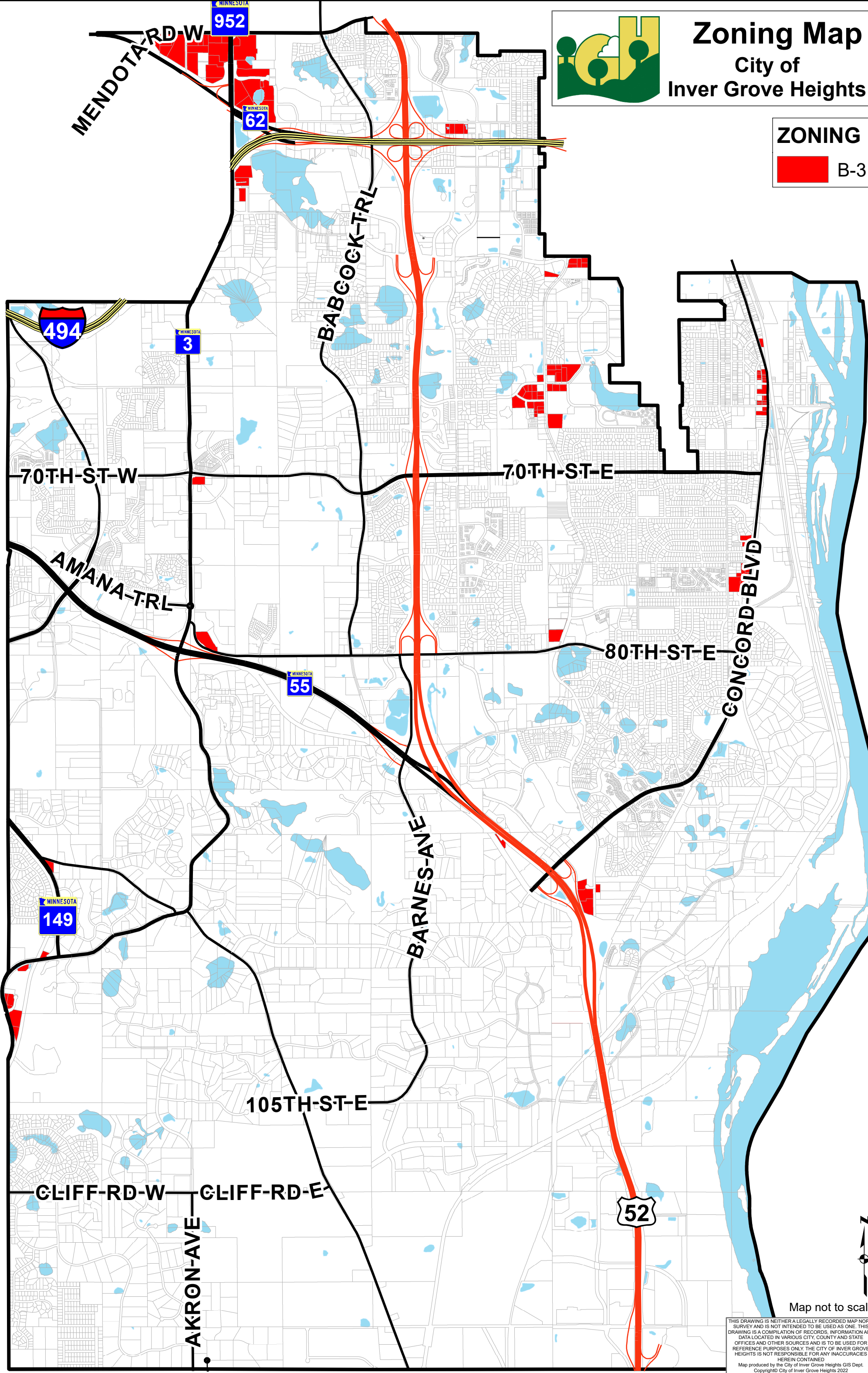


Zoning Map

City of
Inver Grove Heights

ZONING

 B-3



Map not to scale

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**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: March 1, 2022

SUBJECT: A. Consider the following zoning code amendments to allow Garage Condos in Inver Grove Heights (Blue Ribbon Builders, LLC - Case No. 21-65ZA):

- 1) Amend Chapter 10-2-2 Definitions, adding the definition of Garage Condos.**
- 2) Amend Chapter 10-6-2 Land Uses in all nonresidential districts to allow Garage Condos in B-3, General Business; I-1, Limited Industry; and/or I-2 General Industry districts.**
- 3) Add Chapter 10-15-36 Garage Condo performance standards.**

Reading of Public Notice

Commissioner Simon read the Public Hearing notice to consider the request for Blue Ribbon Builders, LLC – Case No. 21-65ZA. The request consists of an Ordinance Amendment to Title 10 of the City Code Zoning regulations to allow Garage Condos by Permitted or Conditional Use in the B-3, General Business, in the I-1, Limited Industry, and/or I-2 General Industry Districts to the Title 10 Chapter 2 Section 2 definition of Garage Condos. No notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, stated the Applicant made a request to amend the City Zoning Ordinance to allow the use of Garage Condos in the city. Currently, City Code does not address this type of use and would not be allowed. Garage condos allow individuals to purchase a garage space for their own personal storage. They are often promoted for high end items such as luxury or antique cars. They are also used for RV's, motorcycles, boats, any kind of item storage. Some garage condo units can be finished with a loft space and even bathrooms and showers. Staff believes this type of use could be a good fit in the city. While reviewing the request Staff discussed the potential uses of garage condo units and future uses if they were sold off. There were concerns of people living in them and individual businesses being operated out of the personal storage units instead of on a different property. For Commission discussion and action is a definition of Garage Condos, the Land Use Table, and what district the Commission believes it would belong in. Also included was a list of performance criteria Staff felt could help reduce concerns. Staff also suggested these be a conditional use in a Zoning District; with that, the conditional use application would still be made in front of the Commission. Additional conditions could be added at that time for a site-specific design.

Ms. Botten mentioned garage condo developments are often private units, but also have community spaces that can be used by anyone belonging to the Association. Sometimes there are office areas. Some she had researched may have retail, coffee shops, or other commercial uses. The applicant is proposing garage condos be allowed in the B-3, General Business District. The B-3 District is established for large scale retail and service uses that serve the entire region.

Staff believes the proposed use may be considered as a high-end mini storage facility. Ms. Botten mentioned that last year the City Council adopted an Ordinance Amendment to remove

mini storage facilities out of the B-3 District because they didn't feel it was an appropriate use for commercial districts. Mini storage facilities are allowed in I-1 and I-2 Industrial Districts. Staff recommends Garage Condo uses be allowed in the same Districts that mini storage facilities are allowed in. Staff recommends denial of the Applicant's request to allow Garage Condo units in the B-3 based on the similarity of the use to a mini storage facility and the Council direction not to have those uses in the B-3 District. Staff recommends approval of the definition and performance criteria. Staff supports the use as a conditional use in the I-1 or I-2 District. She said the Applicants have parcels in the city in mind that they are looking at for a specific development. The Applicant's are aware that approval of the code amendments before the Planning Commission do not necessarily mean their subsequent process would be approved. They would need to come forward with a rezoning, Comprehensive Plan Amendment, Preliminary and Final Plat, and a Conditional Use Permit.

Commissioner Simon asked if approved as written, if the Applicants would be able to have open houses where they could show off their cars and their facility, other people would bring their cars and park, somewhat similar to an auto show.

Ms. Botten replied the Applicants may be able to address that question. She knew people could allow their own friends/family to come in and use the condo units as a social gathering space. She was unsure about opening it up to the public, such as an open house.

Commissioner Simon said there was a facility in another city that made the news and the newspaper.

Chair Niemioja was trying to determine the luxury mini storage concept. She felt the price point was purchasing something as opposed to traditional mini storage. She asked if that deterred it from being a place to put junk instead of really utilizing it. She questioned if that was one of the factors Staff considered.

Ms. Botten replied in the affirmative and said that may weed out those using it just for storage. There is also a concern of businesses being operated out of it, the price comparisons, and what is stored for the business may be cheaper here than a different facility.

Commissioner Robertson understood the rationale for I-1 and I-2. She said as the Commission views B-3, it meant they would be approving zoning for any large area that might be located next to other retail or in an area with large retail accommodating space. She questioned if approved, B-3 would be allowed this in that type of area.

Ms. Botten replied that was correct. Many B-3 Districts are found along Cahill and Robert Street, a lot of the commercial nodes.

Opening of Public Hearing

Doug Johnson, Blue Ribbon Builders, 474 Manor Drive, Spring Lake Park, has read and understands the report. He met with Staff a few weeks ago to discuss this new concept for the city. They are looking at a garage condo concept, these are gaining popularity in the State and around the Country. He mentioned he hates to use the word storage as that is not what they are trying to promote. What they are trying to do is get an extension of a garage. If a person is a car, boat, or motorcycle enthusiast, there is a place to go to work on it, show it off. They are looking at putting this as a gated type condo community. They don't want anyone just going into the project, there is going to be security. The condo documents people would sign when purchasing a unit would include all regulations and ordinances.

Chair Niemioja asked if an HOA is set up and passed on to the owners.

Mr. Johnson replied that until it reaches a certain percentage of being full, he as the Developer/Builder, is the HOA. He would maintain those until reaching a threshold point before they take it over. He has done that on other developments such as residential townhomes and condos. He mentioned there were garage condos in the White Bear Lake area, in more of an industrial area. There is a guy in there that works on snowplows. He said his vision is that he doesn't want to see, for example, a landscape company coming in and working on lawnmowers. He envisions someone being a part of a car club and likes to work on a sports car, maintain and keep it nice, have some place to go away from home, kids, and work on things, have peace of mind. He said they plan to stub in water and sewer into each unit that way they could have a bathroom or kitchenette while working. He does not want to consider these storage units.

Chair Niemioja asked if a fair comparison would be the Fleming Field Airport located nearby. The Pilots have spots there for their planes.

Mr. Johnson replied it would be something similar. The buildings they would want to build would have Smart Siding on it or Hardy Board, decorative. He displayed photos of the building in White Bear Lake that looks similar to an apartment complex. It's decorated, there are windows, siding with neutral colors. There are larger oversized garage doors for RV's or large boats. He displayed a photo of another building with a different color scheme. All have their own access points. It looks clean, tidy, and neat, which is what they are going for. He mentioned that Homeowners Associations are their own police of their community. They watch if there is a problem, they police it quite well and get in touch with the owner right away. There are remedies that can be done if they don't follow. He displayed another photo example with more of a gabled look. The one shown was used for commercial areas, for a small business, or office. He said he doesn't see that happening here.

Chair Niemioja asked if he had ever had a condition in the HOA document that would prohibit a business being in these.

Mr. Johnson responded in the affirmative. The residential townhome project he did in Coon Rapids was not allowed to run a business out of their home unless they received approval through the HOA requiring a certain number of people voting in favor. It was more like 2/3 instead of a simple majority. He displayed another photo example that included brick on the exterior. He said they are trying to decide if this is something that could work in the City of Inver Grove Heights. The people buying these would be upper management, higher salary, those that like to collect things. He said it's the kind of space people could get out of the house to go to, to watch a football game

Mr. Johnson mentioned that he has Dawn with him from Coldwell Banker that found a package in Watertown, Minnesota. The photo shown had more of a gabled front look. He said he personally prefers the other look better because if you drove by this, especially the one in White Bear Lake, you wouldn't know those were garages, it looks like an apartment complex. He is looking for a design that not only has good curb appeal, but blends in with what is around it. He displayed a rendering of the inside of one of the areas showing a mezzanine and a kitchen table. He said he hears the reference to a "man cave", but didn't believe this to be specific to a "man cave". If an enthusiast that likes to get out and do crafts or hobbies, instead of having that mess at home, could have one of these where a bunch of people could come in and do crafts. This would be the type of place for hobbies, when there isn't enough space in your garage due to cars and kids' bikes. This is the type of place a person can get away by themselves or with

family. It would be a good place to store bikes. He mentioned the property they are looking at has great trails along the river.

Commissioner Challeen asked if the facility had quiet hours or no activity hours between a certain timeframe, such as overnight.

Mr. Johnson replied yes, that would be put in the HOA Document. There are Noise Ordinances the city has, but they can enhance that and include it in the HOA Document.

Mr. Johnson said this is a unique opportunity for people who may want to begin a hobby or are a collector and have a place to go to do that. He said industrial parks are not always the prettiest developments, having good curb appeal and bringing people to a site is more of a business community. For the area he was looking at, people would use Walmart, Tractor Supply, or the restaurants around it that they would be frequenting while they are there. He felt it was better set in a business area, to not consider it as mini storage, he doesn't like mini storage.

Commissioner Simon referenced a sketch included in their packets of the potential layout.

Mr. Johnson replied that was a very early sketch.

Commissioner Simon mentioned that 135 units seemed like a lot.

Mr. Johnson responded until they receive an idea of what is going to be approved in the city, he has an Engineer that would go through the property. They would determine what density would be allowed; they would follow density requirements. He said they were thinking some units could be 20x40, 20x60, 40x60, or 60x60. Each would be sold individually.

Commissioner Robertson asked if a majority of spaces were filled or close to filling.

Mr. Johnson replied they are filled. He referenced one in Watertown, which is doing theirs in phases. They do one building, sell it until it's $\frac{3}{4}$ full, and then start on the next one. They do the same process on the next one.

Commissioner Robertson asked what the price ranges were smallest to largest.

Mr. Johnson responded early preliminary ideas were anywhere from \$125,000 for a smaller unit up to \$200,000. This depends on what is wanted, size, and finish on the inside. He said his company didn't have to be the ones that finish it. He assumes a lot of them would put an epoxy on the floor. Those that have mezzanines in them may be decorative. If inviting others over to their space he didn't believe it would be to a mess laying around. The Homeowners Document highlights/outlines that to keep the right kind of ambiance and vision.

Commissioner Weber asked if floor drains were included in the units.

Mr. Johnson replied he hasn't decided about floor drains yet. He didn't want floor drains in if there would be cars and oil. He didn't want to get into catch basins. There would be a drain to a shower if one were to be put in.

Commissioner Robertson asked in a typical open B-3 property in Inver Grove Heights, such as Cahill or Robert Street, how many units he would have in a B-3 area without it getting so big that it looks like an industry in the middle of B-3.

Mr. Johnson replied in order to hit the price point they are looking for they want to create a demand. He did not want to overbuild the property and then have to find buyers who would buy the rest of them. He wants this to be a luxury type of purchase. It would be a gated fenced in community, possibly with keycards to come in and out. When getting to the point when they get to the design, the Planning Commission would have to determine if that was what they were envisioning. He said they would be working with Heather and Staff when they get that process in place. They would communicate back and forth with Staff on thoughts to come to a compromise/agreement. Once they get to that point it comes before the Planning Commission for an understanding and density.

Commissioner Robertson mentioned she was appreciative of the fact that Mr. Johnson wanted the front entryways to be appealing architecturally. In reference to the size of them, they looked pretty big. Her thoughts were the front looks like a business, but when looking at the whole thing, it looks more industrial. That was why she asked about how many units. If it is in a B-3 District, there would be 12 garages, which is a different entity in a B-3. It is not quite as industrial and large.

Mr. Johnson replied he believed the average house had a maximum height of 35-37 feet. These doors are 14–16-foot doors. The peaks would be less or at the point of what a residential roof would be.

Commissioner Robertson said she wasn't as concerned about height than she was about how it would blend in, if in a B-3 retail area. She was concerned how it was going to look on the other three sides of the units, an industrial type building with a lot of garage doors. She was having trouble envisioning how that would look in a B-3 area.

Ms. Botten clarified and said the property that is being looked at is over 10 acres in size. There are not density requirements like residential that would govern it. Site review would be looking more for setbacks, building coverage, anything that applies to commercial and industrial districts. There would also be landscaping requirements, screening, stormwater design, and infiltration systems that would regulate how many units could be on site, not how many units per acre.

Commissioner Robertson said she was thinking of one of the end units of the strip malls on Cahill, the open Auto Supply store, or the open Cunningham's space, those are B-3. It was hard to envision something like that in a B-3. She was struggling with how it was going to look.

Ms. Botten clarified the area is a PUD, it's underlying zoning is a commercial district. B-3 Districts are similar in those neighborhoods.

Mr. Johnson replied that Dawn from Coldwell Banker did some investigating on the Watertown project. On the front part they had businesses, smaller shops. He said that would be something to consider as they move further. He mentioned that Inver Grove Heights needs more shops, restaurants, or a coffee shop. The balance of the building would be the garage so you wouldn't see big garages all over. It could be separated. There are three parcels on the property.

Chair Niemioja said it was interesting to have a concept of a large locked property in the middle of a B-3. She could not think of anything like that. It seemed strange to lock off something in the middle of a commercial area.

Mr. Johnson replied they were trying to reinvent the wheel. This city doesn't have anything like this. He thought there were other projects such as mini storage that were turned down because nobody wanted more mini storage. He didn't want mini storage either, he wanted to have it be one of the gems in the city that people with cool ideas have a place to go.

Commissioner Clancy mentioned after closing the public forum the Commission would discuss further and establish a practical difficulty. He asked what could be advised that helps further define the garage condos. He mentioned with everything he currently sees he can see someone crappy coming in, in the future and saying bend this word to say that technically their mini storage is a buildable space for people to store materials. He said there was nothing in the language that spoke of the materials inside the condo or what may give it a distinctive feature beyond what could be considered mini storage. He asked if there was something else the Commission may not know about garage condos.

Mr. Johnson replied there are City Ordinances. With the condo documents, more restrictions are put on those properties. He said he has a pretty good real estate attorney who has done a lot of these documents. They can specifically state what is allowable and what is not allowable. For example, hazardous waste materials cannot be on the property, they cannot have sirens out there for Noise Ordinances. He said they would get down to specifics and details once they get more involved in this.

Chair Niemioja stated this group was very good at figuring out the specifics on those kinds of things.

Chair Niemioja mentioned to be clear, they are not looking for a practical difficulty tonight. They are determining if they want to amend the code or not, in each of the areas.

Ken Tupper, 3679 94th Street East, said he is familiar with garage condos, there is a set of them over by Cooper's in Eagan. He is familiar with the parcel, he thought it was a great idea. He mentioned that it's an upscale development, very little crime if any. The property is currently fairly well wooded, when driving around it you cannot see the housing. It was his understanding that the perimeter of trees would still remain.

Chair Niemioja said the Commission does not have a piece of property on the matter this evening. This application doesn't involve the exact piece. She said Mr. Tupper's point was well made. She asked if he would be willing to have these garage condo's on that piece of property.

Mr. Tupper responded absolutely. He said people were saying that pictures were shown of a big ugly building. He didn't believe that was what it was going to be. He felt it would be more like what is over in Eagan. He said if the perimeter of trees is left up on the property he is thinking of, you won't be able to see the buildings anyway. There would be a fence and security cameras. He is in support of this, thought it was a great idea, it was better than a lot of the alternatives.

Chair Niemioja asked Mr. Johnson if the pictures shown were his buildings.

Mr. Johnson replied no, they were not his buildings. He has not built garage condos yet. He has built residential townhomes, single family, commercial, light commercial. This is a new concept for him. He has been building since 1997.

Commissioner Robertson referenced the pictures shown and asked if those were in B-3's or

Industrial 1 or 2.

Mr. Johnson replied they were more in a commercial area, business area. He said a lot of cities have a business district, commercial district, or industrial district. They are all different. Cities are different in regards to what each one is defined as. He said their thinking was if this was in a business district, they would eliminate the potential of someone coming in with dump trucks and parking them, or tractors and implements. That is not what they are looking for. Garage condos are a community of people that have the same interests. People go there to work on their vehicles or show them off, have fun with people and friends there.

Mr. Johnson responded about a comment made about a car show. That is something that could be a possibility, it would only be the people involved in the community itself. He said he has a friend in Dayton and they have auto shows there and at retail outlets where there are a bunch of different shops. On a Friday or Saturday night, maybe every other weekend, they have a big car show there. People drive from all over to attend the car shows and show off their cars. It's a hobby to them.

Chair Niemioja mentioned that they have car shows at A&W. People come from all over.

Commissioner Robertson shared that Hastings has them every other weekend.

Commissioner Robertson said she is left with a lot of questions such as what control the city would have. If and/or approved for B-3, she questioned how much control we would have over specifics we don't know of yet. She mentioned for example, guys that set up a smoker. Who has control over whether you have a smoker or a pig roaster in your condo. She questioned what kind of controls the city could apply later if approving a B-3.

Ms. Botten responded staff is presenting it as a conditional use. They would have to come in for a Conditional Use Permit for the development as a whole. With that you'd be able to apply some conditions, but you would not be able to hit every little use out there. A lot of that could be up to the HOA and what they would want to see out there. If in violation of any of the conditions in the CUP, the city could go out and enforce it. They would be looking at the general CUP conditions. There are also Fire Code and Building Code requirements. Having smokers operating inside of a building might be an issue with Fire Code. Those would be reviewed at time of Permit.

Commissioner Heidenreich said if approving for the industrial use, not the B-3, but they have their eyes on a B-3 property, he asked if they couldn't rezone that specific property. He asked if they should keep it with industrial and have them rezone to meet the requirement.

Ms. Botten replied the property they are looking at would need a rezoning and Comprehensive Plan Amendment no matter if it's in B-3 or Industrial. If approving for I-1 District and they find a different B-3 Zoned property, they could ask for that rezoning. It's not a guarantee it would be approved. The industrial zone may not be a good zoning for that part of the city the applicant is looking.

Commissioner Heidenreich said if offering it as a B-3, they might end up in inappropriate places.

Commissioner Robertson asked what locations have been mentioned as ideas.

Ms. Botten replied that she knows they have been looking at specific parcels in the city.

Commissioner Robertson said she has heard that Mr. Johnson has been looking at specific properties. She asked what those specific properties were. It may help her see how something like that would fit.

Mr. Johnson replied there is an 10-11 ½ acre parcel where Old Concord and Cahill come in behind Tractor Supply. There are three parcels.

Commissioner Robertson asked if there were other specifics.

Mr. Johnson responded with a CUP he understands that gives the city more latitude to put more restrictions/compromises. A CUP allows them to come in and present their concept and plans. The Commission has to discuss and vote on whether the conditions meet their concerns.

Ms. Botten stated what is in front of the Commission is not a specific parcel. The Commission has to decide/make recommendation on if they think the use is a good fit in the city and for what zoning districts.

Ms. Botten stated the applicants are looking is the southern part of Old Concord and Cahill Avenue. There are three parcels where the roads come together.

Commissioner Robertson asked what the area was currently zoned as.

Ms. Botten replied Residential/Agricultural. What is in front of the Commission is just if the Commission believes this is an allowed use.

Commissioner Robertson appreciated the information provided; it helps.

Chair Niemioja closed the Public Hearing.

Planning Commission Discussion

Commissioner Weber said he is someone that attends events at garage condos on a regular basis. He goes to Cars and Coffee out in Chanhassen, he was surprised that wasn't listed in the information. From his perspective, some of the allowed uses for the city in a B-3 would be minor auto repair shops and a few other things that fall in the category. It's hard for him to look at this and say it doesn't fit. He believed something like this would fit better in a B-3 than an auto repair shop just because it's private, it's a private association driven condo space. He looks at it more as a business condo opportunity versus an industrial use. He said for example, if someone were to operate a mechanic or landscaping shop out of something like this, he could see the industrial use of it. If keeping this in the business district and can put it in a CUP they could put more restriction on it than just putting it in an industrial district. There are many things being done in an industrial district that he wouldn't want to see in these areas. He felt putting it in a B-3 is safer for the city, allows for conditions in a better manner than a I-1 or I-2 and allows other uses those allow. He stated Chanhassen was the perfect example of what they were trying to do, it is in a business district. He guessed there to be just over 100 condos in that area.

Chair Niemioja asked if it was locked off.

Commissioner Weber replied it was gated.

Commissioner Weber stated once a month they hold a Cars and Coffee open to the public type

of event. Parking is on site but if you can't park on site, the Police actually drive you away. You have to get there early or you don't get in. He compares people that have garage condos to people that love to go boating. Everyone is nice and helpful, has the same mentality. He is in favor of the B-3 because of his experiences with it.

Commissioner Scales said they were not being asked for a specific spot, they are being asked for this to be allowed in a B-3 anywhere in the city. That was his concern. For him, he would have preferred to see a plan. For example: Here's what they are going to build, where they are going to build it, what is needed to build it. That's not what they are being asked. They are being asked to allow it anywhere in the city, that is where he disagrees with it. He said there was a lot of time spent with mini storage. He isn't saying this is mini storage, but the building looks a little similar. He said he could not support it in a B-3 right now, he doesn't see a specific plan.

Commissioner Challeen concurred with Commissioner Scales because she sees a business zone as a place that is welcoming of those passing by. This is a gated facility for a small community. They may open the gates once in a while, but doesn't seem like a business zoning to her. She would be more comfortable with an industrial zoning.

Commissioner Robertson said she has the same fear. If opening it up to B-3, they are saying a facility such as this can operate in a B-3, anywhere in the City. She asked if the Commission can hold off and do that when they have a better picture of what they are looking at. She believed that would be spot zoning. She asked if that would less likely be an opportunity.

Ms. Botten responded that was discussed with the applicant. The next step is very costly. To come in with full sets of plans for a use not currently allowed in Code is a big jump on the Applicant's part. That's why they were doing this step first to see if the City would even support this type of use and where they would like to see it.

Ms. Botten responded about Commissioner Weber's comment about Chanhassen, saying it was in the report briefly, it's in an industrial office park zone.

Commissioner Robertson said she is very familiar with that corner, it's the corner she uses to turn to get to her house and when she picks up kids from Pine Bend. There is residential development happening at the corner. She said a facility such as this, when looking at it from the value to the city, she questioned how many employees, what does the city gain in terms of tax revenue, is it an area where residential would be better suited. She asked what they give up when allowing something else into B-3.

Ms. Botten said the Applicants are aware there is a subsequent process after this and that they do need to come forward again. They are aware that asking for a rezoning and Comprehensive Plan Amendment is not a guarantee it would be approved. The first step is if the Commission believes this use would be a good fit in the city, if so, where would they like to see it. If approved, the Applicants would then work on a site plan of the lot they are currently looking at or other lots in the city that may fit.

Chair Niemioja felt this was a great fit for some of the I Districts. She was unsure if they were necessarily lacking in some of the more appropriate spaces for this. She believed Commissioner Robertson's point was well made, all of this is about what they are giving up, what they get. There are some really neat things they would get from this kind of concept that she really likes. They also have to think about mistakes made earlier in the city's history

regarding some decisions. She said the broader they make it on the front end the harder it is to come back. She thinks of that with mini storage, even though this is not mini storage.

Commissioner Weber asked if there was a Land Use Map that could be referenced. He was wondering how many spaces were left that were zoned B-3.

Ms. Botten replied she did not have one for the entire city with her.

Commissioner Weber said there were a few that changed from B-3 to I-1, or are going to change to that. He said the last time he looked there wasn't a lot of red left on the map.

Ms. Botten replied there are some properties located at Buckley Circle/Buckley Way that are zoned B-3 that are vacant and available.

Commissioner Scales suggested not forgetting that somebody could come in and redevelop Village Square and put a bunch of these there too. That was his concern with B-3. He understands costs. He felt it was cart before horse and opens the city up. They got just done with closing the city down from self-storage because it was really broad. He said if this came in front of the Commission for this site, this plan, it might get approved. He said he could probably support it, but was worried about the rest of the city, about the next person coming in and wanting to tear down Village Square and build it there or doing something anywhere else. He said that was the problem they had with self-storage, they opened it up.

Commissioner Weber said his biggest hang-up with looking at this in a B-3 is that these are condos. For example, it would be like buying a townhouse. There is an Association, this is an individual piece of property inside of this unit. As an owner, he would be paying taxes on this. He asked what the tax rate differentiation from a B-3 property to an I-1 property as an individual owner. He questioned if they would be creating a hinderance on an individual wanting to buy into a property that is located in an industrial area versus a business area. He questioned what the tax consequences were to those individuals buying that.

Chair Niemioja mentioned that gets a little beyond a land use purview.

Commissioner Scales said his concern was how they have discussed buffers between different zoning. He was unsure this was the buffer he would want between his retail store and his home. That was why he likes to see individual sites with a plan on a specific site.

Chair Niemioja mentioned it seemed the Commission may not agree on all of these, but may on some individual Zoning Code Amendments. She suggested starting with the Zoning Code.

Planning Commission Recommendation

Motion by Commissioner Clancy to approve the Zoning Code Amendment as stated to Amend Chapter 10-2 Definitions, regarding the definition of a Garage Condo and move to approve the Zoning Code Amendment to add Chapter 10-15-36 Garage Condos with the criteria listed above to the I-2 and I-1 Districts.

Commissioner Robertson questioned if this could be better served by combining #1 and #3, the definition and the performance standards.

Motion Amended by Commissioner Clancy, second by Commissioner Challeen, to approve the

Zoning Code Amendment to amend Chapter 10-2-2, Definitions for the Garage Condo and the Zoning Code Amendment to add Chapter 10-15-36 Garage Condos with the Performance Criteria as listed in the packet for Blue Ribbon Builders, LLC - Case No. 21-65ZA.

Motion carried (9/0).

Commissioner Weber mentioned if pushing for I-1/ I-2, he asked if they would do it as Permitted Use or CUP and if it should be denoted.

Commissioner Robertson asked if that needed to be split. As they were listed were all lumped together.

Ms. Botten said Staff recommends a conditional use. If wanting it as a permitted use, that should be stated as well.

Commissioner Robertson stated that currently they are all three in one Amendment B-3, General Business 1, Limited Industry, or I-2. She asked if there would be value in splitting this and voting on B-3 in one vote and Industrial I-1 and I-2 in another vote rather than lumping them all in.

Motion by Commissioner Robertson, second by Commissioner Scales, to deny Garage Condos in B-3 General Business across the city for Blue Ribbon Builders, LLC - Case No. 21-65ZA.

Motion carried (7/2) - Weber, Clancy.

Motion by Commissioner Weber, second by Commissioner Robertson, to approve the Amendment to Chapter 10-6-2 Land Uses in all Non-Residential Districts. Only the Non-Residential Districts of I-1 Limited Industry and/or I-2 General Industry Districts for Blue Ribbon Builders, LLC - Case No. 21-65ZA.

Motion carried (9/0). This item goes before the City Council on March 28, 2022.



PLANNING REPORT

CASE NO: 21-65ZA

APPLICANT: Blue Ribbon Builders

HEARING DATE: March 1, 2022

REQUEST: Zoning Ordinance Amendment - Garage Condos

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner

BACKGROUND

The applicant has made a request to amend the zoning ordinance to allow the use of Garage Condos in the City of Inver Grove Heights. Currently the city code does not address this type of use and therefore it would not be allowed.

EVALUATION OF THE REQUEST

The concept of a garage condo or "auto condo" is not new. Garage condos allow individual owners to purchase a garage space for personal storage, often times for high end items such as luxury or antique cars, and serve as a show place for the items stored, as well as a place to work on those items. Typically garage condo developments consist of private garages, community spaces and possibly an office area. The individual condo units can be finished with a loft space, and possibly a bathroom and shower. A buyer would also have the option to purchase multiple units that can be configured to allow a back-to-back or side-by-side unit. Although not required, the industry is seeing many buyers customize their units far beyond standard finishes.

The applicants are proposing the garage condo use be allowed in a B-3, General Business district and/or a PUD, Planned Unit Development. The type of PUD the applicant is suggesting is not something IGH currently has in code. The B-3, General Business district is found mainly in the commercial nodes of the City. The applicants have three contiguous parcels in mind for a garage condo project that are currently zoned agricultural and guided for multi-family residential. If the ordinance amendment is approved, the applicant would then apply for a rezoning, comprehensive plan amendment, plat and conditional use permit. The applicant is aware that applying for the subsequent process does not mean the project will be approved on the specific parcels.

Staff believes this type of use would be a good fit in Inver Grove Heights. When reviewing the request one of the things staff discussed was the potential uses (proposed and future) of these individual garages. Staff believes they could be considered a high-end mini storage facility. The City recognizes the need for storage facilities but wants to make sure that use is compatible with the surrounding zoning districts. In 2021, Council adopted an ordinance amendment to remove the use of mini-storage facilities in the B-3 zoning district as they did not believe it was an appropriate use for a commercial district. The B-3 general business district is established for large scale retail sales and services serving the region. Mini storage, with or without outdoor storage, is currently allowed in the I-1 and I-2 Districts. These are generally located along major highways and on the perimeters of the city.

Staff researched and the applicant provided information on Minnesota communities that allow garage/auto condos. Review of this information showed that garage/auto condo projects are located in the following zoning districts:

- Big Lake allows “luxury garages” in the I-1, Industrial Park zoning.
- Chanhassen allows the use in the IOP, Industrial Office Park.
- The Eagan car club is in a PUD.
- Medina’s Automotorplex is located in a PUD district, the development includes a fitness center and coffee shop.
- Watertown allows the use in their mixed use/business/residential/light industrial district (MU-BRLI), more specifically in an area that accommodates structures that are larger and provide for warehousing, manufacturing, and fabrication.

ZONING CODE REVIEW

The following zoning code language is being proposed:

10-2-2 Definitions

GARAGE CONDO: A building or buildings governed by a Homeowners Association consisting of individual, self-contained units that are owned or leased where personal items are stored, distinguished by the ability of owners or tenants to customize build out of the units. Ministorage Facilities are not Garage Condos. Garage condo developments may include within the buildings community gathering spaces or office areas._

10-6-2 Land Uses in all nonresidential districts - (the zoning district(s) to conditionally allow garage condos is to be determined.)

Use	Zoning District											
	B-1	B-2	B-3	B-4	OP	I-1	IOP	I-2	P	MU-PUD	COMM-PUD	OFFICE-PUD
<u>Garage Condos</u>			<u>C</u>			<u>C</u>		<u>C</u>				

10-15-36: GARAGE CONDOS

Garage condos in all districts, where permitted, shall be subject to the following performance standards:

A. A fence or wall of acceptable design, not over seven feet (7') in height or less than five feet (5'), shall be constructed along the property line when said use abuts property residentially used or in an R district, and said fence shall be adequately maintained.

Application of this subsection shall not require a fence within the required front yard.

B. No outdoor storage of vehicles for a period longer than twenty-four (24) hours shall be permitted.

C. The individual units shall not be made available for business uses open to the public.

D. The individual units shall not be used for residential living quarters.

ALTERNATIVES

The Planning Commission has the following actions available on the following request:

A. Approval. If the Planning Commission finds the application acceptable, the Commission should make the following recommendations:

- Approval of a **Zoning Code Amendment** to amend Chapter 10-2-2 Definitions, adding the definition of Garage Condos.
- Approval of a **Zoning Code Amendment** to amend Chapter 10-6-2 Land Uses in all nonresidential districts to allow Garage Condos in B-3, General Business; I-1, Limited Industry; and/or I-2 General Industry districts.
- Approval of a **Zoning Code Amendment** to add Chapter 10-15-36 Garage Condos with the criteria listed above.

B. Denial. If the Planning Commission does not favor the proposed application the above requests should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

RECOMMENDATION

The Planning Commission is to make a recommendation to City Council regarding the proposed ordinance amendments which would allow the use of garage condos in the City.

Staff is recommending denial of the applicants request to allow Garage Condos in the B-3, General Business district based on the similarity of the use to a mini-storage facility and the Council direction to not allow such uses in the B-3 district.

Staff is recommending approval of the definition and performance criteria as presented and would support the garage condo use in only the I-1 or I-2 zoning districts.

Attachments: Draft Ordinance
Applicant narrative
Examples of garage condos
Sketch of potential lot layout of condo development

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE
SECTIONS 10-2-2, 10-6-2, AND 10-15-36 REGARDING GARAGE CONDOS**

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

Section One. Amendment. Section 10-2-2 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

GARAGE CONDO: A building or buildings governed by a Homeowners Association consisting of individual, self-contained units that are owned or leased where personal items are stored, distinguished by the ability of owners or tenants to customize build out of the units. Ministorage Facilities are not Garage Condos. Garage condo developments may include within the buildings community gathering spaces or office areas.

Section Two. Amendment. Section 10-6-2 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

10-6-2 Land Uses in all nonresidential districts - (the zoning district(s) to conditionally allow garage condos is to be determined.)

Use	Zoning District											
	B-1	B-2	B-3	B-4	OP	I-1	IOP	I-2	P	MU-PUD	COMM-PUD	OFFICE-PUD
<u>Garage Condos</u>			<u>C</u>			<u>C</u>		<u>C</u>				

Section Three. Amendment. Section 10-15-36 of the Inver Grove Heights City Code is hereby amended to add the following language. The underlined text shows the language added to the code:

10-15-36: GARAGE CONDOS

Garage condos in all districts, where permitted, shall be subject to the following performance standards:

- A. A fence or wall of acceptable design, not over seven feet (7') in height or less than five feet (5'), shall be constructed along the property line when said use abuts property residentially used or in an R district, and said fence shall be adequately maintained. Application of this subsection shall not require a fence within the required front yard.
- B. No outdoor storage of vehicles for a period longer than twenty-four (24) hours shall be permitted.
- C. The individual units shall not be made available for business uses open to the public.
- D. The individual units shall not be used for residential living quarters.

Section Four. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Passed in regular session of the City Council on the ____ day of _____, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



February 10, 2022

City Planner, Heather – City of Inver Grove Heights

Thank you for the time yesterday and today in order for us to discuss the situation involving the Old Concord site for our proposed project.

At this point we feel the appropriate classification for our project would need to be as follows.

B" Business Districts

"Commercial PUD" Commercial Planned Unit Development

- It is anticipated that in order to accommodate the type of use requested, the City would need to rezone this area in accordance and classify this as:
 - Special Use Districts
 - Mixed use development - (MU-BRLI)
 - Then with the ordinance changed to adopt Mixed-use Business, Residential, Light Industrial zoning ordinance (MU-BRLI). This ordinance would be amended to include the provisions relating to the proposed auto condo use.

Doug Johnson
President; Blue Ribbon Builders, LLC
763-227-119+1

Why is a Garage Solution Condominium a good investment?

Purchasing a Garage Solution Condominium is a good investment:

- If you are unable to build your own storage building due to lack of acreage, city ordinances, covenants, expense or time constraints, owning a condominium is an excellent investment versus renting.
- If you elect to finance the purchase, on a square foot basis, a mortgage payment can be competitive with rental properties.
- A mortgage payment ends versus a rental payment, which does not.
- No enduring rental increases or renewal hassles.
- The property will be an asset on your personal financial statement.
- You may experience a return on investment due to appreciation (market conditions apply).
- Owning may offer tax benefits such as depreciation and deductible mortgage interest (consult with a tax professional).
- Expenses for improvements can be recaptured at the time of the sale of a unit.

What is the Garage Solution Condominium Owners Association?

Unit owners become members of an association, which will allow them to enjoy a partnership participation in the management and maintenance decisions regarding the common areas. The association will be responsible for collecting monthly dues, which will then be used to pay for items such as; property insurance for common areas, shared utilities, landscape maintenance, snow removal, garbage removal, and miscellaneous repairs.

What type of security is available?

Security is a top priority for Garage Solution Condominiums:

- Fencing will secure the entire perimeter of the property.
- The entrance will be gated with access allowed exclusively to owners.
- Security lighting will cover all common areas.
- A security camera system will cover the entrance and common areas.
- Individual units will be wired for security system with internet access.
- An optional security camera may be installed with internet access.

Who pays for property insurance?

The association will carry an insurance policy to cover the common building elements and common areas shared by all owners.

Individual owners will be responsible to carry an insurance policy to cover their own unit, any improvements, and the contents and provide a certificate of insurance to the Association.

How are taxes paid?

Individual owners will be responsible to pay property taxes on their unit as identified by the county.

Is water and sewer available in the individual units?

Yes. Water and sewer will be roughed in to each unit.

What common amenities are available?

- An RV dump station will be available to all owners.
- A common area dumpster will be available to all owners.



What are Garage Condos (Workshops)?

- Garage Condos are individually owned garage units within a building/complex that can be purchased using traditional real estate financing.
- Each Garage unit can be used for a variety of purposes including: use as a collector showcase; housing for your RV/ice house, boat, snowmobiles, ATVs; and it provides a secure place to work on projects alone or amongst like minded people who share a love for "the garage".
- Units are sold as a "shell" with in floor heat, electricity & bathroom rough in allowing owners to create their own unique space from a simple garage shop to an elaborate themed "man cave" creation.

Why Own a Garage Condo?

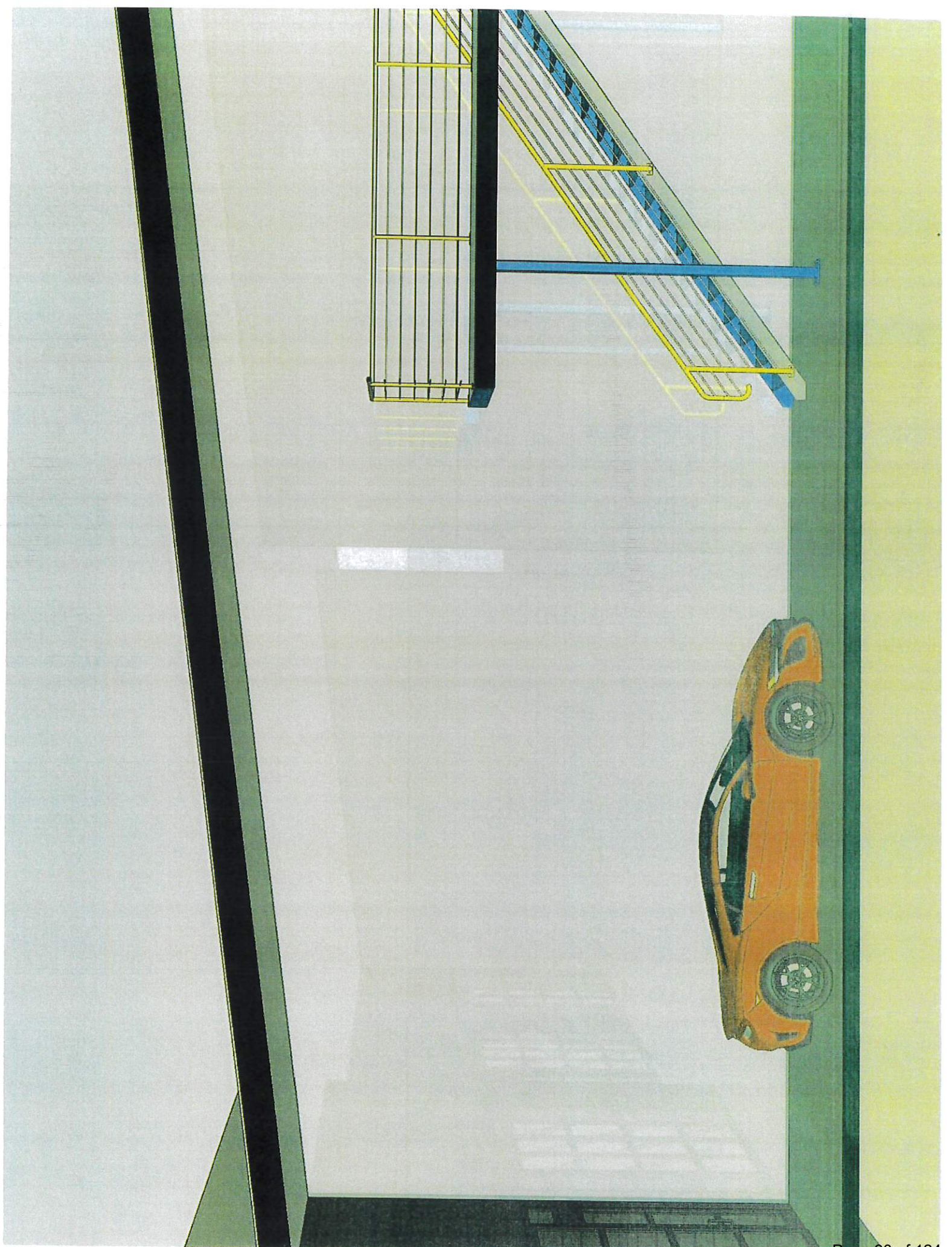
Your Garage Condo can be used in a variety of ways: a safe secure secure location to work on your most loved hobby and climate controlled storage for those precious toys. The garage condo concept is that "Happy Place" that people of all ages love to own. Maybe you want to organize your hobbies, learn new ones, or inspire others to do the same by hanging out with friends on a weekend afternoon. The garage condo provides the perfect platform for all of these options while you enjoy new found "Freedom".

Medina, Mn.



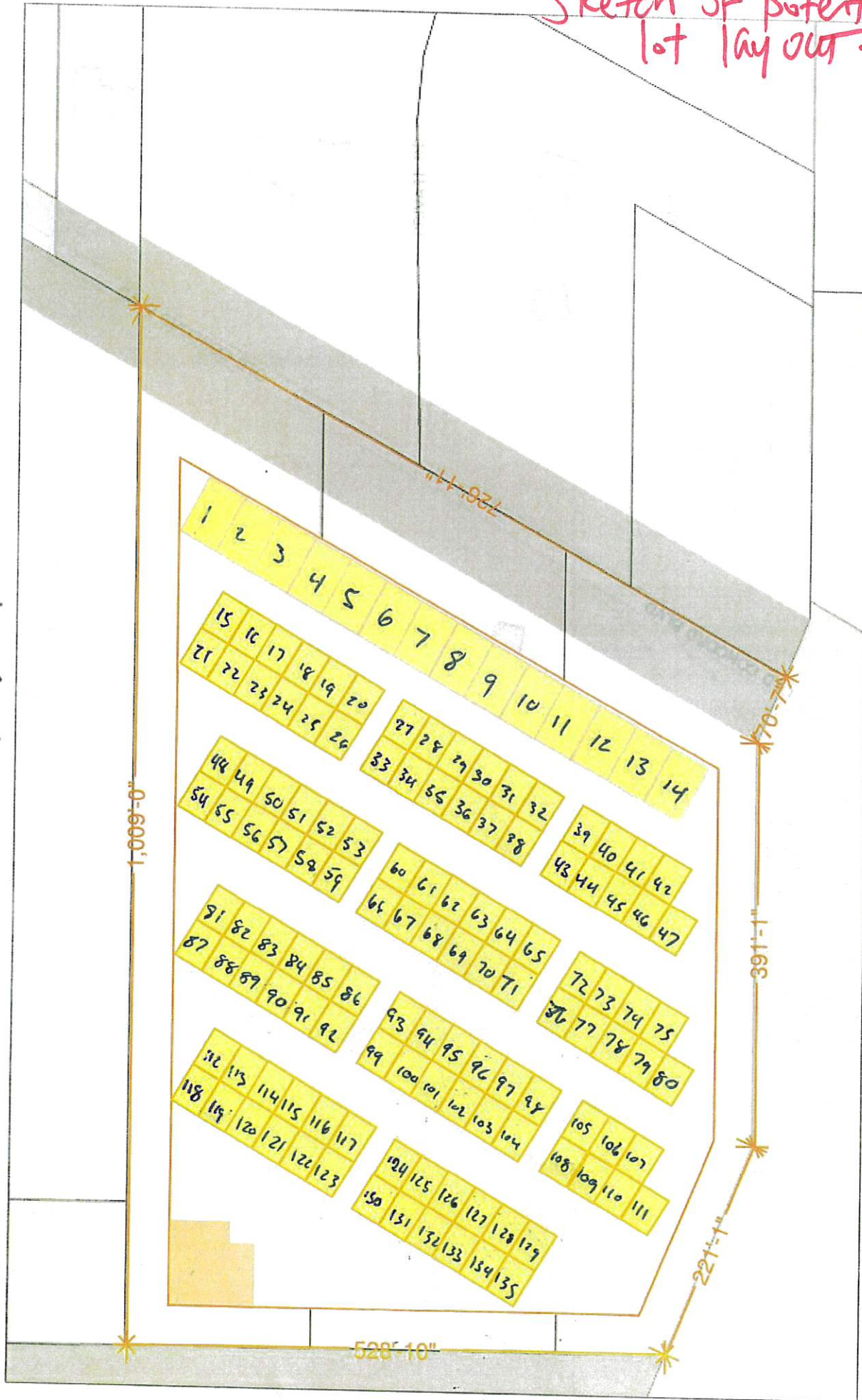
Example of
Community
space.





Property Map

Sketch of potential lot layout.



11/22/2021, 2:10:36 PM

Tax Parcels

Right of Way Easement

Parcels

Dedicated Right of Way

1:2,257

0 0.01 0.03 0.05 mi

0 0.02 0.04 0.08 km

County of Dakota, Eau Claire, Eau Claire, Minnesota

Copyright 2014 Dakota County
This drawing is neither a legally recorded map nor a survey and is not intended to be used as such.

Request for Council Action

SUBJECT: **Consider an Ordinance Amendment to Allow a Recreation Center Use in a portion of the Inver Grove Market Building, 5828 Blaine Avenue**

MEETING DATE: March 28, 2022

ITEM TYPE: Regular Business

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to consider the attached Ordinance, amending the Southeast Quadrant Planned Unit Development Ordinance, to allow a Recreation Center Use in a portion of Lot 1, Block 1, Inver Grove Market (Michael Bischel, Case No. 22-09PDA).

- Requires a 3/5th's vote.
- 60-day deadline: April 12, 2022 (first 60 days)

BACKGROUND

The applicant is requesting an amendment to the Southeast Quadrant Planned Unit Development (PUD) Ordinance (a.k.a. Bishop Heights) to allow an axe throwing/recreation center business to be located within the existing building. The Bishop Heights PUD was set up as its own ordinance with uses approved on individual parcels and then listed within the ordinance. The current approvals for this building include retail, a sit-down restaurant, and a fast-food restaurant. The proposed recreation center use does not fall under the existing categories, therefore the ordinance needs to be amended in the proposed use is to be allowed.

The ordinance would read as follows:

Parcel 14 - Lot 1, Block 1, Inver Grove Market - 10,200 square feet of general retail, 3,809 square feet of recreation center, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive-through window)

Access to the site would not change; there is one access point off Blaine Avenue. City code does not have parking requirements for axe throwing/recreation center use. A similar type of use would be a bowling alley, which requires six spaces per alley. According to the building plans, there would be seven throwing "arenas". Using the bowling alley requirements, 42 parking spaces would be required for the proposed use. The property has around 114 parking stalls. Staff believes the site has adequate parking provided on the property to accommodate the proposed use as the axe throwing business would have peak operation times that would be different than the majority of the tenants currently in the building.

FISCAL IMPACT

N/A

RECOMMENDATION

Planning Staff: Based on the information provided, staff recommends approval of the PUD amendment to add a Recreation Center Use to be operated out of 3,809 square feet of the existing building.

Planning Commission: At the March 15, 2022 public hearing, the applicant was present. No neighbors testified at the hearing. The Planning Commission recommended approval of the request as presented (9-0).

ATTACHMENTS

1. SE Quad Ordinance - 3-28-22
2. Michael Bischel - Complete PC report

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE
RELATED TO THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT
IN THE SOUTHEAST QUADRANT OF HIGHWAYS 52 AND 494**

THE CITY OF INVER GROVE HEIGHTS ORDAINS THAT ORDINANCE NUMBERS 891, 912, 915, 928, 946, 968, 976, 977, 985, 1022, 1056, 1058, 1062, 1064, 1074, 1101, 1106, 1112, 1133, 1135, 1136, 1187, 1190, 1230, 1298, 1313, 1329, 1331, 1350, AND 1356 ARE HEREBY RESTATED AND AMENDED TO READ AS FOLLOWS:

SECTION I. Rezoning Land to Planned Unit Development (PUD). Ordinance No. 1190 adopted July 27, 2009, entitled, “AN ORDINANCE ADOPTING THE RECODIFICATION OF THE INVER GROVE HEIGHTS CITY CODE INCLUDING THE CITY ZONING ORDINANCE, is hereby amended to rezone from MF PUD to Planned Unit Development Zoning District No. 2016-01 the following described property:

**Parts of Southeast Quarter of Northeast Quarter of Section 33, Township 28,
Range 22, which was formerly platted as Lots 1 through 8 inclusive, Block 6,
Lots 1 through 8 inclusive, Block 7, Lots 23 through 30 inclusive, Block 7,
Lots 1 through 8 inclusive, Block 8 of Edgewood Addition to South St. Paul,
and as the streets and alleys abutting on said Lots before the Vacation of
Edgewood Addition to South St. Paul, Dakota County, Minnesota**

SECTION II. The Zoning Map of the City of Inver Grove Heights referred to and described in said Ordinance No. 1230 as that certain map entitled “Inver Grove Heights Zoning Map, June 24, 2002”, together with all amendments thereto, hereinafter referred to as the “zoning map”, shall not be republished to show the aforesaid rezoning, but the Clerk shall appropriately mark the said zoning map on file in the Clerk’s Office for the purpose of indicating the rezoning hereinabove provided for in this ordinance and all of the notations, references and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

SECTION III. Purpose and Intent. The above referenced property is hereby rezoned to Commercial Planned Unit Development Zoning District No. 2017-01, for the purposes of:

- A. Providing the means for greater creativity and flexibility in environmental design than is provided for under the strict application of the existing zoning code while at the same time preserving the health, safety, order, convenience, prosperity and general welfare of the City and its inhabitants.
- B. Recognizing the economic and cultural advantages that will accrue to the residents of a planned community.
- C. Encouraging the preservation and enhancement of desirable site characteristics and open space.

- D. Encouraging a development pattern in harmony with land use density, transportation facilities and community objectives of the comprehensive plan.
- E. Limiting development of tax exempt uses.
- F. Providing incentives and encouraging development that will create a desirable tax base.
- G. Prohibiting uses and developments that could be detrimental to the overall development of the area.

SECTION IV. Findings. In rezoning the above referenced property to Commercial Planned Unit Development No. 2017-01, the City Council has found the following:

- A. That the proposed Commercial Planned Unit Development is consistent with the City's 2030 Comprehensive Plan.
- B. That the proposed development has been designed as a complete and unified development within its own boundaries in terms of relationship of structures, patterns of circulation, visual character, interrelationship of utilities and drainage infrastructure, and overall architectural theme.
- C. That the proposed layout of land use within the development will result in compatible land uses with present and planned uses in the surrounding area.
- D. That the development is sufficient unto itself on the basis of size, composition, arrangement and the provision of municipal utilities.
- E. That the impacts of the proposed development on municipal services and facilities have been reviewed and that mitigative measures have been identified where needed.
- F. That the impacts of the proposed development on environmental quality and the reasonable enjoyment of surrounding property have been identified, analyzed and mitigative measures identified where needed.
- G. That the existing and proposed layout and land use for Tracts A-D have been heretofore regulated in part by a succession of Conditional Use Permit Resolutions. Resolution No. 4573 was adopted by the City Council on 9/25/89. It was rescinded and replaced on 11/20/89 by Resolution No. 4615, which was rescinded on 8/27/90 and replaced with Resolution No. 4847, which was rescinded on 6/13/94 and replaced by Resolution No. 6055, which was rescinded on 4/10/95 and replaced by Resolution No. 6276, which was rescinded on 2/24/97 and replaced by Resolution No. 6789, which was rescinded on 2/23/98 and replaced by Resolution No. 98-30, which was rescinded on 2/28/11 and replaced by Resolution No. 11-28. This PUD Ordinance now replaces Resolution No. 11-28.

SECTION V. Land Use Regulations. For the above referenced property contained within the Commercial Planned Unit Development District No. 2011-01, the following land use regulations shall apply:

- A. SITE PLAN
Prior to commencement of any development or issuance of grading or building permits, the City Council shall approve final development plans, including but not limited to: final plat, site plan, grading plan, utility plan, landscape plan, elevation plan, signage plan, lighting plan.
- B. USES

All development shall be restricted to the following uses:

Parcel No.	Legal Description*	Specific Use
1	Lot 1, Block 1, Bishop Heights	65,000 square foot, 16-screen theater
2	Lot 2/3, Block 1, Bishop Heights	7,400 square foot sit down restaurant
3	Lot 2/3, Block 1, Bishop Heights	36,371 square foot, 89 room motel
4	Lot 4, Block 1, Bishop Heights	25,292 square foot, 63 room motel
5	Lot 5 and part of Lot 4, Bishop Heights	6,163 square foot sit down restaurant
6	Lot 2, Block 2, Bishop Heights	6,500 square foot bank and office building
7	Lot 3, Block 2, Bishop Heights	4,271 square foot gas station convenience store
8	Lot 1, Block 1, Krech's Addition	15,120 square foot drug store
9	Tracts A-D, F and G	42,000 square foot lawn, garden, floral & nursery retail center (two buildings: 29,400 sf in one, 12,400 sf in other); 605,000 square feet of greenhouses and nursery buildings; 2,150 sf accessory structures (2 barns) for storage of materials and equipment; nursery fields and nursery field caretaker's residence; outside storage/display of nursery and landscaping stock and materials; nursery and landscaping services, 5.7 acres of growing fields and one house for use by employees**
10	Lot 1, Block 1, Bishop Heights 2 nd Addition	1,710 sf quick service oil change store
11	Lot 1, Block 1, Bishop Heights 3 rd Addition	6,832 sf auto service center store
12	Lots 1-31, Block 1, Blackberry Town Office Park	65,415 net sf townoffice space, 31 units
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition	4,950 gross sf veterinary clinic
14	Lot 1, Block 1, Inver Grove Market	14,009 10,200 square feet of general retail, 3,809 square feet of recreation center, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive through window)
15	Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	Rock and Block Yard for Gerten's Greenhouses
16	Lots 1-88, Brentwood Village	80 townhome units
17	Lot 1, Bk 2, Bishop Heights	7,200 sf sit down restaurant
18	Lots 1 & 2, Block 1, Outlot A Brentwood Village Apts.	219 apartment units
19	Outlot B, Bishop Heights	43,400 square foot medical/office building
20	Lot 2, Block 1, Inver Grove Market	5,200 square foot bank building

21	Lot 3, Block 1, Bishop Heights 4 th Addition	9,100 square feet of general retail, restaurant with a drive-through, feline veterinary clinic, and massage therapy.
22***	Lot 1, Block 1, Bishop Heights 4 th Addition	15,400 square foot office/retail/ sit-down restaurant
23	Lot 1, Block 1, Scenic Heights Addition	16,000 square foot office condominium
24	Outlot A, Brentwood Hills Apartments	24 multiple family townhome units
25	Lot 2, Block 1, Inver Grove Professional Addition	13,318 square foot office building

* More detailed legal descriptions available in Exhibit A

** Uses on Tracts A-D, F & G shall be governed not only by this ordinance, but also by the conditions found in Resolution No 98-210, Resolution 11-28 and Resolution 16-82.

***Parcel 22 shall be subject to the following conditions:

1. A Joint Parking Agreement affecting the restaurant in Lot 1, Block 1 Bishop Heights 4th Addition between Outlot B, Bishop Heights and Lot 3, Block 1, Bishop Heights 4th Addition. This document must be drafted by the City attorney's office, signed by the land owners, and recorded with the County.
2. If restaurant parking becomes a problem restaurant employees shall park off site at any of the locations listed in the Joint Parking Agreement.

C. PERFORMANCE STANDARDS

All development shall meet the following performance standards. Where a specific standard is not addressed herein, the appropriate land use regulations of the City Code shall apply.

1. Minimum lot width - 100'

2. Setbacks:

	Structures	Parking Lots	Driveways
Upper 55 th St., Blaine Ave. & Cahill Ave	50'	20'	10'
Other Public Streets	30'	20'	10'
Side Yard (adjacent to properties within PUD)	0'	0'	0'
Side Yard (adjacent to properties outside PUD)	30'	10'	10'

Internal private driveways (setbacks to be approved with final development plan).

3. Maximum Building Height:

- a. Principal Structures - 35'

- b. Accessory Structures - 30'

- c. Greater building height shall be allowed by conditional use permit subject to City Code Section 515.59, Subd 10.

4. Minimum Open Space shall be 25% of lot area, with the lot area to be determined by the City. Ponding or steep slopes (in excess of 18%) shall not exceed 10% of the total lot area for purposes of this computation.

5. Parking/Circulation Requirements:

- (a) All open off-street parking and loading areas shall have a perimeter continuous concrete curb barrier around the entire lot.

6. Landscaping, Signage and Architecture:

Development of all lots in Bishop Heights shall be in conformance with the design manual on file in the City Offices entitled Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights, dated June 23, 1997 and prepared by Damon Farber Associates and Abend Singleton Associates.

Development of all lots in Krech's Addition shall be in conformance with the Cahill Corridor Master Plan and those portions of the Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights which the City finds appropriate.

Development of Tracts A-D, as described in Exhibit A, shall be in conformance with those portions of the design manual on file in the City Offices entitled Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights which the City finds appropriate.

Development of all lots shall also be in conformance with the City landscape policy.

D. GENERAL PROVISIONS

All development, except Tracts A-D, shall meet the following general provisions. All development which occurs on Tracts A-D in accordance with Resolution No. 98-210, and which has occurred prior to the effective date of this Ordinance, shall not be required to meet General Provisions 1, 2, 3, 4, 5, 6 and 9. Where a specific provision is not addressed herein, the appropriate land use regulation of the City Code shall apply.

1. Loading Areas:

Loading and unloading areas shall be in compliance with the following:

a. Any use which the City believes requires the provision of designated spaces for the loading, unloading or parking of trucks or semi-trailers shall provide such spaces and maneuvering area in the number and configuration which shall be deemed necessary by the City to prevent interference with the use of the public right-of-way and with vehicles entering onto or exiting from the public right-of-way.

b. Screening shall be provided in accordance with provisions of Paragraph 2, below, of this Section.

2. Screens and Buffers:

a. Definition and Purpose: Screens and buffers are designated yards or open areas where distance, planting, berming and fencing help minimize adverse impacts of public nuisances, such as: noise, glare, activity or dust; which are sometimes associated with parking, storage, signs or buildings.

b. Screens and Buffer Requirements:

(i) All parking, loading, service, utility and outdoor storage areas shall be screened from all public streets and adjacent differing land use by a combination of any of the following: earth mounds, walls, fences, shrubs, deciduous overstory or coniferous trees or hedge materials. The height and depth of the screening shall be consistent with the height and size of the area to be screened. When natural materials, such as trees or hedges, are used to meet the screening requirements of this Paragraph, density and species of planting shall be such as to achieve seventy-five percent (75%) opacity year round at maturity.

c. All plant materials required within a specified buffer yard shall be planted to completion within six (6) months from the date of issuance of a building permit unless otherwise approved by the City due to the time of the year or construction for a large project. In no case shall the period exceed six (6) months from issuance of the certificate of occupancy.

3. Building Design Requirements:

a. Design Supervision by Architect: An architect shall be required for the construction of all buildings. The building plan, including site plan for such a building, shall be certified by an architect, registered by the State of Minnesota, stating that the individual personally viewed the site and has designed the building to fit the site as planned and to be harmonious with the adjacent buildings, topography and natural surroundings and in accordance with the purposes and objectives of this Chapter. This requirement shall not prohibit the preparation of the site by a professional site designer, or the landscape plan by a professional landscape architect or certified nurseryman.

b. Exterior Vertical Surface Design for Commercial Structures: All exterior vertical surfaces of any principal or accessory structure shall have an equally attractive or the same fascia as the front. At least 50% of the exterior vertical surface shall consist of one or a combination of the following or similar materials: brick veneer; sculptured, textured or concrete block or panels; natural wood siding; steel, aluminum or vinyl lap siding; natural stone or glass.

4. Site Design and Development Requirements:

a. Landscaping shall be in accordance with the provisions of the "Performance Standards" Section of this Planned Unit Development.

b. Interior curbs shall be constructed within the property to separate driving and parking surfaces from landscaped areas. Interior curbs required by this Section shall be Portland cement concrete construction.

c. Surfaced walkways shall be provided from parking, loading and recreational areas to the entrances of buildings.

d. All interior driveways, parking areas, and loading areas, etc. shall be of blacktop or concrete construction.

e. No exterior trash or garbage disposal or incineration shall be permitted. Any exterior storage shall be enclosed within a container and such container shall be completely screened by a wall or equivalent visual screen and shall be attached to the principal structure and be constructed of the same building material.

f. On-site lighting shall be provided as is necessary for security, safety and traffic circulation. Lighting shall not be directed upon public rights-of-way or adjacent properties. Such illumination shall be indirect and diffused.

g. Prior to the issuance of building permits, fire lanes shall be provided and identified as required by the City Fire Marshal.

5. Mechanical Equipment Screening:

All mechanical equipment possessing one or more of the following characteristics shall be physically screened, to the extent feasible, from all public streets and adjacent land uses with either natural or artificial materials in a manner architecturally compatible to the building(s) on the site. Said screening shall pertain to, but not be limited to, exposed and/or

protruding fans, grills, tubes, wires, vents, unfinished metal covering, exposed rivets and exposed seams.

6. Sidewalks, Trails and Pedestrian Walkways:

a. Sidewalks, trails and pedestrian walkways shall be provided and maintained in accordance with the Comprehensive Plan.

b. As a minimum, a pedestrian sidewalk and/or minimum eight (8) foot wide bituminous trail shall be provided by the developer or land owner along the north side of Upper 55th Street and an eight (8) foot wide bituminous trail along the west side of Blaine Avenue.

c. The developer shall install six (6) foot wide concrete sidewalks along both sides of Bishop Avenue and along both sides of the public roadway connecting Bishop Avenue and Blaine Avenue.

d. An interior pedestrian circulation; plan shall be submitted with each development for approval by the City.

7. Site Plan and Building Permit Review:

To ensure uniform development throughout the planned unit development area and development that is consistent with the provisions herein, all site and building plans required for building permits, grading permits, excavation permits or other similar permits issued by the City must be found by the Director of Community Development or assigns to be consistent with the approved PUD Plans, the provisions of this Ordinance, the Development Contract and all other applicable sections of the City Code.

8. Traffic:

The forecasted p.m. peak hour traffic generated by the developments shall not exceed:

Lot	Parcel #	Trips
Lot 1, Block 1, Bishop Heights	1	177
Parcel A, Bishop Heights (Described in Exhibit A)	2	72
Parcel B, Bishop Heights (Described in Exhibit A)	3	83
That part of Lot 4, Block 1, Bishop Heights described in Exhibit A.	4	38
Lot 5, Block 1, Bishop Heights and that portion of Lot 4 described in Exhibit A.	5	78
Lot 2, Block 2, Bishop Heights	6	120
Lot 3, Block 2, Bishop Heights	7	180
Lot 1, Block 1, Krech's Addition	8	116
Tracts A-D, F and G as described in Exhibit A	9	208
Lot 1, Block 1, Bishop Heights 2 nd Addition	10	18
Lot 1, Block 1, Bishop Heights 3 rd Addition	11	28
Lots 1-31, Block 1, Blackberry Town Office Park	12	141
Lot 1, Block 1, Blackberry Town Office Park Second Addition	13	20
Lot 1, Inver Grove Market	14	148
Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	15	40
Lots 1-88, Brentwood Village	16	43
Lot 1, Bk 1, Bishop Heights	17	78
Lots 1 & 2, Bk 1, Brentwood Village Apartments	18	136
Outlot B, Bishop Heights	19	146
Lot 2, Inver Grove Market	20	205
Lot 3, Block 1, Bishop Heights 4 th Addition	21	34
Lot 1, Block 1, Bishop Heights 4 th Addition	22	126
Lot 1, Block 1, Scenic Heights Addition	23	23
Outlot A, Brentwood Hills Apartments	24	19
Lot 2, Block 1, Inver Grove Professional Addition	25	20

The trips have been determined by the City using national or state traffic generation studies or reports prepared by engineering professionals, including the Trip Generation Report, prepared by the Institute of Transportation Engineers. This determination is being made by the City at the time of final development plan approval. Any change which effects the site plan or uses, as approved in Section V, A and B, including an increase in building size, shall require a redetermination by the City of forecasted p.m. peak hour trips, and shall not exceed the number of trips, as hereby approved.

9. Maintenance Agreements:

Contemporaneous with recording the plat of Bishop Heights, the owners of Lots 1,2,3, Block 1; Lots 1,2,3, Block 2, Bishop Heights, shall execute a stormwater maintenance agreement, a landscape maintenance agreement, and a street light maintenance agreement, in a form to be approved by the Director of Public Works, the Director of Community Development, and the City Attorney.

SECTION VI. The effective date of the Planned Unit Development Zoning District No. 2010-01 as amended shall be from and after publication of this Ordinance pursuant to City Code Section 110.03 Subd. 5. The Planned Unit Development shall be designated on the official City Zoning Map as “Planned Unit Development No. 2011-01” upon approval of the rezoning by the City Council.

THIS ORDINANCE NO. _____ RESTATES AND AMENDS ORDINANCE NOS. 891, 912, 915, 928, 946, 968, 976, 977, 985, 1022, 1056, 1058, 1062, 1064, 1074, 1101, 1106, 1112, 1133, 1135, 1136, 1187, 1190, 1230, 1298, 1313, 1329, 1331, 1350 and 1356.

The City Deputy Clerk is hereby authorized and directed to record a certified copy of this ordinance at the Dakota County Recorder’s Office.

This ordinance shall be in full force and effect from and after its publication according to law.

Enacted and ordained into an Ordinance this 28th day of March, 2022.

Ayes:

Nays:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

Parcel No.	Legal Description
1	Lot 1, Block 1, Bishop Heights, Dakota County, Minnesota
2	That part of Block 1, Lots 2 and 3, Bishop Heights, Dakota County, Minnesota which lies northerly and northeasterly of the following described line: Commencing at the northwest corner of said Lot 2; thence South 21 degrees 15 minutes 20 seconds East, bearing assumed, along the southwesterly line of said Lot 2 a distance of 24.16 feet to the point of beginning of the line to be described; thence South 89 degrees 25 minutes 07 seconds East 155.57 feet; thence South 0 degrees 34 minutes 53 seconds West 39.02 feet; thence South 20 degrees 40 minutes 09 seconds East 22.52 feet; thence South 89 degrees 25 minutes 07 seconds East 62.64 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 90.00 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 191.65 feet; thence South 76 degrees 45 minutes 56 seconds East 29.75 feet more or less to the westerly right of way line of Bishop Avenue, and there terminating.
3	That part of Block 1, Lots 2 and 3, Bishop Heights, Dakota County, Minnesota which lies southerly and southwesterly of the following described line: Commencing at the northwest corner of said Lot 2; thence South 21 degrees 15 minutes 20 seconds East, bearing assumed, along the southwesterly line of said Lot 2 a distance of 24.16 feet to the point of beginning of the line to be described; thence South 89 degrees 25 minutes 07 seconds East 155.57 feet; thence South 0 degrees 34 minutes 53 seconds West 39.02 feet; thence South 20 degrees 40 minutes 09 seconds East 22.52 feet; thence South 89 degrees 25 minutes 07 seconds East 62.64 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 90.00 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 191.65 feet; thence South 76 degrees 45 minutes 56 seconds East 29.75 feet more or less to the westerly right of way line of Bishop Avenue, and there terminating
4	Lot 4, Block 1, Bishop Heights, except that part lying south of the following described line: Commencing at the northwest corner of said Lot 4, thence southeasterly along the westerly line of said Lot 4 on an assumed bearing of South 21 degrees 15 minutes 20 seconds East 107.57 feet to the point of beginning of the line to be described; thence North 68 degrees 44 minutes 40 seconds East, a distance of 80.50 feet; thence South 21 degrees 15 minutes 20 seconds East, a distance of 17.04 feet; thence South 18 degrees 58 minutes 24 seconds East a distance of 65.59 feet; thence North 89 degrees 59 minutes 25 seconds East a distance of 216.22 feet; thence North 37 degrees 12 minutes 54 seconds East 28.52 feet; thence North 89 degrees 25 minutes 20 seconds East, a distance of 47.10 feet more or less to the Easterly line of Lot 4 and there terminating.
5	Lot 5, Block 1, Bishop Heights and that part of Lot 4, Lot 1, Bishop Heights lying south of the following described line: Commencing at the northwest corner of said Lot 4, thence southeasterly along the westerly line of said Lot 4 on an assumed bearing of South 21 degrees 15 minutes 20 seconds East 107.57 feet to the point of beginning of the line to be described; thence North 68 degrees 44 minutes 40 seconds East, a distance of 80.50 feet; thence South 21 degrees 15 minutes 20 seconds East, a distance of 17.04 feet; thence South 18 degrees 58 minutes 24 seconds East a distance of 65.59 feet; thence North 89 degrees 59 minutes 25 seconds East a distance of 216.22 feet; thence North 37 degrees 12 minutes 54 seconds East 28.52 feet; thence North 89 degrees 25 minutes 20 seconds East, a distance of 47.10 feet more or less to the Easterly line of Lot 4 and there terminating.
6	Lot 2, Block 2, Bishop Heights
7	Lot 3, Block 2, Bishop Heights
8	Lot 1, Block 1, Krech's Addition
9	Tract A, described as: The East Half of the Southwest Quarter of the Northeast Quarter; and the North 270 feet of the East Half of the Northwest Quarter of the Southeast Quarter, Section 33,

	Township 28, Range 22, according to the U.S. Government Survey thereof, Dakota County, Minnesota. Tract B, described as: Parcel 1: Lots 8 through 23, Block 3, Edgewood Addition to South St. Paul, Dakota County, Minnesota, the vacated alley in said Block 3, and that part of Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, which lies South of the tract shown as parcel 240B on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and as said plat has been corrected by Certificate of Correction filed for record with said County Recorder on the 4th day of November 1982, at 9:00 a.m., as Document No. 610751; Parcel 2: Block 4, Edgewood Addition to South St. Paul, Dakota County, Minnesota including the alley in said Block 4 and that part of Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, Except that part of Lots 1 through 8 inclusive and Lots 23 through 30 inclusive, in said Block 4, and that part of the alley in said Block 4 and that part of vacated Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, shown as Parcel 240A on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and or Dakota County, Minnesota, and as said plat has been corrected by Certificate of Correction filed for record with said County Recorder on the 4th day of November 1982, at 9:00 a.m., as Document No. 610751. Tract C, described as: Parcel 1: Lots 3, 6, 7 and the westerly 60 feet of Lot 2, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233B on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 32372 Parcel 2: Lot 1 and Lot 2 less the westerly 60 feet thereof, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233C on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 101901. Parcel 3: Lots 4, 5, 8, 9 and 10, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233A on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 101902. Tract D, described as: Lots 3, 4, 5, 26 and 27, Block 3, Glenwood, Dakota County, Minnesota, according to the recorded plat hereof, in Dakota County, Minnesota.
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	Tract F, described as: The East Half of the Northwest Quarter of the Southeast Quarter of Section 33, Township 28, range 22, except the North 270 feet thereof lying Northerly of the Southerly right-of-way of Dakota County Road No. 18. Except that part described as follows: Commencing at the Southwest corner of the Northwest Quarter of the Southeast Quarter of Section 33, Township 28, Range 22 West; thence on an assumed bearing of North 89 degrees 50 minutes 28 seconds East along the South line of said Northwest Quarter of the Southeast Quarter a distance of 657.07 feet to the Southwest corner of the East Half of the Northwest Quarter of the Southeast Quarter and said point being the point of beginning; thence North 0 degrees 07 minutes 49 seconds West along the West line of said East Half of the Northwest Quarter of the Southeast Quarter a distance of 58.51 feet; thence North 83 degrees 29 minutes 34 seconds East 197.77 feet; thence South 6 degrees 30 minutes 26 seconds East a distance of 80.88 feet to the South line of said East Half of the Northwest Quarter of the Southeast Quarter; thence South 89 degrees 50 minutes 28 seconds West along said South line a distance of 205.52 feet to the point of beginning, except that part previously acquired for County Road No. 18 (a/k/a Upper 55th Street). Tract G, described as: Parts of Southeast Quarter of Northeast Quarter of Section 33, Township 28, Range 22, which was formerly platted as Lots 1 through 8 inclusive, Block 6, Lots 1 through 8 inclusive, Block 7, Lots 23 through 30 inclusive, Block 7, Lots 1 through 8 inclusive, Block 8 of Edgewood Addition to South St. Paul, and as the streets and alleys abutting on said Lots before the Vacation of Edgewood Addition to South St. Paul, Dakota County, Minnesota
10	Lot 1, Block 1, Bishop Heights 2 nd Addition
11	Lot 1, Block 1, Bishop Heights 3 rd Addition
12	Lots 1-31, Block 1, Blackberry Townoffice Park
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition
14	Lot 1, Inver Grove Market
15	Lots 6, 7, 8, 9 and 10, Block 7, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 333 on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota.
16	Lots 1-88, Brentwood Village
17	Lot 1, Block 2, Bishop Heights
18	Lots 1 & 2, Bk 1, Outlot A, Brentwood Village Apartments
19	Outlot B, Bishop Heights
20	Lot 2, Block 1, Inver Grove Market
21	Lot 3, Block 1, Bishop Heights 4 th Addition
22	Lot 1, Block 1, Bishop Heights 4 th Addition
23	Lot 1, Block 1, Scenic Heights Addition
24	Outlot A, Brentwood Hills Apartments
25	Lot 2, Block 1, Inver Grove Professional Addition



PLANNING REPORT

CASE NO.: 22-09PDA

APPLICANT: Michael Bischel

PROPERTY OWNER: Inver Grove Heights Marketplace, LLC

REQUEST: SE Quadrant PUD Ordinance Amendment

HEARING DATE: March 15, 2022

LOCATION: 5828 Blaine Avenue

COMPREHENSIVE PLAN: RC, Regional Commercial

ZONING: PUD, Planned Unit Development

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner

BACKGROUND

The applicant is requesting an amendment to the Southeast Quadrant Planned Unit Development (PUD) Ordinance (a.k.a. Bishop Heights) to allow an axe throwing/recreation center business to be located within an existing building. The current tenants in the building include a liquor store, sit down restaurant, fast food restaurant, and a couple small service type of businesses. The axe throwing business would lease 3,809 square feet of space.

The Bishop Heights PUD was set up as its own ordinance with uses approved on individual parcels and listed within the ordinance. The current approvals for this building include retail, sit-down restaurant, and a fast-food restaurant. The proposed recreation center use does not fall under the existing categories therefore, the ordinance needs to be amended to reflect the proposed use.

SPECIFIC REQUEST

The applicant is requesting the following:

- Adoption of a Southeast Quadrant PUD Ordinance Amendment to allow 10,200 square feet of general retail, 3,809 square feet of recreation center, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive through window)

EVALUATION OF THE REQUEST

Surrounding Uses: The following land uses, zoning districts, and comprehensive plan designations surround the subject property:

North - Growing fields; zoned Commercial PUD; guided RC, Regional Commercial.
East - Townoffices; zoned PUD; guided O, Office.
West - Applebees; zoned PUD; guided RC.
South - Vacant; zoned PUD; guided RC.

ANALYSIS

The current SE Quadrant PUD approval for this lot is:

Parcel 14	Lot 1, Block 1, Inver Grove Market	14,009 square feet of general retail, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive through window)
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The requested use change for the lot is proposed to read as follows:

Parcel 14	Lot 1, Block 1, Inver Grove Market	<u>10,200</u> square feet of general retail, <u>3,809 square feet of recreation center</u> , 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive through window)
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SITE PLAN REVIEW

Setbacks. There are no building additions or changes to the exterior proposed at this time.

Parking Lot. City code does not have parking requirements for axe throwing/recreation uses. In comparison, a bowling alley requires six spaces per alley. According to the building plans there would be seven "arenas". Using the bowling alley requirements, 42 parking spaces would be required for the proposed use. The axe throwing business would have peak operation times that would be different than the majority of the tenants currently in the building. The property has around 114 parking stalls, staff believes the site has adequate parking provided on the property to accommodate the proposed use.

Access. Access to the site is not changing; there is one access point off Blaine Avenue.

Lighting. There are no changes proposed to the existing site lighting.

Signage. Signage is not approved as part of the PUD request. Signage on the property shall follow the Bishop Heights PUD and section 10-15E of the city code. A building permit is required for any new signs or changes to the existing signs.

Fire Marshal Review. All plans shall be subject to the review and approval of the City Fire Marshal for fire lane designation and the signage or marking of the fire lanes at time of building.

Engineering. Engineering has reviewed the plans. There is no additional impervious surface being added and no changes being made to the existing parking lot. Engineering takes no exception to the request.

ALTERNATIVES

The Planning Commission has the following actions available for the proposed request:

A. Approval. If the Planning Commission finds the application acceptable, the Commission should make the following recommendations:

- Approval of an **Amendment** to the Southeast Quadrant PUD Ordinance to allow the uses approved for Lot 1, Block 1, Inver Grove Market to be 10,200 square feet of general retail, 3,809 square feet of recreation center, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive through window) subject to the following conditions:
 1. All parking/drive aisles areas shall be properly marked and follow all fire and building code requirements.
 2. The applicant must apply for and obtain a building permit for any signage or building improvements.
 3. Operation of a new business may not commence until an occupancy permit is obtained from the City Inspections Department.
 4. The site shall be developed in substantial conformance with the plans on file with the Planning Department.

B. Denial. If the Planning Commission does not find the application to be acceptable, a recommendation of denial should be made. Specific findings supporting a basis for denial must be stated by the Commission if such a recommendation is made.

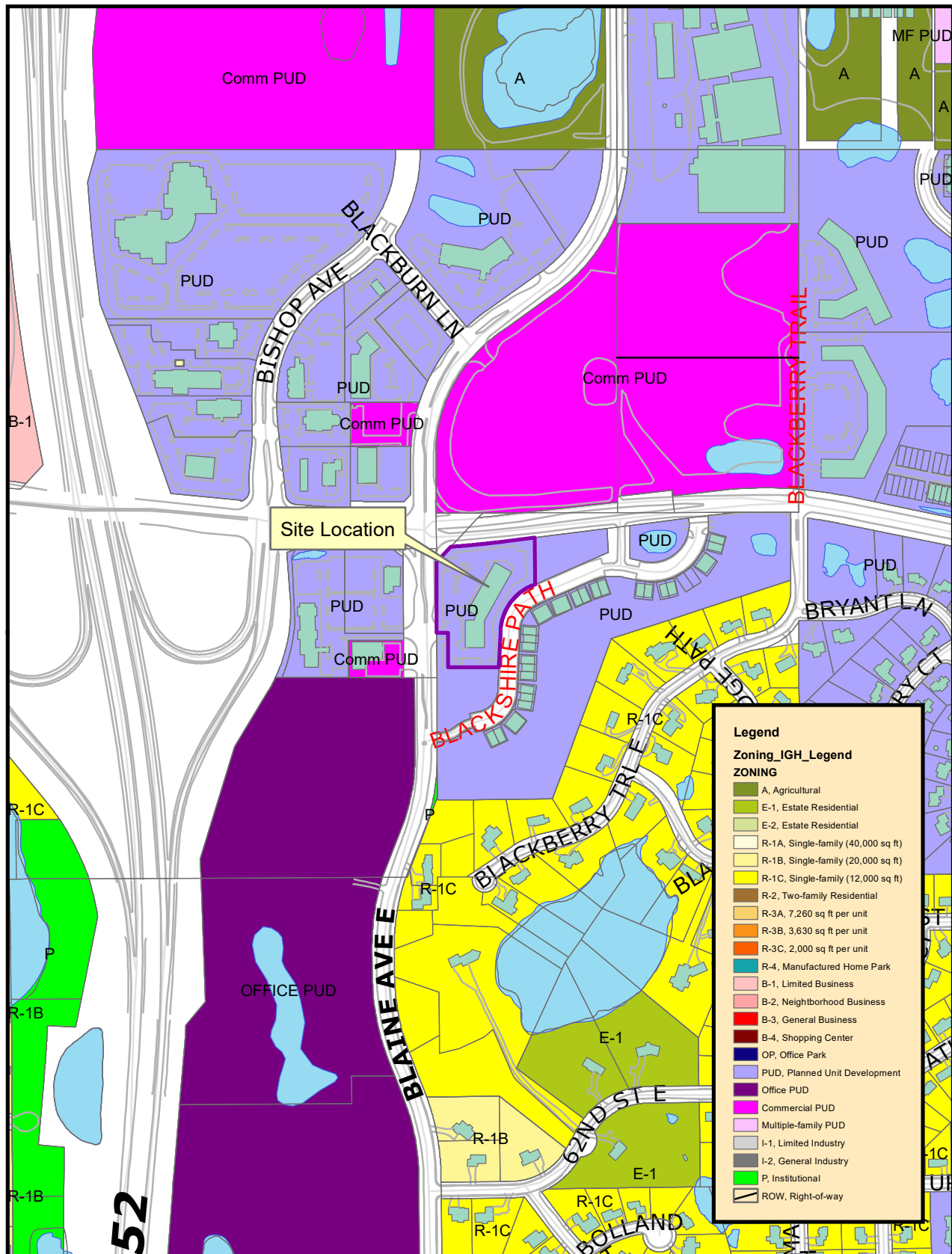
RECOMMENDATION

Based on the information in the preceding report and the conditions listed in Alternative A, staff is recommending approval of the planned unit development amendment as presented.

Attachments: Exhibit A -Zoning and location map
Exhibit B - Narrative
Exhibit C - Site Plan and layout of interior



5828 Blaine Avenue Case No. 22-09PDA



THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILED RECORD, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

Map produced by the City of Inver Grove Heights GIS Dept.
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Exhibit A
Zoning and Location Map

2/9/22

WE ARE LOOKING TO ALLOW
RECREATIONAL USE OF THIS
PROPERTY FOR THE ACTIVITY
OF AXIE THROWING .

Perplebunny's Axe House

January 11, 2022

Bischel Building Company



Rolf Lokensgard
Architecture Inc
rolflokensgard.com





Proposed

Bisichel Building Company

Rolf Lokensgard
Architecture Inc
rolflokensgard.com

Request for Council Action

SUBJECT: **Consider Third Reading and Adoption of Ordinance Amending Certain Park Dedication Fees**

MEETING DATE: March 28, 2022

ITEM TYPE: Regular Business

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to consider the third reading and adoption of an ordinance amending park dedication fees for new residential units located in the A, E-1, E-2, R-1, and R-2 zoning districts, to increase the same from \$2,850/unit to \$3,850/unit.

BACKGROUND

The City has not updated its park dedication fees since 2014. In September of 2021, the Parks and Recreation Advisory Commission (PRAC) reviewed a presentation regarding the City's current park dedication fees and a proposal to increase the park dedication fees for residential units in the R-1 and R-2 zoning districts, as well as the A, E-1, and E-2 zoning districts. In October of 2021, the Council reviewed the recommendation of the PRAC to increase these park dedication fees at a Council work session.

Based on the PRAC's recommendation and Council feedback from the October work session, the attached ordinance has been prepared which will increase the existing park dedication fees in the zoning districts listed above to \$3,850/unit. This recommended fee increase is based on the application of the factors listed in Minn. Stat. Sec. 462.358, subd. 2b(c), namely a review and determination of the fair market value of unplatted land in the northwest area for which park fees have not been paid, as guided by recent appraisals of certain parcels in the northwest area. The PRAC reviewed the attached ordinance at its February 9, 2022 meeting and voted unanimously to recommend its approval to the City Council. The Council has held two prior readings of this ordinance, including a public hearing at its March 14th meeting. If approved, the amended fees will become effective five days after publication in the City's official newspaper.

During the 2nd reading of this proposed ordinance, Council asked how the proposed change to park dedication fees would impact the overall amount of development fees charged in IGH and their competitiveness with fees in other cities. The attached tables, which were compiled by the city's financial advisors in the fall of 2021, provide a comparison of the City's total fees to those of other cities. They show that fees in IGH and particularly the northwest area (NWA) are near the upper end of the comparable cities. This is due to our higher water and sewer connection fees that resulted from the historical decision not to assess property owners at the time utilities were extended.

IGH's Park Dedication fees for single family development are lower than the market, which is what this ordinance would address. It would make no changes to park dedication fees - or any other fees - for multi-family development, which is where the Council has previously been asked for fee waivers or other forms of financial relief.

FISCAL IMPACT

Adoption of this ordinance will generate additional revenue for the City's Park Acquisition and Development Fund.

RECOMMENDATION

Staff recommends Council approve the third reading of the ordinance, adopting the ordinance as proposed.

ATTACHMENTS

1. Park Dedication Ordinance Amendment 3-21-22
2. Development Fee Comparison Fall 2021

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
ORDINANCE NO. _____
AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 11,
CHAPTER 4, SECTION 6 RELATING TO PARK DEDICATION FEES**

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

Section One. Amendment. Inver Grove Heights City Code Title 11, Chapter 4, Section 6 is hereby amended as follows. The ~~struck-out~~ text shows the deleted wording and the underlined text shows the language added to the code:

11-4-6: CASH CONTRIBUTION:

A. Residential Subdivisions: The following cash contribution fees per residential unit shall be made at the time of final plat approval:

Zoning District	Cash Contribution Per Residential Unit
A, E-1 and E-2	\$2,850.00 <u>\$3,850.00</u>
R-1 and R-2	2,850.00 <u>\$3,850.00</u>
R-3A and R-3B	<u>\$4,000.00</u>
R-3C	<u>\$4,900.00</u>

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 _____, 2022.

CITY OF INVER GROVE HEIGHTS

Thomas Bartholomew, Mayor

Attest:

Rebecca Kiernan, City Clerk

Appendix A

Comparison of 2021 Development Fees for a Single Family Home

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

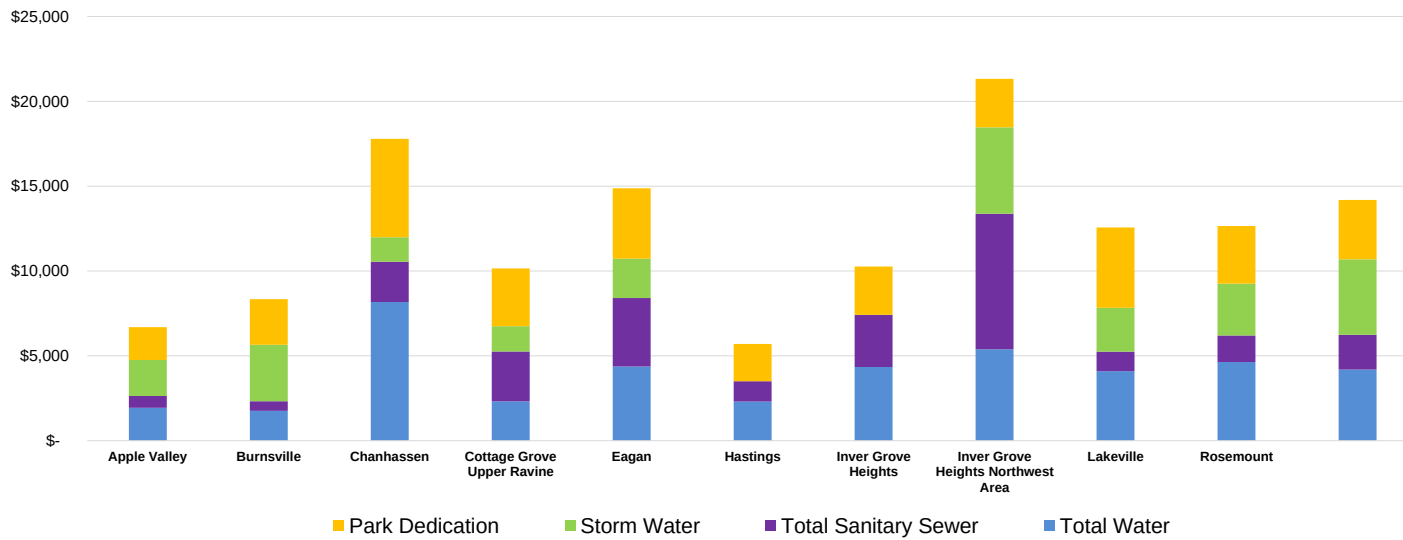
Assumes a <1" meter. Excludes lateral installation, permit fees and meter costs

	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	\$ 948	\$ 995	\$ 1,943	\$ 325	\$ 367	\$ 692	\$ 2,122	\$ 1,935	\$ 4,757	\$ 4,757	A minimum of 5% of land area must be dedicated for stormwater ponding
Burnsville	\$ -	\$ 1,755	\$ 1,755	\$ -	\$ 567	\$ 567	\$ 3,336	\$ 2,685	\$ 8,343	\$ 8,343	
Chanhassen	\$ 2,392	\$ 5,777	\$ 8,169	\$ 691	\$ 1,686	\$ 2,377	\$ 1,442	\$ 5,800	\$ 17,788	\$ 17,788	Assumes development receives 50% credit for stormwater fee for on-site ponding
Cottage Grove Upper Ravine	\$ 1,107	\$ 1,212	\$ 2,319	\$ 2,561	\$ 376	\$ 2,937	\$ 1,492	\$ 3,400	\$ 10,148	\$ 10,148	
Eagan	\$ 1,790	\$ 2,583	\$ 4,373	\$ 1,716	\$ 2,320	\$ 4,036	\$ 2,321	\$ 4,147	\$ 14,877	\$ 14,877	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	\$ 485	\$ 709	\$ 1,194	\$ -	\$ 2,200	\$ 5,700	\$ 5,700	
Inver Grove Heights	\$ 2,538	\$ 1,810	\$ 4,348	\$ 2,538	\$ 530	\$ 3,068	\$ -	\$ 2,850	\$ 10,265	\$ 10,265	
Inver Grove Heights Northwest Area	\$ 892	\$ 4,500	\$ 5,392	\$ 1,558	\$ 6,430	\$ 7,988	\$ 5,092	\$ 2,850	\$ 21,322	\$ 21,322	
Lakeville	\$ -	\$ 4,100	\$ 4,100	\$ 327	\$ 825	\$ 1,152	\$ 2,582	\$ 4,734	\$ 12,568	\$ 12,568	*For purposes of comparison when with Residential (High Density) Park Dedication Fee.
Rosemount	\$ 2,165	\$ 2,475	\$ 4,640	\$ 358	\$ 1,200	\$ 1,558	\$ 3,056	\$ 3,400	\$ 12,654	\$ 12,654	
Woodbury Water District No. 2 and Sanitary Sewer District No. 12	\$ 2,989	\$ 1,200	\$ 4,189	\$ 1,006	\$ 1,045	\$ 2,051	\$ 4,447	\$ 3,500	\$ 14,187	\$ 14,187	All fees vary by district. Assumed SWWD Central Draw (Within 2030 MUSA) for storm water district.
Average	\$ 1,347	\$ 2,610	\$ 3,958	\$ 1,051	\$ 1,460	\$ 2,511	\$ 2,354	\$ 3,409	\$ 12,055	\$ 12,055	
Average Excluding the Northwest Area	\$ 1,393	\$ 2,421	\$ 3,814	\$ 1,001	\$ 962	\$ 1,963	\$ 2,080	\$ 3,465	\$ 11,129	\$ 11,129	

* 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 2021 Development Fees for a 150-unit Multi-Family Housing Development

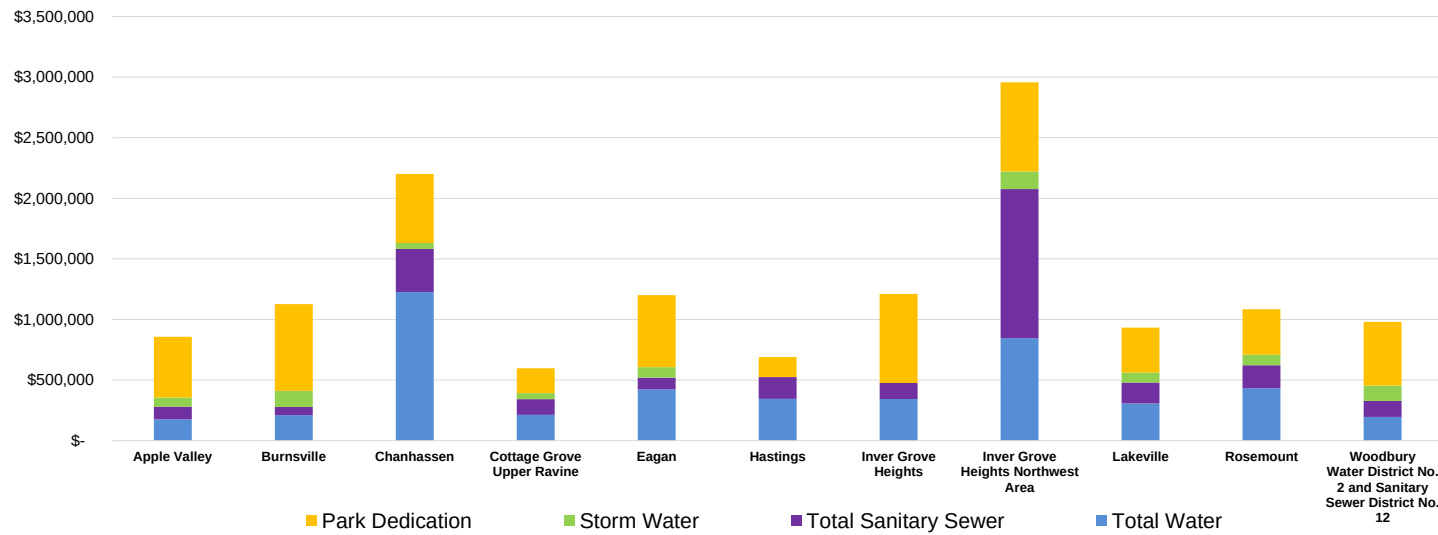
Assumes 16 multi-family units per net developable acre for a total site of 9.5 net developable acres. Assumes 10.5 gross acres.
Excludes lateral installation, permit fees and meter costs. Assumes a 3" meter.

	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	\$ 27,037	\$ 149,250	\$ 176,287	\$ 48,750	\$ 55,050	\$ 103,800	\$ 75,630	\$ 501,375	\$ 355,717	\$ 2,371	A minimum of 5% of land area must be dedicated for stormwater ponding
Burnsville	\$ -	\$ 210,450	\$ 210,450	\$ -	\$ 68,040	\$ 68,040	\$ 132,422	\$ 716,400	\$ 1,127,312	\$ 7,515	
Chanhassen	\$ 358,800	\$ 866,550	\$ 1,225,350	\$ 103,650	\$ 252,900	\$ 356,550	\$ 49,353	\$ 570,000	\$ 2,201,253	\$ 14,675	Assumes development receives 50% credit for stormwater fee for on-site ponding
Cottage Grove Upper Ravine	\$ 31,578	\$ 181,800	\$ 213,378	\$ 73,074	\$ 56,400	\$ 129,474	\$ 50,360	\$ 204,000	\$ 597,212	\$ 3,981	
Eagan	\$ 35,433	\$ 387,375	\$ 422,808	\$ 33,561	\$ 62,833	\$ 96,394	\$ 86,902	\$ 594,450	\$ 1,200,554	\$ 8,004	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	\$ 72,750	\$ 106,313	\$ 179,063	\$ -	\$ 165,000	\$ 690,000	\$ 4,600	
Inver Grove Heights	\$ 53,288	\$ 290,420	\$ 343,708	\$ 53,288	\$ 79,500	\$ 132,788	\$ -	\$ 735,000	\$ 1,211,495	\$ 8,077	
Inver Grove Heights Northwest Area	\$ 152,760	\$ 692,580	\$ 845,340	\$ 266,760	\$ 964,500	\$ 1,231,260	\$ 145,255	\$ 735,000	\$ 2,956,855	\$ 19,712	
Lakeville	\$ -	\$ 307,500	\$ 307,500	\$ 49,050	\$ 123,750	\$ 172,800	\$ 81,936	\$ 370,500	\$ 932,736	\$ 6,218	
Rosemount	\$ 61,750	\$ 371,250	\$ 433,000	\$ 10,213	\$ 180,000	\$ 190,213	\$ 86,783	\$ 375,000	\$ 1,084,995	\$ 7,233	
Woodbury Water District No. 2 and Sanitary Sewer District No. 12	\$ 86,070	\$ 109,500	\$ 195,570	\$ 28,975	\$ 103,500	\$ 132,475	\$ 126,873	\$ 525,000	\$ 979,918	\$ 6,533	Fees vary based on districts within City. Storm water based on SWWD Central Draw Within 2030 MUSA District
Average	\$ 73,338	\$ 355,692	\$ 429,030	\$ 67,279	\$ 186,617	\$ 253,896	\$ 75,956	\$ 499,248	\$ 1,212,550	\$ 8,084	
Average Excluding the Northwest Area	\$ 65,396	\$ 322,003	\$ 387,399	\$ 47,331	\$ 108,829	\$ 156,160	\$ 69,026	\$ 475,673	\$ 1,038,119	\$ 6,921	

* 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 100,000 sq. ft. Industrial Property

Assumes 6.8 net developable acres, 8 gross acres and 28 SAC units.

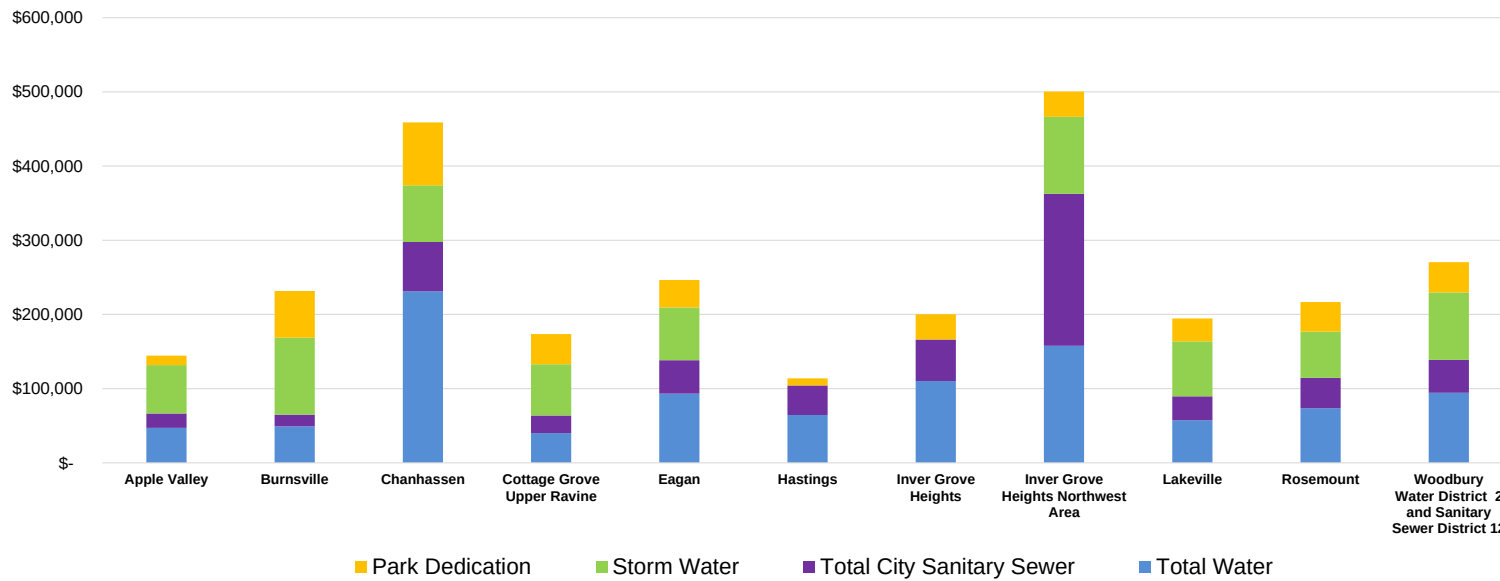
Excludes lateral installation, permit fees and meter costs. Assumes a 3" meter.

	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	\$ 19,353	\$ 27,860	\$ 47,213	\$ 9,100	\$ 10,276	\$ 19,376	\$ 65,028	\$ 12,800	\$ 131,617	\$ 2.19	A minimum of 5% of land area must be dedicated for stormwater ponding
Burnsville	\$ -	\$ 49,140	\$ 49,140	\$ -	\$ 15,876	\$ 15,876	\$ 103,673	\$ 62,900	\$ 231,589	\$ 3.86	
Chanhassen	\$ 69,328	\$ 161,756	\$ 231,084	\$ 19,348	\$ 47,208	\$ 66,556	\$ 76,330	\$ 85,000	\$ 458,970	\$ 7.65	Assumes development receives 50% credit for stormwater fee for on-site ponding
Cottage Grove Upper Ravine	\$ 22,583	\$ 17,367	\$ 39,950	\$ 14,362	\$ 9,608	\$ 23,970	\$ 68,932	\$ 40,800	\$ 173,652	\$ 2.89	
Eagan	\$ 25,363	\$ 67,854	\$ 93,217	\$ 23,961	\$ 21,121	\$ 45,082	\$ 71,090	\$ 37,086	\$ 246,475	\$ 4.11	Park Dedication Fees include Trailway Dedication. If developer does not construct stormwater pond on-site, additional Water Quality Dedication Fee is due.
Hastings	\$ -	\$ 64,575	\$ 64,575	\$ 19,788	\$ 19,845	\$ 39,633	\$ -	\$ 9,600	\$ 113,808	\$ 1.90	
Inver Grove Heights	\$ 40,600	\$ 69,600	\$ 110,200	\$ 40,600	\$ 15,480	\$ 56,080	\$ -	\$ 34,000	\$ 200,280	\$ 3.34	
Inver Grove Heights Northwest Area	\$ 14,176	\$ 143,580	\$ 157,756	\$ 24,755	\$ 180,040	\$ 204,795	\$ 103,972	\$ 34,000	\$ 500,522	\$ 8.34	
Lakeville	\$ -	\$ 57,400	\$ 57,400	\$ 9,156	\$ 23,100	\$ 32,256	\$ 74,052	\$ 30,994	\$ 194,702	\$ 3.25	
Rosemount	\$ 44,200	\$ 29,450	\$ 73,650	\$ 7,310	\$ 33,600	\$ 40,910	\$ 62,118	\$ 40,000	\$ 216,678	\$ 3.61	
Woodbury Water District 2 and Sanitary Sewer District 12	\$ 94,520	\$ -	\$ 94,520	\$ 44,302	\$ -	\$ 44,302	\$ 90,814	\$ 40,800	\$ 270,436	\$ 4.51	All fees vary by district. Assumed SWWD Central Draw (Within 2030 MUSA) for storm water district.
Average	\$ 30,011	\$ 62,598	\$ 92,609	\$ 19,335	\$ 34,196	\$ 53,531	\$ 65,092	\$ 38,907	\$ 248,975	\$ 4.15	
Average Excluding the Northwest Area	\$ 31,595	\$ 54,500	\$ 86,095	\$ 18,793	\$ 19,611	\$ 38,404	\$ 61,204	\$ 39,398	\$ 223,821	\$ 3.73	

* 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 100,000 sq. ft. building with 28 SAC units on 6.8 developable acres)





Request for Council Action

SUBJECT: **Consider Request for Approval of Rental Housing Licenses**

MEETING DATE: March 28, 2022

ITEM TYPE: Regular Business

CONTACT: Nicole Cook, Rental & Code Compliance, 651.450.2491

ACTION REQUESTED

The Council is asked to approve rental licenses for the following:

5220 GREYSTONE DRIVE – GREYSTONE HEIGHTS TOWNHOMES LIMITED PARTNERSHIP

3840 67TH STREET – GIAM NGUYEN

3832 67TH STREET – GIAM NGUYEN

3100 65TH STREET – KIMBERLY RINEHART

1455 UPPER 55TH STREET – CONDOR CORPORATION

8213 COLLEGE TRAIL – GRANITE BLUFFS PARTNERS LLC

5359 AUDOBON AVENUE – BRIAN ROSENSTEIN

1181 80TH STREET – RODGER ESPESETH

6020 CAHILL AVENUE – NANCY CASHMAN

1860 52ND STREET – ROBERT HAIGHT

7512 BANNING WAY – HPA II BORROWER 2020-1 GA LLC

BACKGROUND

The City Council adopted a rental licensing ordinance that requires all rental property owners to obtain a rental license every two years. The purpose of the ordinance is to assure proper maintenance of structures to preserve neighborhood stability, protect the quality of existing rental housing stock and maintain property values. The ordinance provides for basic safety and living standards for rentals.

FISCAL IMPACT

RECOMMENDATION

Community Development and Police Department staff recommend approval of the licenses.

ATTACHMENTS

None