



Inver Grove Heights City Council
Monday, August 8, 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, August 8, 2022, will be provided to the Council at or before the August 8, 2022 meeting.

1. Call to Order

2. Roll Call

3. Presentations

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.** Approve minutes for the July 11, 2022 City Council meeting
- B.** Approval of disbursements
- C.** Approval of Personnel Actions
- D.** School Resource Officer Contract with ISD #199 for the 2022-23 School Year
- E.** Setback and Accessory Structure Variance for 8008 River Road
- F.** Accessory Structure Variance for 9580 Baker Court
- G.** Accessory Dwelling Unit Variance for 7301 Babcock Trail
- H.** Approve Exempt Gambling Permit for IGH Best Foundation for Class of 2002 Class Reunion August 20, 2022 at Drkulas
- I.** Approval of 2022 Fiber Build Out Projects
- J.** Award Contract for Park Design Services for Two New Northwest Area Parks
- K.** Rejection of All Bids for Heritage Village Park Phase 4
- L.** Order Assessment Hearing, Declare Costs to be Assessed, and Order Preparation of Proposed Assessments for Carleda Way Area Improvements (City Project No. 2016-09F)

5. Public Hearing

6. Regular Business

- A. 2nd Reading of Ordinance Amending City Code Related to the Discharge of Bows and Arrows (Continued from July 25, 2022 Meeting)
 - B. Interim Ordinance Prohibiting the Establishment of New Uses or the Expansion of Existing Uses Related to the Sale, Testing, Manufacturing, and Distribution of THC Products (Edible Cannabinoid Products)
 - C. 1st Reading of Ordinance Amending City Code Chapter 5, Section 12 Related to Unnecessary Noise
 - D. Setback Variance at 3635 78th Street
 - E. Rental License Application for 5975 Concord Blvd.
 - F. LMCIT Insurance Renewal
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.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, JULY 11, 2022 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, July 11, 2022, in person. Mayor Bartholomew called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Bartholomew, Council Members: Piekarski Krech, Dietrich, Murphy, Gliva; City Attorney McCauley Nason, City Administrator Wilson, City Clerk Kiernan, Parks and Recreation Director Lares, Community Development Director Rand, Public Works Director Connolly, Associate Planner Botten

3. PRESENTATIONS:

A. 2022 Parks & Recreation Month Proclamation

Mayor Bartholomew read the 2022 Parks and Recreation Month Proclamation and presented it to Parks and Recreation Director Adam Lares. July is Park and Recreation month. The theme for 2022 is "We rise up for Parks and Recreation". He stated that July 15th is to be recognized as Park and Recreation Professionals Day in the City of Inver Grove Heights.

Parks and Recreation Director Adam Lares thanked the Council for the Proclamation for the month of July and for recognizing the great work that is done in the City of Inver Grove Heights. He recognized all Park and Recreation professionals.

4. CONSENT AGENDA:

A. Approval of Disbursements. **Resolution 2022-136**

B. Approval of Service Station License Renewals

C. Consider Change Order No. 1 for City Project No. 2022-09 E, F & G - 2022 Street Rehabilitation Projects

D. Approval of Ordinance and Resolutions for Silverstar Car Wash located at the corner of Broderick and Concord Boulevards. **Resolution 2022-137 & Resolution 2022-138**

E. Appointing additional Election Judges and Absentee Ballot Board members for the 2022 Election Cycle. **Resolution 2022-139 & Resolution 2022-140**

F. Approval to Purchase New Fitness Equipment for the Veterans Memorial Community Center. **Resolution 2022-141**

G. Approval of **Resolution 2022-142** Appointing Zoning Administrator

H. Approval of **Resolution 2022-143** Authorizing Summary Publication of Ordinance Repealing and Replacing Title 10, Chapter 13, Article C, Critical Area Overlay District

I. Award Demolition and Disposal Contract for City Owned Property at 8296 Babcock Trail

Mayor Bartholomew pulled Agenda Item 4E. at the request of a resident in attendance.

Councilmember Murphy requested pulling Agenda Item 4G.

There was a request to pull Agenda Item 4F.

Motion by Dietrich, second by Murphy, to approve the Consent Agenda as presented with exception to Agenda Items 4E, 4F, and 4G.

Ayes: 5

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

Nays: 0 Motion carried.

Agenda Item 4E. Appointing additional Election Judges and Absentee Ballot Board members for the 2022 Election Cycle. Resolution 2022-139 & Resolution 2022-140

Dian Piekarski, 7609 Babcock Trail, discussed the integrity of elections stating she has been an election judge for several years. She thought she was volunteering and was unaware they were paid. When applying online she noticed there was a need for absentee ballot specialists, she applied and was accepted. She shared that the city doesn't contact people that want to be election day election judges to be an absentee ballot specialist, people have to apply. There is a need for additional help because there are two more precincts in this area they didn't have before. She commented that people think there are shenanigans going on with the absentee ballot board, but there cannot be. The board opens the envelopes, stamps them received, and puts them away until closer to the election when they are allowed to open them, look at them, and decide whether to accept/not accept. The group of people she works with are diligent, they try not to make any mistakes. She mentioned the biggest concern was due to COVID and the changes the Secretary of State made to voting regulations. Those rules had to be followed and absentee ballots had to be accepted without witnesses. She felt that affected the integrity. The same people that had been doing it for years are not doing it any longer and new people are needed. She suggested getting involved if thinking there are things going wrong. For transparency, the city is inviting people to sit in on the absentee ballot board to see what they do.

Councilmember Dietrich mentioned she had a few resident emails about this item. Due to that, she posed a question to the City Attorney who was unable to respond at the time. She requested receiving the answer and tabling this item until she can receive that response for those residents.

City Attorney Bridget McCauley Nason replied she was unable to research and respond to the question due to a meeting. She would have the answer tomorrow.

City Clerk Rebecca Kiernan mentioned there was an issue with tabling the item. Judges need to be appointed at least 25 days before the election. The next Council meeting is not adequate, this is the last week they would be able to do this otherwise a special meeting would have to be called.

City Administrator Kris Wilson questioned if there were individuals of concern, if it would be better to strike those names (not appoint) and make the other appointments.

Councilmember Dietrich replied that would be fine with her. She suggested striking the two full time city staff/individuals.

City Administrator Wilson asked the City Clerk if the second name was listed on the resolution.

City Clerk Kiernan replied one is listed.

City Administrator Wilson suggested adopting the attached resolutions and striking the name of Shannon Battles from the list of individuals to be appointed as an election judge.

Councilmember Dietrich questioned if the other name would be on an upcoming list.

City Clerk Kiernan replied she was giving context from before that the individual was historically on the list, but not currently.

Councilmember Piekarski Krech reminded everyone that these are volunteers. The stipend they receive with the W2 is not a paycheck in her eyes.

Mayor Bartholomew asked if the motion meant striking the individual that was discussed.

Councilmember Piekarski Krech replied she did not understand the issue, it was not included.

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

Motion by Piekarski Krech, to approve Agenda Item 4E. Appointing additional Election Judges and Absentee Ballot Board members for the 2022 Election Cycle. Resolution 2022-139 & Resolution 2022-140

Councilmember Gliva thought not having full time staff as election judges was discussed at the last meeting.

City Clerk Kiernan replied that was for absentee ballot specialists. The person requesting to be an election judge is a senior staff accountant. The person would step away from her duties as an accountant to be an election judge.

Councilmember Gliva asked if everyone was compensated the same. She asked how it worked if this person was needed during the day if they were an employee or election judge. She asked if the city was paying them along with being an election judge.

City Clerk Kiernan replied election judges are compensated the same. The person would be an election judge for that day. Regarding pay, the law requires if wanting to be compensated other than taking a vacation day, they are allowed to do that. It is up to the employer to be able to withdraw the amount of election day compensation if necessary.

Councilmember Piekarski Krech stated time off has to be given to do it, they do not have to pay the person.

Councilmember Dietrich commented that this was not a personal decision for her, she has a duty to the residents that elected her to ask these questions.

City Administrator Wilson stated it was staffs understanding that the Council did not want to use full time staff as absentee ballot board members. Staff did not understand the direction at that time was to also not use full time staff as election judges in any capacity. Historically, full time staff has been a part of the process of election judges.

Motion by Piekarski Krech, second by Bartholomew, to approve Agenda Item 4E. Appointing additional Election Judges and Absentee Ballot Board members for the 2022 Election Cycle. Resolution 2022-139 & Resolution 2022-140

Councilmember Gliva asked if they were past the point of being able to strike someone from the motion.

City Attorney McCauley Nason replied a friendly amendment could be made. If the current motion fails, a separate motion could be made appointing individuals minus the one named.

City Attorney McCauley Nason mentioned there is a Statute that sets election judge qualifications. It provides the appointing authority (Council) may establish additional qualifications for election judges which are not inconsistent with the provisions of this section which relate to the ability of an individual to perform the duties of the election judge. This was the legal issue she has not been able to respond to at this time, establishing whether or not an election judge not be a full-time city staff person is an authorized qualification for an election judge.

Councilmember Gliva asked if the Council could strike/add that qualification.

City Attorney McCauley Nason replied that was the legal question she has not been able to research. The Council could make a motion stating the person must not be a full-time employee, whether that is a legally valid qualification is the question she has not been able to answer yet.

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

The Council could make a motion striking the person because the Council adopts the criteria pursuant to the Statute that full time employees may not serve as election judges. She does not have an answer as to whether or not that is illegal.

City Administrator Wilson mentioned if the Council took that path and the City Attorney discovered that it was not a legal qualification, the Council could be called back for a special meeting to remedy it. If it were found to be legal, she questioned if would still be good.

City Attorney McCauley Nason said a motion to reconsider is done at the next regularly scheduled Council meeting, but that could be too late.

Councilmember Dietrich stated if this motion fails a motion could be made to approve everyone but the one employee until the answer is received.

City Attorney McCauley Nason replied procedurally, that is something the Council can do.

Ayes: 2

Nays: 3 (Gliva, Murphy, Dietrich) Motion fails.

Motion by Murphy, second by Gliva, to approve Agenda Item 4E. Appointing additional Election Judges and Absentee Ballot Board Members for the 2022 Election Cycle, with the exception of one (Shannon Battles) until the answer is provided. Resolution 2022-139 & Resolution 2022-140

Ayes: 4

Nays: 1 (Piekarski Krech) Motion carried.

Agenda Item 4F. Approval to Purchase New Fitness Equipment for the Veterans Memorial Community Center. Resolution 2022-141

Greg Sperl, 1705 93rd Circle East, mentioned he goes to the Grove and has an issue with new equipment. He had worked out on a new step machine for about ten years; there used to be three of them. When COVID hit, equipment was moved, and one was missing. With new equipment being ordered, he hoped they would get a new step machine.

He referenced the saunas stating there is a machine in the men's room that spin dries bathing suits and dumps the water into the sauna. He said that leads to a health concern and needs to be corrected. The plumbing is still wrong.

The Council took a brief recess at 6:28. Council was back in session at 6:33 p.m.

Parks and Recreation Director Adam Lares addressed the questions by Mr. Sperl saying he would work with Operations Supervisor Phil Stier to get confirmation about the wastewater. Regarding the step unit, staff was unable to locate the third one but would check their inventory. He would report back to Council on both items.

Councilmember Gliva asked if they would be getting two new ones.

Parks and Recreation Director Lares replied one of the concerns the resident had was that they would get rid of the two remaining ones. Based on inventory trade in, that would not be the case.

Motion by Piekarski Krech, second by Gliva, to approve Agenda Item 4F. Approval to Purchase New Fitness Equipment for the Veterans Memorial Community Center. Resolution 2022-141

Ayes: 5

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

Nays: 0 Motion carried.

Agenda Item 4G. Approval of Resolution 2022-142 Appointing Zoning Administrator

Councilmember Murphy questioned the positions title involving enforcement of the zoning ordinance and requested examples. He asked if this was done before and if it impacts what the Council may see.

City Attorney McCauley Nason responded historically the City Planner has functioned as the zoning administrator. Looking through the code it was noticed that the zoning administrator is a person appointed by the Council to serve. It did not appear there was ever a formal resolution appointing a zoning administrator. This is more of a clean up item to create a record that establishes, by resolution, what has been happening in practice, that the City Planner serve as the zoning administrator. No changes would be made in adopting this resolution.

Motion by Gliva, second by Murphy, to approve Agenda Item 4G., the Approval of Resolution 2022-142 Appointing the Zoning Administrator as being City Planner Allan Hunting.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC HEARING:

A. Appeal of Determinations of Zoning Administrator Regarding Accessory Structure Located at 5873 Concord Blvd. Resolution 2022-145

City Planner Allan Hunting stated this item is for review of an appeal of a determination made by staff. Background:

- The city received a complaint about an accessory structure at 5873 Concord Boulevard.
- Code enforcement viewed the structure and determined it was not a permitted structure.
- Notice was sent to the property owner to correct the issue.
 - Structure consists of canvas/fabric type material, not permitted by the zoning ordinance.
- An exception would be a carport.
- The owner disputed the determination and considers his structure a carport, not a tent garage or something similar.
- Staff concurs with the code enforcement officer that it is an illegal structure, not a carport.
- The photo displayed was taken in April 2022. Staff believes the structure was placed in 2019.
- The code establishing regulations for accessory structures was put in place in 2010.
 - The structure was put in place after that.

When the ordinance was adopted in 2010, a memo was prepared to illustrate to staff and the public what the difference was between different types of structures.

- Carport: Typically, open sided structures, detached, or attached to a garage.
- Tent type garage: Canvas sides, roof, canvas roll up flap in front. Not permitted.
- Hoop type framing: Canvas roof and sides, front roll up flap of canvas/cloth. Not permitted.

Action:

- The Council acts as the Board of Appeals.
- Council would hold a public hearing (tonight), to determine staff's interpretation of the code.
- Code requires Planning Commission review and make a recommendation prior to the public hearing. This was done at their July 5th, regular meeting.
 - The Planning Commission determined the structure was not a carport and is an impermissible accessory structure due to the exterior materials and hoop design.

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

Final action would be for Council to decide if agreeing with staff's interpretation or if staff's interpretation is not correct.

Councilmember Piekarski Krech asked if the person was notified.

City Planner Hunting replied they were notified by three different staff members. There has been no comment/email from Mr. Joyce.

Motion by Piekarski Krech, second by Murphy, to close the public hearing at 6:46PM

Ayes: 5

Nays: 0 Motion carried.

Motion by Murphy, second by Gliva, to affirm the finding of the zoning administrator and the Planning Commission regarding the appeal of an accessory structure located at 5873 Concord Blvd. Resolution 2022-145

Ayes: 5

Nays: 0 Motion carried.

6. REGULAR AGENDA:

A. Consider Approval of Rental Housing Licenses

Community Development Director Heather Rand presented six (6) rental housing licenses for approval. Applications were submitted, staff found the applications to be adequately completed, the fee was paid, and the police department conducted background checks. Staff recommends approval of the following six rental licenses:

- 1412 76th Street W - Vijayan Bakthavachalu
- 6435 Dawn Way - Max Investment Group LLC
- 6494 Bonner Court - Yan Hao
- 1462 80th Street - Todd Horne
- 4899 Bisset Lane - Matthew Bonin
- 4741 Blaine Avenue - Matthew Bonin

Motion by Gliva, second by Piekarski Krech, to approve the six (6) Rental Housing Licenses as presented.

Ayes: 5

Nays: 0 Motion carried.

B. Proposed Assessments for 2021 Nuisance Abatements. Resolution 2022-146

Community Development Director Rand discussed the continuation of the public hearing for the proposed assessments for 2021 nuisance abatements. The vote was carried over from the June 27th City Council meeting because there was an individual on the assessment roll that requested additional information from staff; that information was provided to the individual. Staff recommends approval.

Mayor Bartholomew mentioned that this was extended to a different meeting due to the fact that the assessment was large. Diligence was done by staff.

Councilmember Dietrich requested confirmation the individual was made aware of tonight's meeting.

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

Community Development Director Rand replied that the individual was informed.

Motion by Dietrich, second by Gliva, to approve the Proposed Assessments for 2021 Nuisance Abatements. Resolution 2022-146

Ayes: 5

Nays: 0 Motion carried.

C. Variance for an Accessory Structure, 9177 Courthouse Blvd. Ct. Resolution 2022-147

Associate Planner Heather Botten discussed property located at Courthouse Boulevard Court, zoned E-1, Estate Residential District. The lot is just over 7 acres in size. The applicant is requesting a variance to allow an accessory structure 1,800 square feet in size, which exceeds the maximum square footage allowed on a property. On rural properties, lots greater than 5 acres are allowed up to two detached accessory buildings with a gross square footage of 2,400 square feet. The lot currently has a single-family home and an existing 7,000 square foot accessory building that is used as an indoor ice arena and warming house. The zoning code does not have an exception for accessory buildings for recreational uses such as an indoor tennis court, pool, or ice arena. Those still count towards accessory building size and number allowed on the property; therefore, the existing structure still counts toward the total number and size allowed. The proposed building is in compliance with all zoning code requirements and would be 50 feet from all property lines. She mentioned when the applicant heard from an abutting property owner that there may be issues with the driveway, grading, and erosion control, the applicant hired an engineering firm to review the location. The report found there was no concern with the location of the garage and would not affect the private road.

With accessory structures, guidance has been having this limit of accessory buildings to control massing and overdeveloping. Staff reviewed the ordinance in the past and found there has not been any amendments of larger lots exceeding five acres. Staff believes the request for the additional size to be more of a convenience to the applicant, not a practical difficulty, and recommends denial of the variance request as approval could set a precedence. The Planning Commission recommended denial on a 7/2 vote and suggested the Council discuss looking at the ordinance amendment for lots larger than five acres and possibly amending it to ratio sizing similar to what was done with 3.4 acres - 5 acres. If the Council moves forward with that amendment, it would still not help the applicant in this case.

Bill Lethert, 9177 Courthouse Boulevard, said the pole barn was originally a horse arena built in the 60's or 70's. His parents converted the place into a hockey rink and warming shed in 1973. He said he maintains their own private road, all the equipment sits outside, there is no place to store the equipment they have. He is using two shipping containers which do not look as nice. He felt the request was reasonable, nobody can see the building.

Matt Duffy, representing Mr. Lethert who lives at 9177 Courthouse Boulevard Court, stated the practical difficulty is that the structure on site was built before his client owned the property. The building was built for a specific purpose, it was not intended for indoor storage. What is intended is for equipment storage convenient to the house as Mr. Lethert maintains the road in the private development.

Mayor Bartholomew said he struggles with the practical difficulty and with the discussion of converting from a horse barn to a skating rink. He asked how that was relative to the practical difficulty.

Mr. Lethert replied in order to use the current building for storage he would have to take away the kid's rink. He is using the building as it was intended when he bought the property. The practical difficulty is having no place to store the equipment to maintain the road.

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

Councilmember Murphy asked if the variance is received, if the intent were to move the equipment from the storage containers to the new garage, and if the shipping containers would go.

Mr. Lethert replied the equipment would be stored in the new structure. The shipping containers would then go off the property.

Mr. Lethert referenced a question asked of him at the Planning Commission stating he has no interest in renting, does not have the insurance for it, it's not what it's there for. He is not running a business out of it, his office is located in South St. Paul.

Councilmember Murphy struggles with the practical difficulty. With the lot being 7+ acres, he felt this allows for revisiting what is allowed on lots that large. He said he has visited the property, and this makes sense to him. He mentioned the Lethert's inherited a building that was grandfathered in, the building is not there for storage, the temporary shipping containers would be removed, and it doesn't impact the neighborhood. He felt there is a difficulty in not having a place to put the equipment used for maintaining the road and having the size lot he has. He is somewhat in favor of the variance. The practical difficulty for him is that the applicant inherited a building of that size prior to city ordinances being in place. If the Council proceeds, temporary conditions could be placed such as the shipping containers be removed. He said the resident didn't create this difficulty himself, the city grandfathered in a building.

Mayor Bartholomew was concerned that staff and the Planning Commission both struggled with a practical difficulty.

Councilmember Gliva asked if having a recreation building was an anomaly.

Associate Planner Botten replied the code doesn't exempt recreation buildings as an accessory structure. She was aware of a couple of indoor pools in detached accessory buildings, but not of this size. Those are counted as accessory buildings.

She noted if the Council approves there are four conditions listed in the staff report. The fifth one would be to add that the existing storage containers be removed.

Councilmember Dietrich mentioned the definition of Practical Difficulty says that "The plight of the landowner is due to circumstances unique to the property not created by the landowner." She felt this situation falls under that definition.

City Attorney McCauley Nason replied the language quoted by Councilmember Dietrich is correct. The league included a guidance memo on variances that states "the uniqueness generally relates to the physical characteristics of the particular piece of property, that is to the land and not personal characteristics or preferences of the landowner."

Councilmember Dietrich asked if that could be used as a practical difficulty.

City Attorney McCauley Nason replied if that is what the Council sees as a practical difficulty, it would need to be included in a resolution of approval of a variance.

She added there is the ability of converting the existing building to storage, which removes the ice area piece. An alternative possibility would be to remove the existing building and build a new building. This option deprives the owner of the assumed legally established non-conforming use.

Mayor Bartholomew referenced that the league's interpretation falls more on the land.

City Attorney McCauley Nason replied the following three need to be met:

1. Proposed use of property in a reasonable manner.

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

2. The plight of the landowner is due to the unique circumstances based on the property, not created by the landowner.
3. The variance, if granted, won't alter the essential character of the locality.

If the Council sees practical difficulties exist, it would have to be articulated as a part of the motion to approve the variance.

Councilmember Murphy stated the landowner inheriting a grandfathered building would be the practical difficulty, but the league states it has to be the land.

City Attorney McCauley Nason stated the memo from the League of Minnesota Cities is informational. It is not legal advice.

Mr. Lethert stated there was also the difficulty of the land. There is no other place. He cannot add onto the house without changing the water flow. It's on the side of a hill covered with ravines. Putting it on adjacent property would be non-conforming.

City Attorney McCauley Nason stated the issue was not the location of the building on the land, the issue is having accessory structures that exceed the maximum amount of space.

Councilmember Gliva questioned if being unable to put storage onto the house due to topography was a practical difficulty.

Mayor Bartholomew replied the applicant cannot add onto the house due to the topography. Because the applicant could not, he was requesting a variance to place it somewhere else.

Councilmembers Murphy and Piekarski Krech agreed.

Mr. Lethert agreed he could not add onto his home without adversely affecting his neighbors.

Councilmember Dietrich agreed with the Planning Commission and staff's suggestion to look into the 5+ acres and bring it up to current times.

Councilmember Murphy asked if under the new math if this would still be significantly over.

Associate Planner Botten was unsure but mentioned that the attached garage does not count toward the 2,400. A detached garage could have its own 2,400 gross square feet. The city does not limit the size of attached accessory buildings to the home unless impervious surface kicks in. She added that this may be unique. An indoor pool would be a newer code; after the 1965 code. This was probably one of the older, more grandfathered in recreational buildings.

Associate Planner Botten listed the conditions as follows:

1. The site plan is developed in substantial conformance with the plan on file.
2. The accessory structure cannot be used for any commercial uses, storage related to a commercial use, or any kind of home occupation.
3. The grading and erosion control plan shall be reviewed at the time of building permit.
4. The applicant shall meet any conditions from city engineers.
5. Storage containers must be removed from the property.

Associate Planner Botten suggested expanding on the storage containers saying they must be removed within 30 days.

City Attorney McCauley Nason stated there is a resolution of denial in the Council packets. If the Council wishes to approve the application for the variance a motion could be made to approve the requested variance with the Council finding that all five variance criteria are met, and the practical difficulties are established as follows:

INVER GROVE HEIGHTS CITY COUNCIL MEETING - July 11, 2022

1. The topography prohibits the expansion of the attached garage to provide for additional storage of items on the property.
2. The existing accessory structure is a legally established non-conforming use not designed for indoor storage.

Taken together, these findings support the Council's determinations that practical difficulties exist.

Motion by Murphy, second by Dietrich, to approve the Variance for an Accessory Structure located at 9177 Courthouse Blvd. Ct., with the following five variance criteria conditions:

- 1. The site plan is developed in substantial conformance with the plan on file.**
- 2. The accessory structure cannot be used for any commercial uses. Storage related to a commercial use or any kind of home occupation.**
- 3. The grading and erosion control plan shall be reviewed at time of building permit.**
- 4. The applicant shall meet any conditions from the city engineers.**
- 5. Storage containers must be removed on the property.**

and the following practical difficulties:

- 1. The topography prohibits the expansion of the attached garage to provide for additional storage of items on the property.**
- 2. The existing accessory structure is a legally established non-conforming use not designed for indoor storage.**

Resolution 2022-147

Ayes: 5

Nays: 0 Motion carried.

7. PUBLIC COMMENT:

Julie Barner, 9836 Alaureate Trail, Inver Grove Heights, stated she was assured through communicating with the city, that ballot boards would have election judges with party balance. It was verified that one person was from one party and four were from a different party. She quoted Minnesota Statute 204B.19-22 which requires that absentee ballot board membership must consist of a sufficient number of election judges in equal number from each of the major political parties. Minnesota Statute 203.B.121 requires the governing body of each municipality... establish an absentee ballot board. She does not see that language included in the County resolution that equal judges in equal number from each of the major political parties in Minnesota. She asked who was responsible for doing due diligence for party balance and why the city resolution doesn't include the language of party balance. She asked who was responsible for drafting the resolution, if it were the City Clerk/Administrator and if they would be open to citizen input/collaboration with people that are very interested in elections. She asked if all election items going forward could be included for open comment.

Mayor Bartholomew requested the questions be answered and copied to the Council.

8. MAYOR AND COUNCIL COMMENTS:

9. ADJOURN:

Motion by Murphy to adjourn the meeting at 7:42 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

Request for Council Action

SUBJECT: **Approval of disbursements**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Ryan Albright, Accounting Technician, 651.450.2515

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of July 20 – August 2, 2022, as well as ACH disbursements for June 2022.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of July 20 – August 2, 2022, as well as the ACH disbursements for June 2022. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$636,116.57
Special Revenue	98,064.37
Debt Service	419,520.01
Capital Projects	174,105.14
Enterprise	399,205.59
Internal Service	162,716.26
Escrows	8,300.10
Total - All Funds	\$1,898,028.04

FISCAL IMPACT

The disbursements are within adopted budgets for the associated funds or have otherwise been approved by the Council.

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution
2. Disbursements (7.20 - 8.2.2022)
3. ACH Disbursements June 2022

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

RESOLUTION NO. _____

RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF

July 20 – August 2, 2022 & ACH disbursements for June 2022

WHEREAS a detailed listing of disbursements for the period of July 20 – August 2, 2022 & ACH disbursements for June 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	\$636,116.57
Special Revenue	98,064.37
Debt Service	419,520.01
Capital Projects	174,105.14
Enterprise	399,205.59
Internal Service	162,716.26
Escrows	8,300.10
Total - All Funds	\$1,898,028.04

Adopted this 8th day of August 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Payment Dates 7/20/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
SOCCER SHOTS	06/01/2022B	07/25/2022	Spring soccer shots	101.44.6100.454.30700	3,659.04
ICMA RETIREMENT TRUST - 457	INV0143180	07/15/2022	457 - ROTH AGE <50 %	101.203.2031400	436.96
ICMA RETIREMENT TRUST - 457	INV0143181	07/15/2022	457 - ROTH AGE <50	101.203.2031400	455.00
ICMA RETIREMENT TRUST - 457	INV0143182	07/15/2022	457 - ROTH AGE 50+	101.203.2031400	225.00
ICMA RETIREMENT TRUST - 457	INV0143183	07/15/2022	457 -AGE <49 %	101.203.2031400	7,522.67
ICMA RETIREMENT TRUST - 457	INV0143184	07/15/2022	457 -AGE 50+	101.203.2031400	5,905.29
ICMA RETIREMENT TRUST - 457	INV0143185	07/15/2022	457 -AGE <49	101.203.2031400	8,121.00
ICMA RETIREMENT TRUST - 457	INV0143186	07/15/2022	457 PLAN -AGE 50+ %	101.203.2031400	1,648.78
AFSCME COUNCIL 5	INV0143188	07/15/2022	UNION DUES (AFSCME FULL SH...	101.203.2031000	914.94
AFSCME COUNCIL 5	INV0143189	07/15/2022	UNION DUES (AFSCME FULL SH...	101.203.2031000	80.72
WI SCTF (WI SUPPORT COLLECT...	INV0143195	07/15/2022	PARTICIPANT ID#0004986316	101.203.2032100	433.06
WI SCTF (WI SUPPORT COLLECT...	INV0143196	07/15/2022	PARTICIPANT ID#0004986316	101.203.2032100	65.00
IGH FIRE RELIEF ASSN	INV0143197	07/15/2022	MEMBERSHIP DUES - FIRE RELIE...	101.203.2031000	384.75
IGH FIRE RELIEF ASSN	INV0143198	07/15/2022	MEMBERSHIP DUES - FIRE RELIE...	101.203.2031000	104.00
MEDSURETY ACH ONLY	INV0143199	07/15/2022	HSA ELECTION-FAMILY	101.203.2032500	3,395.82
MEDSURETY ACH ONLY	INV0143200	07/15/2022	HSA ELECTION-SINGLE	101.203.2032500	6,118.50
PERA	INV0143203	07/15/2022	PERA COORDINATED PLAN	101.203.2030600	50,307.50
PERA	INV0143204	07/15/2022	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	3,869.87
PERA	INV0143205	07/15/2022	PERA DEFINED PLAN	101.203.2030600	21.92
PERA	INV0143206	07/15/2022	EMPLOYER SHARE (PERA DEFIN...	101.203.2030600	21.92
PERA	INV0143207	07/15/2022	PERA POLICE & FIRE PLAN	101.203.2030600	28,285.28
PERA	INV0143208	07/15/2022	EMPLOYER SHARE (POLICE & FI...	101.203.2030600	42,427.94
ICMA RETIREMENT TRUST - 457	INV0143209	07/15/2022	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	3,268.05
ICMA RETIREMENT TRUST - 457	INV0143210	07/15/2022	ROTH IRA (AGE 50 & OVER)	101.203.2032400	644.23
ICMA RETIREMENT TRUST - 457	INV0143211	07/15/2022	ROTH-AGE <49 %	101.203.2032400	45.47
EFTPS	INV0143212	07/15/2022	FEDERAL WITHHOLDING	101.203.2030200	73,722.35
MN DEPT OF REVENUE (PAYROL...	INV0143213	07/15/2022	STATE WITHHOLDING	101.203.2030300	31,498.59
EFTPS	INV0143214	07/15/2022	MEDICARE WITHHOLDING	101.203.2030500	21,305.02
EFTPS	INV0143215	07/15/2022	SOCIAL SECURITY WITHHOLDING	101.203.2030400	60,721.70
OFFICE OF THE SECRETARY OF S...	7/20/2022	07/28/2022	Notary registration - Karina	101.42.4000.421.50030	120.00
LANGUAGE LINE SERVICES	10573323	07/21/2022	Language Line- 6.2022	101.42.4000.421.30700	64.13
RELENTLESS LLC	12179	07/21/2022	Criminal Interdiction Workshop...	101.42.4000.421.50080	699.00
PRECISE MRM	200-1037771	07/21/2022	Truck data	101.43.5200.443.30700	100.00
DATAWORKS PLUS, LLC	22-1011	07/21/2022	Duplex Printer and Warranty	101.42.4000.421.60016	1,560.00
PINE BEND PAVING, INC.	22-1856A	07/21/2022	Asphalt Patching	101.43.5200.443.60016	4,011.32
ABDO, LLP	458989	07/21/2022	Audit services	101.41.2000.415.30100	6,950.00
ABDO, LLP	459442	07/21/2022	Police OT calculations	101.41.2000.415.30700	9,371.25
MN NCPERS LIFE INSURANCE	542000082022	07/21/2022	Premium 8.2022	101.203.2031600	272.00
CAMPBELL KNUTSON, P.A.	6/30/2022 3530	07/21/2022	JMO Download	101.42.4000.421.30410	18.60
CAMPBELL KNUTSON, P.A.	6/30/2022 3530-0998G	07/21/2022	Case Review- Harrington	101.42.4000.421.30410	37.50
DAKOTA COMMUNICATIONS C...	IG2022-08	07/21/2022	DCC contract 8.2022	101.42.4000.421.70502	36,731.70
DAKOTA COMMUNICATIONS C...	IG2022-08	07/21/2022	DCC contract 8.2022	101.42.4200.423.70502	4,081.30
ZIEGLER INC	IN000594738	07/21/2022	Equipment rental	101.43.5200.443.40050	1,561.80
DAKOTA CTY FINANCIAL SVCS	00044663	07/28/2022	June MHZ Radio Fees	101.42.4000.421.70501	1,843.07
DAKOTA CTY FINANCIAL SVCS	00044663	07/28/2022	DCC radio fees for IGHFD	101.42.4200.423.30700	1,726.42
DAKOTA CTY FINANCIAL SVCS	00044663	07/28/2022	PW Radios	101.43.5200.443.30700	46.66
KIRI ANN FAUL	1186	07/28/2022	Pre-employment background- S...	101.42.4000.421.30701	650.00
MTI DISTRIBUTING CO	1349128-00	07/28/2022	irrigation parts	101.44.6000.451.40047	1,435.20
HOPKINS SPORTS CAMP LLC	17514R1	07/28/2022	Sand VB & Flag FB camps	101.44.6100.454.30700	1,237.60
SKYHAWKS SPORTS ACADEMY, ...	17517	07/28/2022	Baseball Camp	101.44.6100.454.30700	666.40
STERLING CODIFIERS	18316	07/28/2022	Ords 1422 to 1428 Codified	101.41.1100.413.30700	1,330.14
GALLS INC	21557019	07/28/2022	Atzmiller- Uniform	101.42.4000.421.60045	106.96
GALLS INC	21611801	07/28/2022	Atzmiller's Vest	101.42.4000.421.60045	1,137.24

Expense Approval Report

Payment Dates: 7/20/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FRATTALONE COMPANIES INC	2207014	07/28/2022	disposal of road construction d...	101.43.5200.443.40046	64.00
PINE BEND PAVING, INC.	22-1505A	07/28/2022	Asphalt for patching pavement	101.43.5200.443.60016	1,263.92
PINE BEND PAVING, INC.	22-1505C	07/28/2022	Asphalt for patching pavement	101.43.5200.443.60016	-1,346.80
DAWN LANNING - HHH RANCH	22-22	07/28/2022	dogsledding outing MLD 2022	101.44.6100.452.30700	900.00
PINE BEND PAVING, INC.	22-2201	07/28/2022	Asphalt for patching pavement	101.43.5200.443.60016	650.65
PINE BEND PAVING, INC.	22-2237	07/28/2022	Asphalt for patching pavement	101.43.5200.443.60016	244.00
PINE BEND PAVING, INC.	22-2270	07/28/2022	Asphalt for patching	101.43.5200.443.60016	1,219.39
RENEE DUBS ELLENA	22-5108	07/28/2022	Insights newsletter layout	101.41.1300.413.30700	2,215.00
BLACKTOP PROS, LLC	22-5642	07/28/2022	path work & repair	101.44.6000.451.40046	11,600.00
DAKOTA TREE	2311	07/28/2022	tree removals and stump grind...	101.44.6000.451.30700	2,430.00
ANDERSON RACE MANAGEME...	25000-127	07/28/2022	Harmon Farms Race svcs	101.44.6100.453.30700	600.00
M & J SERVICES, LLC	2571	07/28/2022	replace concrete pad for port a ...	101.44.6000.451.40047	4,990.00
SOLBERG AGGREGATE CO	25867	07/28/2022	class 5 crushed lime	101.43.5200.443.60016	1,179.11
L.T.G. POWER EQUIPMENT	269822	07/28/2022	weed whip heads	101.44.6000.451.60040	149.75
L.T.G. POWER EQUIPMENT	269983	07/28/2022	equip parts	101.44.6000.451.60040	74.85
AT&T MOBILITY	287298707874X07032022	07/28/2022	Cell phones	101.47.1400.413.50020	943.61
AT&T MOBILITY	287298708193X07032022	07/28/2022	Cell phones	101.47.1400.413.50020	2,709.50
AT&T MOBILITY	287299110577X07032022	07/28/2022	Cell phones	101.47.1400.413.50020	3,029.33
MN GLOVE & SAFETY, INC.	336324	07/28/2022	safety equip	101.44.6000.451.60045	300.94
STREAMLINE DESIGN INC	41519	07/28/2022	uniform shirts	101.42.4200.423.60045	797.06
CENTRAL TURF & IRRIGATION S...	50249142-00	07/28/2022	irrigation parts	101.44.6000.451.40047	135.98
HOLMES DESIGN, INC.	5397	07/28/2022	Parks & Rec marketing coord. - ...	101.41.1300.413.30700	2,960.00
MADDEN GALANTER HANSEN, L...	6/30/2022	07/28/2022	Labor relations	101.41.1100.413.30430	1,097.34
CAMPBELL KNUTSON, P.A.	6/30/2022 3530-0999G	07/28/2022	Prosecution 6.2022	101.42.4000.421.30410	25,255.35
DTN, LLC	6159995	07/28/2022	annual support	101.43.5200.443.30700	1,036.00
DTN, LLC	6159995	07/28/2022	annual support	101.44.6000.451.30700	1,036.00
JASON ROSEWOOD	7/19/2022	07/28/2022	Terrific Tues. performance	101.44.6100.453.30700	200.00
DOREMI TINOCO	7/26/2022	07/28/2022	sewing class	101.44.6100.452.30700	650.00
BUDGET SANDBLASTING & PAI...	71322	07/28/2022	RISB graffiti removal	101.44.6000.451.60066	345.00
RCM SPECIALTIES, INC.	8555	07/28/2022	Spray Patching	101.43.5200.443.40046	12,862.50
UNIFIRST CORPORATION	900708106	07/28/2022	Street Uniforms	101.43.5200.443.60045	30.71
UNIFIRST CORPORATION	900708106	07/28/2022	Parks Uniforms	101.44.6000.451.60045	14.24
CEMSTONE PRODUCTS COMPA...	C2529377	07/28/2022	cement at SV/NV	101.44.6000.451.40047	1,047.50
ENTERPRISE FM TRUST	FBN4511690	07/28/2022	Enterprise Lease Payments 7.20...	101.42.4000.421.70300	14,433.70
MUNICIPAL EMERGENCY SERVI...	IN1736116	07/28/2022	uniform shirts	101.42.4200.423.60045	470.20
PIONEER ATHLETICS	INV844071	07/28/2022	field marking paint	101.44.6000.451.60016	5,745.82
Fund 101 - GENERAL FUND Total:					532,703.31

Fund: 201 - C.V.B. FUND

LIME VALLEY ADVERTISING, INC.	22011.04	07/28/2022	cvb website renewal	201.44.1600.465.50025	106.81
Fund 201 - C.V.B. FUND Total:					106.81

Fund: 205 - COMMUNITY CENTER

TOTAL CONSTRUCTION & EQUIP.	33771	07/21/2022	lockout/tagout for pool work	205.44.6200.453.40040	517.72
HUEBSCH SERVICES	20161972	07/28/2022	lobby mats	205.44.6200.453.40065	313.19
HUEBSCH SERVICES	20161972	07/28/2022	lobby mats	205.44.6200.453.40065	78.30
GILBERT MECHANICAL CONTRA...	219878	07/28/2022	HVAC controls & repairs	205.44.6200.453.40040	669.01
GILBERT MECHANICAL CONTRA...	219878	07/28/2022	HVAC controls & repairs	205.44.6200.453.40040	669.01
TWIN SOURCE SUPPLY	498722	07/28/2022	cleaning supply	205.44.6200.453.60011	46.54
TWIN SOURCE SUPPLY	498722	07/28/2022	cleaning supply	205.44.6200.453.60011	46.54
MEDICINE LAKE TOURS	5/23/2022	07/28/2022	Rochester Trolley tour	205.44.6200.453.50090	1,620.00
BECKER ARENA PRODUCTS, INC.	605450	07/28/2022	acrylic sheets	205.44.6200.453.40040	1,270.50
IGH NATIONAL GUARD ARMORY	7/27/2022	07/28/2022	Annual pymt less 25% for Jan-A...	205.44.6200.453.70310	4,125.00
BERHE, HILINA	7/7/2022	07/28/2022	Refund - credit card on file expi...	205.44.0000.3490400	49.00
MEDICINE LAKE TOURS	7/7/2022	07/28/2022	US Mail boat tour - Lake Geneva	205.44.6200.453.50090	10,075.00
GRAINGER	9344092755	07/28/2022	motor and v belt	205.44.6200.453.60016	138.55
GRAINGER	9350491693	07/28/2022	timer	205.44.6200.453.60016	55.58
Fund 205 - COMMUNITY CENTER Total:					19,673.94

Fund: 365 - G.O. IMPR BONDS 2015A

EHLERS AND ASSOCIATES, INC.	72372	08/01/2022	General obligation bonds 2015A..	365.57.9000.570.90200	73,650.00
Fund 365 - G.O. IMPR BONDS 2015A Total:					73,650.00

Expense Approval Report

Payment Dates: 7/20/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 366 - GO SEWER REVENUE BONDS, 2015B					
EHLERS AND ASSOCIATES, INC.	72373	08/01/2022	General obligation bonds, 2015 ...	366.57.9000.570.90200	46,550.00
Fund 366 - GO SEWER REVENUE BONDS, 2015B Total:					46,550.00
Fund: 367 - G.O. CAPITAL IMPR REF BONDS, 2016A					
EHLERS AND ASSOCIATES, INC.	72374	08/01/2022	General obligation bonds, 2016...	367.57.9000.570.90200	101,368.75
Fund 367 - G.O. CAPITAL IMPR REF BONDS, 2016A Total:					101,368.75
Fund: 368 - G.O. SEWER REVENUE REFUND 2017A					
EHLERS AND ASSOCIATES, INC.	72375	08/01/2022	General obligation bonds, 2017...	368.57.9000.570.90200	67,837.50
Fund 368 - G.O. SEWER REVENUE REFUND 2017A Total:					67,837.50
Fund: 369 - G.O. IMPR BONDS 2017B					
EHLERS AND ASSOCIATES, INC.	72376	08/01/2022	General obligation bonds, 2017...	369.57.9000.570.90200	36,643.76
Fund 369 - G.O. IMPR BONDS 2017B Total:					36,643.76
Fund: 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION					
EHLERS AND ASSOCIATES, INC.	72377	08/01/2022	General obligation bonds, 2018...	392.57.9000.570.90200	163,917.50
Fund 392 - G.O. CAP IMPR BONDS 2018A-FIRE STATION Total:					163,917.50
Fund: 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION					
EHLERS AND ASSOCIATES, INC.	72378	07/28/2022	General obligation bonds, 2019...	393.57.9000.570.90200	38,850.00
Fund 393 - G.O. CAP IMPR BONDS 2019A-FIRE STATION Total:					38,850.00
Fund: 394 - G.O. REFUND BONDS 2020A (10B)					
EHLERS AND ASSOCIATES, INC.	72379	08/01/2022	General obligation bonds, 2020...	394.57.9000.570.90200	5,090.00
Fund 394 - G.O. REFUND BONDS 2020A (10B) Total:					5,090.00
Fund: 402 - PARK ACQ. & DEV. FUND					
WSB & ASSOCIATES, INC.	R-020153-000-3B	07/28/2022	HVP PH IV & V design	402.44.6000.451.30700	4,485.69
WSB & ASSOCIATES, INC.	R-020153-000-4	07/28/2022	HVP IV & V	402.44.6000.451.30700	7,411.50
Fund 402 - PARK ACQ. & DEV. FUND Total:					11,897.19
Fund: 425 - CONCORD BLVD FLOODPLAIN					
VCI ENVIRONMENTAL, INC.	2192	07/28/2022	demolition of 6460a Doffing Av...	425.72.5900.725.30700	28,500.00
Fund 425 - CONCORD BLVD FLOODPLAIN Total:					28,500.00
Fund: 436 - 117TH STREET RECONSTRUCTION					
SRF CONSULTING GROUP, INC	13074.00-15	07/21/2022	117th St SRF Consultant Services	436.73.5900.736.30300	15,929.94
Fund 436 - 117TH STREET RECONSTRUCTION Total:					15,929.94
Fund: 437 - PW FACILITY REMODEL/EXPANSION					
VCI ENVIRONMENTAL, INC.	2190	07/28/2022	asbestos abatement for 8296 B...	437.73.5900.737.30700	6,732.50
Fund 437 - PW FACILITY REMODEL/EXPANSION Total:					6,732.50
Fund: 440 - PAVEMENT MANAGEMENT PROJ					
PATCHIN MESSNER APPRAISALS,...	22108B	07/21/2022	Land acquisition for commissio...	440.74.5900.740.30300	2,112.50
DAKOTA CTY DISTRICT COURT	7/12/2022	07/21/2022	Permanent Easement Purchase ...	440.74.5900.740.80100	14,327.42
Fund 440 - PAVEMENT MANAGEMENT PROJ Total:					16,439.92
Fund: 441 - STORM WATER MANAGEMENT					
M & J SERVICES, LLC	2568	07/21/2022	Storm sewer repairs	441.74.5900.741.40066	3,220.00
M & J SERVICES, LLC	2569	07/21/2022	Storm sewer repair	441.74.5900.741.40066	3,350.00
M & J SERVICES, LLC	2570	07/21/2022	Storm sewer repair	441.74.5900.741.40066	2,570.00
M & J SERVICES, LLC	2573	07/28/2022	Storm water repairs	441.74.5900.741.40066	3,975.00
M & J SERVICES, LLC	2574	07/28/2022	storm sewer repairs	441.74.5900.741.40066	1,725.00
M & J SERVICES, LLC	2575	07/28/2022	Storm sewer repairs	441.74.5900.741.40066	2,725.00
M & J SERVICES, LLC	2576	07/28/2022	Storm sewer repairs	441.74.5900.741.40066	2,725.00
M & J SERVICES, LLC	2579	07/28/2022	storm water repair	441.74.5900.741.40066	4,575.00
M & J SERVICES, LLC	2580	07/28/2022	Storm water repair	441.74.5900.741.40066	1,820.00
M & J SERVICES, LLC	2581	07/28/2022	Storm water repairs	441.74.5900.741.40066	735.00
M & J SERVICES, LLC	2582	07/28/2022	Storm sewer	441.74.5900.741.40066	750.00
CITY OF EAGAN	6/1/2022	07/28/2022	2nd Qtr 2022 Eagan Utility JPA ...	441.74.5900.741.40030	5,962.00
CORE & MAIN LP	R264256	07/28/2022	Storm Pipe	441.74.5900.741.40066	454.00
Fund 441 - STORM WATER MANAGEMENT Total:					34,586.00
Fund: 444 - PARK CAPITAL REPLACEMENT					
HOISINGTON KOEGLER GROUP ...	021-002-16	07/28/2022	SV/NV reno work	444.44.5900.744.30700	7,705.00
Fund 444 - PARK CAPITAL REPLACEMENT Total:					7,705.00

Expense Approval Report

Payment Dates: 7/20/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 446 - NW AREA CAPITAL PROJECTS					
BOLTON & MENK, INC.	292104	07/28/2022	additional construction consult...	446.74.5900.746.30300	5,095.50
MAX STEININGER, INC.	7/25/2022	07/29/2022	Final Pay Voucher 14, Project 2...	446.74.5900.746.80300	10,755.93
Fund 446 - NW AREA CAPITAL PROJECTS Total:					15,851.43
Fund: 451 - HOST COMMUNITY FUND					
GREENE ESPEL PLLP	86167	07/28/2022	Legal Advice & Representaion P...	451.75.5900.751.30420	102.00
Fund 451 - HOST COMMUNITY FUND Total:					102.00
Fund: 501 - WATER UTILITY FUND					
JB CONTROLS, INC.	3009	07/21/2022	Crane inspection	501.50.7100.512.40040	588.56
SAFE-FAST, INC.	INV263469	07/21/2022	Safety vest	501.50.7100.512.60065	109.50
GOODIN COMPANY	02520315-00	07/28/2022	Misc Supplies	501.50.7100.512.60016	42.51
TYLER TECHNOLOGIES, INC	025-385757	07/28/2022	Insite Fees - online utility paym...	501.50.7100.512.70440	1,889.37
MID CITY SERVICES, INC.	189905	07/28/2022	WT plant rugs	501.50.7100.512.40065	52.35
TODD DOUGLAS EDINGER - RMR..2022159		07/28/2022	Meter reading	501.50.7100.512.30700	2,284.20
TODD DOUGLAS EDINGER - RMR..2022160		07/28/2022	Meter Reading	501.50.7100.512.30700	1,592.60
AUTOMATIC SYSTEMS CO.	376825	07/28/2022	New set up for SCADA log in	501.50.7100.512.30700	348.75
USABLUBOOK	50095	07/28/2022	Plant supplies	501.50.7100.512.60016	416.21
CITY OF EAGAN	6/1/2022	07/28/2022	2nd Qtr 2022 Eagan Utility JPA ...	501.50.7100.512.40005	46,126.47
DTN, LLC	6159995	07/28/2022	annual support	501.50.7100.512.30700	1,036.00
LONE OAK COMPANIES	7/27/2022	07/28/2022	7-2022 Utility Reminder Notices...	501.50.7100.512.50035	354.00
LONE OAK COMPANIES	7/27/2022	07/28/2022	7-2022 Utility Bills Postage Req...	501.50.7100.512.50035	1,061.70
CORE & MAIN LP	R179867	07/28/2022	Hydrant parts	501.50.7100.512.60016	240.98
CORE & MAIN LP	R217178	07/28/2022	1.5 irrigation meter	501.50.7100.512.75500	1,215.20
CORE & MAIN LP	R245433	07/28/2022	valve box covers	501.50.7100.512.60016	365.57
CORE & MAIN LP	R269400	07/28/2022	Meter stuff	501.50.7100.512.40043	1,387.65
Fund 501 - WATER UTILITY FUND Total:					59,111.62
Fund: 502 - SEWER UTILITY FUND					
TYLER TECHNOLOGIES, INC	025-385757	07/28/2022	Insite Fees - online utility paym...	502.51.7200.514.70440	1,889.38
CITY OF EAGAN	6/1/2022	07/28/2022	2nd Qtr 2022 Eagan Utility JPA ...	502.51.7200.514.40015	46,550.74
LONE OAK COMPANIES	7/27/2022	07/28/2022	7-2022 Utility Reminder Notices...	502.51.7200.514.50035	354.00
LONE OAK COMPANIES	7/27/2022	07/28/2022	7-2022 Utility Bills Postage Req...	502.51.7200.514.50035	1,061.70
Fund 502 - SEWER UTILITY FUND Total:					49,855.82
Fund: 503 - INVER WOOD GOLF COURSE					
ARTISAN BEER COMPANY	125656	07/28/2022	beer for resale	503.52.8300.524.76150	203.20
MTI DISTRIBUTING CO	1352520-00	07/28/2022	equip parts	503.52.8600.527.40042	47.55
MTI DISTRIBUTING CO	1352890-00	07/28/2022	equip parts	503.52.8600.527.40042	229.49
COVERALL NORTH AMERICA INC	1590017353	07/28/2022	balance on 5.2022 cleaning	503.52.8500.526.40040	262.45
MANSFIELD OIL COMPANY	23434703	07/28/2022	gas for carts	503.52.8400.525.60021	1,930.30
MANSFIELD OIL COMPANY	23455140	07/28/2022	cart fuel	503.52.8400.525.60021	1,601.49
BREAKTHRU BEVERAGE MINNE...	344835681	07/28/2022	beer for resale	503.52.8300.524.76150	822.20
BREAKTHRU BEVERAGE MINNE...	344913653	07/28/2022	beer for resale	503.52.8300.524.76150	407.00
M. AMUNDSON LLP	344993	07/28/2022	snacks for resale	503.52.8300.524.76050	298.09
M. AMUNDSON LLP	345477	07/28/2022	snacks for resale	503.52.8300.524.76050	241.57
ARTISAN BEER COMPANY	3548419	07/28/2022	beer for resale	503.52.8300.524.76150	650.80
COCA COLA BOTTLING COMPA...	3607214742	07/28/2022	pop & water for resale	503.52.8300.524.76100	665.81
COCA COLA BOTTLING COMPA...	3607214743	07/28/2022	cannister return	503.52.8300.524.76100	-75.00
ARAMARK REFRESHMENT SERV...	4718110	07/28/2022	water filter part	503.52.8300.524.40042	130.86
ARAMARK REFRESHMENT SERV...	5995768	07/28/2022	coffee for resale	503.52.8300.524.76100	265.72
ARAMARK REFRESHMENT SERV...	6008699	07/28/2022	coffee for resale	503.52.8300.524.76100	173.61
PHILLIPS WINE & SPIRITS	6429326	07/28/2022	alcohol for resale	503.52.8300.524.76150	262.50
CLEVELAND GOLF/SRIXON	7051234	07/28/2022	club for resale	503.52.8200.523.76250	118.00
PLUNKETT'S PEST CONTROL	7619747	07/28/2022	clubhouse pest control	503.52.8500.526.40040	76.84
COLLEGE CITY BEVERAGE	814043	07/28/2022	beer for resale	503.52.8300.524.76150	443.15
TITLEIST	913741870	07/28/2022	club for resale	503.52.8200.523.76250	164.15
TITLEIST	913754810	07/28/2022	balls for resale	503.52.8200.523.76450	1,145.33
TITLEIST	913756258	07/28/2022	refund for shipment delay	503.52.8200.523.76200	-52.95
TITLEIST	913773259	07/28/2022	balls for resale	503.52.8200.523.76450	244.20
TITLEIST	913773260	07/28/2022	balls for resale	503.52.8200.523.76450	244.20
TITLEIST	913773261	07/28/2022	balls for resale	503.52.8200.523.76450	244.20

Expense Approval Report

Payment Dates: 7/20/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TITLEIST	913773262	07/28/2022	balls for resale	503.52.8200.523.76450	244.20
Fund 503 - INVER WOOD GOLF COURSE Total:					10,988.96
Fund: 527 - 2021A SEWER BONDS (2014B)					
EHLERS AND ASSOCIATES, INC.	72380	08/01/2022	General obligation bonds, 2021...	527.57.9000.570.90200	42,258.61
Fund 527 - 2021A SEWER BONDS (2014B) Total:					42,258.61
Fund: 603 - CENTRAL EQUIPMENT					
SOUTH EAST TOWING, Inc.	228540B	07/21/2022	Tool Cat	603.00.5300.444.40042	177.00
SOUTH EAST TOWING, Inc.	228613B	07/21/2022	Fire truck parts	603.00.5300.444.40042	305.00
CUSTOM FIRE APPARATUS INC	0021572-IN	07/21/2022	Parts for fire truck	603.00.5300.444.40041	402.34
KIMBALL MIDWEST	100105576	07/21/2022	Shop supplies	603.00.5300.444.60012	58.60
FERRELLGAS	1119836843	07/21/2022	Forklift repairs	603.00.5300.444.40042	93.00
NUSS TRUCK AND EQUIPMENT	4715075P	07/21/2022	Radio	603.00.5300.444.40041	773.65
NUSS TRUCK AND EQUIPMENT	4715154P	07/21/2022	Parts for dump truck	603.00.5300.444.40041	40.44
NUSS TRUCK AND EQUIPMENT	4715192P	07/21/2022	Radio & wires for dump truck	603.00.5300.444.40041	773.65
NUSS TRUCK AND EQUIPMENT	4715194P	07/21/2022	Parts for dump truck	603.00.5300.444.40041	65.04
THE REINALT- THOMAS CORPO...	6172213	07/21/2022	Squad car tires	603.00.5300.444.60014	438.00
NUSS TRUCK AND EQUIPMENT	7189380P	07/21/2022	Parts for dump truck	603.00.5300.444.40041	5.12
NUSS TRUCK AND EQUIPMENT	CM4715075P	07/21/2022	Credit	603.00.5300.444.40041	-773.65
TRI-STATE BOBCAT INC.	P78228	07/21/2022	Skid loader repairs	603.00.5300.444.40042	13.54
TRI-STATE BOBCAT INC.	P78229	07/21/2022	Parts for utility vehicle	603.00.5300.444.40042	34.66
MACQUEEN EMERGENCY GRO...	W04256	07/21/2022	Fire truck repairs	603.00.5300.444.40042	3,106.22
MACQUEEN EMERGENCY GRO...	W04482	07/21/2022	Fire truck repairs	603.00.5300.444.40041	599.64
TRI-STATE BOBCAT INC.	W97207	07/21/2022	Skid Loader Hyd repair	603.00.5300.444.40042	8,619.27
MTI DISTRIBUTING CO	1338134-00	07/28/2022	New #535 Groundmaster & atta...	603.00.5300.444.80800	51,195.22
MTI DISTRIBUTING CO	1338134-00 CR	07/28/2022	Less: Trade In	603.00.5300.444.80800	-7,500.00
MANSFIELD OIL COMPANY	13860.14	07/28/2022	Unleaded Fuel	603.140.1450060	13,860.14
MID CITY SERVICES, INC.	189906	07/28/2022	PW rugs	603.00.5300.444.40065	99.25
MANSFIELD OIL COMPANY	23413347	07/28/2022	Fuel	603.140.1450060	7,297.96
WORLD FUEL SERVICES	298790870712-41801	07/28/2022	Shop	603.00.5300.444.60012	270.00
WORLD FUEL SERVICES	298790870712-41801	07/28/2022	Stock washer fluid	603.140.1450050	131.45
UNIFIRST CORPORATION	900708106	07/28/2022	Misc Supplies - rags, bags, towe...	603.00.5300.444.40065	119.40
UNIFIRST CORPORATION	900708106	07/28/2022	Central Equipment Uniforms	603.00.5300.444.60045	28.96
POMP'S TIRE SERVICE, INC.	980094947	07/28/2022	Stock Tire	603.140.1450050	415.25
MANSFIELD OIL COMPANY	CM-202093	07/28/2022	Fuel Credit	603.140.1450060	-1,140.61
Fund 603 - CENTRAL EQUIPMENT Total:					79,508.54
Fund: 604 - CENTRAL STORES					
JACKSON HIRSH INC	1061651	07/21/2022	laminating sheets	604.00.2200.416.60010	122.14
CDW GOVERNMENT INC	BK34090	07/28/2022	Plotter ink	604.00.2200.416.60010	155.20
Fund 604 - CENTRAL STORES Total:					277.34
Fund: 605 - CITY FACILITIES					
B & B SHEETMETAL AND ROOFI...	59579	07/21/2022	investigate roof leak at FS #2	605.00.7500.460.30700	160.00
HUEBSCH SERVICES	20161971	07/28/2022	lobby mats	605.00.7500.460.40065	166.74
GILBERT MECHANICAL CONTRA...	219878	07/28/2022	HVAC controls & repairs	605.00.7500.460.40040	669.00
TOTAL CONSTRUCTION & EQUIP.	33706	07/28/2022	Babcock Trl demo for FD burn	605.00.7500.460.30700	776.58
GRAINGER	9350861051	07/28/2022	air filters	605.00.7500.460.60016	165.90
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-12207	07/28/2022	5.2022 solar gardens	605.00.7500.460.40020	25,465.28
GIP III ZEPHYR ACQUISITION PA...	INVRGRV-22207	07/28/2022	5.2022 solar gardens	605.00.7500.460.40020	8,076.03
Fund 605 - CITY FACILITIES Total:					35,479.53
Fund: 702 - ESCROW FUND					
CALTON, ANDY	1/3/20	01/14/2020	Escrow Close	702.229.2282203	1,310.00
NORTHERN SERVICE CENTER	19WSCR2238761	07/21/2022	Forfeiture. CN: 22-002225- Jose...	702.229.2291000	200.00
SOUTH EAST TOWING, Inc.	232385	07/28/2022	Tow/Impound	702.229.2291000	235.68
Fund 702 - ESCROW FUND Total:					1,745.68
Grand Total:					1,503,361.65



City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	101.42.4200.423.40010	-1,182.09
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	101.42.4200.423.40020	-1,418.55
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	101.43.5400.445.40020	-1,242.17
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	101.44.6000.451.40010	-305.67
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	101.44.6000.451.40020	-1,012.29
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	101.44.6000.451.40020	-169.60
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	101.42.4200.423.40010	1,007.05
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	101.42.4200.423.40020	1,565.45
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	101.43.5400.445.40020	1,252.05
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	101.44.6000.451.40010	425.15
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	101.44.6000.451.40020	639.15
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	101.44.6000.451.40020	172.79
DAKOTA ELECTRIC ASSN	200001093947 6/22	06/24/2022	Electric	101.43.5400.445.40020	1,399.22
DAKOTA ELECTRIC ASSN	200001093947 6/22	06/24/2022	Electric	101.43.5400.445.40020	1,399.22
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.41.1100.413.20720	23.50
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.41.1300.413.20720	11.50
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.41.2000.415.20720	37.67
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.42.4000.421.20720	233.50
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.42.4200.423.20720	68.25
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.43.5000.441.20720	3.94
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.43.5100.442.20720	32.44
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.43.5200.443.20720	35.25
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.44.6000.451.20720	39.51
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.44.6100.459.20720	13.72
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.45.3000.419.20720	15.98
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.45.3200.419.20720	9.00
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.45.3300.419.20720	45.00
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	101.47.1400.413.20720	31.00
DAKOTA ELECTRIC ASSN	200002468379 6/22	06/24/2022	Electric	101.44.6000.451.40020	2,833.75
DAKOTA ELECTRIC ASSN	200002468379 6/22	06/24/2022	Electric	101.44.6000.451.40020	1,495.40
DAKOTA ELECTRIC ASSN	200002501658 6/22	06/24/2022	Electric	101.44.6000.451.40020	-97.47
DAKOTA ELECTRIC ASSN	200002501658 6/22	06/24/2022	Electric	101.44.6000.451.40020	576.26
DAKOTA ELECTRIC ASSN	200003935632 6/22	06/24/2022	Electric	101.44.6000.451.40020	373.64
DAKOTA ELECTRIC ASSN	200003935632 6/22	06/24/2022	Electric	101.44.6000.451.40020	-117.48
DAKOTA ELECTRIC ASSN	200010036635 6/22	06/24/2022	Electric	101.42.4200.423.40020	-295.70
DAKOTA ELECTRIC ASSN	200010036635 6/22	06/24/2022	Electric	101.42.4200.423.40020	2,639.58
DAKOTA ELECTRIC ASSN	200004267134 6/22	06/24/2022	Electric	101.43.5400.445.40020	53.95
DAKOTA ELECTRIC ASSN	200004430542 6/22	06/24/2022	Electric	101.44.6000.451.40020	18.96
XCEL ENERGY	781288230 CR	06/30/2022	Gas & Electric	101.43.5400.445.40020	-911.43
XCEL ENERGY	782216899	06/30/2022	Gas & Electric	101.43.5200.443.40020	11,991.55
XCEL ENERGY	782406127	06/30/2022	Gas & Electric	101.44.6000.451.40010	96.22
XCEL ENERGY	782406127	06/30/2022	Gas & Electric	101.44.6000.451.40020	215.99
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	101.42.4200.423.40020	1,429.17
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	101.43.5400.445.40020	1,143.50
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	101.44.6000.451.40010	303.15
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	101.44.6000.451.40020	584.61
XCEL ENERGY	782506349	06/30/2022	Gas & Electric	101.42.4200.423.40010	1,212.11
XCEL ENERGY	782506349 CR	06/30/2022	Gas & Electric	101.42.4200.423.40020	-116.14
XCEL ENERGY	783210773	06/30/2022	Gas & Electric	101.42.4000.421.40042	51.96
XCEL ENERGY	785133255	06/30/2022	Gas & Electric	101.44.6000.451.40010	43.66
XCEL ENERGY	785133255	06/30/2022	Gas & Electric	101.44.6000.451.40020	297.15
PETTY CASH - WF PURCHASE C...	06/30/2022	06/30/2022	WF fees 6.2022	101.41.2000.415.70440	195.72
MANGO ENTERTAINMENT LLC	1091B	06/30/2022	balance on Movie in the Park	101.44.6100.453.30700	550.00

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FIRST IMPRESSION GROUP	131245	06/30/2022	Business Cards- Schiltz	101.42.4000.421.50030	60.00
KIESLER POLICE SUPPLY, INC	2/10/2022	06/30/2022	Pepper ball powder/ projectiles	101.42.4000.421.60018	1,226.80
DOUGHERTY, MOLEND, SOLFE...	206937	06/30/2022	Conflict-Lynch	101.41.1100.413.30700	36.00
ADVANCED GRAPHIX, INC.	209398	06/30/2022	Round decal for PD wall	101.42.4000.421.50030	283.80
GOPHER LAWN AND SNOW SE...	2526	06/30/2022	6.2022 lawncare for the ditch	101.44.6000.451.30700	250.00
GOPHER LAWN AND SNOW SE...	2527	06/30/2022	6.2022 lawncare for the cemete...	101.44.6000.451.30700	390.00
M & J SERVICES, LLC	2558	06/30/2022	raising manholes	101.43.5200.443.40046	7,070.00
ASPEN MILLS	295954	06/30/2022	Schiltz Uniform	101.42.4000.421.60045	1,390.28
VALLEY IMAGES PHOTOGRAPHY...	3296	06/30/2022	Dept. Photo Schiltz & Winget	101.42.4000.421.50030	100.00
WELLS FARGO CREDIT CARD ACH	4imprint, Inc Lee, Katri WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	107.20
WELLS FARGO CREDIT CARD ACH	4imprint, Inc Lee, Katri WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	229.47
WELLS FARGO CREDIT CARD ACH	4imprint, Inc Lee, Katri WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	294.78
WELLS FARGO CREDIT CARD ACH	5.11, Inc. Chiodo, Mo WF 5/22 ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60045	-110.00
LEVANDER, GILLEN & MILLER P....	5/31/2022 81.01	06/30/2022	Council Meetings	101.41.1000.413.30401	684.00
LEVANDER, GILLEN & MILLER P....	5/31/2022 81.01	06/30/2022	Mayor & Council	101.41.1000.413.30420	10,823.03
SOCCER SHOTS	6/1/2022	06/30/2022	Spring soccer shots	101.44.6100.454.30700	36.96
MARSHALL, ADAM	6/22/2022	06/30/2022	Terrific Tues 6-28 performance	101.44.6100.453.30700	350.00
MEDSURETY, LLC	6/30/2022	06/30/2022	FLEX COMP SPEND DED PAY (M...	101.203.2031500	10.49
MEDSURETY, LLC	6/30/2022	06/30/2022	FLEX COMP SPEND DED PAY (D...	101.203.2031500	192.31
MEDSURETY, LLC	6/30/2022	06/30/2022	FLEX COMP SPEND DED PAY (M...	101.203.2031500	322.68
MEDSURETY, LLC	6/30/2022	06/30/2022	FLEX COMP SPEND DED PAY (D...	101.203.2031500	700.00
LAWMAN BADGE COMPANY	6101	06/30/2022	Badge for 3612	101.42.4000.421.60045	346.00
BIG TOP RENTAL, INC.	68155	06/30/2022	3.2022 port a potties	101.44.6000.451.40065	750.00
BIG TOP RENTAL, INC.	68969	06/30/2022	3.2022 port a potties	101.44.6000.451.40065	3,569.05
DAJ ENTERPRISES LLC (ECO WO...	8208	06/30/2022	uniform tees	101.44.6000.451.60045	366.63
INVER GROVE HEIGHTS ANIMAL...	823137	06/30/2022	Chase Med Bill Rx	101.42.4000.421.60013	48.74
UNIFIRST CORPORATION	900704018	06/30/2022	Streets- uniforms	101.43.5200.443.60045	30.71
UNIFIRST CORPORATION	900704018	06/30/2022	Parks- Uniforms	101.44.6000.451.60045	14.24
CULLIGAN	98459118 5/31/2022	06/30/2022	bottled water and salt fee St 3	101.42.4200.423.60065	54.15
WELLS FARGO CREDIT CARD ACH	Allstream O'Connor, WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.50020	1,495.47
WELLS FARGO CREDIT CARD ACH	Allstream O'Connor, WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.50020	1,417.96
WELLS FARGO CREDIT CARD ACH	Amazon.Com 1388i4yi0 Otis, Jo...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	47.86
WELLS FARGO CREDIT CARD ACH	Amazon.Com 139sk4ul0 Chiodo,...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	107.52
WELLS FARGO CREDIT CARD ACH	Amazon.Com 1l2rx8ql2 Mikel, R...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	49.74
WELLS FARGO CREDIT CARD ACH	Amazon.Com 1l3ne5if2 A Gade,...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60065	24.98
WELLS FARGO CREDIT CARD ACH	Amazon.Com 1l6q30y50 Johns...	06/30/2022	Wells Fargo Purchase Cards	101.45.3300.419.60010	56.99
WELLS FARGO CREDIT CARD ACH	Amazon.Com 9e1jl0933 A Swig...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.455.60009	74.95
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 130hq4yx0 Gade...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	80.23
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 134fw19x2 Chio...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	59.00
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 134ii8ma0 Gade...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	24.98
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 135cg8bm2 Gad...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	85.47
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 136652po2 Gade...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	46.66
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1l08l1bj2 Gade,...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	52.65
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1l40y6711 Otis, ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	43.00
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1l6jh9wy1 Chio...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	88.84
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1l89r8yg1 Chiod...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	67.66
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1l9sk97m2 Chio...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60010	913.38
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1q0fm78q0 Gad...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	43.88
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1q28c0qt0 Gade...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	144.57
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1r1pm69f0 O'Co...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	54.94
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1r62i5vs1 Mikel,...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.454.60009	72.68
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1r75p0l92 Johns...	06/30/2022	Wells Fargo Purchase Cards	101.45.3300.419.60010	85.97
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1r8ym7y50 Mike...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	41.97
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1r9hb3b31 Gade...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	57.36
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us 1r9rq9a52 John...	06/30/2022	Wells Fargo Purchase Cards	101.45.3300.419.60010	469.00
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Chiodo, Mo WF ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60011	-67.66
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Gade, Marc WF ...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	-46.66
WELLS FARGO CREDIT CARD ACH	Amzn Mktp Us Gade, Marc WF ...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.60041	-701.19
WELLS FARGO CREDIT CARD ACH	Api Apa Gpmi Meet Apas Payab...	06/30/2022	Wells Fargo Purchase Cards	101.41.2000.415.50070	310.00
WELLS FARGO CREDIT CARD ACH	Apstylebook.Com Waegener, ...	06/30/2022	Wells Fargo Purchase Cards	101.41.1300.413.50070	37.10

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Ariat International, I Ravn, Kyle...	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.60045	158.85
WELLS FARGO CREDIT CARD ACH Att Bill Payment O'Connor, WF...	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	1,021.43
WELLS FARGO CREDIT CARD ACH Att Bill Payment O'Connor, WF...	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	2,709.50
WELLS FARGO CREDIT CARD ACH Att Bill Payment O'Connor, WF...	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	2,984.06
WELLS FARGO CREDIT CARD ACH Bca Training Education Lee, Katr...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.50080	250.00
WELLS FARGO CREDIT CARD ACH Best Western St Cloud Kiernan, ...	06/30/2022		Wells Fargo Purchase Cards	101.41.1100.413.50075	585.65
WELLS FARGO CREDIT CARD ACH Best Western St Cloud Wonick, ...	06/30/2022		Wells Fargo Purchase Cards	101.41.1100.413.50075	585.65
WELLS FARGO CREDIT CARD ACH Bluebeam Inc Gade, Marc WF 5...	06/30/2022		Wells Fargo Purchase Cards	101.43.5100.442.80620	3,686.18
WELLS FARGO CREDIT CARD ACH Bts Spok2 O'Connor, WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.40035	4.63
WELLS FARGO CREDIT CARD ACH Carhartt Hawkins, J WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.60045	159.96
WELLS FARGO CREDIT CARD ACH Caseys #1326 Bergum, Er WF 5/...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.50065	75.00
ESS BROTHERS & SONS INC CC3969	06/30/2022		adjusting rings and manhole cas...	101.43.5200.443.60016	5,931.20
WELLS FARGO CREDIT CARD ACH Centurylink O'Connor, WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	70.95
WELLS FARGO CREDIT CARD ACH Centurylink O'Connor, WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	70.95
WELLS FARGO CREDIT CARD ACH Centurylink O'Connor, WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	70.95
WELLS FARGO CREDIT CARD ACH Centurylink O'Connor, WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	80.94
WELLS FARGO CREDIT CARD ACH Centurylink O'Connor, WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50020	100.70
WELLS FARGO CREDIT CARD ACH Conway Shield Chiodo, Mo WF ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.60045	135.72
WELLS FARGO CREDIT CARD ACH Cross Border Trans Fee Bergum,...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.30700	1.57
WELLS FARGO CREDIT CARD ACH Cross Border Trans Fee Hauglan...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60045	1.63
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Chiodo, Mo ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.50075	27.77
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Chiodo, Mo ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.60065	43.69
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Fischer, K WF ...	06/30/2022		Wells Fargo Purchase Cards	101.43.5100.442.50075	214.61
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Lee, Katri WF ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60068	77.77
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Lee, Katri WF ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60068	26.99
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Madsen, Be ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60068	4.88
WELLS FARGO CREDIT CARD ACH Culligan Water Of Igh O'Connor,...	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.40065	11.30
WELLS FARGO CREDIT CARD ACH Dollar #0056012 Bergum, Er W...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.50065	1,444.75
WELLS FARGO CREDIT CARD ACH Dollar Tree Otis, Josh WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60065	11.25
WELLS FARGO CREDIT CARD ACH E.Republic, Inc. Gade, Marc WF ...	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.50080	25.00
WELLS FARGO CREDIT CARD ACH Eds Trophies Dorshak, J WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.60065	50.00
WELLS FARGO CREDIT CARD ACH Eds Trophies Wonick, Ju WF 5/...	06/30/2022		Wells Fargo Purchase Cards	101.41.1100.413.60065	50.00
WELLS FARGO CREDIT CARD ACH Facebk Brsfxd3ex2 Looze, Amy...	06/30/2022		Wells Fargo Purchase Cards	101.41.1300.413.50025	75.00
WELLS FARGO CREDIT CARD ACH Facebk Esdkpd3ex2 Looze, Amy...	06/30/2022		Wells Fargo Purchase Cards	101.41.1300.413.50025	66.26
WELLS FARGO CREDIT CARD ACH Fun Jumps Entertainmen Lee, K...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60068	610.77
WELLS FARGO CREDIT CARD ACH Galls Lee, Katri WF 5/22	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60018	437.19
WELLS FARGO CREDIT CARD ACH Hampton Inn Indy Parki Bergum...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.30700	32.00
WELLS FARGO CREDIT CARD ACH Hobby-Lobby #753 Otis, Josh W...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60065	29.99
WELLS FARGO CREDIT CARD ACH Hobby-Lobby #753 Wonick, Ju ...	06/30/2022		Wells Fargo Purchase Cards	101.41.1100.413.60065	129.92
WELLS FARGO CREDIT CARD ACH Holiday Stations 0438 Bergum, ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.50065	33.00
WELLS FARGO CREDIT CARD ACH Holiday Stations 0471 Chiodo, ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.50065	37.04
WELLS FARGO CREDIT CARD ACH Holiday Stations 0471 Chiodo, ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.50065	59.07
WELLS FARGO CREDIT CARD ACH Holiday Stations 0471 Chiodo, ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.50065	56.90
WELLS FARGO CREDIT CARD ACH Homedepot.Com Rose, Ryan WF...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60013	23.15
WELLS FARGO CREDIT CARD ACH Homewood Suites Chiodo, Mo...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.50075	1,031.94
WELLS FARGO CREDIT CARD ACH Hon Analytics Inc. Chiodo, Mo ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.40042	950.00
WELLS FARGO CREDIT CARD ACH Hotel Reservation Loh O'Connor...	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.50075	1,487.56
WELLS FARGO CREDIT CARD ACH Hotelbooking Servfee O'Connor...	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.50075	14.99
WELLS FARGO CREDIT CARD ACH Hydrocad Software Solu Gade,...	06/30/2022		Wells Fargo Purchase Cards	101.47.1400.413.40035	300.00
WELLS FARGO CREDIT CARD ACH Iimc Kiernan, R WF 5/22 CR	06/30/2022		Wells Fargo Purchase Cards	101.41.1100.413.50070	-100.00
WELLS FARGO CREDIT CARD ACH In Arrowhead Scientif Lee, Katri...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60065	200.87
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Casarez, ..	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60065	27.97
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Hawkins,..	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.60016	2.99
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Ravn, Ky...	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.60045	12.90
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Ravn, Ky...	06/30/2022		Wells Fargo Purchase Cards	101.44.6000.451.60045	49.99
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Underd...	06/30/2022		Wells Fargo Purchase Cards	101.43.5200.443.60016	51.40
WELLS FARGO CREDIT CARD ACH Jones & Bartlett Learn Bernardy...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.60018	90.05
WELLS FARGO CREDIT CARD ACH Jones & Bartlett Learn Bernardy...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.60018	117.67
WELLS FARGO CREDIT CARD ACH Kwik Trip 59300005934 Bergum...	06/30/2022		Wells Fargo Purchase Cards	101.42.4200.423.50065	58.00
WELLS FARGO CREDIT CARD ACH Little Caesar'S 3505-0 Madsen, ...	06/30/2022		Wells Fargo Purchase Cards	101.42.4000.421.60068	35.93

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH	Lunds&Byerlys Woodbu Lee, Ka...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60006	35.47
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Ravn, ...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60016	4.49
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Ravn, ...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	210.90
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Rema...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.40040	49.65
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Rema...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	18.65
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Rema...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60040	33.24
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Sperl,...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.40047	186.02
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Sperl,...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.40047	77.69
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M Sperl,...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60040	61.97
WELLS FARGO CREDIT CARD ACH	Midwayusa Com Otis, Josh WF ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60045	98.23
WELLS FARGO CREDIT CARD ACH	Minnesota Glove & Sa Kaldunski..	06/30/2022	Wells Fargo Purchase Cards	101.43.5100.442.60045	493.16
WELLS FARGO CREDIT CARD ACH	Minnesota Locks Hawkins, J WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	11.20
WELLS FARGO CREDIT CARD ACH	Mn Recreation And Park Mikel, ...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.459.60018	25.00
WELLS FARGO CREDIT CARD ACH	Mn Recreation And Park Swigg...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.459.50080	25.00
WELLS FARGO CREDIT CARD ACH	Northern Tool Equip-Mn Bernar...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60040	259.96
WELLS FARGO CREDIT CARD ACH	Nrpa Conference O'Connor, WF..	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50080	700.00
WELLS FARGO CREDIT CARD ACH	Nrpa Conference O'Connor, WF..	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50080	-85.00
WELLS FARGO CREDIT CARD ACH	Nrpa Operating O'Connor, WF ...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.50070	175.00
WELLS FARGO CREDIT CARD ACH	Nylube Products Chiodo, Mo WF..	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60065	99.93
WELLS FARGO CREDIT CARD ACH	Officemax/Depot 6302 Lee, Katr..	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	92.97
WELLS FARGO CREDIT CARD ACH	Old World Pizza Underdahl, WF...	06/30/2022	Wells Fargo Purchase Cards	101.43.5000.441.50075	400.00
WELLS FARGO CREDIT CARD ACH	Old World Pizza Underdahl, WF...	06/30/2022	Wells Fargo Purchase Cards	101.43.5100.442.50075	300.88
MACQUEEN EMERGENCY GRO...	P02483	06/30/2022	last of the hose that was order...	101.42.4200.423.60040	2,475.00
WELLS FARGO CREDIT CARD ACH	Party City 1153 Waegener, WF ...	06/30/2022	Wells Fargo Purchase Cards	101.41.1300.413.60065	87.00
WELLS FARGO CREDIT CARD ACH	Paypal Uavcoach Chiodo, Mo ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50080	199.00
WELLS FARGO CREDIT CARD ACH	Playpass Business Mikel, Rac WF..	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.455.60009	19.00
WELLS FARGO CREDIT CARD ACH	Red Wing Shoe #728 Kaldunski,...	06/30/2022	Wells Fargo Purchase Cards	101.43.5100.442.60045	509.98
WELLS FARGO CREDIT CARD ACH	Residence Inn Indianap Chiodo,...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	1,516.32
WELLS FARGO CREDIT CARD ACH	Sams Club #4738 Casarez, J WF ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60065	275.86
WELLS FARGO CREDIT CARD ACH	Sams Club #4738 Mikel, Rac WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.459.60009	63.34
WELLS FARGO CREDIT CARD ACH	Sams Club #6565 Chiodo, Mo W...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50070	218.33
WELLS FARGO CREDIT CARD ACH	Samsclub.Com Mikel, Rac WF 5...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	54.50
WELLS FARGO CREDIT CARD ACH	Sensible Land Use Coal Wonick, ..	06/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.50080	58.00
WELLS FARGO CREDIT CARD ACH	Shield Sights Ltd Haugland, WF...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60045	162.58
WELLS FARGO CREDIT CARD ACH	Shred-It Usa Llc Lee, Katri WF 5...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.30700	306.92
WELLS FARGO CREDIT CARD ACH	Simplifile.Com Kiernan, R WF 5/...	06/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30700	104.66
WELLS FARGO CREDIT CARD ACH	Simplifile.Com Kiernan, R WF 5/...	06/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.50070	395.00
WELLS FARGO CREDIT CARD ACH	Simplifile.Com Kiernan, R WF 5/...	06/30/2022	Wells Fargo Purchase Cards	101.45.3200.419.30700	52.33
WELLS FARGO CREDIT CARD ACH	Simplifile.Com Kiernan, R WF 5/...	06/30/2022	Wells Fargo Purchase Cards	101.45.3200.419.30700	52.33
WELLS FARGO CREDIT CARD ACH	Sp 3rd Lair Mikel, Rac WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.452.30700	300.00
WELLS FARGO CREDIT CARD ACH	Spee-Dee Delivery Serv Chiodo,...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50035	59.17
WELLS FARGO CREDIT CARD ACH	Speedway 05015 Lynhurs Chiodo...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50065	48.28
WELLS FARGO CREDIT CARD ACH	Spi Centurylink/Lumen O'Conno...	06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.50020	214.75
WELLS FARGO CREDIT CARD ACH	Sq Mik Mart Ice Cream Bauer, ...	06/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	100.00
WELLS FARGO CREDIT CARD ACH	Starbucks Store 61939 Mikel, R...	06/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	40.00
WELLS FARGO CREDIT CARD ACH	Stax Professional Otis, Josh W...	06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50070	70.00
INNOVATIVE OFFICE SOLUTIONS	SUM-067889	06/30/2022	Chair-PD	101.42.4000.421.60065	324.96
WELLS FARGO CREDIT CARD ACH	Sun/Moon Garage Bergum, Er ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.30700	15.00
WELLS FARGO CREDIT CARD ACH	Sun/Moon Garage Bergum, Er ...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.30700	20.00
WELLS FARGO CREDIT CARD ACH	Target.Com Bauer, Cor WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	25.00
WELLS FARGO CREDIT CARD ACH	Target.Com Bauer, Cor WF 5/22	06/30/2022	Wells Fargo Purchase Cards	101.41.1100.413.30500	25.00
WELLS FARGO CREDIT CARD ACH	Texas Roadhouse Fr #30 Bergu...	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	75.00
WELLS FARGO CREDIT CARD ACH	The Corner Store Hawkins, J WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60016	63.06
WELLS FARGO CREDIT CARD ACH	The Corner Store Hawkins, J WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60016	100.37
WELLS FARGO CREDIT CARD ACH	The Corner Store Hawkins, J WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60016	109.16
WELLS FARGO CREDIT CARD ACH	The Corner Store Hawkins, J WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60016	139.12
WELLS FARGO CREDIT CARD ACH	The Corner Store Hawkins, J WF...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60016	150.00
WELLS FARGO CREDIT CARD ACH	The Corner Store Rosendale, WF..	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60065	77.35
WELLS FARGO CREDIT CARD ACH	The Home Depot #2843 Bergum..	06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60018	175.53
WELLS FARGO CREDIT CARD ACH	The Home Depot #2843 Hawkin...	06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.40047	155.88

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Swigg...		06/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	8.98
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Swobo...		06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60065	80.86
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Bergum...		06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.60018	66.91
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Ravn, K...		06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	2.84
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Sperl, M...		06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.40040	19.98
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Sperl, M...		06/30/2022	Wells Fargo Purchase Cards	101.44.6000.451.60012	35.97
WELLS FARGO CREDIT CARD ACH Turitto S Pizza Kiernan, R WF 5/...		06/30/2022	Wells Fargo Purchase Cards	101.41.1000.413.50075	74.74
WELLS FARGO CREDIT CARD ACH Uepa Ecommerce Bergum, Er ...		06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.30700	157.40
WELLS FARGO CREDIT CARD ACH Universal Athletic, LI Vandehoef...		06/30/2022	Wells Fargo Purchase Cards	101.44.6100.454.60009	287.92
WELLS FARGO CREDIT CARD ACH Us Internet Corp. O'Connor, WF...		06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.40035	230.00
WELLS FARGO CREDIT CARD ACH Vzwrllss Apocc Visb O'Connor, ...		06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.50020	925.26
WELLS FARGO CREDIT CARD ACH Walgreens #6943 Lee, Katri WF ...		06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50030	3.99
WELLS FARGO CREDIT CARD ACH Walgreens #6943 Lee, Katri WF ...		06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50030	2.39
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Chiodo, Mo WF...		06/30/2022	Wells Fargo Purchase Cards	101.42.4200.423.50075	16.55
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Lee, Katri WF 5...		06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.60068	149.60
WELLS FARGO CREDIT CARD ACH Walmart.Com Aa Mikel, Rac WF...		06/30/2022	Wells Fargo Purchase Cards	101.44.6100.453.60009	19.94
WELLS FARGO CREDIT CARD ACH Zoom.Us 888-799-9666 Chiodo,...		06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50070	14.99
WELLS FARGO CREDIT CARD ACH Zoom.Us 888-799-9666 Gade, ...		06/30/2022	Wells Fargo Purchase Cards	101.47.1400.413.40035	29.98
WELLS FARGO CREDIT CARD ACH Zoom.Us 888-799-9666 Lee, Kat...		06/30/2022	Wells Fargo Purchase Cards	101.42.4000.421.50070	11.99
Fund 101 - GENERAL FUND Total:					103,413.26
Fund: 201 - C.V.B. FUND					
WELLS FARGO CREDIT CARD ACH Eb Myvsp May Member M Satre..		06/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50080	25.00
WELLS FARGO CREDIT CARD ACH Google Gsuite_Visitig Satre, Eri...		06/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	18.00
WELLS FARGO CREDIT CARD ACH Google Ads8715259637 Satre, E...		06/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50025	89.80
WELLS FARGO CREDIT CARD ACH Usps Po 2688010540 Satre, Eri...		06/30/2022	Wells Fargo Purchase Cards	201.44.1600.465.50035	78.00
Fund 201 - C.V.B. FUND Total:					210.80
Fund: 205 - COMMUNITY CENTER					
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	205.44.6200.453.20720	13.45
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	205.44.6200.453.20720	13.40
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	205.44.6200.453.20720	3.75
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	205.44.6200.453.20720	0.75
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	205.44.6200.453.20720	29.62
XCEL ENERGY	782406127	06/30/2022	Gas & Electric	205.44.6200.453.40010	11,559.27
XCEL ENERGY	782406127	06/30/2022	Gas & Electric	205.44.6200.453.40010	6,296.46
XCEL ENERGY	782406127	06/30/2022	Gas & Electric	205.44.6200.453.40020	9,285.95
XCEL ENERGY	782406127	06/30/2022	Gas & Electric	205.44.6200.453.40020	5,860.70
XCEL ENERGY	785133255	06/30/2022	Gas & Electric	205.44.6200.453.40010	9,382.86
TWIN SOURCE SUPPLY	00498273	06/30/2022	cleaning supply	205.44.6200.453.60011	35.36
TWIN SOURCE SUPPLY	00498273	06/30/2022	cleaning supply	205.44.6200.453.60011	35.36
FIRST IMPRESSION GROUP	130785	06/30/2022	swim passes	205.44.6200.453.50030	185.00
ULINE	149711780	06/30/2022	rack and parts	205.44.6200.453.60040	642.82
ULINE	149711780	06/30/2022	rack and parts	205.44.6200.453.60040	642.83
HILLER STORES, INC.	2110352	06/30/2022	flooring replacement in Party R...	205.44.6200.453.40040	12,450.00
HILLER STORES, INC.	2116609	06/30/2022	flooring in LG office	205.44.6200.453.40040	6,175.80
TAHO SPORTSWEAR	22TS2418	06/30/2022	KR tees	205.44.6200.453.60045	1,283.55
NASSEFF PLUMBING & HEATING..	42205	06/30/2022	RPZ repair - Arena side	205.44.6200.453.40040	1,915.66
GRAINGER	9339187743	06/30/2022	cleaning supply	205.44.6200.453.60011	189.68
GRAINGER	9339187743	06/30/2022	cleaning supply	205.44.6200.453.60011	189.68
WELLS FARGO CREDIT CARD ACH Aed Superstore Swiggum, C WF...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	516.94
WELLS FARGO CREDIT CARD ACH American Red Cross Abrahams...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	975.00
WELLS FARGO CREDIT CARD ACH American Red Cross Abrahams...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	344.00
WELLS FARGO CREDIT CARD ACH American Red Cross Abrahams...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	175.00
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l0il3vy1 Crary, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	207.28
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1q6db9v52 Swig...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	21.81
INNOVATIVE OFFICE SOLUTIONS	CIN108319	06/30/2022	standing desks	205.44.6200.453.60040	1,495.93
WELLS FARGO CREDIT CARD ACH Comcast Cable Comm O'Connor,..		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50070	196.23
WELLS FARGO CREDIT CARD ACH Culligan Water Of Igh O'Connor,...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	22.14
WELLS FARGO CREDIT CARD ACH Culligan Water Of Igh O'Connor,...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	88.56
WELLS FARGO CREDIT CARD ACH Department Of Labor An Roach,...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.30700	19.00
WELLS FARGO CREDIT CARD ACH Hawkins Inc O'Connor, WF 5/22		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60024	3,628.28

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Horizon Commercial Poo Gill, Je...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50080	360.00
WELLS FARGO CREDIT CARD ACH Horizon Commercial Poo Stier, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.50080	360.00
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Bodsber...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60012	1.70
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Bodsber...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60012	1.70
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Stier, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	259.50
WELLS FARGO CREDIT CARD ACH Menards West St Paul M Stier, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	259.50
WELLS FARGO CREDIT CARD ACH Michaels Stores 3701 Crary, Am...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	48.49
WELLS FARGO CREDIT CARD ACH Nichols Gill, Jere WF 5/22		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	34.67
WELLS FARGO CREDIT CARD ACH Nichols Gill, Jere WF 5/22		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	34.68
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Bodsberg, WF...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	998.00
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Gill, Jere WF 5...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	1,117.96
WELLS FARGO CREDIT CARD ACH Sherwin Williams 70309 Gill, Jer...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60012	55.74
INNOVATIVE OFFICE SOLUTIONS SUM-067889		06/30/2022	Monthly VMCC charges 5.2022	205.44.6200.453.60065	17.99
INNOVATIVE OFFICE SOLUTIONS SUM-067889		06/30/2022	Monthly VMCC charges 5.2022	205.44.6200.453.60065	142.59
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Bodsbe...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60012	35.46
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Bodsbe...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60012	35.46
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Bodsbe...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	42.83
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gill, Jer...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.40040	38.97
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gill, Jer...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.40040	38.97
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gill, Jer...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	2.23
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Gill, Jer...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60040	2.24
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Roach, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	6.48
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Roach, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	275.36
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Roach, ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60016	-74.94
WELLS FARGO CREDIT CARD ACH Turittos Pizza Abrahamson WF ...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60065	45.61
WELLS FARGO CREDIT CARD ACH Zumba Fitness Crary, Amy WF 5...		06/30/2022	Wells Fargo Purchase Cards	205.44.6200.453.60018	38.99
Fund 205 - COMMUNITY CENTER Total:					78,062.30
Fund: 290 - EDA OPERATING					
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	290.45.3000.419.20720	0.52
WELLS FARGO CREDIT CARD ACH Economic Development A Rand,...		06/30/2022	Wells Fargo Purchase Cards	290.45.3000.419.50080	10.00
Fund 290 - EDA OPERATING Total:					10.52
Fund: 402 - PARK ACQ. & DEV. FUND					
FIRST IMPRESSION GROUP	129445P	06/30/2022	pool closure mailing	402.44.6000.451.50035	2,802.14
WSB & ASSOCIATES, INC.	R-020153-000-3	06/30/2022	HVP Ph IV & V design	402.44.6000.451.30700	45.31
Fund 402 - PARK ACQ. & DEV. FUND Total:					2,847.45
Fund: 425 - CONCORD BLVD FLOODPLAIN					
LEVANDER, GILLEN & MILLER P....	5/31/2022 81.01	06/30/2022	Moore Acquisition 6460 Doffing...	425.72.5900.725.30420	4,692.00
Fund 425 - CONCORD BLVD FLOODPLAIN Total:					4,692.00
Fund: 436 - 117TH STREET RECONSTRUCTION					
SRF CONSULTING GROUP, INC	13074.00-14	06/30/2022	Consultant Services on 117th St...	436.73.5900.736.30300	24,761.95
Fund 436 - 117TH STREET RECONSTRUCTION Total:					24,761.95
Fund: 437 - PW FACILITY REMODEL/EXPANSION					
DAKOTA ELECTRIC ASSN	200010072203 6/22	06/24/2022	Electric	437.73.5900.737.40020	19.12
Fund 437 - PW FACILITY REMODEL/EXPANSION Total:					19.12
Fund: 440 - PAVEMENT MANAGEMENT PROJ					
KIMLEY-HORN & ASSOCIATES, I...	21565679	06/30/2022	Construction Mngmnt Consulta...	440.74.5900.740.30300	12,609.96
MCNAMARA CONTRACTING INC	6/13/2022	06/30/2022	Final Pay Voucher 3 Project 20...	440.74.5900.740.80300	6,262.61
AMERICAN ENGINEERING TEST...	INV-074853	06/30/2022	Pond testing at Cahill Drainage ...	440.74.5900.740.30340	4,712.50
WSB & ASSOCIATES, INC.	R-019066-000-8	06/30/2022	Carmen and Claude Way Street...	440.74.5900.740.30300	68.50
WSB & ASSOCIATES, INC.	R-019067-000-8	06/30/2022	consultant Services for Akron A...	440.74.5900.740.30300	7,125.25
WSB & ASSOCIATES, INC.	R-019132-000-7	06/30/2022	Consultant fees for PMI CTF	440.74.5900.740.30300	5,769.75
Fund 440 - PAVEMENT MANAGEMENT PROJ Total:					36,548.57
Fund: 441 - STORM WATER MANAGEMENT					
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	441.74.5900.741.40020	-129.23
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	441.74.5900.741.40020	1,996.41
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	441.74.5900.741.20720	8.37
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	441.74.5900.741.40020	2,092.08
KIMLEY-HORN & ASSOCIATES, I...	21510871	06/30/2022	Consultant MS4 Update	441.74.5900.741.30300	871.85

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ADVANCED ENGINEERING AND ...	80663	06/30/2022	Progress Billing-Utility Rate Stu...	441.74.5900.741.30700	3,388.44
Fund 441 - STORM WATER MANAGEMENT Total:					8,227.92
Fund: 444 - PARK CAPITAL REPLACEMENT					
HOISINGTON KOEGLER GROUP ...	021-002-15	06/30/2022	SV planning	444.44.5900.744.30700	2,078.07
Fund 444 - PARK CAPITAL REPLACEMENT Total:					2,078.07
Fund: 448 - NWA - STORM WATER					
STANTEC CONSULTING SERVICE...	1927887	06/30/2022	Consultant Services for Storm F...	448.74.5900.748.30300	105.75
KIMLEY-HORN & ASSOCIATES, I...	21548194	06/30/2022	Consultant services for Argenta ...	448.74.5900.748.30300	2,745.40
WELLS FARGO CREDIT CARD ACH Simplifile.Com Kiernan, R WF 5/...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	448.74.5900.748.80100	52.33
WELLS FARGO CREDIT CARD ACH Simplifile.Com Kiernan, R WF 5/...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	448.74.5900.748.80100	52.33
Fund 448 - NWA - STORM WATER Total:					2,955.81
Fund: 501 - WATER UTILITY FUND					
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	501.50.7100.512.40010	-2,994.16
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	501.50.7100.512.40020	-23,334.32
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	501.50.7100.512.40010	2,756.33
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	501.50.7100.512.40020	27,363.84
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	501.50.7100.512.20720	30.30
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	501.50.7100.512.40010	1,837.52
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	501.50.7100.512.40020	22,027.00
BAUER SERVICES OF WELCH LLC	06142021-2514	06/30/2022	CB leak	501.50.7100.512.40046	3,150.00
MID CITY SERVICES, INC.	187105	06/30/2022	Rugs for Treatment plant	501.50.7100.512.40065	52.35
CITY OF BLOOMINGTON	20808	06/30/2022	Water Samples	501.50.7100.512.30700	462.00
BLACKTOP PROS, LLC	22-5627	06/30/2022	blacktop patch for service leak	501.50.7100.512.40046	1,800.00
BLACKTOP PROS, LLC	22-5628	06/30/2022	Service leak road repair	501.50.7100.512.40046	800.00
BLACKTOP PROS, LLC	22-5629	06/30/2022	Blacktop driveway for service le...	501.50.7100.512.40046	4,200.00
FERGUSON WATERWORKS	495902	06/30/2022	Hydrant parts	501.50.7100.512.40043	91.62
FERGUSON WATERWORKS	496039	06/30/2022	Misc parts	501.50.7100.512.60016	38.08
HAWKINS, INC.	6211158	06/30/2022	chlorine	501.50.7100.512.60019	10.00
ADVANCED ENGINEERING AND ...	80663	06/30/2022	Progress Billing-Utility Rate Stu...	501.50.7100.512.30700	6,776.88
WELLS FARGO CREDIT CARD ACH Advanced Sportswear Johnson,...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60045	-17.70
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 138dh7750 John...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	79.98
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1r88a3gt0 Johns...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	93.94
WELLS FARGO CREDIT CARD ACH Fedex Offic6200006205 Gubas...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	138.01
WELLS FARGO CREDIT CARD ACH Gerten Greenhouses Johnson, ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60040	76.47
WELLS FARGO CREDIT CARD ACH Gertens Commercial Sal Johnso...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.40046	43.89
WELLS FARGO CREDIT CARD ACH Gertens Commercial Sal Johnso...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	180.90
CORE & MAIN LP	Q981509	06/30/2022	New meter	501.50.7100.512.40043	1,039.64
WELLS FARGO CREDIT CARD ACH Sensaphone Gubash, Sc WF 5/22	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.30700	299.40
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Johnso...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60040	31.97
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 Johnson..	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	64.99
WELLS FARGO CREDIT CARD ACH Wal-Mart #5089 Kramer, Er WF...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	501.50.7100.512.60016	34.71
Fund 501 - WATER UTILITY FUND Total:					47,133.64
Fund: 502 - SEWER UTILITY FUND					
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	502.51.7200.514.40010	-483.60
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	502.51.7200.514.40020	-1,679.60
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	502.51.7200.514.40010	433.73
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	502.51.7200.514.40020	1,704.90
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	502.51.7200.514.20720	22.08
DAKOTA ELECTRIC ASSN	200010048618 6/22	06/24/2022	Electric	502.51.7200.514.40020	143.11
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	502.51.7200.514.40010	220.65
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	502.51.7200.514.40020	1,395.13
ADVANCED ENGINEERING AND ...	80663	06/30/2022	Progress Billing-Utility Rate Stu...	502.51.7200.514.30700	6,776.88
WELLS FARGO CREDIT CARD ACH Epasales Kramer, Er WF 5/22	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	502.51.7200.514.40042	175.87
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Gubash,...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	502.51.7200.514.40042	355.97
Fund 502 - SEWER UTILITY FUND Total:					9,065.12
Fund: 503 - INVER WOOD GOLF COURSE					
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	503.52.8500.526.40020	-16.13
XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	503.52.8600.527.40020	-34.75
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	503.52.8500.526.40020	26.86

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	503.52.8600.527.40020	36.52
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	503.52.8000.521.20720	12.75
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	503.52.8500.526.20720	3.75
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	503.52.8600.527.20720	13.75
DAKOTA ELECTRIC ASSN	200002013605 6/22	06/24/2022	Electric	503.52.8600.527.40020	305.39
XCEL ENERGY	782026618	06/30/2022	Gas & Electric	503.52.8500.526.40010	86.65
XCEL ENERGY	782026618	06/30/2022	Gas & Electric	503.52.8500.526.40020	1,017.23
XCEL ENERGY	782026618	06/30/2022	Gas & Electric	503.52.8600.527.40010	114.43
XCEL ENERGY	782026618	06/30/2022	Gas & Electric	503.52.8600.527.40020	1,037.33
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	503.52.8500.526.40020	100.65
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	503.52.8600.527.40020	45.32
COCA COLA BOTTLING COMPA...	1378.96	06/30/2022	pop and soda for resale	503.52.8300.524.76100	1,378.96
MANSFIELD OIL COMPANY	23371636	06/30/2022	cart fuel	503.52.8400.525.60021	1,739.98
MANSFIELD OIL COMPANY	23376521	06/30/2022	equip fuel	503.52.8600.527.60021	3,291.44
M. AMUNDSON LLP	343347	06/30/2022	snacks for resale	503.52.8300.524.76050	406.21
BREAKTHRU BEVERAGE MINNE...	344586638	06/30/2022	beer for resale	503.52.8300.524.76150	866.70
ARTISAN BEER COMPANY	3541370	06/30/2022	beer for resale	503.52.8300.524.76150	304.80
ARTISAN BEER COMPANY	3542758	06/30/2022	beer for resale	503.52.8300.524.76150	729.40
WELLS FARGO CREDIT CARD ACH 4up Inverwood Moynihan, WF ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60010	0.75
WELLS FARGO CREDIT CARD ACH 4up Inverwood Moynihan, WF ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60065	6.00
WELLS FARGO CREDIT CARD ACH 4up Inverwood Moynihan, WF ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60065	2.00
WELLS FARGO CREDIT CARD ACH 4up Inverwood Moynihan, WF ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60065	2.75
WELLS FARGO CREDIT CARD ACH 4up Inverwood Moynihan, WF ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60065	1.00
GOLF COMPETE, INC.	54013	06/30/2022	software fee	503.52.8500.526.50070	100.00
JOHN DEERE FINANCIAL	6/23/2022	06/30/2022	balance on equip parts	503.52.8600.527.40042	164.08
ARTISAN BEER COMPANY	6414110	06/30/2022	beer for resale	503.52.8300.524.76150	373.60
PERFORMANCE FOOD GROUP I...	64670467	06/30/2022	shorted food in order	503.52.8300.524.76050	-41.62
PERFORMANCE FOOD GROUP I...	64767757	06/30/2022	shorted food in order	503.52.8300.524.76050	-57.55
PERFORMANCE FOOD GROUP I...	64792455	06/30/2022	supplies	503.52.8300.524.60065	93.52
PERFORMANCE FOOD GROUP I...	64792455	06/30/2022	food and supplies for resale	503.52.8300.524.76050	951.42
TITLEIST	913502801	06/30/2022	club for resale	503.52.8200.523.76250	136.71
TITLEIST	913539192	06/30/2022	club for resale	503.52.8200.523.76250	136.71
TITLEIST	913539395	06/30/2022	clubs for resale	503.52.8200.523.76250	457.86
WELLS FARGO CREDIT CARD ACH Aldi 72058 Moynihan, WF 5/22	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	9.53
WELLS FARGO CREDIT CARD ACH Amazon.Com 134n179v2 A Mo...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	20.34
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1q3pk55j0 Otn...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8200.523.60017	39.13
WELLS FARGO CREDIT CARD ACH Batteries+Bulbs #026 Moynihan,..	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60010	33.20
WELLS FARGO CREDIT CARD ACH Batteries+Bulbs #026 Moynihan,..	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.40040	26.97
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Moynihan, W...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	12.45
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 Moynihan, W...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76100	11.44
WELLS FARGO CREDIT CARD ACH Cub Foods #1695 Moynihan, W...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	12.41
WELLS FARGO CREDIT CARD ACH Denny'S 5th Ave Bakery O'Conn...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	237.28
WELLS FARGO CREDIT CARD ACH Golf Course Superinten Metz, J...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8600.527.50070	430.00
WELLS FARGO CREDIT CARD ACH Horizon Equipment Llc Moynih...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.40042	504.12
WELLS FARGO CREDIT CARD ACH Horizon Equipment Llc O'Conno...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.40042	4,514.96
ALL STAR PRO GOLF, INC.	INV27933	06/30/2022	tees for resale	503.52.8200.523.76400	61.70
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Felix, Ke...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8600.527.60050	8.00
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Moynih...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8400.525.40041	65.07
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Otness, ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.60065	44.93
WELLS FARGO CREDIT CARD ACH Kwik Trip 66200006627 Moyni...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	7.45
WELLS FARGO CREDIT CARD ACH Officemax/Depot 6384 Moynih...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8000.521.60010	34.26
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Moynihan, W...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	11.76
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Moynihan, W...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	74.68
WELLS FARGO CREDIT CARD ACH Sams Club #4738 Moynihan, W...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	48.08
WELLS FARGO CREDIT CARD ACH Samsclub #4738 Moynihan, WF...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	224.43
WELLS FARGO CREDIT CARD ACH Sentext Solutions Moynihan, ...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8500.526.50025	149.00
WELLS FARGO CREDIT CARD ACH Staples 00118786 Otness, Le...	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8200.523.60017	40.69
WELLS FARGO CREDIT CARD ACH Target 00025197 Moynihan,..	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	59.47
WELLS FARGO CREDIT CARD ACH Target 00025197 Moynihan,..	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	19.90
WELLS FARGO CREDIT CARD ACH Target 00025197 Moynihan,..	06/30/2022	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76100	7.42

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH Target	00025197 Moynihan,..	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76100	17.98
WELLS FARGO CREDIT CARD ACH Target	00025197 Moynihan,..	06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76100	15.16
WELLS FARGO CREDIT CARD ACH The Wasserstrom Compan Moy...		06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.60065	83.94
WELLS FARGO CREDIT CARD ACH Total Wine And More Moynihan..		06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76100	5.33
WELLS FARGO CREDIT CARD ACH Wal-Mart #1786 Moynihan, WF..		06/30/2022	Wells Fargo Purchase Cards	503.52.8300.524.76050	9.04
Fund 503 - INVER WOOD GOLF COURSE Total:					20,634.59

Fund: 602 - RISK MANAGEMENT

MEDSURETY, LLC	IN16268	06/30/2022	Payroll	602.00.2100.415.20720	0.71
Fund 602 - RISK MANAGEMENT Total:					0.71

Fund: 603 - CENTRAL EQUIPMENT

XCEL ENERGY	774398982B CR	06/30/2022	Gas & Electric	603.00.5300.444.40020	-2,362.85
XCEL ENERGY	778235679	06/30/2022	Gas & Electric	603.00.5300.444.40020	2,712.92
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	603.00.5300.444.20720	10.12
XCEL ENERGY	781288230	06/30/2022	Gas & Electric	603.00.5300.444.40020	5,625.01
XCEL ENERGY	782216899	06/30/2022	Gas & Electric	603.00.5300.444.40010	535.32
XCEL ENERGY	782422268	06/30/2022	Gas & Electric	603.00.5300.444.40020	2,290.78
MTI DISTRIBUTING CO	1349179-00	06/30/2022	Mower parts	603.00.5300.444.40042	331.36
MTI DISTRIBUTING CO	1349418-00	06/30/2022	530 Mower	603.00.5300.444.40041	221.28
GYRO-TRAC CORPORATION	33136	06/30/2022	Gyro Trac Mower blades	603.00.5300.444.40041	742.94
RESTORATION & CONSTRUCTI...	5/26/2022	06/30/2022	Pay Voucher 5 Project 2019-17	603.00.5300.444.40040	47,644.92
BIG TOP RENTAL, INC.	68156	06/30/2022	porta potty out at PW	603.00.5300.444.40065	60.00
BIG TOP RENTAL, INC.	68967	06/30/2022	Porta potty for PW	603.00.5300.444.40065	140.00
BIG TOP RENTAL, INC.	68968	06/30/2022	Porta potty at PW	603.00.5300.444.40065	140.00
UNIFIRST CORPORATION	900704018	06/30/2022	Other rentals - rags bags towels	603.00.5300.444.40065	124.40
UNIFIRST CORPORATION	900704018	06/30/2022	CE- Uniforms	603.00.5300.444.60045	28.96
TRI-STATE BOBCAT INC.	A04831	06/30/2022	Skid Steer	603.00.5300.444.40042	177.73
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1x2jk2f11 Under...		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40040	383.88
RUFFRIDGE-JOHNSON	IA22696	06/30/2022	Paver parts	603.00.5300.444.40042	1,391.98
WELLS FARGO CREDIT CARD ACH Inver Grove Heights Ac Jackson,...		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60012	8.50
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	108.86
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	11.91
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	389.85
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	190.52
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	60.26
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	27.58
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	8.84
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	7.78
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	3.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	30.98
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	15.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	40.78
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	51.51
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	20.05
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60012	56.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60012	39.98
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60040	16.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.60040	16.99
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.140.1450050	13.16
WELLS FARGO CREDIT CARD ACH O'Reilly Auto Parts 17 Jackson, R..		06/30/2022	Wells Fargo Purchase Cards	603.00.5300.444.40041	-15.99
MACQUEEN EMERGENCY GRO...	P07156	06/30/2022	Fire Truck Parts	603.00.5300.444.40041	65.91
MACQUEEN EMERGENCY GRO...	P07196	06/30/2022	Fire Truck Parts	603.00.5300.444.40041	31.25
MACQUEEN EMERGENCY GRO...	P07212	06/30/2022	Radiator caps	603.00.5300.444.40041	55.63
TRI-STATE BOBCAT INC.	P76703	06/30/2022	Stock Fuel filter	603.140.1450050	278.37
TRI-STATE BOBCAT INC.	P76704	06/30/2022	Skid Steer Parts	603.00.5300.444.40042	127.29
TRI-STATE BOBCAT INC.	P76867	06/30/2022	Tool Cat Parts	603.00.5300.444.40042	8.82
Fund 603 - CENTRAL EQUIPMENT Total:					61,871.54

Fund: 604 - CENTRAL STORES

INNOVATIVE OFFICE SOLUTIONS	SUM-067889	06/30/2022	Monthly charges 5.2022	604.00.2200.416.60010	528.18
Fund 604 - CENTRAL STORES Total:					528.18

Expense Approval Report

Payment Dates: 6/30/2022 - 6/30/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 605 - CITY FACILITIES					
XCEL ENERGY	774398982B	06/30/2022	Gas & Electric	605.46.0000.3653000	20,229.01
XCEL ENERGY	778235679 CR	06/30/2022	Gas & Electric	605.46.0000.3653000	-27,630.07
MEDSURETY, LLC	IN16268	06/30/2022	Payroll	605.00.7500.460.20720	12.42
XCEL ENERGY	782216899	06/30/2022	Gas & Electric	605.00.7500.460.40020	5,552.59
XCEL ENERGY	782422268 CR	06/30/2022	Gas & Electric	605.46.0000.3653000	-23,618.44
TOTAL CONSTRUCTION & EQUIP.	33418	06/30/2022	PD server room AC repair	605.00.7500.460.40040	442.28
NASSEFF PLUMBING & HEATING..	42172	06/30/2022	FS #1 RPZ test and repair	605.00.7500.460.40040	1,521.17
NASSEFF PLUMBING & HEATING..	42175	06/30/2022	PD RPZ test and rebuild	605.00.7500.460.40040	1,209.09
NASSEFF PLUMBING & HEATING..	42176	06/30/2022	PW RPZ test and repair	605.00.7500.460.40040	1,286.33
NASSEFF PLUMBING & HEATING..	42235	06/30/2022	FS #2 replace spigot in bay	605.00.7500.460.40040	564.42
LAURENTINA DEJONG	6/21/2022	06/30/2022	summer 2022 pots/monuments	605.00.7500.460.40047	2,410.00
LVC COMPANIES, INC.	90792	06/30/2022	Simplex repairs	605.00.7500.460.40040	350.00
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 133f81iq0 Halve...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60016	29.98
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 139s41do0 Halv...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60016	37.98
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l0fz1w42 Halve...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	53.72
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l0fz1w42 Halve...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60065	50.95
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l7lp0kq0 Halver...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	128.99
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l8us8mo1 Halv...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60011	25.74
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l8us8mo1 Halv...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	49.99
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l8us8mo1 Halv...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60065	68.97
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1l8us8mo1 Halv...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60065	42.45
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Halverson, WF 5...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	-49.99
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us Halverson, WF 5...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60065	-42.45
WELLS FARGO CREDIT CARD ACH Culligan Water Of lgh O'Connor,...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60016	199.75
WELLS FARGO CREDIT CARD ACH Easykeyscom Inc Halverson, WF...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60016	21.51
WELLS FARGO CREDIT CARD ACH Easykeyscom Inc Halverson, WF...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60016	20.85
WELLS FARGO CREDIT CARD ACH Homedepot.Com Halverson, WF..		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	299.00
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Halvers...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	19.97
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Halvers...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	15.97
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 Halvers...		06/30/2022	Wells Fargo Purchase Cards	605.00.7500.460.60040	15.47
Fund 605 - CITY FACILITIES Total:					-16,682.35
Fund: 606 - TECHNOLOGY FUND					
WELLS FARGO CREDIT CARD ACH Amazon.Com 130ea4wu0 A Gae...		06/30/2022	Wells Fargo Purchase Cards	606.00.1400.413.60040	197.28
WELLS FARGO CREDIT CARD ACH Amazon.Com 1q4ot9qb2 Gade,...		06/30/2022	Wells Fargo Purchase Cards	606.00.1400.413.60040	178.17
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1r1ey44u1 Gade,...		06/30/2022	Wells Fargo Purchase Cards	606.00.1400.413.60040	997.43
WELLS FARGO CREDIT CARD ACH Amzn Mktp Us 1r23t0ja2 Gade,...		06/30/2022	Wells Fargo Purchase Cards	606.00.1400.413.60040	359.89
Fund 606 - TECHNOLOGY FUND Total:					1,732.77
Fund: 702 - ESCROW FUND					
NORTHERN SERVICE CENTER	19HACR2122363B	06/30/2022	Bail Money - Dakota Cty CN:22-...	702.229.2291000	990.00
NORTHERN SERVICE CENTER	19HACR2122363	06/30/2022	Bail Money- Dakota Cty CN: 22-...	702.229.2291000	10.00
ALLIANT VENTURES, LLC.	6/10/2022	06/30/2022	Escrow Release	702.229.2282403	709.17
CX INVESTMENTS, LLC.	6/10/2022	06/30/2022	Escrow / LOC Release	702.229.2283303	1,000.00
THOMAS & DEBORAH FEE	6/10/2022	06/30/2022	Escrow / LOC Release	702.229.2290703	100.00
CHRISTIAN BROTHERS AUTOM...	6/10/2022	06/30/2022	Escrow Release	702.229.2294403	2,555.71
CARMEN AVENUE LLC	6/10/2022	06/30/2022	Escrow Release	702.229.2297901	988.00
TODD S. EDGAR	6/10/2022	06/30/2022	Escrow Release	702.229.2309202	7.50
RIVER HEIGHTS VINEYARD CHU...	6/10/2022B	06/30/2022	Escrow Release	702.229.2305402	16.63
WELLS FARGO CREDIT CARD ACH Simplifile.Com Kiernan, R WF 5/...		06/30/2022	Wells Fargo Purchase Cards	702.229.2282603	52.33
WELLS FARGO CREDIT CARD ACH Simplifile.Com Kiernan, R WF 5/...		06/30/2022	Wells Fargo Purchase Cards	702.229.2296903	72.75
WELLS FARGO CREDIT CARD ACH Simplifile.Com Kiernan, R WF 5/...		06/30/2022	Wells Fargo Purchase Cards	702.229.2297703	52.33
Fund 702 - ESCROW FUND Total:					6,554.42
Grand Total:					394,666.39

Request for Council Action

SUBJECT: **Approval of Personnel Actions**

MEETING DATE: August 8, 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:

Claire Hart, Golf Course Outside Services

Carlos Rodriguez, Golf Course Concessionaire

Voluntary Resignations, Retirements and/or Terminations:

Andrew Faletti, VMCC Operations Helper

Brady McClellan, VMCC Operations Helper

Carson McClellan, VMCC Operations Helper

Paul Williams, VMCC Operations Helper

Eric Alms, Paid On-call Firefighter

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: **School Resource Officer Contract with ISD #199 for the 2022-23 School Year**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Joshua Otis, Commander, 651.450.2528

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing appropriate officials to enter into an agreement with Independent School District 199 for the School Resource Officer Program for the 2022-23 school year.

BACKGROUND

The IGH Police Department and Independent School District No. 199 ("District") wish to continue the School Resource Officer Program which fosters an efficient and cohesive program to build positive relationships between police officers, school staff, and students, promotes a safe and positive learning environment, and decreases the number of youths formally referred to the juvenile justice system.

The previous agreement expired on June 30, 2022. The new agreement would run from August 2022 to June 30, 2023.

The SRO is primarily stationed at Simley High School, which is connected to the Middle School. The SRO also visits each of the District's elementary schools approximately once per week or as needed.

FISCAL IMPACT

The agreement provides for the District to pay the City \$104,295 to cover the wage and benefit costs for an officer to be assigned to the SRO position for 40 hours per week, nine months of the year. The District also agrees to pay the City \$1,800 toward the costs of having a squad car available at the school.

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution - SRO 2022-2023 Contract
2. 2022 to 2023 SRO Contract

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

**RESOLUTION APPROVING AGREEMENT BETWEEN
THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT
NO. 199 FOR THE SCHOOL RESOURCE OFFICER PROGRAM FOR THE 2022-2023
SCHOOL YEAR**

RESOLUTION NO.____

WHEREAS, The City of Inver Grove Heights ("City") and Independent School District No. 199 ("District") will continue the School Resource Officer Program which fosters an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students, promote a safe and positive learning environment, and decrease the number of youths formally referred to the juvenile justice system; and

WHEREAS, District schools are located within the city limits of the City of Inver Grove Heights; and

WHEREAS, the City and District desire to have a School Resource Officer assigned to the District schools for the **2022-2023** school year, as a liaison between the District and the City; and

WHEREAS, District will reimburse the City for the assignment of a School Resource Officer for the **2022-2023** school year.

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

1. The City Council hereby approves the attached Agreement for the School Resource Officer Program between Independent School District No. 199 and the City of Inver Grove Heights for the **2022-2023** school year.
2. The City Council hereby authorizes the mayor to enter into the attached Agreement for the School Resource Officer Program between Independent School District No. 199 and the City of Inver Grove Heights for the **2022-2023** school year.

Adopted by the City Council of Inver Grove Heights this 8th day of August 2022.

Ayes:

Nays:

Tom Bartholomew, Mayor

Attest:

Rebecca Kiernan, City Clerk

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

This Agreement ("Agreement") is made and effective as of the 8th day of August 2022, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (hereafter referred to as "City"), and Independent School District No. 199, a Minnesota public school corporation (hereafter referred to as "District"). Subject to the terms and conditions hereafter stated and based on the representations, covenants, and agreements herein contained, the parties do hereby agree as follows:

SECTION 1: PURPOSE

This Agreement establishes the role of the City in providing a police officer to serve as the School Resource Officer (hereinafter referred to as "SRO") who will assist the District with the implementation of its School Resource Officer Program, (hereafter referred to as the "SRO Program"), clarifies roles and expectations, and formalizes relationships between the City and District to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students, promote a safe and positive learning environment, and decrease the number of youths formally referred to the juvenile justice system.

SECTION 2: MISSION

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers, and staff.

The School Resource Officer (hereafter referred to as "SRO") will:

- Establish a trusting channel of communication with students, parents, and teachers and establish regular feedback opportunities.
- Serve as positive role models to students to instill good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. The role of the SRO is not to enforce school discipline or punish students.
- Provide information on community resources available to students and parents.

SECTION 3: GOALS OF THE SRO PROGRAM

The SRO Program goals and objectives are designed to develop and enhance rapport between youth, families, police officers, school administrators, and the community to promote overall student achievement and success.

The SRO Program goals include:

1. To ensure a safe learning environment for all children and adults who enter the building.
2. To foster a positive school climate based on respect for all children and adults in the school.
3. To prevent and reduce potential harm related to incidents of school violence.
4. To monitor and update SRO Program procedures to align with this Agreement.

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

SECTION 4: AGREEMENT

4.1 OFFICER EMPLOYED BY CITY

The City shall employ and temporarily assign, in accordance with applicable state statutes, a licensed peace officer to serve as the SRO for the District. The SRO shall serve at the various District schools identified in Section 4.9. The assignment of the SRO to a school shall be determined by the District.

The SRO shall be an employee of the City. The SRO shall not be considered an employee of the District for any purpose, including but not limited to salaries, wages, other compensation or benefits, worker's compensation, unemployment, PERA, Social Security, withholding, liability insurance, personnel records, termination of employment, individual contracts, or other contractual rights.

The type, scope, and manner of law enforcement services rendered to the District shall be at the sole direction of the City.

Nothing in this Agreement shall be deemed to require the City to provide the SRO or any police officer at any District school for pedestrian or traffic enforcement on a regular basis.

For the use of the SRO, the District will reimburse the City as stated in paragraph 4.12 of this Agreement.

4.2 HOLD HARMLESS

Each party shall be solely responsible and liable for the act(s) and omission(s) of its own officers, employees, officials, agents, and representatives. Subject to the maximum liability limits provided by Minnesota Statute, Chapter 466, and to the extent allowed by law, each party shall indemnify, defend and hold harmless the other from any and all claims, judgments demands, actions, suits, proceedings, losses, costs, expenses, obligations, liability, damages, fees, recoveries, and deficiencies, including interest, penalties, and attorneys' fees, of any kind and nature, arising from and/or pertaining to the act(s) and/or omission(s) of its own corporation, officers, employees, agents and representatives arising that either party incurs or suffers arising out of, resulting from, or relating to the performance of this Agreement. , This indemnity and waiver shall apply solely with respect to services provided pursuant to this Agreement. For liability purposes, no SRO who is assigned to provide services under this Agreement shall be considered to be an officer, employee, official, agent, or representative of the District.

Nothing contained herein shall be deemed a waiver by the City or District of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by a third party shall be subject to any governmental immunity defenses of the City and District and the maximum liability limits provided by Minnesota Statute, Chapter 466.

4.3 SELECTION AND ASSIGNMENT OF SRO

A selection committee, consisting of District designees and Police Department designees, will be established to interview and recommend the person to fill the position of SRO. The selection of such an officer shall be the decision of the Chief of Police or their designee, in consultation with the selection committee.

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

The continued assignment of the selected officer shall be at the discretion of the Chief of Police or their designee, in consultation with the District Superintendent.

Should the SRO resign, be reassigned, or be discharged, the selection committee shall interview and recommend a replacement.

4.4 PERFORMANCE AND DISCIPLINE RESPONSIBILITIES

Standards of performance, personnel policies, the discipline of the SRO, and other internal matters shall be under the authority of the City. The District may provide the City with a perspective on the performance of the School Resource Officer. The District shall immediately notify the City in writing of any purported deficient performance or purported inappropriate conduct by the SRO.

4.5 SRO DUTIES AND RESPONSIBILITIES

The SRO shall meet with their commanding officer and the District Superintendent or designee at mutually convenient times throughout the school year to review SRO duties and responsibilities. Duties may include but are not limited to:

Specific daily assignments to accomplish duties and responsibilities will vary by school. The SRO and a school principal or designee will meet regularly to discuss plans and strategies to address specific issues or needs that may arise. As required by law, SROs should never be assigned to duties within schools in place of a certified teacher.

4.6 DAILY SCHEDULE

The SRO's yearly shift shall be determined by the City. The SRO will be provided during the regular school year (approximately nine months), from the first day of school in the District in September of 2022 until the last day of the school year in June of 2023. The City shall have exclusive use of the employee assigned as the SRO for the non-school year period (approximately three months), from when school ends until school begins, based on the school calendar in effect at the time of execution of this Agreement.

During the regular school year, the schedule shall consist of an average of 40 hours per week, Monday through Friday, corresponding approximately to the regular 8-hour school day.

The SRO's daily schedule shall be developed cooperatively between the City and District. The City and District agree the SRO's presence is essential for special events, and the District shall provide the City with a school special events calendar. The City and District shall cooperatively develop a special events schedule, including but not limited to athletic events, dances, or other school activities.

4.7 ABSENCES

During the school day, the SRO will be available for and may respond to emergency calls and other assistance required by the City and may attend police training and special duties as assigned by the City. The City is not responsible for providing a replacement during such absences, and the amount owed by the District under paragraph 4.12 is not reduced because of the absences. The City will use

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

reasonable efforts to schedule the officer's training and any assignments to special duties for days that are not regular school days.

From time to time, the SRO may be absent due to vacation, illness, personal leave days, holidays, and other authorized leaves under the employee's collective bargaining agreement. In the event of an absence, the SRO shall notify a District designee.

The City is not responsible for providing a replacement during such absences unless the SRO is on a leave of absence under the Minnesota Family Medical Leave Act or will otherwise be unable to serve as the SRO for a period in excess of two (2) weeks. The amount owed by the District under paragraph 4.12 is not reduced because of the absences.

To the extent the collective bargaining agreement applicable to the employee allows, the City will use reasonable efforts to schedule vacation and authorized leaves (excluding absences for illness, personal leave days, and holidays) for days that are not regular school days. If such absences described in this paragraph are for more than five (5) consecutive regular school days, the City, after consultation with the District, will in good faith endeavor to make-up the time lost above the five (5) consecutive absences or the City, after consultation with the District, will in good faith endeavor to provide an alternate SRO for the time above the five (5) consecutive absences.

4.8 OVERTIME

Hours worked more than the SRO's normally scheduled shift of eight (8) hours within a twenty-four (24) hour period shall be paid by the City according to the employee's collective bargaining agreement. Approval of such overtime will be done by a Police Department supervisor. Approval shall be on a case-by-case basis, and general or blanket approvals will not be accepted.

Additional special event work hours requested by the District of the SRO shall be compensatory time only.

4.9 SERVICE LOCATIONS

During the school year the SRO serves at the following District schools:

- Simley High School
- Inver Grove Heights Middle School
- Hilltop Elementary School
- Pine Bend Elementary School
- Salem Hills Elementary School
- Early Learning Center

4.10 CITY RESPONSIBILITIES

Without cost to the District, the City shall provide any required clothing, uniform equipment, training, vehicle maintenance, vehicle fuel, weapons, necessary equipment, and supplies for the SRO to perform their official law enforcement duties.

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

4.11 DISTRICT RESPONSIBILITIES

Without cost to the City, the District shall provide the SRO the following materials, and facilities which are deemed necessary to the performance of the SRO's duties:

1. Access to a properly lighted private lockable office, which shall contain a telephone, a secure computer (with secure internet access), and a printer, which may be used for general business purposes.
2. A location for files and records which can be properly locked and secured.
3. A desk with drawers, a chair, worktable, filing cabinet, and office supplies.
4. The opportunity for SROs to address teachers, school administrators, and student families about the SRO program, goals, and objectives.
5. The opportunity to provide input regarding criminal justice problems relating to students.
6. The opportunity to address teachers and school administrators about criminal justice problems relating to students during in-service workdays.
7. The District Emergency Operations Manual, Crisis Plan, Student Handbook/Code of Conduct, and other related materials as deemed appropriate.
8. A school staff designee for referrals for counseling and other school-based and/or community-based support services for students and families.
9. Provide training to teachers, administrators, staff, and SROs about when to directly involve SROs with student misconduct and about available alternatives to arrest.

4.12 COST

For and in consideration of the City providing School Resource Officer services in accordance with the terms of this Agreement, District shall pay City the following amount:

1. The sum of \$104,295.57 in nine equal monthly installments with each installment due on the first of each month, beginning September 1, 2022, and ending May 1, 2023.
2. The sum of \$1,800.00 in nine equal monthly installments with each installment due on the first of each month, beginning September 1, 2022, and ending May 1, 2023.
 - a. This sum is to offset the cost to the City for vehicle replacement as a result of the use of police vehicles by the School Resource Officer while on District premises.

The parties agree that special events not covered by the SRO shall be referred to the current off-duty rates as outlined in the City's fee schedule.

The City shall pay all employee-related expenses for the non-school year period (approximately three months), from when school ends until school begins.

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

4.13 PRIVACY OF PUPIL RECORDS

Pursuant to the District's Protection and Privacy of Pupil Records Policy (Policy) and consistent with the requirements of the Family Educational Rights and Privacy Act (Privacy Act) and the Minnesota Government Data Practices Act (Data Practices Act), the School Resource Officer for purposes of the Policy, the Privacy Act and the Data Practices Act shall be deemed to be a school official when performing the duties and responsibilities of the School Resource Officer. As such, the City certifies and agrees that all data created, collected, received, stored, used, maintained, or disseminated by the School Resource Officer must comply with the Privacy Act and the Data Practices Act.

SECTION 5: TERM OF AGREEMENT

5.1 TERM OF AGREEMENT

Unless terminated by either party in accordance with paragraph 5.2, the term of this Agreement shall be from August 2022 to June 30, 2023. This time period is coincident with the District's 2022-2023 school year based on the school calendar in effect at the time of execution of this Agreement.

5.2 TERMINATION

Either party may terminate this Agreement upon one hundred eighty (180) days advanced written notice of such termination. If the District terminates this Agreement prior to January 15, 2023, the District shall pay an amount equal to one-half of the fees that would otherwise be payable to the City during the term of this Agreement.

5.3 SUSPENSION

The Agreement may be suspended by the District for a period not to exceed ninety (90) days upon thirty (30) days written advance notice to the City of such suspension. If the District suspends this Agreement, the District shall pay a prorated amount equal to one-half of the fees that would otherwise be payable for the period of suspension.

5.4 FORCE MAJURE

The City reserves the right to suspend or terminate this Agreement and reassign the SRO in the event of natural or man-made disasters, civil unrest, terrorism, war, pandemic, or other similar unforeseen events for the duration of such an event. The District agrees that the City's failure to perform or delay in the performance of City's specified duties in this Agreement will not constitute a breach of contract if the failure to perform or delay in performance of the City's specified duties is due to or caused by an event of natural or man-made disaster, civil unrest, terrorism, war, pandemic, or any similar unforeseen event.

SECTION 6: MISCELLANEOUS

6.1 COMMUNICATION

Any notice, demand, or communication to the District shall be addressed to the Superintendent at:

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

Superintendent of Schools
Independent School District No. 199
2990 80th Street East
Inver Grove Heights, MN 55076-3232

Any notice, demand, or communication to the City shall be addressed to the Chief of Police at:

Chief of Police
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

6.2 SCOPE

It is agreed that the entire agreement of the parties is contained herein, and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof. This Agreement may not be altered, changed, or amended except by an instrument in writing, signed by all parties.

6.3 BINDING AGREEMENT

The parties mutually recognize and agree that all terms and conditions of this Agreement shall be binding upon the parties and the successors and assigns of the parties.

6.4 GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

6.5 COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute the same instrument.

THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199
AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM
FOR THE 2022-2023 SCHOOL YEAR

IN WITNESS WHEREOF, District and City have executed this Agreement effective as of the day and year first stated above. This Agreement shall not become effective unless and until it is approved by the City Council and the School Board and is signed by the representatives listed below.

CITY OF INVER GROVE HEIGHTS

By:

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

INDEPENDENT SCHOOL DISTRICT #199

By:

Matt Schaefer, School Board Chair

ATTEST:

Rachel Hanson, School Board Clerk

Request for Council Action

SUBJECT: **Setback and Accessory Structure Variance for 8008 River Road**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Allan Hunting, City Planner, 651.450.2554

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, granting variances to allow an accessory structure with a zero front setback and to allow a structure greater than 1,000 gross square feet in size on property located at 8008 River Road (Case No. 22-30V Steve & Debby Kaeder-Carpenter).

- Requires 3/5 vote
- 60-day deadline: August 19, 2022 (first 60-days)

BACKGROUND

The applicant is seeking to remove an old garage and replace it with a new one at the same location but with a slightly larger square footage. The existing building, which was constructed prior to 1965, is a two-level structure with a total size of 1,572 square feet and is located at the front property line. Current code allows a maximum size of 1,000 gross square feet for an accessory structure. The new structure would consist of a two-story building with loft space in the same location as the existing garage and with the same footprint. The proposed structure would be 1,694 square feet in size, which is 122 square feet or 7% larger than the existing building. The additional square footage comes from a cantilevered main level and dormer space in the loft.

The new design is similar to other accessory structures in the area. The shallow lot depth and topography of the site make it difficult to move the building to meet setbacks.

The Planning Commission raised some questions about the size of the structure and allowing an increase in size since the existing structure was already over 1,000 square feet. The existing structure is a legal non-conforming structure, so it could be rebuilt at its current 1,572 square foot size. Ultimately the Planning Commission voted to recommend both variances, because while the gross square footage increases, the footprint stays the same. They also found practical difficulties in the topography of the lot to support the setback variance.

FISCAL IMPACT

N/A

RECOMMENDATION

The Planning Commission recommended approval of both variances as presented (8-0). Planning Staff recommends approval of the variances with the conditions listed in the attached Resolution.

ATTACHMENTS

1. Resolution Granting Variances
2. Planning Report
3. Applicant Photos
4. Resident / Neighbor Comments

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

RESOLUTION NO. ____

**RESOLUTION APPROVING VARIANCES TO ALLOW AN ACCESSORY STRUCTURE WITH
ZERO FRONT SETBACK AND TO ALLOW THE STRUCTURE GREATER THAN 1,000
GROSS SQUARE FEET IN SIZE**

Case No. 22-30V
Steve & Debby Kaeder-Carpenter

WHEREAS, the request is for the property located at 8008 River Road and legally described as follows:

**Lots 10, 11, 12, River Cedars, according to the recorded plat,
Dakota County, Minnesota**

WHEREAS, the applicant is requesting a variance to allow an accessory structure with a zero front setback and to allow the structure greater than 1,000 gross square feet;

WHEREAS, the afore described property is zoned R-1B, Single Family Residential District;

WHEREAS, a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on July 19, 2022 in accordance with City Code Section City Code 10-3-3 C;

WHEREAS, a practical difficulty or uniqueness was found to exist based on the following findings:

- The new building is at same location and same footprint, size increase based on roof dormers and a cantilevered floor which are architectural features to blend the increase in design and not just wall expansions of the building.
- The topography of the lot and small space between the garage and house create unique circumstances based on the historical development of the lot. Relocating garage at its current spot seems reasonable.

- The bedrock in the area limit the location and depth of the foundation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a variance to allow an accessory structure with a zero front setback and to allow the structure greater than 1,000 gross square feet is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department dated May 28, 2022.
2. Prior to issuance of a building permit, plans must be submitted that reflect the lowest level walls will be less than 50% exposed.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Adopted by the City Council of Inver Grove Heights this 8th day of August, 2022.

Tom Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk



PLANNING REPORT

CASE NO: 22-30V

APPLICANT: Steve Carpenter & Debby Kaeder-Carpenter

PROPERTY OWNER: Same

REQUEST: Variance from size and setback of an accessory structure

HEARING DATE: July 19, 2022

LOCATION: 8008 River Road

COMPREHENSIVE PLAN: LDR

ZONING: R-1B, Single Family Residential

REVIEWING DIVISIONS: Planning

PREPARED BY: Allan Hunting
City Planner

SPECIFIC REQUEST

The applicant is requesting the following:

1. A Variance from Section 10-15-18 A. to allow an accessory structure greater than 1,000 gross square feet.
2. A Variance from Section 10-9A-2 B. to allow structure closer to front property line than 30 feet.

BACKGROUND

The applicant is proposing to remove an old, detached accessory structure and replace at the same location. The existing building was constructed prior to 1965 and is placed on or partially within the right-of-way of River Road. The structure is a two story, flat roofed building that has a total gross interior dimension square footage of 1,572 square feet.

The applicant is proposing to replace with two-story structure with loft space interior dimensions totaling 1,694 square feet. The applicant has indicated that less than 50% of the lowest level walls would be exposed so height would be taken from the main level of the structure which would be 16 feet.

Since the applicant originally applied for the variance, staff has been working with the applicant to clarify dimensions of both the existing and proposed buildings to make sure interior measurements were used for both, as a result, the dimensions listed in the report are correct and some listed in the narrative are now out of date.

EVALUATION OF THE REQUEST

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

North - Single family; zoned R-1B; guided LDR.
East - Mississippi River
West - Railroad Right-of-Way
South - Single family; zoned R-1B; guided LDR

VARIANCE

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variances, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

The current garage is a legal non-conforming structure because it is at the front property line and larger than the allowed 1,000 square foot maximum. The plan to remove the structure and construct new eliminates any non-conforming status and so new structure is reviewed against current codes.

1. *The variance request is in harmony with the general purpose and intent of the city code and consistent with the comprehensive plan.*

Size. The existing building built before 1965, is larger than what is currently allowed. The existing structure is 1,572 gross square feet. Current maximum size by code is 1,000 gross square feet. The new structure including the lower, main and dormer areas of the attic is 1,694 square feet. The proposed structured would be 122 square feet larger than the existing which is a 7% increase in size. The extra square footage comes from a larger main level which is cantilevered over the lower level and dormer space in the attic.

A rationale for a size variance could be the new building is at same location and same footprint, size increase based on roof dormers and a cantilevered floor which are architectural features to blend the increase in design and not just wall expansions of the building.

Setback. The current garage is at or may be slightly over the front property line and in the right-of-way of River Road. The proposed structure would be relocated completely on the property but at the existing zero setback. A garage meeting setbacks would not function

the way the lot is designed. The driveway area would be too small to function. Replacing at the current location would appear to be in harmony and intent of the code.

2. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

Replacing the old garage and locating at the current location seems to be a reasonable use of the property.

3. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

The topography of the lot and small space between the garage and house create unique circumstances based on the historical development of the lot. Relocating garage at its current spot seems reasonable. Applicants are working with a non-conforming structure and wanting to replace with an improved building.

The existing structure was already over the allowed maximum square footage. The increase in size is only 7% larger than the existing building.

4. *The variance will not alter the essential character of the locality.*

There have been other recent accessory structures or garages that have been constructed in the area. Some also have dormers on the roof line and this proposal would be similar to structures in the area.

5. *Economic considerations alone do not constitute an undue hardship.*

Economic considerations do not appear to be a factor in this request.

ALTERNATIVES

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

- A. Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:

1. A Variance from Section 10-15-18 A. to allow an accessory structure greater than 1,000 gross square feet subject to the following conditions:
 1. The site shall be developed in substantial conformance with the garage plans on file with the Planning Department dated May 28, 2022.
 2. Prior to issuance of a building permit, plans must be submitted that reflect the lowest level walls will be less than 50% exposed.

Practical Difficulty:

- A rationale for a size variance could be the new building is at same location and same footprint, size increase based on roof dormers and a cantilevered floor which are architectural features to blend the increase in design and not just wall expansions of the building.
- 2. A Variance from Section 10-9A-2 B. to allow an accessory structure closer to front property line than 30 feet subject to the following condition:
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department dated May 28, 2022.
 2. Prior to issuance of a building permit, plans must be submitted that reflect the lowest level walls will be less than 50% exposed.

Practical Difficulty:

- The topography of the lot and small space between the garage and house create unique circumstances based on the historical development of the lot. Relocating garage at its current spot seems reasonable.

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

RECOMMENDATION

Staff believes there is rationale to approve both variances with the practical difficulties listed above. Staff recommends approval of the variances as presented.

Attachments: Location Map
Applicant Narrative
Site Plan
Resident email



Location Map Case No. 22-30V



MAX E. NORTON BSLA
Residential Architectural Design Consultant
mnorton01@gmail.com 651-230-9233

June 17, 2022

APPLICANT: Debby Kaeder-Carpenter & Steve Carpenter
8008 River Road
Inver Grove Heights, MN 55076

LEGAL DESCRIPTION: Lots 10, 11, & 12; Plat of River Cedars
Dakota County, Minnesota

P R O J E C T D E S C R I P T I O N

1. The Applicant's current Garage on the above-referenced property is a Two-Story, flat-roofed, stucco-clad wood-framed structure. Although in non-compliance with current setbacks, it has been 'grandfathered' and used for auto storage from before the current home was built on this property. It is sadly out-of-character with the current home and a request was made to demo the current structure and build a new one to replace it with an architectural design more in character with the beautiful new home.
2. Recently, Steve Johnson, the Building Official, granted permission to demo and re-build the Garage IF the footprint and height remained the same as the existing one. Although The current 'footprint' extends slightly over the Property Line, the intent is to have the new footprint entirely within the current property. An adjacent Storage Shed would be demolished in this process and would not be replaced. The current height of the garage is approximately 19' from the lower level to the parapet on the flat roof.
3. **Architectural Plans** This designer has prepared construction plans for the new Garage and submitted a copy for review by the City Planning staff. After preliminary review, the determination was (a) that a Structural Engineer would need to review and 'sign-off' on the plans submitted for Permit, and (2) an Application for a Height Variance would need to be submitted (the accompanying documentation). Although the new design is only 1' higher than the current code standard for a Detached Garage (measured ½ way up the main roof), it does **NOT** comply with the stipulation in Article 2; to not exceed the current garage height. Thus, the submittal of these materials.

Respectfully Submitted,
Max E. Norton

From: [Max Norton](#)
To: [Kim Fox](#); [Heather Botten](#)
Cc: [Carpenter Debby](#)
Subject: CASE NO. 22-30V. 8008 River Road
Date: Friday, July 1, 2022 3:04:08 PM

To respective parties:

When this application was reviewed on June 29, 2022 the Applicant was asked to supply some additional and clarifying information. The following addresses that request:

1. Amended Square Footage- For perspective, the current building, a two-story masonry structure has an overall total floor area of **1728 sf**. This is 173% larger than the current code (1000 sf)

The Planning Staff asked for an amended calculation of the floor area in the proposed replacement structure, using their accepted 'interior floor area' method; here are those calculations:

Lower Level Interior: $22' \times 34' + 3 \text{ sf} = \mathbf{751 \text{ sf Net}}$

Main Floor Interior: $24'-5'' \times 34'-11''$, less stair (62 sf) = **791 sf Net**

Attic Interior: $14'-0'' \times 34'-11''$ plus 2 dormers @ $5' \times 5'$ & 1 dormer @ $8' \times 5'$ = **579 sf Net**

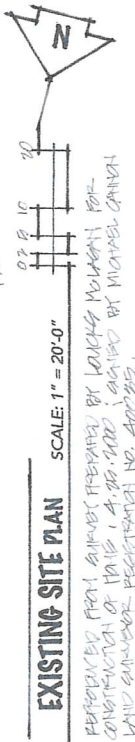
TOTAL Interior Area = **2121 sf** This is 212% larger than code, but only 39% larger than the existing building.

2. Proposed Height- Staff asked for a dimension from the Ridgeline of the Attic gable dormer to the walkout grade below; That dimension measures exactly **30'-0"**.

3. Although we realize that the Planning staff makes its review decision merely on a statistical number basis, this proposed Variance corrects previous non-compliance issues, imposes no hardship on neighbors or the community. removes a neighborhood 'eyesore', adds value to the tax base and 'comparables', and dramatically improves the visual 'streetscape'. In this case, there is no way that aesthetics can be divorced from the evaluation process; granting this Variance will result in a vast improvement.

Regards,
Max E. Norton
Architectural Designer

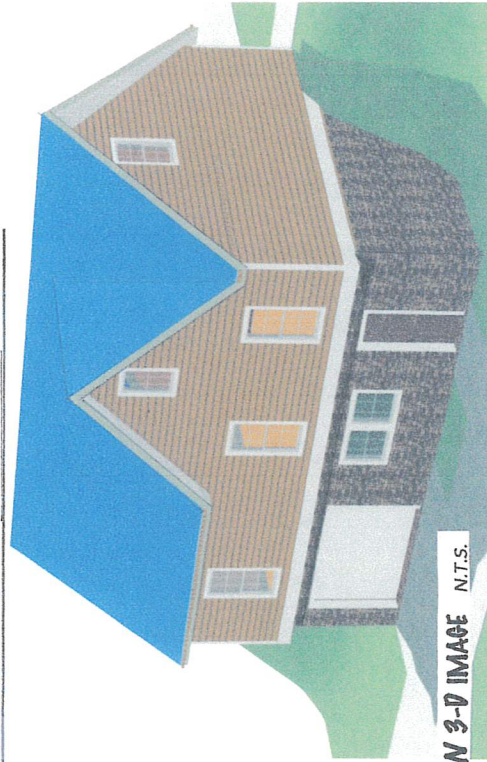
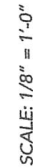
CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



OWNERS: **Debby** **Steve**
KAEVER-CARPENTER **CARPENTER** *Home*

Home

8008 RIVER ROAD. INVER GROVE HEIGHTS, MN 55076



NEW 3-D IMAGE N.T.S.

DESIGNER: **Max E. Norton, BSLA**
mnorton01@gmail.com 651-230-9233
 PROJECT NUMBER: **R-2207**

DRAWING: **ONE** of 60.
DATE: 4-22-2000
REVISION:

All openings are noted generically with a number and letter code; the numbers represent the size (width by height); the letters designate the type (i.e., 2669 = Hinged Door (2'-6" wide x 6'-8" tall) DH = Double-hung; SL GL = Sliding Glass Door FX = Fixed; PD = Pocket Door; CS = Casement AW = Awning; TR = Transom; SL = Sliding Wdw



NEW LOWER FLOOR LAYOUT PLAN



OWNERS: *Debby* *Steve*
KAEDE-CARPENTER CARPENTER *Home*

PROJECT: CARPENTER GARAGE
8008 RIVER ROAD. INVER GROVE HEIGHTS, MN 55076

DESIGNER: **Max E. Norton, BSLA**
mnorton01@gmail.com 651-230-9233

DRAWING: **THREE** of 6.
DATE: 5.28.2002.
REVISION:

[illegible]

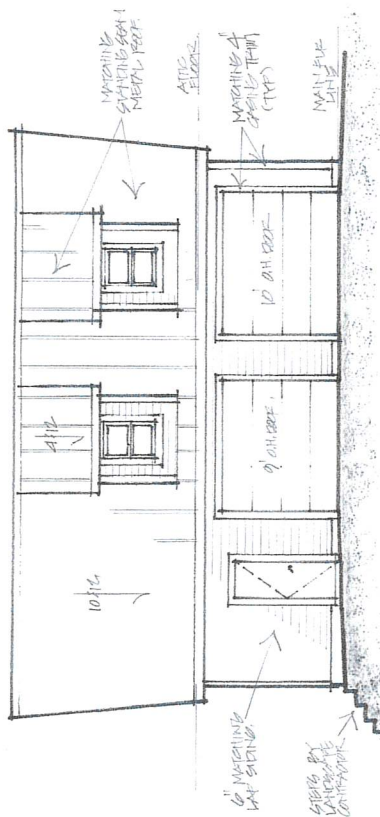
NEW ATTIC FLOOR LAYOUT PLAN

OWNERS: *Debby* *Steve*
KAEVER-CARPENTER CARPENTER *Home*

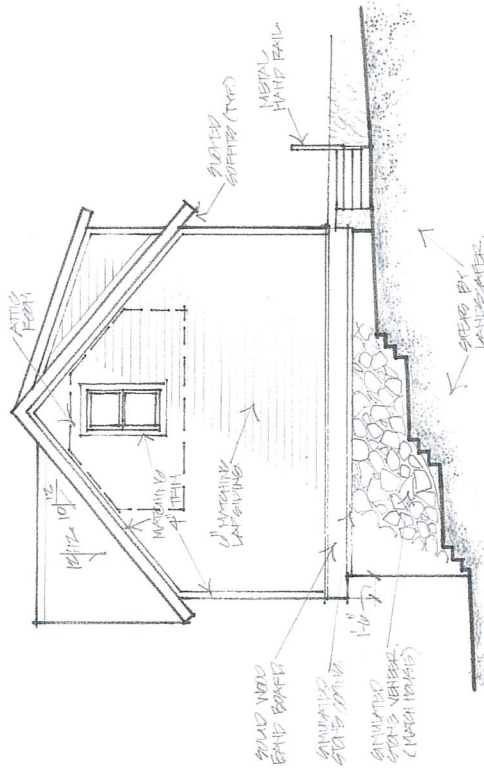
PROJECT: **CARPENTER GARAGE**
8008 RIVER ROAD. INVER GROVE HEIGHTS, NM 55076

DESIGNER: **Max E. Norton, BSLS**
mnorton01@gmail.com 651-230-9233
 PROJECT NUMBER: **R-2207**

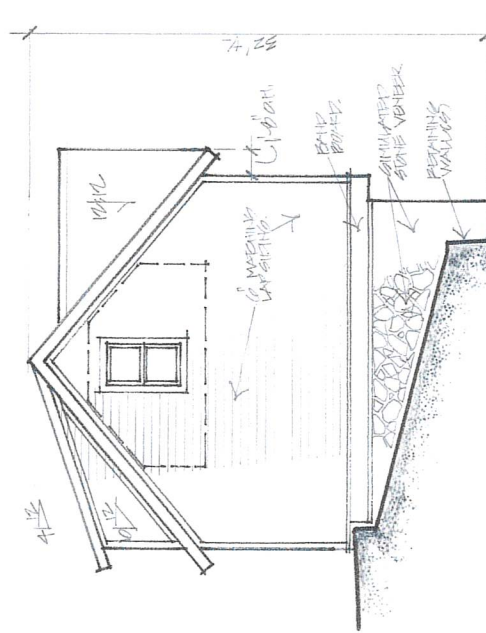
DRAWING: **FIVE** of 6,
DATE: 5-20-2012,
REVISION:



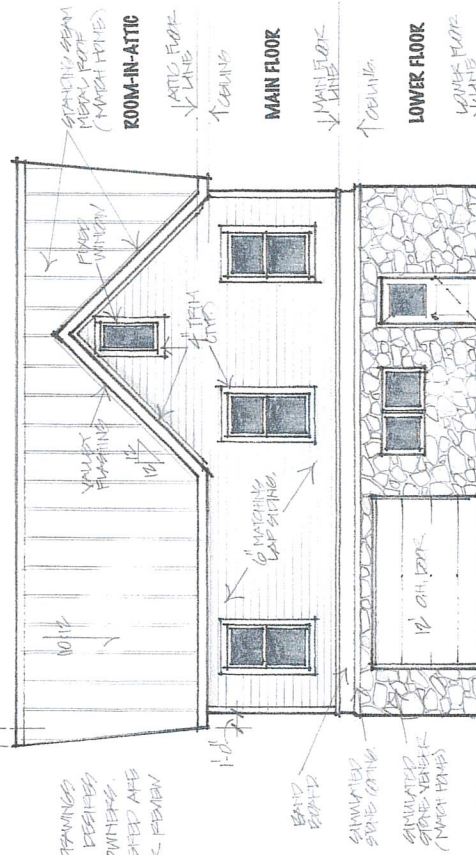
REAR (WEST) ELEVATION DETAIL SCALE: 1/8" = 1'-0"



RIGHT (NORTH) ELEVATION DETAIL SCALE: 1/8" = 1'-0"



LEFT (SOUTH) ELEVATION DETAIL SCALE: 1/8" = 1'-0"



FRONT (EAST) ELEVATION DETAIL SCALE: 3/16" = 1'-0"

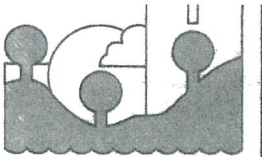
THE DETAILS ON THESE DRAWINGS ARE REPRESENTING THE DESIRES OF THE DESIGNER AND OWNERS. ANY DETAILS CONSIDERED ARE TO BE PRESENT WITH FOR REVIEW BY ALL PARTIES.

OWNERS: **Debby** **Steve**
KAEFER-CARPENTER **CARPENTER** *Home*

PROJECT: **CARPENTER GARAGE**
8008 RIVER ROAD. INVER GROVE HEIGHTS, MN 55076

DESIGNER: Max E. Norton, BSLA
mnorton01@gmail.com 651-230-9233
PROJECT NUMBER: R-2207

DRAWING: **SIX** of **60**
DATE: **5.20.2022**
REVISION:



**CITY OF
INVER GROVE
HEIGHTS
MINNESOTA**

OWNER:
DEBORAH KAEDER-CARPENTER
& STEVE CARPENTER
8008 RIVER ROAD
INVER GROVE HEIGHTS, MN 55076
651.457.7448

KEY PLAN

- Iron monument set
- Iron monument found
- ⊙ Drilling set
- ⊙ Spot elevation
- Contour
- ☼ Coniferous tree
- ⊙ Previously recorded data per plot
- ⊙ Finished floor elevation
- Drainage flow

CADD FILE QUALIFICATION
CADD files prepared by the Engineer/Surveyor for the project are instruments of the Engineer's/Surveyor's professional services for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project or for completion of this project by others without written approval by the Engineer/Surveyor. With the Engineer's/Surveyor's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All alterations and amendments to these CADD files shall be made at the full risk of the party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Engineer/Surveyor for any and all responsibility, claims and liabilities.

I hereby certify that this survey, plan or report was prepared by me under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Michael E. Cannon
MICHAEL E. CANNON, L.S.
Reg. No. 45035 Date: 3/30/00

DATE	REVISION

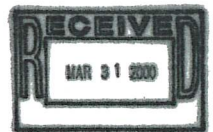
QUALITY MANAGEMENT REVIEW

**LOUCKS
MCLAGAN**
Planning • Civil Engineering • Land Surveying
Environmental • Archaeology
6015 Cahill Avenue East, St. Paul, Minnesota 55076
Telephone: (651)457-3645 Fax: (651)457-8042
© 2000 Web Page: www.loucksmclagan.com

SITE PLAN

PROJECT NO.
00722
DATE: 03/28/2000

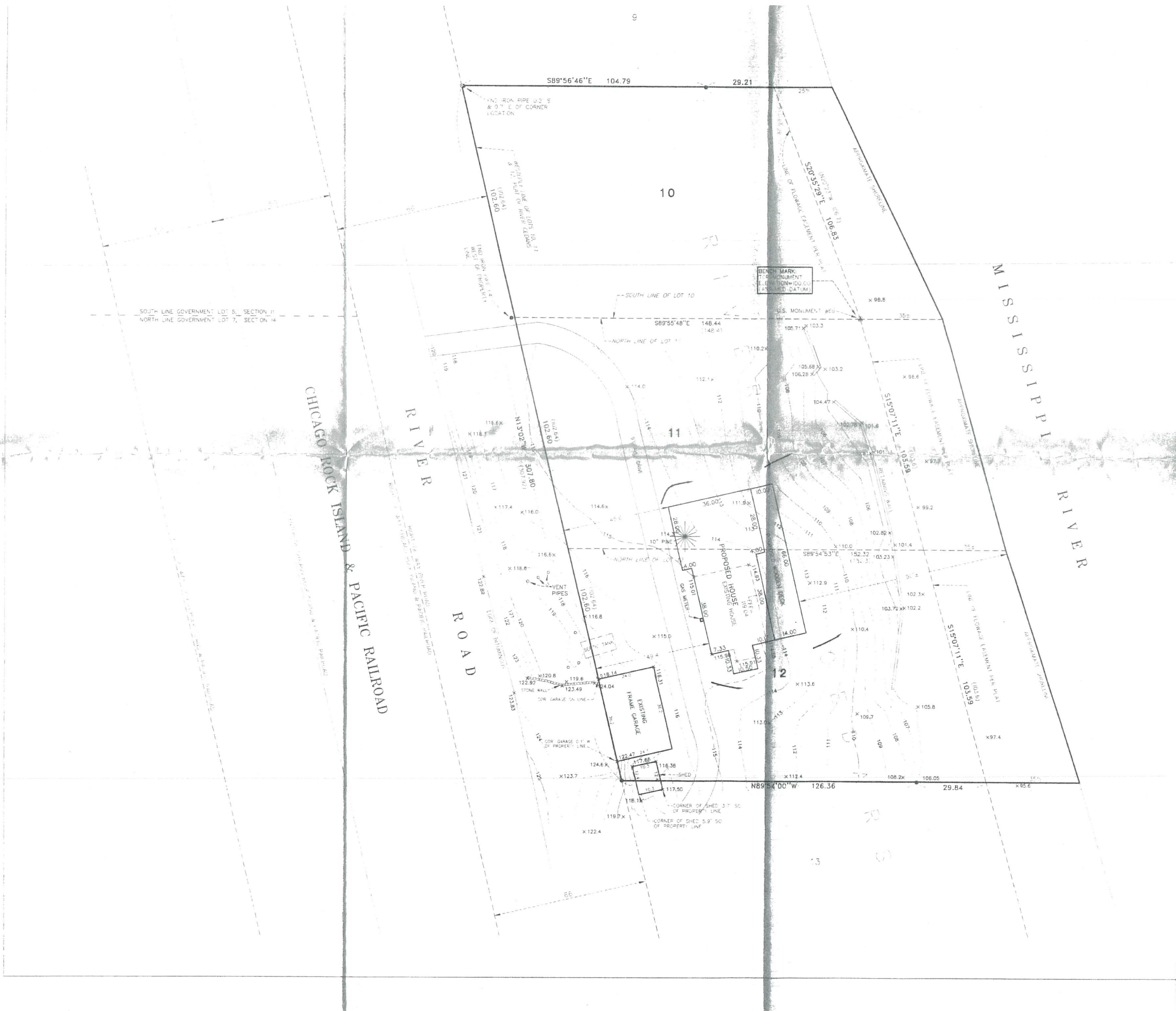
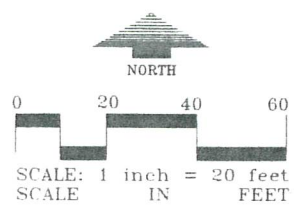
SHEET 1 OF 1

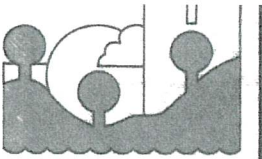


BENCH MARK:
SEE MAP

LEGAL DESCRIPTION:
Lots 10, 11 and 12
First of River Cadogan
Cass County, Minnesota

BEARING REFERENCE:
The Western line of Lots 10, 11 and 12 of the
First of River Cadogan is assumed to bear
N 29° 12' 00" W





**CITY OF
INVER GROVE
HEIGHTS
MINNESOTA**

OWNER
DEBORAH KAEDER-CARPENTER
& STEVE CARPENTER
8008 RIVER ROAD
INVER GROVE HEIGHTS, MN 55076
651.457.7448

KEY PLAN

○	Iron monument set
●	Iron monument found
⊙	Drillhole set
+100.00	Spot elevation
---	Contour
✱	Coniferous tree
+	Previously recorded data per plot
FPE	Finished floor elevation
---	Unmanned flow

CADD FILE QUALIFICATION
CADD files prepared by the Engineer/Surveyor for this project are instruments of the Engineer's/Surveyor's professional services for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project or for completion of this project by others without written approval by the Engineer/Surveyor. With the Engineer's/Surveyor's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All alterations and amendments, revisions, additions or deletions to these CADD files shall be made at the full risk of the party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Engineer/Surveyor for any and all responsibility, claims and liabilities.

I hereby certify that this survey, plan or report was prepared by me under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Michael E. Cannon
MICHAEL E. CANNON, L.S.
Reg. No. 40035, Date: 3/30/00

DATE	REVISION

QUALITY MANAGEMENT REVIEW

BY: _____ DATE: _____

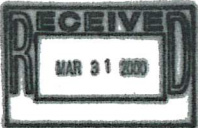
**LOUCKS
MCLAGAN**

Planning • Civil Engineering • Land Surveying
Environmental • Archaeology
6615 Cahill Avenue East, St. Paul, Minnesota 55076
Telephone: (651)457-8645 Fax: (651)457-8842
© 2000 Web Page: www.loucksmclagan.com

SITE PLAN

PROJECT NO.
00722
DATE: 03/28/2000

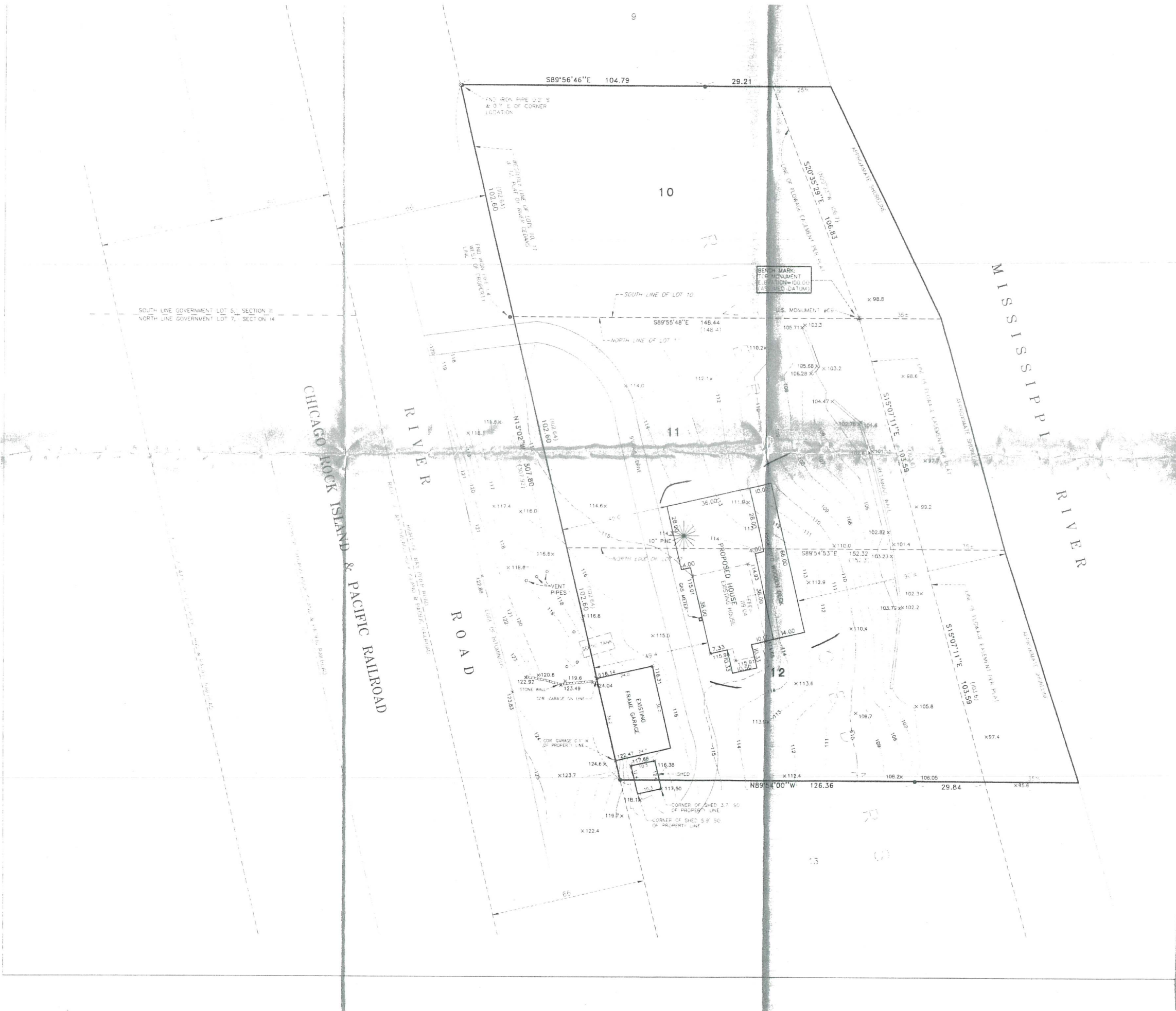
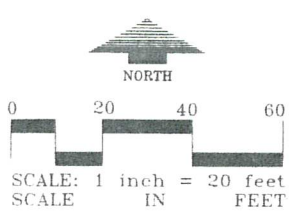
SHEET 1 OF 1



BENCH MARK:
SEE MAP

LEGAL DESCRIPTION:
Lots 10, 11 and 12
Plot of River Cedars
Davola County, Minnesota

BEARING REFERENCE:
The Western line of Lots 10, 11 and 12 of the
Plot of River Cedars is assumed to bear
N 37° 12' 00" W



From: [Sue Holleschau](#)
To: [Kim Fox](#)
Subject: Fwd: Carpenter Garage, 8008 River Road, for planning commission meeting 7/19/22
Date: Wednesday, July 13, 2022 8:39:49 PM

Sent from

Date: July 13, 2022 at 8:34:35 PM CDT

Subject: Fw: Carpenter Garage, 8008 River Road, for planning commission meeting 7/19/22

----- Forwarded Message -----

From: Sue Holleschau <thegrumpytwo@comcast.net>
To: "thegrumpytwo@comcast.net" <thegrumpytwo@comcast.net>;
"logcastlecapt@aol.com" <logcastlecapt@aol.com>
Sent: Thursday, July 14, 2022, 09:51:22 AM GMT+9
Subject: Carpenter Garage, 8008 River Road, for planning commission meeting 7/19/22

To Kim Fox,

Greetings from neighbors Sue & Rich Holleschau, on River Road. Our family has built 3 houses on River Road, starting with our first one in 1983, at 8136 River Road. The next one at 8260 River Road, in 1993, our current home. Our son Jeff Holleschau, built his house at 7950 River Road in 1994 & is still there. Deb & Steve have been excellent neighbors & have build a lovely log home. It nestles in the woodsy setting and is picturesque to look at, as you drive by. The plan for their replacement garage looks like it will fit in nicely with the style of their house, fitting into the same area as the original. It will complete the homestead for them. As property owners improve & keep up their homes & properties, it adds value to our whole neighborhood. River Road has many eclectic design styles & some unusual garages. Their goal to build a nice looking functional garage, should not pose any problems.

Thanks for your assistance on this project.

Sincerely,
Sue Holleschau

Sent from my iPhone

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Garage-view
from River Rd



Garage- East View





8388 River Rd

8336 River Rd



July 17, 2022

To The Inver Grove Heights Planning Commission:

My name is

Sandy Rod

and I live at

7960 River Road

I have reviewed the plans that were submitted to the Inver Grove Heights City Planners for the Carpenter Garage rebuild at 8008 River Rd.

The square footage appears to be similar to the existing structure (lower level and main level). However, there is added attic space due to architectural improvements of a pitched roof with dormers which "marry" the structure with their home and would offer a pleasant view from River Rd. The height, as seen from River Rd (the view that is visible to those driving/walking by) is similar to other garages on River Rd (8336, 8388).

Considering the uniqueness of the current 1940's structure and its location on their property, they are bound to stay in the current footprint. It will be very refreshing to have this flat roofed eye sore replaced with their proposed garage.

As a resident of River Rd, I endorse their plans as submitted. This proposed structure would be a vast improvement for our neighborhood.

Thank you.

Sincerely,

Sandy Rod

July 15, 2022

To The Inver Grove Heights Planning Commission:

My name is

Robert Wiplinger

and I live at

9100 River Rd

I have reviewed the plans that were submitted to the Inver Grove Heights City Planners for the Carpenter Garage rebuild at 8008 River Rd.

The square footage appears to be similar to the existing structure (lower level and main level). However, there is added attic space due to architectural improvements of a pitched roof with dormers which "marry" the structure with their home and would offer a pleasant view from River Rd. The height, as seen from River Rd (the view that is visible to those driving/walking by) is similar to other garages on River Rd (8336, 8388).

Considering the uniqueness of the current 1940's structure and its location on their property, they are bound to stay in the current footprint. It will be very refreshing to have this flat roofed eye sore replaced with their proposed garage.

As a resident of River Rd, I endorse their plans as submitted. This proposed structure would be a vast improvement for our neighborhood.

Thank you.

Sincerely,



July 15, 2022

To The Inver Grove Heights Planning Commission:

My name is

LINDA WIPPLINGER / Linda Wiplinger

and I live at 9100 RIVER RD, E GIB MN 55076

I have reviewed the plans that were submitted to the Inver Grove Heights City Planners for the Carpenter Garage rebuild at 8008 River Rd.

The square footage appears to be similar to the existing structure (lower level and main level). However, there is added attic space due to architectural improvements of a pitched roof with dormers which "marry" the structure with their home and would offer a pleasant view from River Rd. The height, as seen from River Rd (the view that is visible to those driving/walking by) is similar to other garages on River Rd (8336, 8388).

Considering the uniqueness of the current 1940's structure and its location on their property, they are bound to stay in the current footprint. It will be very refreshing to have this flat roofed eye sore replaced with their proposed garage.

As a resident of River Rd, I endorse their plans as submitted. This proposed structure would be a vast improvement for our neighborhood.

Thank you.

Sincerely,

Linda Wiplinger

Kim Fox

From: Nancy Pone <nancywiththetwins@gmail.com>
Sent: Monday, July 18, 2022 2:44 AM
To: Kim Fox
Subject: 8008 River Road

To Whom it concerns,

I understand you're collecting feedback regarding the variances requested for the garage at 8008 River Road. Ive spoken to my long time neighbor Debbie Kaeder Carpenter who showed me their plans and I think everything she proposed sounds reasonable and good.

My husband and I are certainly in favor of the necessary variances to compelte the construction.

Please let me know if you have any other questions or concerns regarding the matter.

Sincerely,

Nancy and Mike Pone
8336 River Road

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sender and know the content is safe.

Chuck & Sara Wiplinger

8388 River Rd
651-260-0655
Cwiplinger@me.com

July 17, 2022

Inver Grove Heights Planning Commission
Submitted VIA Kim Fox (KFox@ighmn.gov)

RE: Steve Carpenter & Debbie Kaeder-Carpenter - 8008 River Rd - Case No. 22-30V

Dear IGH Planning Commission,

I have been asked to review and comment, in support of or against as I see fit, on Steve & Debbie's new garage project (Case No. 22-30V).

Having reviewed the plans and requested variances I am in full support of the project. I concur that all variances should be granted and the project proceed. All variance requests seem reasonable or stem from factors that Steve and Debbie have inherited with the property.

Certainly it replaces a structure that is old and not aesthetically pleasing. Replacing the structure will provide positive impacts to the neighborhood from a value perspective. In general I believe it is positive for the city to allow upgrading of homes and properties whenever possible. Investment people put into their private residents has a positive impact on value and tax revenue to the city and county through higher land values.

Thank you for the opportunity to be part of the process and have my thoughts considered in this matter.

Sincerely and Respectfully,


Chuck & Sara Wiplinger

From: [Christine Arme](#)
To: [Kim Fox](#)
Subject: Carpenter Garage, 8008 River Road, for planning commission meeting 7/19/22
Date: Sunday, July 17, 2022 8:57:29 PM
Attachments: [image002.png](#)

To Kim Fox,

Hi Kim – I am sending this email related to the replacement garage for the Carpenter's at 8008 River Road. The plan for the replacement garage looks like it will be an improvement and fit nicely with the theme of their home. River Road is a unique blend of house styles and truly a lovely neighborhood. I think the Carpenter's garage is an upgrade that will improve the street value.

If you have any questions, please let me know.

Thank you,

Christine Arme | VP Healthcare Systems
Medical Solutions Division
3M Health Care Business Group
Mobile: 760.593.8648
carme@mmm.com | www.3M.com



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Request for Council Action

SUBJECT: **Accessory Structure Variance for 9580 Baker Court**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Allan Hunting, City Planner, 651.450.2554

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, granting a variance to allow more than one accessory structure on the property located at 9580 Baker Court (Case No. 22-28V Lars Runquist)

- Requires 3/5 vote
- 60-day deadline: August 19, 2022 (first 60-days)

BACKGROUND

The applicant is proposing to remove one of the original farm outbuildings and replace it with a new garage at the same location. There are three accessory structures on the site, all from the original farmstead. Code allows one detached accessory structure. The original barn is still being used for agricultural purposes, so it is exempt from the number of structures. Being the subject building is being completely removed and replaced, it loses its non-conformint status and thus the need for the variance to rebuild.

The new building would meet the required 50 foot setback from property lines. The size of the proposed building plus the other existing building combined would be less than the maximum allowed square footage of 1,600 square feet.

A uniqueness of this request is the old buildings are from a farm which predates the ordinance and the one change is the new building would be larger than the old.

FISCAL IMPACT

N/A

RECOMMENDATION

The Planning Commission reviewed the request and did not have any questions. They recommended approval of the variance as presented (8-0).

Planning Staff recommends approval of the request as presented.

ATTACHMENTS

1. Resolution Granting Variance

2. Planning Report

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

RESOLUTION NO. ____

**RESOLUTION APPROVING A VARIANCE TO ALLOW MORE THAN ONE ACCESSORY
STRUCTURE ON THE PROPERTY**

Case No. 22-28V
Lars Runquist

WHEREAS, the request is for the property located at 9580 Baker Court and legally described as follows:

**Lot 5, Block 1, Titcomb Acres, according to the recorded plat,
Dakota County, Minnesota**

WHEREAS, the applicant is requesting a variance to allow more than one accessory structure on the lot;

WHEREAS, the afore described property is zoned E-1, Estate Residential;

WHEREAS, a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on July 19, 2022 in accordance with City Code Section City Code 10-3-3 C;

WHEREAS, a practical difficulty or uniqueness was found to exist based on the following findings:

- The size of the other accessory structure and the new proposed structure would be less than the 1,600 square foot maximum size.
- The property would be used in a reasonable manner and similar to what is existing. The only change is the new structure would be larger than the existing structure and in the same location.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a variance to allow a lot with more than one accessory structure is hereby approved subject to the following conditions:

1. The proposed new structure shall maintain 50 foot setbacks from all property lines due to the fact it is proposed over 1,000 square feet at 1080 square feet.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Adopted by the City Council of Inver Grove Heights this 8th day of August, 2022.

Tom Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk



PLANNING REPORT

CASE NO: 22-28V

APPLICANT: Lars Runquist

PROPERTY OWNER: Same

REQUEST: Variance from number of accessory structures

HEARING DATE: July 19, 2022

LOCATION: 9580 Baker Court

COMPREHENSIVE PLAN: RDR

ZONING: E-1, Estate Residential District

REVIEWING DIVISIONS: Planning

PREPARED BY: Allan Hunting
City Planner

SPECIFIC REQUEST

The applicant is requesting the following:

- A Variance from Section 10-15-18 C. to allow more than one accessory structure

BACKGROUND

The applicant is proposing to remove one of the old original farm structures and construct a new building at the same location but with a larger foot print. The original structure is approximately 646 square feet in size and the applicant is proposing to construct a new 1,080 square foot structure. The new building would meet the required 50 foot setback from all property lines.

There are three existing legal non-conforming structures on the property. Current code allows only one detached accessory structure. One of the existing structures is still used as a barn and would be considered an agricultural building and not count towards the maximum number. Removing and replacing one of the accessory structures with a larger structure removes its non-conforming status and therefore a variance is needed to allow the reconstructed building.

EVALUATION OF THE REQUEST

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

North - Single family residence; zoned E-1; guided RDR.
East - Single family residence; zoned E-1; guided RDR.
West - Single family residence; zoned E-1; guided RDR.
South - Single family residence; zoned E-1; guided RDR.

VARIANCE

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variances, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

1. *The variance request is in harmony with the general purpose and intent of the city code and consistent with the comprehensive plan.*

The property is an old farmstead with some of the original outbuildings for the farm. Farm type uses are allowed in the E-1 District. All of the outbuildings are legal non-conforming since they have existed prior to rules regulating size and number. Applicant has indicated the other existing accessory structure will be repaired at its existing size. The size of the other accessory structure and the new proposed structure would be less than the 1,600 square foot maximum size. Allowing the new structure would be in harmony with the general purpose of the code as it is replacing an existing structure and total size of the two would be less than what is allowed.

2. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

The property would be used in a reasonable manner and similar to what is existing. The only change is the new structure would be larger than the existing structure and in the same location.

3. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

The property is unique in that being an old farmstead, there are a number of structures that were used for farm activities.

4. *The variance will not alter the essential character of the locality.*

Replacing an existing building would not appear to change the essential character of the locality.

5. *Economic considerations alone do not constitute an undue hardship.*

Economic considerations do not appear to be a factor in this request.

ALTERNATIVES

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

- A. Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:

- A Variance from Section 10-15-18 C to allow more than one accessory structure subject to the following conditions:
 1. The proposed new structure shall maintain 50 foot setbacks from all property lines due to the fact it is proposed over 1,000 square feet at 1080 square feet.

Practical Difficulty:

- The size of the other accessory structure and the new proposed structure would be less than the 1,600 square foot maximum size.
- The property would be used in a reasonable manner and similar to what is existing. The only change is the new structure would be larger than the existing structure and in the same location.

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

RECOMMENDATION

Staff believes there is rationale to approve the variance with the practical difficulties listed above.

Staff recommends approval of the variance as presented.

Attachments: Location Map
Applicant Narrative
Site Plan



Location Map

Case No. 22-28V



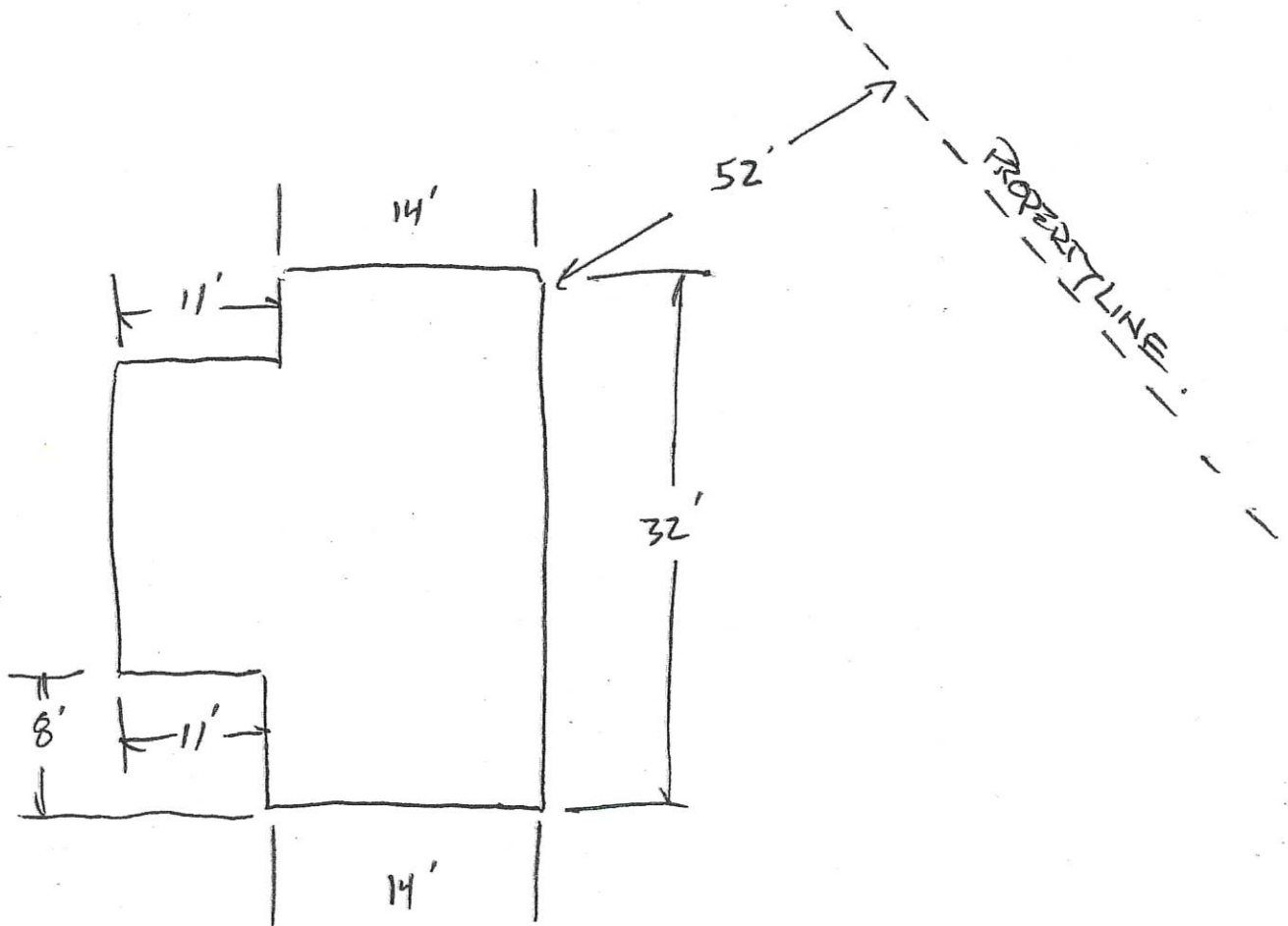
Lars Runquist
9580 Baker Court
Inver Grove Heights, MN 55077

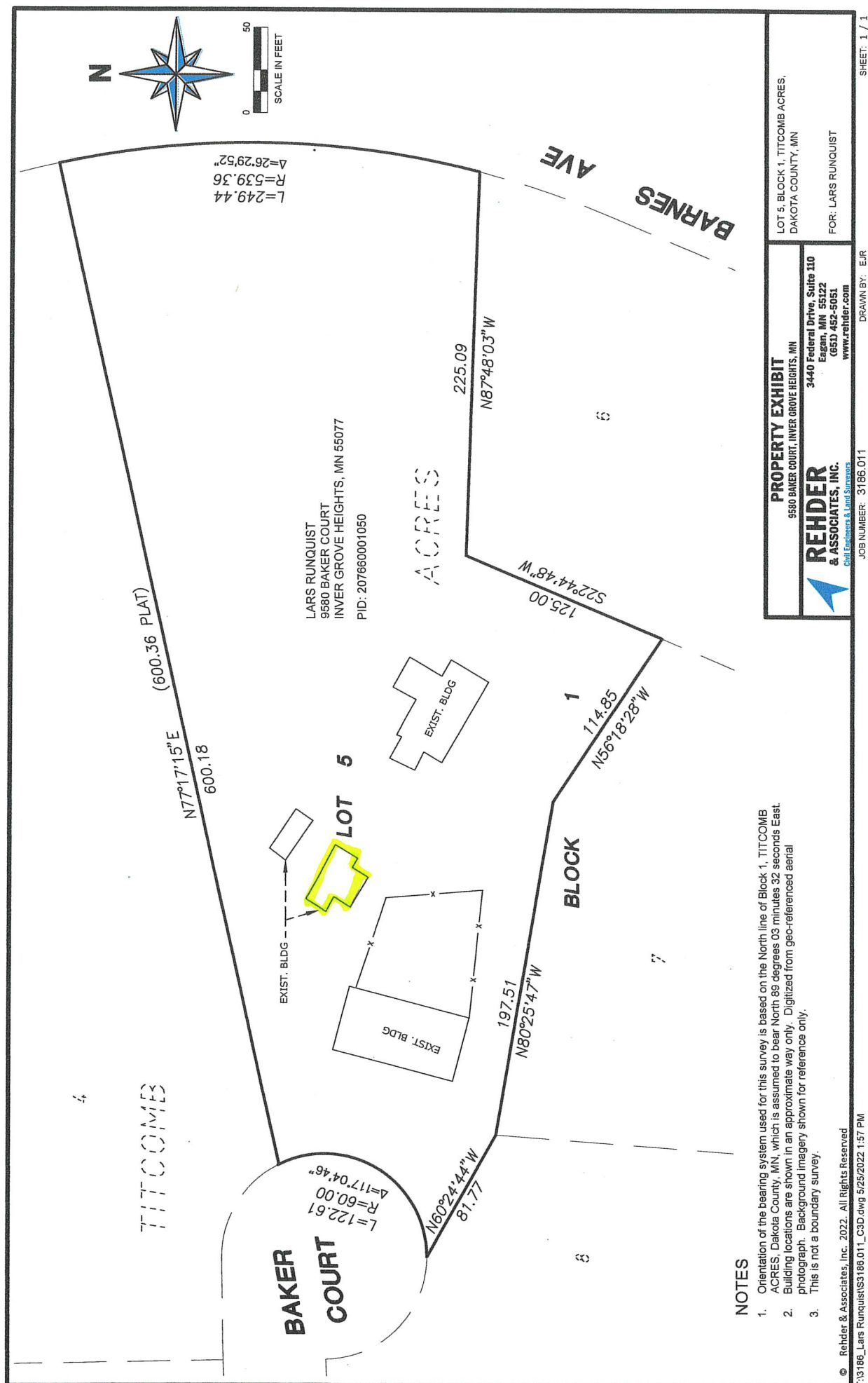
RE: Variance Application – Case No. 22-28V

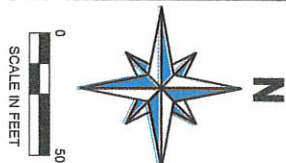
1. Project description, removing, tearing down existing storage shed structure and building a new 36x30 garage.

Existing structure was built approximately in 1873, it was originally the creamer building. The existing structure is currently being used for storage.

2. Existing structure and dimensions and closes distance to property line.



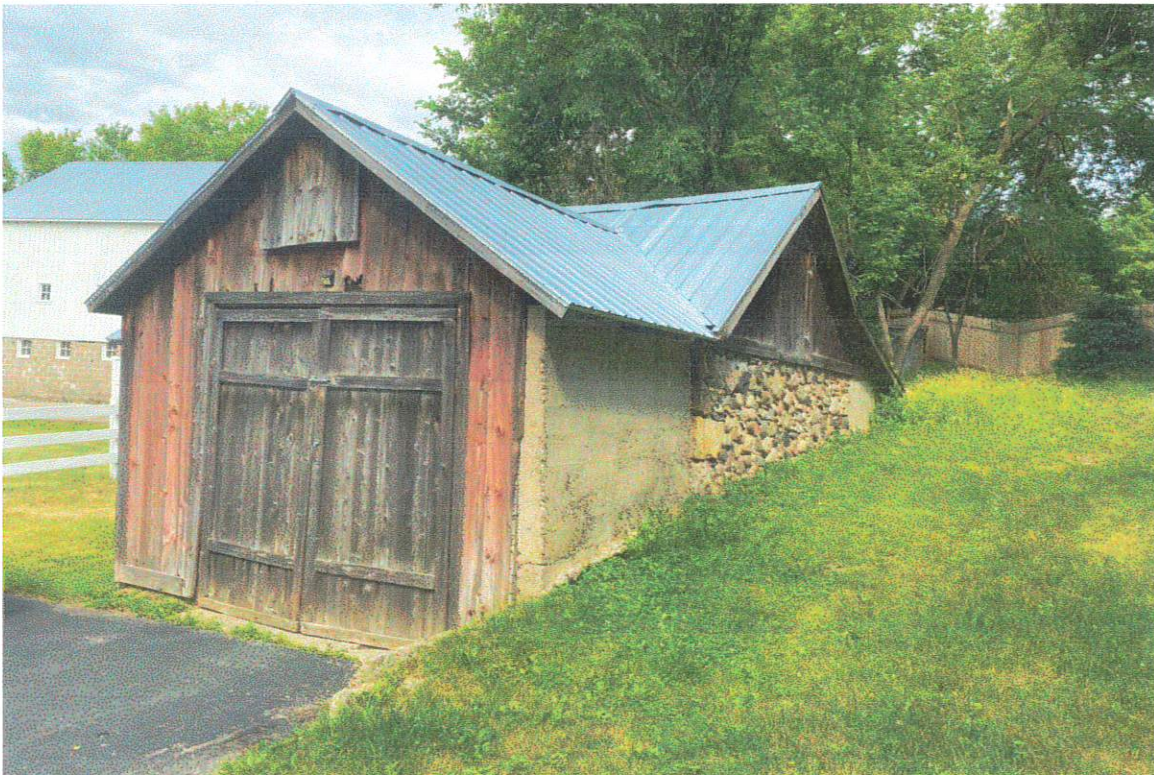
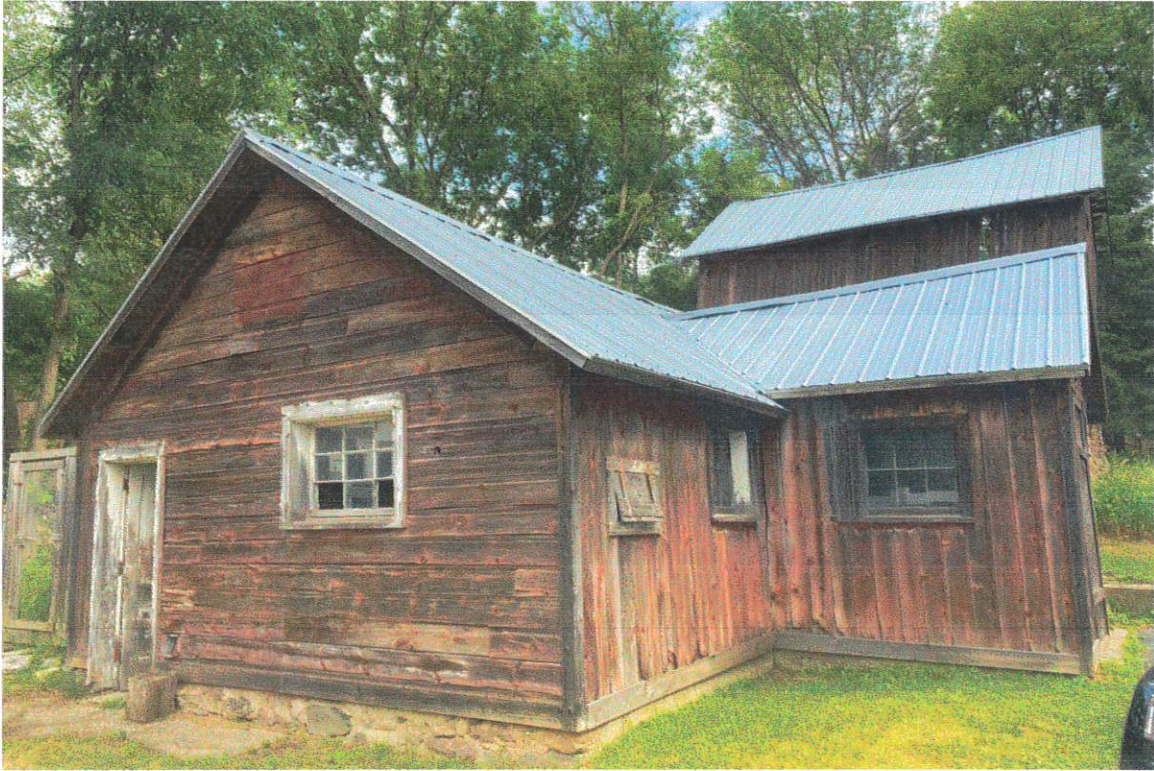




1. Orientation of the bearing system used for this survey is based on the North line of Block 1, T11COMB ACRES, Dakota County, MN, which is assumed to bear North 89 degrees 03 minutes 32 seconds East.
2. Building locations are shown in an approximate way only. Digitized from geo-referenced aerial photograph. Background imagery shown for reference only.
3. This is not a boundary survey.

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Request for Council Action

SUBJECT: **Accessory Dwelling Unit Variance for 7301 Babcock Trail**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, granting a variance to exceed the maximum square footage for an accessory dwelling unit (ADU) on the property located at 7301 Babcock Trail (Bruce and Holly Zschokke - Case No. 22-29V).

- Requires 3/5 vote
- 60-day deadline: August 19, 2022 (1st 60-days)

BACKGROUND

The applicant's property is 3.59 acres in size and is a mixed-use site. The lot consists of a single-family home with a two-car garage, two agricultural buildings, Glassing Florist, and an old barn. The applicant is requesting an accessory dwelling unit (ADU), to be located in the existing barn. The zoning code has a maximum square footage for an ADU of 1,000 gross square feet. The lower level of the barn would be the garage and the main floor would be the ADU, which would total about 1,250 square feet in size.

The intent of the ADU ordinance is to provide a secondary living space for a family member(s) or a rental. An ADU has its own kitchen, bath, and sleeping spaces. The ordinance was created with a list of standard conditions such as the minimum and maximum size of the ADU. The other zoning requirements, such as having a shared septic system, two off-street parking spaces, and someone that owns the property has to live in either the ADU or the principal structure, are being met. The ordinance allows the ADU to be in a detached structure if the lot is over one acre in size, which is the case with this property. The code does not provide flexibility for the size of the ADU, even when one is to be created within an existing structure. This property is unique in that the foundation of the barn was built in 1865. There was a fire that destroyed the original structure. The current structure, using the original foundation, was built around the 1930's. The barn was not built with the intention of having an ADU in it. The structure is unique in that they are able to convert this historic building into living space. Staff does not find that the request for the ADU would alter the character of the neighborhood as it would be located in an existing building.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Staff finds sufficient rationale to support the requested variance and recommends approval with the condition listed in the attached Resolution.

At the July 19, 2022 public hearing, the applicant was present. No neighbors testified at the hearing. The Planning Commission recommended approval of the request with the condition listed in the attached Resolution (8-0).

ATTACHMENTS

1. Resolution Granting Variance
2. Planning Commission recommendation
3. Planning Report

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A VARIANCE TO EXCEED THE MAXIMUM SQUARE
FOOTAGE ALLOWED FOR AN ACCESSORY DWELLING UNIT**

Case No. 22-29V
Zschokke

WHEREAS, the request is for the property located at 7301 Babcock Trail and legally described as follows:

Lot 2, Block 1 Zschokke Addition, Dakota County, Minnesota according to the plat thereof on file and record in the office of the Register of Deeds

WHEREAS, the applicant is requesting a variance to allow an accessory dwelling unit (ADU) to be 1,250 square feet in size whereas 1,000 gross square feet is the maximum allowed;

WHEREAS, the afore described property is zoned A, Agricultural;

WHEREAS, a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on July 19, 2022 in accordance with City Code Section City Code 10-3-3 C;

WHEREAS, a practical difficulty or uniqueness was found to exist based on the following findings:

- a. The request is in harmony with the general purpose and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- b. The variance request does not appear to have an adverse impact on the neighboring properties as the ADU is located with an existing building.
- c. The property is unique in that the ADU would be located in a historic building constructed around the 1930's.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a variance to allow an ADU larger than 1,000 gross square feet is hereby approved subject to the following condition:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Adopted by the City Council of Inver Grove Heights this 8th day of August, 2022.

Tom Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

RECOMMENDATION TO CITY OF INVER GROVE HEIGHTS

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: July 19, 2022

SUBJECT: Consider a variance to exceed the maximum allowed square footage for an accessory dwelling unit (ADU) on the property 7301 Babcock Trail (Bruce & Holly Zschokke – Case No. 22-29V)

Reading of Public Notice

Commissioner Weber read the Public Hearing Notice to consider the request for Bruce & Holly Zschokke – Case No. 22-29V. The request involves property located at 7301 Babcock Trail and consists of a variance to exceed the maximum allowed square footage for an accessory dwelling unit (ADU) and any other related variances. Notices were mailed to 2 property owners on July 6, 2022.

Presentation of Request

Associate Planner Heather Botten discussed property located on the west side of Babcock Trail, south of 80th Street, zoned agricultural. The property is 3.59 acres in size and is a mixed-use site. The property consists of a single-family home with a two-car garage, two agricultural buildings, Glassing Florist, and an old barn. The applicant requests an ADU (accessory dwelling unit), to be located out of the existing barn. The ADU portion would be larger than 1,000 square feet, whereas code has a maximum square footage for an ADU of 1,000. The structure was built around the 1930's. The lower level of the building would be the garage with the main floor ADU of 1,250 square feet in size. The intent of the ADU ordinance is to provide a secondary living space for a family member(s) or a rental. An ADU has its own kitchen, bath, and sleeping spaces. The ordinance was created with a list of standard conditions such as minimum and maximum size of the ADU. The other zoning requirement such as having a shared septic system, two off street parking spaces, someone that owns the property has to live in either the ADU or the principal structure, are being met. The ordinance allows the ADU to be in a detached structure if the lot is over one acre in size, that requirement is being met. The code does not have flexibility when looking at converting existing structures. This property is unique in that the foundation was built in 1865. There was a fire that destroyed the original structure, the current structure was built around the 1930's. The barn was not built with the intention of having an ADU in it. It is unique that they are able to convert this historic building into living space. Staff does not believe the request for the ADU would alter the character of the neighborhood as it's an existing building. It is already a mixed use with a lot of traffic coming in and out of the site. Staff recommends approval of the request with one condition. Staff has not heard from any of the neighbors.

Chair Niemioja asked if something should be suggested to Council regarding amending the code to talk to conversion or if it should be kept within the variance language.

Ms. Botten recommended keeping it within the variance. The ordinance has been here since 2015. This is the first one using a grandfathered in structure.

Opening of Public Hearing

Holly Zschokke and Bruce Zschokke, 7295 Babcock Trail, have read and understand the report.

Commissioner Robertson asked if the current building has a basement underneath or if it was sitting at ground level.

Mr. Zschokke replied it is a two-story structure, the back has a walkout which would be the garage portion. The land goes up along the side, there is a walkout on the other side.

Commissioner Robertson asked if the existing structure been examined for appropriateness and structural requirements.

Mr. Zschokke replied they were meeting with people who are looking at it. If the building is not, they would make sure that it is.

Chair Niemioja closed the public hearing.

Planning Commission Discussion

Commissioner Robertson believed this to be an appropriate request. They are utilizing an existing building on nice property. She struggles with the notion of an ADU limited in size to 1,000 square feet. She requested the City Council revisit in what type of situations a slightly larger ADU would be appropriate.

Commissioner Weber said they could limit the sizes for a one bedroom and increase for a two bedroom. It gives maximum requirements to not allow an additional single-family home.

Commissioner Heidenreich mentioned the fact that the foundation was built in 1865 was remarkable. Given the existing structure is already that size, he does not believe they should mess with it.

Planning Commission Recommendation

Motion by Commissioner Weber, second by Commissioner Heidenreich, to approve the variance to allow the accessory dwelling unit (ADU) at 1,250 square feet whereas 1,000 square feet is the maximum size allowed, subject to the one condition and using the rationale/difficulty listed in the Commission packets for property located at 7301 Babcock Trail (Case No. 22-29V)

Motion carried (8/0). This item goes before the City Council on August 8, 2022.



PLANNING REPORT

CASE NO: 22-29V

APPLICANT & PROPERTY OWNER: Bruce & Holly Zschokke

REQUEST: Variance to allow an accessory dwelling unit (ADU) larger than 1,000 square feet

HEARING DATE: July 19, 2022

LOCATION: 7301 Babcock Trail

COMPREHENSIVE PLAN: LDR, Low Density Residential

ZONING: A, Agricultural

PREPARED BY: Heather Botten
Associate Planner

SPECIFIC REQUESTS

The applicant is requesting the following:

- 1) A **variance** to allow an accessory dwelling unit (ADU) 1,250 square feet in size whereas 1,000 square feet is the maximum size allowed.

BACKGROUND

The applicant's property is 3.59 acres in size and is a mixed-use site. The lot currently has a single-family home with a two-car garage, two agricultural outbuildings, Glassing Florist, and an old barn. The applicant is requesting an accessory dwelling unit (ADU) to be located within the existing barn, that would be greater than 1,000 square feet. The structure was built around the 1930's. The lowest level of the structure would be a garage with the ADU on the main floor. The total square footage of the ADU would be about 1,250 square feet in size.

The intent of the ADU ordinance, adopted in 2015, is to provide a modest, secondary living space for a family member or potential rental. An ADU would have its own kitchen, bath and sleeping and living space which constitute a dwelling unit. The City created the ordinance with a list of standard conditions, one being a minimum and maximum size to help keep the units subordinate and accessory to the principle use while providing a reasonable living space.

All other zoning requirements such as having a shared septic system and two off-street parking spaces have been met. The zoning ordinance allows accessory dwelling units in detached structures on lots of at least one acre in size, this requirement has also been met.

EVALUATION OF THE REQUEST

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

North, South, and West - Single family residential; zoned A, Agricultural; guided Low Density Residential.

East - City property; zoned P, Institutional; guided P, Public/Institutional

Engineering. There are no proposed changes to the impervious surface, access, or grading on the property. Engineering takes no exception to the variance request.

VARIANCE

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variances, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

1. *The variance request is in harmony with the general purpose and intent of the city code and consistent with the comprehensive plan.*

The City Council adopted the ADU ordinance in 2015. The ordinance allows for an ADU to be in a detached accessory building. Allowance of accessory dwelling units on single-family lots is consistent with goals of the Housing Chapter in the 2040 comprehensive plan.

2. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

The intent of the ADU ordinance is to provide a unit that is accessory and subordinate to the main dwelling unit. The applicant lives on a mixed-use lot zoned agricultural/single-family. The ordinance allows ADU's in detached accessory structures, but it does not have flexibility for sizing when converting an existing building. The ADU is proposed to be located within an existing structure that was constructed in 1930. Utilizing the existing main floor space seems to be a reasonable use of the existing building.

3. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

The property is unique in that the foundation of the existing structure was built around 1865. A fire destroyed the original building, but the foundation was saved with the current structure built around the 1930's. The barn was not built with the intent of having an ADU on the main level and is larger than what the code allows. Being able to convert the historic building to residential living space is unique to the area.

4. *The variance will not alter the essential character of the locality.*
This specific request for a larger ADU does not appear to alter the essential character of the neighborhood. The applicant is requesting a variance for an ADU to be in an existing building. No habitable building additions are proposed to the structure. The lower level of the structure would be used for garage space, complying with the parking requirements for an ADU. The applicant has stated that they will be living in the ADU, complying with the maximum number of occupants allowed to live in an ADU.
5. *Economic considerations alone do not constitute an undue hardship.*
Economic considerations do not appear to be a basis or a sole basis for this request.

ALTERNATIVES

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

- A. **Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:
 - Approval of a **Variance** to allow an accessory dwelling unit (ADU) 1,250 square feet in size whereas 1,000 square feet is the maximum size allowed subject to the following conditions:
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.

Rationale: The request is not out of character for the neighborhood and is consistent with the comprehensive plan. The variance request does not appear to have an adverse impact on the surrounding properties as the ADU would be located within an existing building. The request is unique in that the ADU will be in an existing, grandfathered in building that was constructed in the 1930's.

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

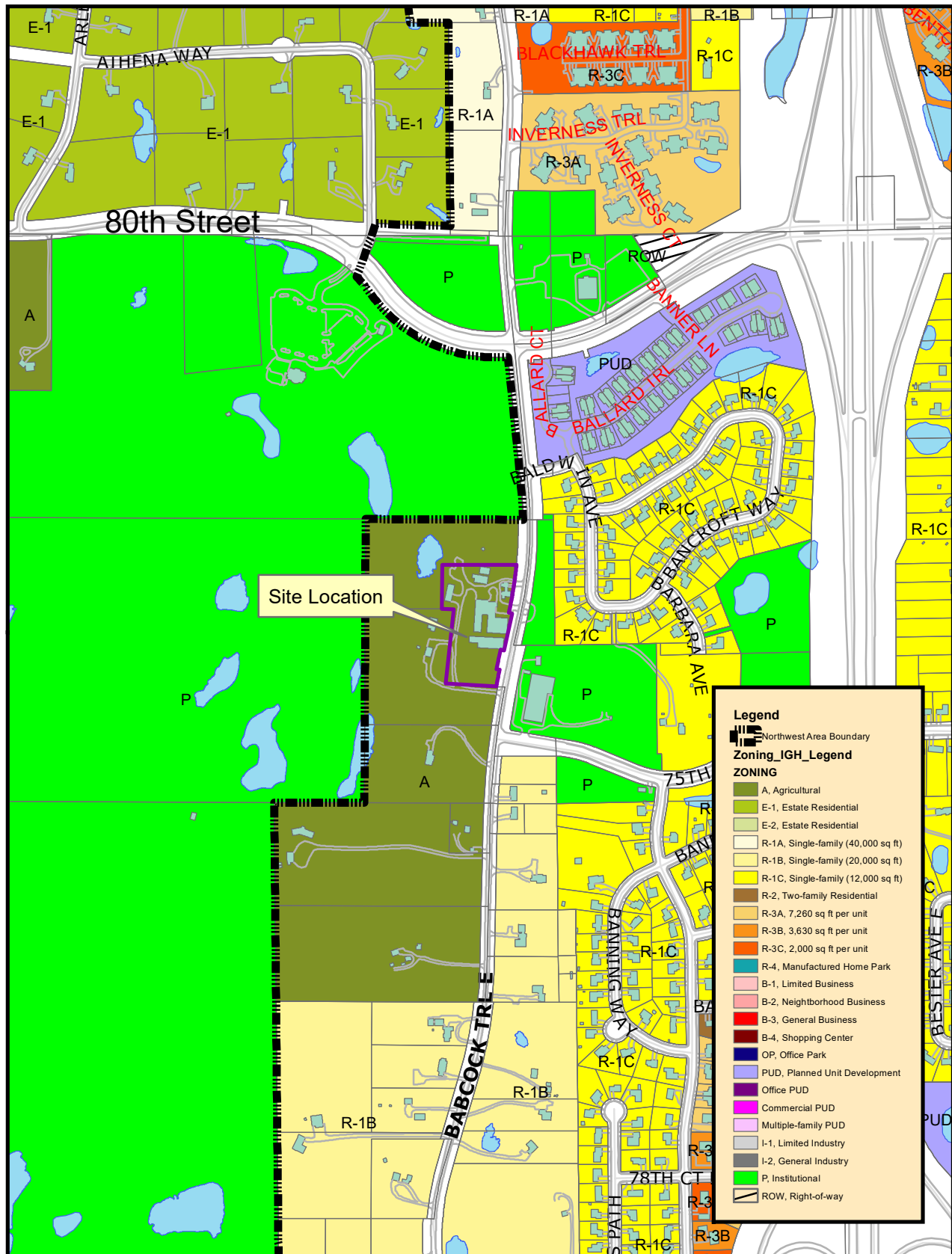
RECOMMENDATION

Based on the information in the preceding report and the condition and rationale listed in Alternative A, staff is recommending approval of the requested variance to allow an ADU larger than 1,000 square feet in size.

Attachments: Zoning and Location Map
Aerial photo
Possible home layout



7301 Babcock Trail Case No. 22-29V



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 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

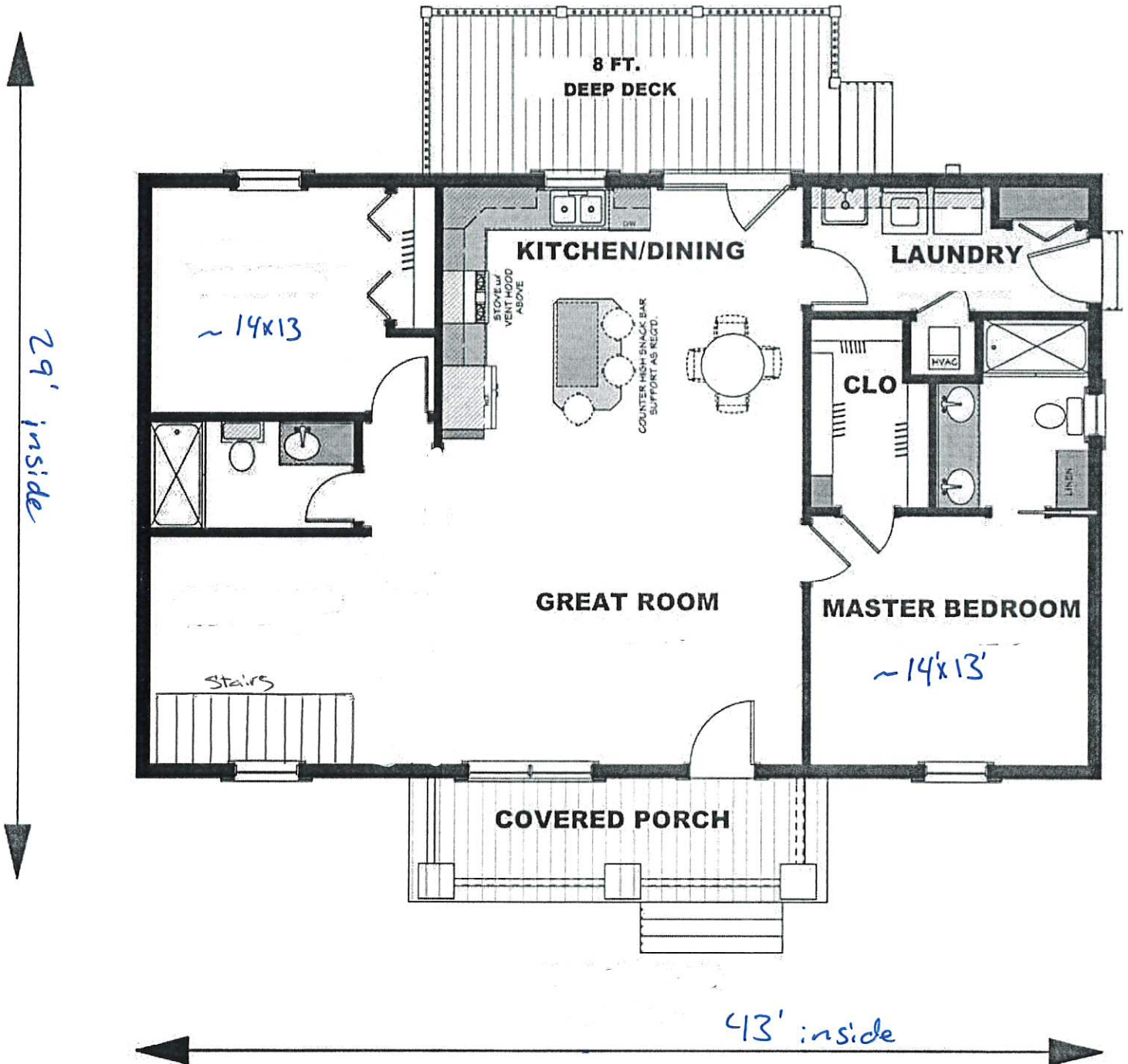
Map produced by the City of Inver Grove Heights GIS Dept.
Copyright© City of Inver Grove Heights 2020



Exhibit A
Zoning and Location Map



Possible home layout



Request for Council Action

SUBJECT: **Approve Exempt Gambling Permit for IGH Best Foundation for Class of 2002 Class Reunion August 20, 2022 at Drkulas**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to approve the application of IGH Best Foundation for an exempt gambling permit to have a raffle at Drkula's for the Class of 2002 reunion on August 20, 2022.

BACKGROUND

The IGH Best Foundation is seeking approval of an exempt gambling permit to hold a raffle event at Drkula's for the Class of 2002 Reunion on August 20, 2022. Funds generated by these events pay for the operating costs of the foundation as well as provide funds for the annual Inver Grove Heights B.E.S.T. Foundation Scholarships.

IGH Best Foundation's mission is to raise and award funds for post-secondary scholarships to Simley High School graduates.

FISCAL IMPACT

NA

RECOMMENDATION

Staff recommends approval of the exempt gambling permit.

ATTACHMENTS

1. Class of 2002 gambling permit pt sig
2. Certificate of Good Standing - Non Profit (Domestic)

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Inver Grove Heights B.E.S.T. Foundation Previous Gambling Permit Number: X-X-03937-21-011

Minnesota Tax ID Number, if any: 41-1672077 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO Box 2276

City: Inver Grove Heights State: MN Zip: 55076 County: Dakota

Name of Chief Executive Officer (CEO): Polly Tabbert

CEO Daytime Phone: 612-669-2411 CEO Email: polly.tabbert@ighbestfoundation.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): treasurer@ighbestfoundation.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☒ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- ☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Drkula's 32 Bowl (Class of 2002 Reunion, party room)

Physical Address (do not use P.O. box): 6710 Cahill Ave, Inver Grove Heights, MN 55076

Check one:

☐ City: Inver Grove Heights Zip: 55076 County: Dakota

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): August 20, 2022

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

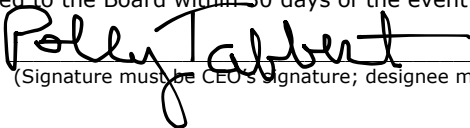
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
☐ The application is acknowledged with no waiting period. ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). ☐ The application is denied.	☐ The application is acknowledged with no waiting period. ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. ☐ The application is denied.
Print City Name: _____ Signature of City Personnel: _____ Title: _____ Date: _____	Print County Name: _____ Signature of County Personnel: _____ Title: _____ Date: _____
The city or county must sign before submitting application to the Gambling Control Board.	
TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____	

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 7/20/2022

(Signature must be CEO's signature; designee may not sign)

Print Name: Polly Tabbert

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
 A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

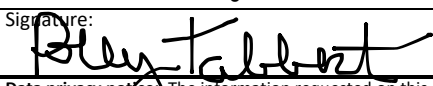
Questions?
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Checklist for Exempt Raffle

Organization Name: Inver Grove Heights B.E.S.T. Foundation		Previous Gambling Permit #: X- X-03937-21-011	Date of Raffle Drawing: August 20, 2022
INSTRUCTIONS: - The purpose of this form is to help your organization conduct exempt raffles in compliance with the requirements listed below. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the <i>Lawful Gambling Manual</i> chapter on raffles; 3) the online class, "<i>Conduct of Raffles</i>"; and 4) the <i>phone number and email address</i> of your county's Compliance Specialist. - After reading each checklist item, mark "Yes" to indicate that you understand the requirement and agree to comply. After answering "Yes" to each applicable item, your organization's CEO must sign the acknowledgment below. Include the completed checklist as part of your application to conduct an exempt raffle.			
Yes	N/A	- If tickets will be sold prior to the event, mark "Yes" to item #1 and mark "N/A" to items #2 and #3. - If tickets are sold only at the event using theater tickets, mark "N/A" to item #1 and answer "Yes" to items #2 and #3.	Yes Conduct
☐	☒	1. Tickets are printed in accordance with MN Rule 7861.0310 .	☒ 9. Only cash, personal checks, cashier's checks, money orders, travelers' check, and debit cards may be accepted (NO CREDIT CARDS). (349.2127) (7861.0260)
☒	☐	2. Tickets contain the sequential number of the raffle ticket. (349.173)	☒ 10. The method of selection cannot be manipulated or based on the outcome of an event not under the organization's control. (349.173)
☒	☐	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. (349.173)	☒ 11. Persons are not required to be present at a raffle drawing to be eligible to win. (349.173) (7861.0310)
Yes	Prizes		☒ 12. Raffle tickets are not sold to or won by persons under age 18. (349.181) (7861.0310)
☒		4. The organization is the sole owner of all the real or personal property to be awarded. (7861.0260)	☒ 13. Purchasers are not required to buy anything other than the ticket. (349.173) (7861.0310)
☒		5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. (7861.0260)	Yes House Rules
☒		6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. (7861.0260)	☒ 14. Clear and legible house rules in accordance with MN Rule 7861.0310 are prominently posted at the point of winner selection.
☒		7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. (349.166)	Yes Post Raffle Conduct
☒		8. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. (340A.707)	☒ 15. An exempt permit financial report (LG220A) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. (349.166)
			☒ 16. Gambling funds may only be spent for allowable expenses and lawful purposes. (349.12 3a & 25)
			☒ 17. Gambling records must be kept for 3½ years. (7861.0310)
CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)			
Noncompliant Activity: I acknowledge by signing below that my organization must follow all raffle rules and that any gambling activity conducted by the organization at the event that is not in compliance with Minnesota Statute and Rule may subject the organization to citation or the inability to receive future permits to conduct gambling. I understand that my permit will not be issued until this form has been completed and submitted to the Minnesota Gambling Control Board.			
Signature: 		Date: 7-20-22	Print Name: Polly Tabbert
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application.		Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public	
		Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.	

This form will be made available in alternative format (i.e., large print, braille) upon request.

An equal opportunity employer

How You May Spend Gambling Funds	How You May Not Spend Gambling Funds
Allowable expenses - Gambling funds may be spent for allowable expenses, such as: • gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games); • advertising; • printing raffle tickets; or • any services or goods that are directly related to the conduct of your gambling. Charitable contributions - Gambling funds may be spent for the following charitable contributions (lawful purpose): • to or by 501(c)(3) organization and 501(c)(4) festival organizations; • relieving the effects of poverty, homelessness, or disability; • problem gambling programs approved by the Minnesota Department of Human Services; • public or private nonprofit school; • scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships); • church; • recognition of military service (open to public or active military personnel in need); • activities and facilities benefiting youth under age 21; • citizen monitoring of surface water quality, with data submitted to Minnesota PCA; • unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed); • wildlife management projects or activities that benefit the public-at-large, with DNR approval; • grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval; • supplies and materials for DNR training and educational programs; • nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled; • community arts organizations or programs; • humanitarian service recognizing volunteerism or philanthropy; and • acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements).	1. Controlled contribution - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund. 2. Financial gain - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure. 3. Government - An expenditure may not be made for: • influencing the nomination or election of a candidate for public office; • promoting or defeating a ballot question; or • any activity intended to influence an election or a governmental decision-making process. 4. Law enforcement - A direct contribution may not be made to a law enforcement or prosecutorial agency. 5. Pension - A contribution may not be made to a government pension or retirement fund, such as a fire relief association. 6. Conflict of interest - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255. 7. Alcohol - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages. 8. Fundraising - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund. 9. Other organizations - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization. 10. Other contributions - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	Inver Grove Heights B.E.S.T. Foundation
Date Filed:	06/17/1992
File Number:	1H-682
Minnesota Statutes, Chapter:	317A
Home Jurisdiction:	Minnesota

This certificate has been issued on: 04/24/2022



Steve Simon

Steve Simon
Secretary of State
State of Minnesota



Request for Council Action

SUBJECT: Approval of 2022 Fiber Build Out Projects

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Marc Gade, Technology Manager, 651.450.2576

ACTION REQUESTED

The Council is asked to approve three fiber build out projects for 2022, at a total cost of \$102,490 from the Host Community Fund.

BACKGROUND

Starting in 2019, the City has invested in fiber infrastructure to ensure data connectivity for City facilities. Previous projects included fiber build outs to the following facilities:

City Hall	2019
Fire Station #2	2019
Fire Station #1	2020
Fire Station #3	2020
Heritage Village Park	2020
Inverwood Golf Course	2021
Inverwood Golf Maintenance Building	2021
Rich Valley Park	2021

For 2022, fiber infrastructure requests were received from the Parks & Recreation and Public Works departments. Estimates were requested for multiple projects and the following projects were selected based on need and allocated budget.

South Valley Park	Parks & Recreation
Oakwood Park	Parks & Recreation
Pinebend Lift Station	Public Works

Fiber access to parks will facilitate centralized door management, building security, WIFI access points for the public, and security cameras. Fiber access to lift stations will ensure reliable, secure connectivity for SCADA control and reporting.

FISCAL IMPACT

As in previous years, \$100,000 was included in the 2022 budget for the Host Community Fund to finance fiber projects for the City. The total estimated cost for the three projects proposed is as follows.

South Valley Park	\$43,396
Oakwood Park	\$30,206
Pinebend Lift Station	\$25,208
TOTAL	\$98,810

The Host Community Fund has sufficient resources to cover this total, even though it exceeds the budgeted amount by approximately \$2,500.

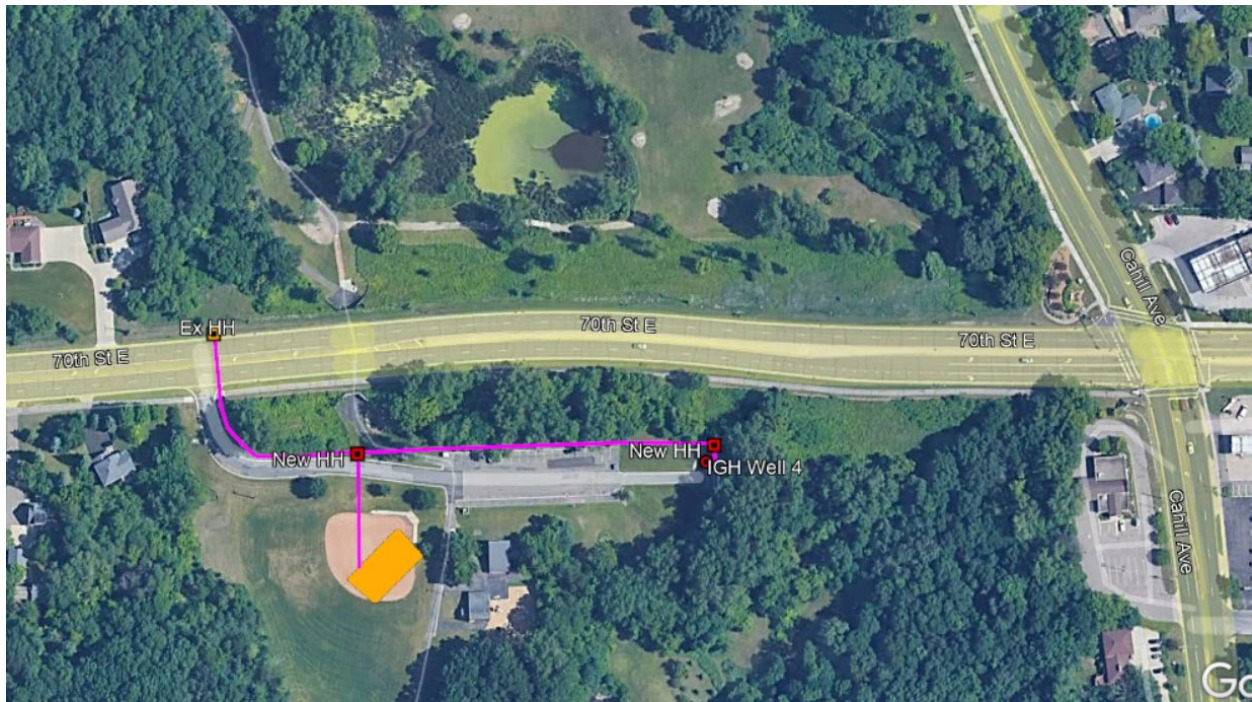
RECOMMENDATION

Staff recommends approval of the fiber projects for 2022.

ATTACHMENTS

1. 271534 Route Map.REV1
2. South Valley Park Estimate
3. 300892 Route Map
4. Oakwood Park Cost Estimate Approval Requ
5. 283127 Route Map
6. Pine Bend Cost Estimate Approval Requ

271534 DBB-IG-South Valley Park 2810 70th St E to City Hall- New Build 2022



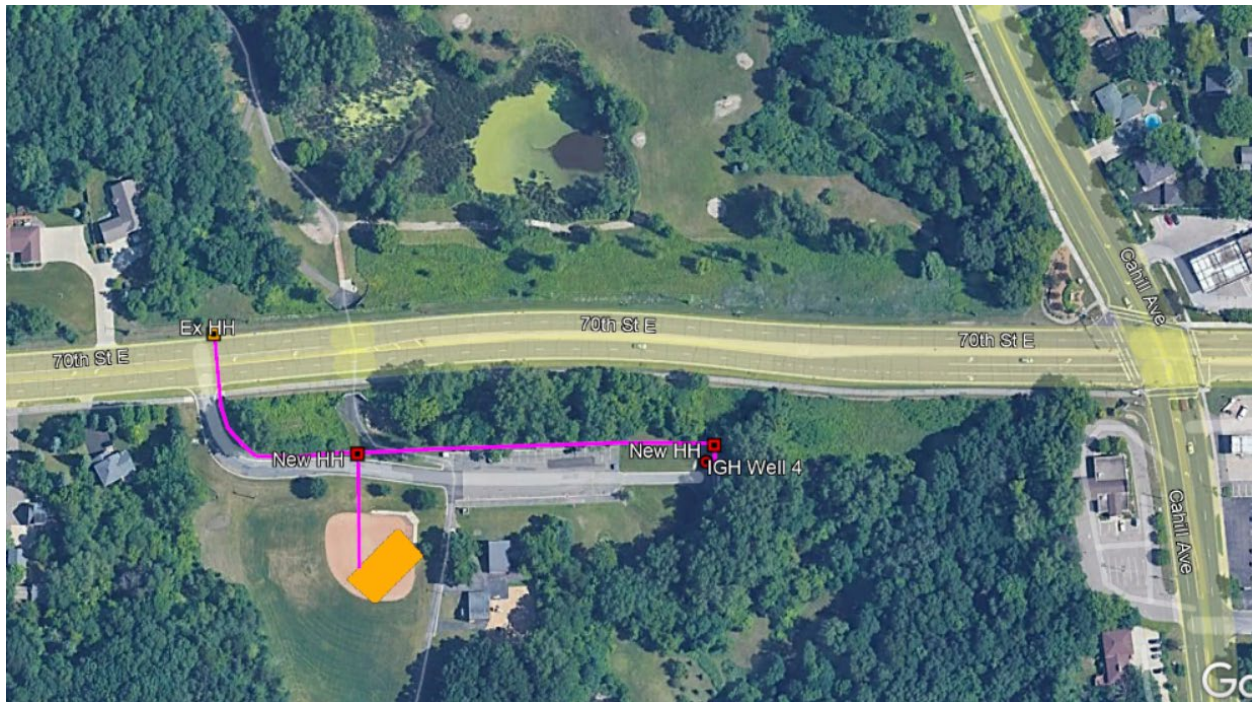
Installation of fiber optic network to connect South Valley Park to City Hall. This cost estimate includes labor, materials and splicing. Any unforeseen cost will be communicated once known.

Materials	\$9,376.00
Labor	\$34,020.00
Total	\$43,396.00

Estimate annual locate cost \$220.00

Revised 8/2/22

271534 DBB-IG-South Valley Park 2810 70th St E to City Hall- New Build 2022



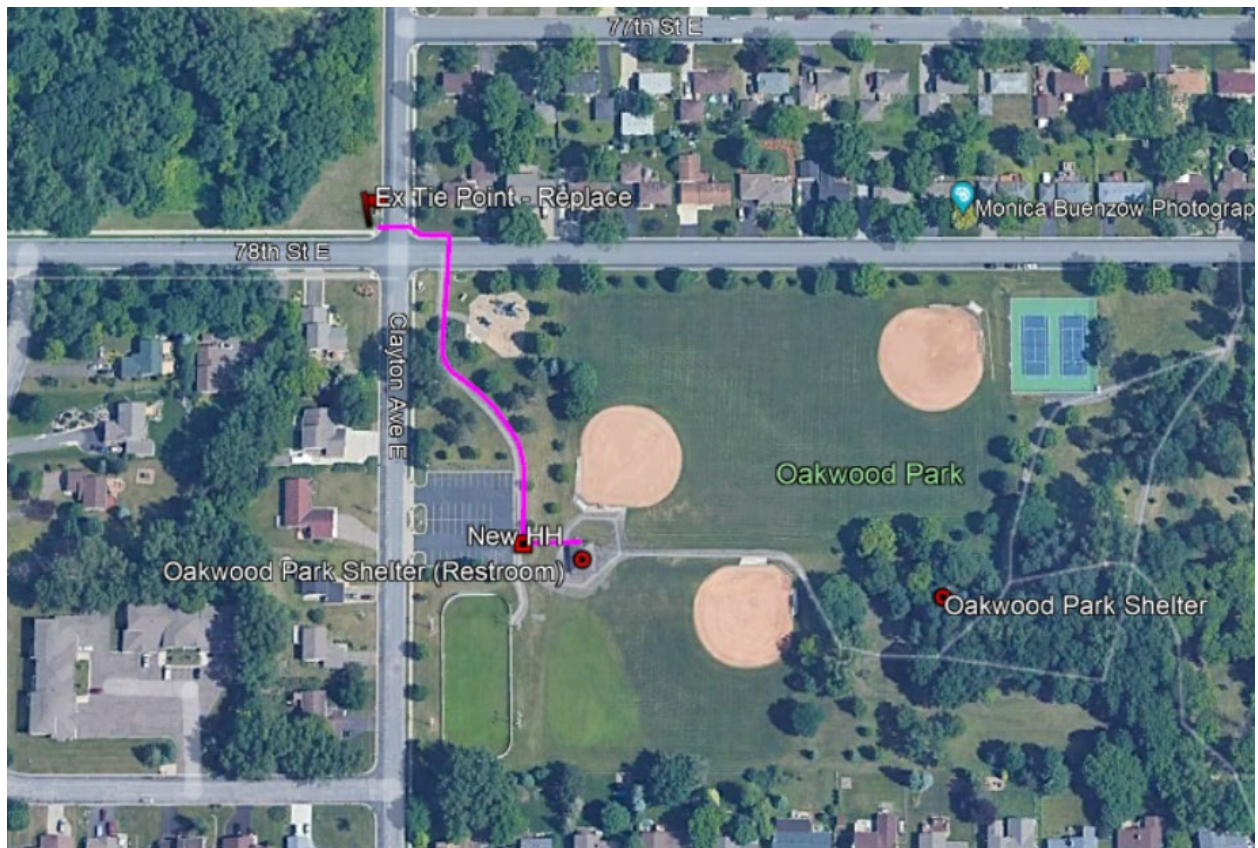
Installation of fiber optic network to connect South Valley Park to City Hall. This cost estimate includes labor, materials and splicing. Any unforeseen cost will be communicated once known.

Materials	\$9,376.00
Labor	\$34,020.00
Total	\$43,396.00

Estimate annual locate cost \$220.00

Revised 8/2/22

300892 DBB-IG-Oakwood Park 3534 78th St. E to City Hall - New Build



Installation of fiber optic network to connect Oakwood Park to City Hall. This cost estimate includes materials, labor and splicing needed to complete this project.

Materials	\$7,510.52
Labor	\$22,696.25
Total	\$30,206.77

Estimated annual locates \$135.30



5750 Duluth Street, Golden Valley, MN 55422-4063
Main: 763.543.2600 | Service: 763.543.2662

DBB Project Design and Cost Estimate Approval Request

Primary Contact

Enter Incident# (?)

300892

Name *

Marc Gade

Member *

Inver Grove Heights

Email *

mgade@ighmn.gov

Phone *

6514502576

Are There Other Members/External Parties Involved In The Project

- ☐ Yes
☒ No

Project Scope

Project Name * (?)

DBB-IG-Oakwood Park 3534 78th St. E to City Hall - New Build

*

- ☒ Planned
☐ Unplanned

Project Category

- ☐ Locates
☒ New Build
☐ Repair
☐ Relocate
☐ Overbuild
☐ Splice Only
☐ Other

Project Location * (?)

Oakwood Park 3534 78th St. E to City Hall

Location A * (?)

Oakwood Park 3534 78th St. E

Location Z (?)

City Hall 8150 Barbara Ave, Inver Grove Heights

Project Description *

Lateral fiber build to park building

Submitted Date *

5/24/2022

Due Date

11/1/2022

Priority

Medium- 3 to 9 Months

Benefits

☐ CNET

☒ INET

Attachment

Administrative Use Only**Approval Request ***

Installation of fiber optic network to connect Oakwood Park to City Hall. This cost estimate includes materials, labor and splicing needed to complete this project.

Materials \$7,510.52

Labor \$22,696.25

Total \$30,206.77

Estimated annual locates \$135.30

Attachment *

300892 Route Map.pdf

194.05KB

Labor

\$ 22,696.25

Materials

\$ 7,510.52

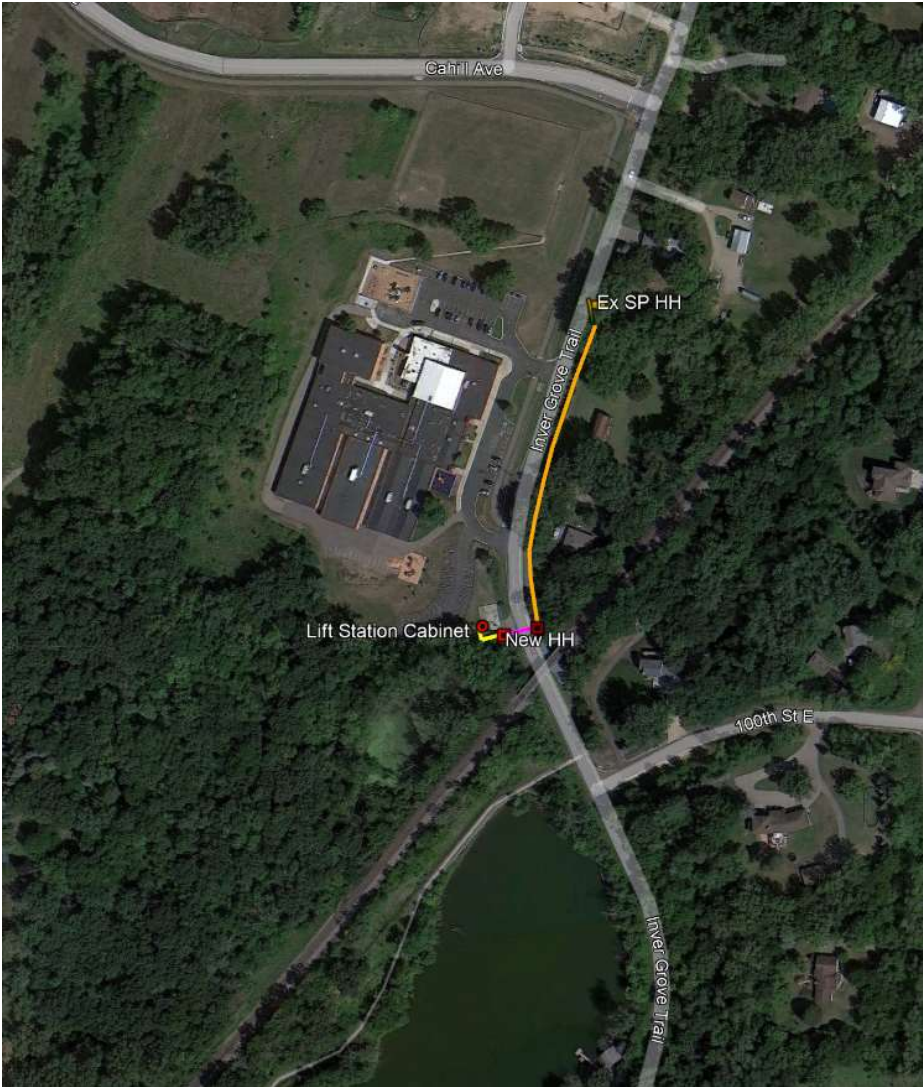
Cost Estimate Total *

\$ 30,206.77

Estimated Annual Locates

\$ 135.30

283127 DBB-IG-Pine Bend Lift Station 9875 Inver Grove Tr to WT Facility - New Build



Installation of fiber optic network to connect Pine Bend Lift station to Water Treatment facility. This cost estimate includes materials, labor and splicing needed for this project. Any unforeseen cost will be communication once known.

Materials	\$3,548.09
Labor	\$21,660.00
Total	\$25,208.09

Estimated annual locates \$22.00



5750 Duluth Street, Golden Valley, MN 55422-4063
Main: 763.543.2600 | Service: 763.543.2662

DBB Project Design and Cost Estimate Approval Request

Primary Contact

Enter Incident# (?)

283127

Name *

Marc Gade

Member *

Inver Grove Heights

Email *

mgade@invergroveheights.org

Phone *

6514502576

Are There Other Members/External Parties Involved In The Project

- ☐ Yes
☒ No

Project Scope

Project Name * (?)

DBB-Pine Bend Lift Station 9875 Inver Grove Tr to WT Facility - New Build

*

- ☒ Planned
☐ Unplanned

Project Category

- ☐ Locates
☒ New Build
☐ Repair
☐ Relocate
☐ Overbuild
☐ Splice Only
☐ Other

Project Location * (?)

Pine Bend Lift Station 9875 Inver Grove Trail

Location A * (?)

Pine Bend Lift Station 9875 Inver Grove Trail

Location Z (?)

Water Treatment Facility

Project Description *

Connect lift station just south of Pine Bend Elementary

Submitted Date *

12/8/2021

Due Date

8/31/2022

Priority

Medium- 3 to 9 Months

Benefits

☐ CNET

☒ INET

Attachment

Administrative Use Only**Approval Request ***

Installation of fiber optic network to connect Pine Bend Lift station to Water Treatment facility. This cost estimate includes materials, labor and splicing needed for this project. Any unforeseen cost will be communication once known.

Materials \$3,548.09

Labor \$21,660.00

Total \$25,208.09

Estimated annual locates \$22.00

Attachment *

283127 Route Map.docx

1.17MB

Labor

\$ 21,660.00

Materials

\$ 3,548.09

Cost Estimate Total *

\$ 25,208.09

Estimated Annual Locates

\$ 22.00

Request for Council Action

SUBJECT: **Award Contract for Park Design Services for Two New Northwest Area Parks**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to award a contract to WSB in an amount not to exceed \$61,300 to assist the City in designing two neighborhood parks in the northwest area - one in the Peltier Reserve and the other in the Highlands at Settler's Ridge developments.

BACKGROUND

The City has acquired two new park properties via land dedication as a result of recent residential development in the northwest area of IGH. The first is a 1.3-acre park site within the Peltier Reserve development. This site has a significant amount of topographic change across the buildable area, as well as existing burr oak trees, and a gas utility line easement to design around. The second location is a 0.54-acre park site within the Highlands at Settlers Ridge development. This site does not have significant topographic changes planned across the buildable area.

Staff requested proposals from two landscape architecture firms to assist the City in the planning, community engagement, design, development, and construction of these two parks. Both proposals included robust community engagement strategies where the consultant works in collaboration with City staff to assure residents are engaged in the development of these two parks.

The request for proposals sought costs for designing each park independently and for designing the two parks under one agreement, in hopes of seeing some cost savings. The responses received were as follows:

Firm	Option A: One Park (independently)	Option B: Combined (joint process)
WSB	\$40,500	\$61,300
HKGi	\$65,800	\$108,835

The estimated timeline for developing these parks calls for a majority of the community engagement, along with input from the Park and Rec Advisory Commission, to take place in the October - November timeframe. The projects would return to the City Council for input and final approvals late this year or early in 2023.

FISCAL IMPACT

These projects, including design and development costs, will be funded by the Park Acquisition and Development Fund (Fund 402). Staff has estimated the total cost of design, development and construction at \$500,000 per park.

The chart below shows the current balance of the Park Acquisition and Development Fund, as well as very high-level estimates of allocations for other park needs and projects on the horizon. It shows that funds are available to proceed with developing the identified parks in the City's northwest area (NWA), while maintaining a healthy balance in the Fund for future needs and opportunities.

Park Acquisition and Development Fund balance as of June 20, 2022.	\$4,756,483
Remaining Expenses Vista Pines	-\$88,780
NWA - Peltier Pocket Park (estimated)	-\$500,000
NWA - Highlands Pocket Park (estimated)	-\$500,000
NWA - Park #4 (estimated)	-\$1,000,000
Subtotal	\$2,667,703
Heritage Village Park – Phase 4 (estimated after DNR Grant)	-\$1,390,000
Remaining Balance	\$1,277,703

RECOMMENDATION

Staff recommends Council award a contract to WSB for an amount not to exceed \$61,300 to assist the City in developing two neighborhood parks in the northwest area.

ATTACHMENTS

1. WSB Proposal for NWA Parks

June 28, 2022

Mr. Adam Lares
Parks and Recreation Director
City of Inver Grove Heights
8055 Barbara Avenue East
Inver Grove Heights, MN 55076

Re: Professional Services Proposal – Northwest Area Park Development

Dear Mr. Lares:

I am pleased to submit this letter proposal on behalf of WSB & Associates, Inc. (Consultant) to the City of Inver Grove Heights (Client) to complete professional consulting and design service options for the two park properties located in the Northwest Area and noted as the Peltier and Highlands sites.

PROJECT UNDERSTANDING

It is our understanding that this project is to include professional services to further develop existing concept plans for two individual park sites in the Northwest Area to determine an approved approach to carry into final design for bidding and construction. Designs will be based on the anticipated site parameters as shown on the approved site grading plans to be provided by the Client. The trail connection between the two park sites will be completed by the developer and is not included.

The proposal provides the Client with options to prepare final design packages for each site independently which may follow varying timelines, or a combined approach with both parks in one package utilizing simultaneous scheduling to avoid overduplication of efforts.

SCOPE OF SERVICES

A. Preliminary Design

- a. Project Kick-Off Meeting: Consultant will facilitate a project kick-off meeting with the Client (in-person) to review the project schedule and deliverables along with a discussion of the anticipated design approach and site programming goals. Following the meeting the Consultant will undertake site visits to identify site opportunities and views.
- b. Preliminary Site Design Options: Consultant will develop up to two site design approaches based on the programming needs established with the Client at the start of the project. Factors that will affect the site layout options will include previous concept plans, access, circulation, grading and earthwork limitations, trail connections and site programming goals.
- c. Design Review Meeting: The Consultant will attend a virtual design review meeting with the Client to determine which approach, or combination of approaches, should be carried forward into a preferred design.

B. Community Engagement

- a. Online Engagement: The Consultant will develop an online engagement platform using Social Pinpoint. The platform will be used to gather initial comments and ideas from stakeholders in order to determine the types of amenities the neighborhood and user groups are seeking. The platform will also be used to illustrate the preliminary plan and options for the park improvements and playground designs with a corresponding survey in order to determine preferences on desired approach.
- b. Awareness and Engagement Campaign: The Consultant will collaborate with the Client and facilitate an engagement campaign to raise awareness of the project to include:
 - i. Providing information to post through Client social media accounts and through the primary website.
 - ii. Creation of mailings or door hangars for neighborhood service areas to promote awareness of the project and interaction.
 - iii. Site project boards with QR code to be placed at each site to identify a future park area and promote interaction.
- c. Neighborhood Events: The Consultant will facilitate an in-person pop-up engagement event for each neighborhood service area (2 locations) to be coordinated with the Client to promote interaction and input. This is intended to be held prior to planning in order to gather initial comments and ideas for neighborhood park development. There is a preference to tie into an existing event, but additional options will be provided for consideration. The event can include small game activities and snacks to promote fun engagement.
- d. Neighborhood Meetings: The Consultant will facilitate one in-person neighborhood meeting for each park site. The meeting will be used to present the preliminary park improvements and design options in order to gather feedback on preferences for desired approach.

C. Final Design

- a. Design Development (30%): The Consultant will prepare design development plans of the site that will illustrate overall character, layout, materials, and construction methods to grasp the overall design intent, including preliminary grading approaches. A corresponding estimate of probable costs will be included.
- b. Final Design (up to 100%): The Consultant will prepare final design documents that further refine the site design based on direction from the Client. Final design will include the following documents taken to a 60% and 90% level for review prior to the 100% completion for bidding. Plan documents will be distributed to the Client at the 90% complete milestone for review and comments prior to taking the plans to 100% completion and final approval by the Client.
- c. Design Review Meetings: The Consultant will attend virtual design review meetings with the Client to review the plans and estimate for feedback and guidance throughout the process. This includes distribution of a meeting agenda and follow-up summary notes. Meetings will be held at the 30%, 60% and 90% complete milestones.

- D. Bidding:** WSB will provide oversight and administration of the project bidding process to include sending out Advertisement for Bid, uploading plans and specs to Quest CDN, responding to questions that arise during the bidding process, preparation of addenda, attending bid opening, tabulation of bids, review of contractor references, and letter of recommendations for selection of contractors. It is anticipated that an electronic bidding process will be utilized.
- E. Construction Administration:** WSB will undertake project administration and periodic observation of the construction progress for adherence to design intent as illustrated and described in construction documents to include:
- a. Facilitation of pre-construction meeting to review the project elements, clearly define the Client's expectations as to the quality of the constructions, administration process, and schedule.
 - b. Administration of contract including preparation of contract forms, change orders, substantial completion form, and payment applications along with review of shop drawings, submittals and test results.
 - c. Site observation on a periodic basis for the established duration of the construction project to ensure the design is being met. It is estimated WSB will attend no more than eight (8) construction progress meetings.
 - d. One substantial completion meeting and one final punch list review meeting to be held following construction completion. One additional meeting will be held at the end of the landscape guarantee period to identify plants for replacement.
- F. Construction Survey Staking:** WSB will provide a 2-man survey crew for one set of layout and grade stakes for construction and will prepare an as-built survey upon completion of construction. Staking includes:
- a. Survey benchmark
 - b. Offset staking for trails, curbs, pavements and structures
- G. Additional Services:** Services other than those listed in the Scope of Services above and requested and authorized in writing by the City. These services shall be billed on an hourly basis according to the current Hourly Rate Schedule at the time of request.

ASSUMPTIONS

- A. Assumes new work will exceed the 5,000 sf disturbance limit at each park requiring stormwater modeling and potential BMP for treatment and infiltration requirements.
- B. It is assumed that the trail connection through the greenway and proposed retaining walls around stormwater basins will be completed by others.
- C. Assumes there are no project needs for electrical, irrigation, water or sanitary services.
- D. Assumed Client responsibilities for this project:
 - a. Provide site topographical survey of as-built conditions suitable for final design in cad format to the Consultant.
 - b. Full program coordination with one individual representing the Client's interests.
 - c. Coordination of all meetings with City staff, stakeholders, Commissions, and City Council.

FEES FOR PROFESSIONAL SERVICES

It is proposed that Tasks be billed on an hourly-not-to-exceed basis according to the following options:

☐

Option A: Peltier Reserve Property Final Design

Preliminary Design	\$ 3,500
Engagement	\$ 4,000
Final Design	\$16,500
Stormwater	\$ 4,500
Bidding	\$ 1,000
Construction Admin	\$ 8,000
Survey Staking	\$ 3,000
TOTAL:	\$40,500

☐

Option B: Highlands at Settlers Ridge Property Final Design

Preliminary Design	\$ 2,500
Engagement	\$ 4,000
Final Design	\$15,000
Stormwater	\$ 4,500
Bidding	\$ 1,000
Construction Admin	\$ 8,000
Survey Staking	\$ 2,500
TOTAL:	\$37,500

☐

Option C: Peltier Reserve and Settlers Ridge Final Design (joint process)

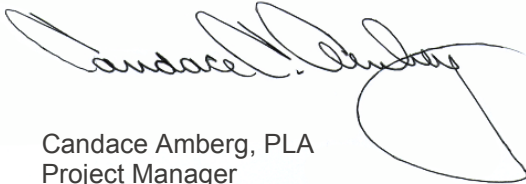
Preliminary Design	\$ 5,000
Engagement	\$ 7,300
Final Design	\$21,500
Stormwater	\$ 9,000
Bidding	\$ 1,000
Construction Admin	\$12,000
Survey Staking	\$ 5,500
TOTAL:	\$61,300

This letter and the attachment represents our entire understanding of the project scope. If the City of Inver Grove Heights is in agreement, the necessary contract documents can be provided and signed. WSB will start work upon receipt of a signed contract.

Thank you for this opportunity to propose on this project. If you should have any questions regarding this proposal, please contact me at 612-518-3694 or camberg@wsbeng.com

Sincerely,

WSB



Candace Amberg, PLA
Project Manager

WSB



Jason Amberg, PLA
Director of Landscape Architecture

Request for Council Action**SUBJECT: Rejection of All Bids for Heritage Village Park Phase 4****MEETING DATE:** August 8, 2022**ITEM TYPE:** Consent Agenda**CONTACT:** Adam Lares, Parks & Recreation Director, 651.450.2587**ACTION REQUESTED**

The Council is asked to adopt the attached Resolution, rejecting all bids received on Wednesday, July 20, 2022 for the Heritage Village Park Phase 4 project.

BACKGROUND

The plans for Heritage Village Park Phase 4 include construction of a roundhouse shelter, covered bench seating, concrete walkways, drinking fountains and a restroom building, plus landscaping. At 10:00 a.m. on July 20, 2022, the City opened bids for HVP - Phase 4. Only one bid was received:

Bider	Base Bid	Alternate	Grand Total (Base Bid - Alternate 1)
Ebert Construction	\$1,829,721.11	\$90,000 (deducted)	\$1,739,721.11

The City's consulting engineer had estimated a base bid of \$1.5 million for the project. The one bid received was from Ebert Construction, Minnesota, in the amount of \$1.8 million, which included an item that was bid incorrectly.

While four or five contractors requested the bid manual for this project, it was advertised late in the construction season for 2022. Therefore, after reviewing the bid manual, many of these contractors likely determined they could not meet the requested construction timeline as their projects have already been scheduled through the remainder of 2022.

Staff will be recommending that the City rebid the project in January of 2023, which aligns with a typical bidding cycle for the 2023 construction season. This would give contractors more time to schedule the work and hopefully result in a more competitive bid process at that time.

FISCAL IMPACT

After reviewing the bidding items, our consultant found the actual building costs came in good, but many site items were way too high. As indicated earlier, they noted the contractor did the mobilization incorrectly. The project had a 5% maximum amount listed for mobilization and the bidder included a little over 15% for mobilization. Had the bidder followed the 5% maximum, they would have come in at a total of \$1.6 million with a deduction of \$90k for the 2-stall restroom and would have come in closer to the budget. Our consultant believes the estimated building costs were pretty accurate and that with a better bidding period later on, the original estimate is still applicable.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, rejecting all bids received on Wednesday, July 20, 2022 for the Heritage Village Park Phase 4 project.

ATTACHMENTS

1. Resolution Rejecting All Bids for Heritage Village Park Phase 4
2. Consultant's Bid Tabulation Summary
3. Consultant's Recommendation to Reject All Bids

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

RESOLUTION NO. _____

RESOLUTION REJECTING BIDS FOR HERITAGE VILLAGE PARK PHASE 4 PROJECT

WHEREAS, the City of Inver Grove Heights worked with WSB & Associates (engineer) to develop plans and specifications for the project; and

WHEREAS, the City of Inver Grove Heights approved plans and specification and authorized to seek bid on June 27, 2022; and

WHEREAS, bids were opened on Wednesday, July 20, 2022, at 10:00am and read aloud; and

WHEREAS, the only one bid submitted by Ebert Construction was \$1,829,721.11 (21%) over the engineers base cost estimate;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, rejects all bids received for the Heritage Village Park Phase 4 project.

Adopted this 8th day of August 2022 by the City Council of Inver Grove Heights, MN

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

BID TABULATION SUMMARY

Heritage Village Park - Phase 4 Park Buildings

City of Inver Grove Heights Project No. 2117

WSB Project No. 020153-000

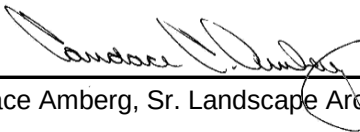
Bid Opening: July 20, 2022 at 10:00 AM



 DENOTES CORRECTED FIGURE

Contractor		Addendum No. 1	Addendum No. 2	Bid Security (5%)	Total Base Bid	Alternate 1 Total	Grand Total (Base Bid - Alternate 1)
1	Ebert Construction	X	X	X	\$1,829,721.11	(90,000.00)	1,739,721.11
Engineer's Opinion of Cost					\$1,503,734.90	(44,240.00)	1,459,494.90

I hereby certify that this is a true and correct tabulation of the bids as received on July 20, 2022.



Candace Amberg, Sr. Landscape Architect

July 29, 2022

Honorable Mayor and City Council
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: Heritage Village Park – Phase 4 Park Buildings
WSB Project No. 020153-000

Dear Mayor and Council Members:

A total of 1 bid was received for the above-referenced project on Wednesday, July 20, 2022, and was opened and read aloud. The Engineer's Estimate was \$1.5 million. The bid received indicates the low bidder as Ebert Construction, Minnesota, in the amount of \$1.8 million which included an item that was bid incorrectly.

We recommend that the City consider rejecting this bid and allow the project to be rebid in January 2023 to allow for a more competitive bidding process.

Sincerely,

WSB



Candace Amberg, RLA
Sr. Landscape Architect

Request for Council Action

SUBJECT: **Order Assessment Hearing, Declare Costs to be Assessed, and Order Preparation of Proposed Assessments for Carleda Way Area Improvements (City Project No. 2016-09F)**

MEETING DATE: August 8, 2022

ITEM TYPE: Consent Agenda

CONTACT: Steve Dodge, Assistant City Engineer, 651.450.2541

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, calling for an assessment hearing on proposed assessments, and declaring costs to be assessed and ordering preparation of proposed assessments for City Project No. 2016-09F Carleda Way Area Improvements

BACKGROUND

On February 28, 2022, the Council awarded a contract for City Project No. 2016-09F - Carleda Way Area Improvements, and the associated City Project No. 2021-16 - Cavhill Avenue Trunk Drainage Improvements, to Danner, Inc. in the amount of \$1,522,713.90 (\$1,373,015.70 for City Project No. 2016-09F and \$149,698.20 for City Project No. 2021-16).

On March 14, 2022, the Council approved a total project budget of \$1,969,319.70 for City Project No. 2016-09F, with estimated special assessments totaling \$338,691.00. As the project has approached substantial completion, the estimated final assessment total has been reduced to \$313,168.08.

The attached Resolutions are procedural in nature, with the first calling for a public hearing to be held on September 12, 2022 and the second ordering preparation of the assessments. Neither of these represent final action on the assessments. That would take place at or after the public hearing on September 12. All impacted property owners will receive mailed notice of the public hearing and proposed assessments for their specific property, in accordance with state law and City practice. The associated project (City Project No. 2021-16 Cahill Avenue Trunk Drainage Improvements) was not funded with special assessments, therefore similar procedural actions are not requested for the drainage improvement project.

FISCAL IMPACT

As noted above, this specific requested action is procedural in nature and has no fiscal impact. The project in question is to be funded by a combination of special assessments, the Pavement Management Fund, the Sewer Fund, the Water Fund, and the Stormwater Fund, as approved by the Council's March 14 action.

RECOMMENDATION

Staff recommends adoption of the attached Resolutions.

ATTACHMENTS

1. Resolution - Call for Assessment Hearing
2. Resolution - Declaring Costs and Ordering Preparation of Assessments

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

RESOLUTION CALLING FOR HEARING ON PROPOSED ASSESSMENTS

**2022 PAVEMENT MANAGEMENT PROGRAM
CITY PROJECT NO. 2016-09F – CARLEDA WAY AREA IMPROVEMENTS**

RESOLUTION NO. _____

WHEREAS, by a resolution of the City Council on Monday, August 8, 2022, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2022 Pavement Management Program

City Project No. 2016-09F – Carleda Way Area Improvements

WHEREAS, Roadway improvements (bituminous removal, subgrade excavation/correction, grading, road fabric, drain tile, granular subgrade, aggregate base, and bituminous pavement), curb and gutter, sidewalk improvements, storm sewer improvements, drainage improvements, slope and grading improvements, water quality improvements, sanitary sewer system replacement, water main system replacement, appurtenances and restoration on the following streets: Carleda Way from Cahill Avenue (northerly intersection) to Cahill Avenue (southerly intersection), 63rd Court East from Carleda Way to its east terminus, 64th Court East from Carleda Way to its east terminus.

WHEREAS, the City Clerk has notified the City Council that such assessments have been completed and filed in the City Clerk's Office for public inspection.

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

1. A hearing shall be held on September 12, 2022, in the City Council Chambers, 8150 Barbara Avenue at 6:00 p.m., to pass upon the proposed assessments; and, at such time and place, all persons owning property affected by such improvements shall be given an opportunity to be heard with reference to such assessments.
2. The City Clerk is hereby directed to cause a notice of hearing on the proposed assessments to be published once in the official newspaper and to be mailed to the owner of each parcel described in the assessment roll.

Adopted by the City Council of the City of Inver Grove Heights this 8th day of August 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING PREPARATION OF
PROPOSED ASSESSMENTS**

**2022 PAVEMENT MANAGEMENT PROGRAM
CITY PROJECT NO. 2016-09F – CARLEDA WAY AREA IMPROVEMENTS**

RESOLUTION NO. _____

WHEREAS, by a resolution of the City Council on Monday, August 8th, 2022, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2022 Pavement Management Program

City Project No. 2016-09F – Carleda Way Area Improvements

WHEREAS, Roadway improvements (bituminous removal, subgrade excavation/correction, grading, road fabric, drain tile, granular subgrade, aggregate base, and bituminous pavement), curb and gutter, sidewalk improvements, storm sewer improvements, drainage improvements, slope and grading improvements, water quality improvements, sanitary sewer system replacement, water main system replacement, appurtenances and restoration on the following streets: Carleda Way from Cahill Avenue (northerly intersection) to Cahill Avenue (southerly intersection), 63rd Court East from Carleda Way to its east terminus, 64th Court East from Carleda Way to its east terminus.

WHEREAS, the total final estimated project cost for City Project No. 2016-09F is \$1,771,878.65, with the storm sewer and street improvement assessable costs being \$1,076,569.60.

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

1. The amount to be specially assessed for City Project No. 2016-09F is hereby declared to be \$313,168.08.
2. The City Clerk, with the assistance of the Public Works Director, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall be filed in the City Clerk's office for public inspection.

Adopted by the City Council of the City of Inver Grove Heights this 8th day of August 2022.

Tom Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **2nd Reading of Ordinance Amending City Code Related to the Discharge of Bows and Arrows (Continued from July 25, 2022 Meeting)**

MEETING DATE: August 8, 2022

ITEM TYPE: Regular Business

CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to consider the second reading of an ordinance amending Title 5, Chapter 6 of the City Code related to the discharge of bows and arrows.

BACKGROUND

The Police Department is responsible for oversight, registration, enforcement, and regulation of bow hunting within the city limits. Due to changing land uses, development and community concerns, Police Department staff discussed with the Council some potential changes to City Code provisions governing bow hunting, Sections 5-6-1(C) and (D). Staff asked Council to provide direction as to what changes, if any, should be made to this city ordinance during the May 2022 Council Work Session.

The proposed changes remove much of the burden placed on Police Department resources by current regulations that require hunters to register with the Police Department and provide proof of their proficiency with a bow. The proposed changes also discontinue the practice of allowing multiple parcels to be combined together in order to equal 5 acres.

The attached ordinance has been modified slightly since it was presented to the Council for a first reading on June 13, including revisions directed by the Council at its July 18 worksession related to the size of parcels where hunting is allowed. Additionally, following the discussion at the July 25 Council meeting regarding who should be allowed to hunt or engage in target practice on parcels between 2.5 and 5 acres in size, the proposed language limiting hunting to the property owner and individuals who reside on the property has been removed, and the current code language has been reinserted, maintaining the ability as it exists today for the owners of the parcel, as well as tenants residing on the parcel, and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants to hunt or engage in target practice on those parcels.

As presented for the continued second reading, the proposed revisions to City Code would restrict bow hunting within the city limits as follows:

1. To parcels located within a designated area of the city, as noted on an updated map.
2. Parcels within the designated area must also be:

- at least 2.5 acres in size for the owner or a resident of the property to bow hunt or engage in target practice; these activities may only be done by the property owners, tenants residing on the parcel, and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants;
- at least 5 acres in size for someone other than the property owner or resident or family member to hunt on, and then only with written permission of the property owner.

3. All hunting and hunters must be in compliance with all DNR rules and regulations.

FISCAL IMPACT

Currently, the Police Department invests many staff hours updating hunting maps, processing hunting applications and maintaining a list of private properties that citizens don't want to allow hunting on. With the ordinance change, the Department would no longer need to spend staff hours on this work.

RECOMMENDATION

The Police Department recommends approval of the second reading of the attached ordinance amending Title 5, Chapter 6 of the City Code related to the discharge of bows and arrows.

ATTACHMENTS

1. Revised 2nd Reading Bow Hunting Ordinance

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 5,
CHAPTER 6, SECTION S 1(C) and 1(D) RELATED TO THE DISCHARGE OF BOWS
AND ARROWS**

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

Section One. Amendment. Section 5-6-1(C) and (D) of the Inver Grove Heights City Code is hereby amended as follows. The ~~struck-out text~~ shows the deleted wording and the underlined text shows the language added to the code:

C. Restrictions On Use Of Bow And Arrow:

1. The shooting or discharge of any bow and arrow within the city is hereby prohibited except in any of the following circumstances:

~~—a. While hunting or engaged in target practice in that geographic portion of the city designated on the map, effective September 17, 2016, on file with the city clerk as the area available for hunting or target practice, subject to the conditions hereafter set forth; the above identified map is hereby approved and hereby incorporated by reference and made a part of this section; or~~

— ab. While engaged in target practice within an enclosed structure; or

bc. While engaged in target practice at a posted and designated archery range in a city park; or

cd. While engaged in target practice on school or college grounds as part of an instructional course or supervised recreational activity and only with the permission of the school or college; ~~or~~

de. While engaged in target practice at a licensed commercial archery range; ~~or~~

~~—e. While engaged in target practice or hunting activities on an individual parcel two and a half (2.5) or more acres in size located in that geographic portion of the city designated on the map, effective August 8, 2022, on file with the city clerk and in accordance with all Department of Natural Resources rules and requirements for such hunting activities; or~~

fe. While engaged in deer management activities pursuant to a Council resolution specifically authorizing such the deer management activities.

2. Provided, however, the shooting or discharge of a bow and arrow under the circumstances described in subsection C1 ~~of this section~~ relating to hunting or target practice on parcels of at least 2.5 acres in size located in that geographic portion of the city designated on the map, effective ~~September 17, 2016~~ July 25, 2022, on file with the city clerk shall only occur if the following conditions are met:

~~_____ a. All persons who are hunting must register with the police department and must also provide a copy of their hunting license. Hunters who will be hunting on someone else's property will be required to show written permission from the property owner and must also provide proof of proficiency. Property owners/tenants, and all those related individuals as hereafter defined by this section, who hunt on their own property will not need to provide proof of proficiency. Proof of proficiency may be obtained at a local or regional archery range or outdoor sporting goods store, the measure of which is the ability to shoot five (5) of five (5) arrows into a four inch (4") target at twenty (20) yards. The proficiency test must be completed every twenty four (24) months from the original certification date.~~

~~____—ab. There shall be no shooting or discharge of any bow and arrow within three hundred feet (300') of any residential or commercial structure; provided, however, the prohibition contained in this subsection C2ab shall not apply: 1) if the person shooting or discharging the bow and arrow owns the residential or commercial structure or 2) if the owner of the residential or commercial structure consents in writing to allow shooting or discharge of a bow and arrow within three hundred feet (300') of such residential or commercial structure and the written consent is filed with the city police department prior to the shooting or discharge.~~

~~____—b e. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any driveway not owned by the person engaged in the shooting or discharge, unless the owner of the driveway consents in writing and files the written consent with the city police department prior to the shooting or discharge.~~

~~__ cd. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any public street or private roadway.~~

d. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any city, state, or county owned park property.

~~_____ e. On an individual parcel less than five (5) acres in size, no shooting or discharge of a bow and arrow shall occur unless allowed under subsections C2f and C2g of this section.~~

fe. On an individual parcel of two and one-half (2.5) acres or more in size but less than five (5) acres in size, the owners of the parcel, the tenants residing on~~ef~~ the parcel, and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants may shoot or discharge a bow and arrow on such parcel for hunting or target purposes.

~~_____ g. On contiguous parcels that are cumulatively five (5) acres or more in size when combined, the owners of the parcels, the tenants of the parcels and the spouses, parents, those receiving written permission from all the owners may shoot or discharge a bow and arrow on such parcels for hunting or target purposes if the owners of the contiguous parcels in writing consent to the use of the parcels for such purposes and the owners have filed the written consent with the city police department prior to the shooting or discharge.~~

__h. On parcels at least two and a half (2.5) acres in size but less than five acres in size, only the owners of the parcel and other individuals residing on the parcel may

~~shoot or discharge a bow and arrow on such parcels for hunting or target practice purposes.~~

f. On an individual parcel of five (5) acres or more in size, only the owners of the parcel, ~~the tenants of the parcel and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants~~ and those receiving written permission from the owner may shoot or discharge a bow and arrow on such parcel for hunting or target practice purposes.

gi. In those instances stated above, where written permission from the owner is required, ~~the following additional conditions must be met:~~

~~—— (1) Prior to any shooting or discharge of a bow and arrow, the person receiving the written permission shall file with the city police department the following information in writing: name, address and telephone number of the fee owner and of the persons receiving the permission; the beginning and end dates when hunting or target practice is to occur; a general description of the location of the subject parcel; a copy of the written permission received from the fee owner; as well as proof of proficiency to be obtained at a local or regional archery range or outdoor sporting goods store, the measure of which is the ability to shoot five (5) of five (5) arrows into a four inch (4") target at twenty (20) yards; the license plate number of the vehicle that the person will be driving to the subject parcel; evidence that the person has a valid Minnesota archery license; and emergency contact information.~~

~~—— (21) T~~ the written permission from the fee property owner must specifically state the beginning and end dates for which permission has been granted. The person receiving such permission must have the written permission in possession at all times while hunting or target practicing on the subject parcel. Discharge of the bow and arrow on the subject parcel shall only occur on the dates stated on the written permission. No shooting or discharge of a bow and arrow and no hunting shall occur on the subject parcel if the fee property owner revokes the written permission.

hj. The person discharging the bow and arrow for hunting purposes must comply with all the laws and regulations of the state of Minnesota Department of Natural Resources relating to hunting.

~~-3. To facilitate inquiries with respect to which parcels of land are not available for hunting or target practice because the owners thereof decline to grant permission for such activities, the clerk shall maintain a list by owner name and address for such nonavailable parcels. In order for the owner name and parcel address to be placed on the list, the parcel owner must in writing notify the clerk that the owner wishes to be on the list and has decided not to grant permission for hunting or target practice. The name of the owner and the parcel address shall be removed from the list if the owner files a written request with the clerk to remove the owner name and parcel address. The creation of the list is a voluntary program. There is no requirement that an owner and parcel be on the list in order for the owner to decline permission to anyone for hunting or target practice. The purpose of the list is to present an opportunity for an owner to make known that the owner has decided not to grant permission with the result that contacts with the owner are reduced or eliminated.~~

~~—4.— The council, by resolution, may in its discretion on an annual basis add parcels to that geographic portion of the city available for hunting or target practice referenced in subsection C1a of this section. If the council adds additional parcels by resolution, the authorization granted by the resolution and the inclusion of such parcels within the above referenced geographic area shall expire on December 31 of the year when the resolution was passed. If an owner wishes the council to include the owner's parcel within the above referenced geographic area, the owner must make an application to the city no later than August 15 of the year the owner wishes the parcel to be included.~~

D. Shooting Ranges: All owners of commercial rifle ranges, commercial trap ranges, commercial target ranges and commercial archery ranges at any place within the city shall, from and after the effective date hereof, be required to [obtain a license and](#) pay a license fee in the amount established by resolution of the city council. Such ranges shall be operated so as to result in maximum safety to the residents and property of the city, and the owners and operators of such ranges shall comply with all regulations for such ranges that the city may hereinafter enact. Violation of any of the terms of such regulations constitutes a violation of this section and is cause for revocation of the license granted under the terms of this section.

Section Two. 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 of the City of Inver Grove Heights on the ____ day of _____, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Interim Ordinance Prohibiting the Establishment of New Uses or the Expansion of Existing Uses Related to the Sale, Testing, Manufacturing, and Distribution of THC Products (Edible Cannabinoid Products)**

MEETING DATE: August 8, 2022

ITEM TYPE: Regular Business

CONTACT: Bridget Nason, City Attorney, 651.451.1831

ACTION REQUESTED

The Council is asked to consider approval of the attached interim ordinance and related summary publication resolution.

BACKGROUND

The Minnesota Legislature recently amended Minnesota Statutes, Section 151.72 relating to the sale of certain cannabinoid products. The new law permits the sale of edible cannabinoid products, provided that a product sold for human or animal consumption does not contain more than 0.3% of tetrahydrocannabinol and 50 milligrams of any tetrahydrocannabinol per package (these edible cannabinoid products, as that term is defined in Minn. Stat. Sec. 151.72 are referred to herein as "THC Products"). Sales of THC Products became legal in the state of Minnesota on July 1, 2022. The new law allows sales and establishes some labeling and testing requirements, but it does not establish any licensing criteria or parameters for compliance by retailers.

The new law does not prohibit local regulations.

Cities across the state are grappling with how best to respond to these legislative changes, and to date have adopted responses ranging from taking no action at this time, to prohibiting the expansion of existing uses, to banning all edible and nonedible cannabinoid products that contain no more than 0.3% of THC. While the majority of cities have taken no action at this time, a small handful of cities have adopted interim ordinances (moratoriums) in order to study these uses, and allow time to determine whether changes are Minnesota Statutes, Section 462.355, subd. 4 provides that if a municipality is conducting studies or has authorized a study to be conducted for the purpose of considering adoption or amendment to an official control, the City Council may adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. An interim ordinance may regulate, restrict, or prohibit any use within the city for a period not to exceed one year from the effective date of the interim ordinance. Many cities have adopted interim ordinances to study the impacts of certain uses and determine whether regulations are appropriate for the purpose of protecting the public health, safety, and welfare of their citizens.

At its July 25 meeting, the City Council directed that an interim ordinance be prepared for council consideration. The attached interim ordinance establishes a 12-month moratorium on the

establishment of new uses and expansion of existing uses involving the sale, testing, manufacturing, or distribution of THC products, and directs staff to conduct a study of the issues related to the sales, testing, manufacturing and distribution of THC products in order to provide a recommendation to the Council about whether the City should amend its zoning, business-licensing, or other general code provisions related to these types of uses to better protect the residents of Inver Grove Heights. The interim ordinance does not prohibit the continued sale of THC products by those businesses currently selling THC products, but does prohibit their expansion.

The interim ordinance is a special ordinance, which will not be codified in the City Code. The Council may, upon a 4/5th vote, dispense with the requirement for three readings of the interim ordinance and approve the same with one reading.

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends approval of the attached Interim Ordinance.

ATTACHMENTS

1. Interim Ordinance
2. Resolution Approving Summary Publication of Interim Ordinance

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

ORDINANCE NO. _____

**AN INTERIM ORDINANCE PROHIBITING THE
ESTABLISHMENT OF NEW USES OR THE EXPANSION OF
EXISTING USES RELATED TO SALES, TESTING,
MANUFACTURING AND DISTRIBUTION OF THC PRODUCTS**

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

Section 1. Preamble.

The following special ordinance is necessary for the immediate preservation of the public peace, health, morals, safety, and welfare because of the inherent risk of injury to persons related to the recently legalized sale of edible cannabinoid products containing Tetrahydrocannabinol (THC). A prohibition on the establishment of new uses or the expansion of existing uses related to the sale of such products is necessary to ensure that the City of Inver Grove Heights (City) has sufficient time to study potential regulations that will protect the health and safety of the residents of Inver Grove Heights.

Section 2. Authority and Findings.

- A. The Minnesota Legislature recently amended Minnesota Statutes, Section 151.72 relating to the sale of certain cannabinoid products. The new law permits the sale of edible cannabinoid products, provided that a product sold for human or animal consumption does not contain more than 0.3% of tetrahydrocannabinol and does not contain more than five milligrams of any tetrahydrocannabinol in a single serving, or more than a total of 50 milligrams of any tetrahydrocannabinol per package (these edible cannabinoid products, as that term is defined in Minn. Stat. Sec. 151.72 are referred to herein as "THC Products"). Sales of these THC Products became legal in the state of Minnesota on July 1, 2022.
- B. The new law allows sales and establishes some labeling and testing requirements, but it does not establish any licensing criteria or parameters for compliance by retailers. The new law does not prohibit local regulation.
- C. Minnesota Statutes, Section 462.355, subd. 4 provides that if a municipality is conducting studies or has authorized a study to be conducted for the

purpose of considering adoption or amendment to an official control, the City Council may adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. An interim ordinance may regulate, restrict, or prohibit any use within the city for a period not to exceed one year from the effective date of the interim ordinance. Many cities have adopted interim ordinances to study the impacts of certain uses and determine whether regulations are appropriate for the purpose of protecting the public health, safety, and welfare of their citizens; and

- D. The City Council believes that authorizing a study regarding the types of uses that involve the sales, testing, manufacturing and distribution of THC Products is necessary to evaluate the regulatory options available to the City and is for the purpose of protecting the health and safety of Inver Grove Heights' residents.

Section 3. Study. The City Council hereby authorizes and directs City staff to conduct a study of the issues relating to the sales, testing, manufacturing, and distribution of THC Products. Staff will then make a recommendation to the City Council about whether the City should amend its zoning, business-licensing, or other general Code provisions related to these types of uses to better protect the residents of Inver Grove Heights.

Section 4. Moratorium. In accordance with the findings set forth herein, a moratorium is established as follows:

- A. No business, person or entity may establish a new use or expand an existing use that includes or involves the sale, testing, manufacturing, or distribution of THC Products, for a period of twelve (12) months from the effective date of this Ordinance or until the Council repeals this Ordinance, whichever occurs first.
- B. During the term of this Ordinance, the City staff will not issue any license or permit, nor will it accept or process any applications for uses related to the sale, testing, manufacturing, or distribution of THC Products.
- C. The moratorium established by this Ordinance does not apply to the sale, testing, manufacturing, or distribution of products that were lawful prior to enactment of the new law relating to THC Products.

Section 5. Enforcement. In addition to any criminal penalties allowed by law, the City may enforce this Interim Ordinance by injunction or any other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also subject to the City's general penalty in Section 1-4-1 of the Inver Grove Heights City Code.

Section 6. Severability. Every section, subsection, provision, or part of this Ordinance is declared severable from every other section, subsection, provision, or part. If any section, subsection, provision, or part of this interim ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, subsection, provision, or part.

Section 7. Effective Date; Duration. This Ordinance shall be effective upon its passage and publication until the earlier of the following events: (a) one year from the effective date of this Ordinance or (b) the date upon which the City Council adopts an ordinance repealing this Ordinance.

Section 8. Special Ordinance. Pursuant to Section 1-2-6 of the City Code, this Interim Ordinance is deemed a special ordinance and shall not be included in the City Code.

Section 9. Effective Date and Duration. This Ordinance shall be in full force and effect upon its passage and publication as provided by law and shall continue until one of the following events: (a) one year from the effective date of this Ordinance or (b) the date upon which the City Council adopts an ordinance repealing this Ordinance.

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

CITY OF INVER GROVE HEIGHTS

By: _____

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. _____**

**A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE
NO. ____, AN INTERIM ORDINANCE PROHIBITING THE ESTABLISHMENT OF NEW
USES OR THE EXPANSION OF EXISTING USES RELATED TO THE SALES,
TESTING, MANUFACTURING, AND DISTRIBUTION OF THC PRODUCTS**

WHEREAS, on August 8, 2022, the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. _____, an Interim Ordinance Prohibiting the Establishment of New Uses or the Expansion of Existing Uses Related to Sales, Testing, Manufacturing, and Distribution of THC Products; and

WHEREAS, state law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, pursuant to Minn. Stat. Sec. 412.191, subd. 4, the Council may, by a 4/5 vote, direct that only the title and a summary be published; and

WHEREAS, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance No. _____ which is attached hereto as **Exhibit A**; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. _____ would clearly inform the public of the intent of the ordinance; and

WHEREAS, due to the length of Ordinance No. _____ the City Council desires to publish a summary of the Ordinance.

NOW THEREFORE BE IT RESOLVED, by a vote of at least four-fifths of its members, that the City Council of the City of Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. _____ attached as **Exhibit A** and authorizes the publication of the summary shown in **Exhibit A** in lieu of publication of the entirety of Ordinance No. _____ in the City's official newspaper.
2. Directs the City Clerk to ensure that a full and complete printed copy of Ordinance No. _____ is available for inspection during regular business hours at the office of the Inver Grove Heights City Clerk, by standard mail, or by electronic mail.

3. Directs the City Clerk to file the executed Ordinance No. _____ upon the books and records of the City along with proof of publication.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 8th day of August, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Thomas Bartholomew
Its: Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

(Published in the *Pioneer Press* on _____, 2022.)

EXHIBIT A

SUMMARY PUBLICATION ORDINANCE NO. _____

A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE NO. ____, AN INTERIM ORDINANCE PROHIBITING THE ESTABLISHMENT OF NEW USES OR THE EXPANSION OF EXISTING USES RELATED TO SALES, TESTING, MANUFACTURING AND DISTRIBUTION OF THC PRODUCTS

On August 8, 2022, the City Council of the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. _____, ("Ordinance") an Interim Ordinance Prohibiting the Establishment of New Uses or the Expansion of Existing Uses Related to Sales, Testing, Manufacturing, and Distribution of THC Products.

The Ordinance provides that no business, person or entity may establish a new use or expand an existing use that includes or involves the sale, testing, manufacturing, or distribution of THC Products. THC products are defined as edible cannabinoid products that do not contain more than 0.3% of any tetrahydrocannabinol and do not contain more than 5 milligrams of any tetrahydrocannabinol in a single serving, or more than a total of 50 milligrams of any tetrahydrocannabinol per package. The Ordinance shall be in effect for a period of twelve (12) months from the effective date of the Ordinance or until the Council repeals the Ordinance, whichever occurs first. During the term of the Ordinance, the City staff will not issue any license or permit, nor will it accept or process any applications for uses related to the sale, testing, manufacturing, or distribution of THC Products. The moratorium established by this Ordinance does not apply to the sale, testing, manufacturing, or distribution of products that were lawful prior to enactment of the new law relating to THC Products.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of Ordinance No. _____, and it is directed that only the above title and summary of Ordinance No. _____ conforming to Minn. Stat. Sec. 331A.01 be published, with the following:

NOTICE

A printed copy of the full text of Ordinance No. _____ is available for public inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Avenue, Inver Grove Heights, MN 55077, by standard mail, or by electronic mail, and at any other public location which the Council designates.



Request for Council Action

SUBJECT: **1st Reading of Ordinance Amending City Code Chapter 5, Section 12 Related to Unnecessary Noise**

MEETING DATE: August 8, 2022

ITEM TYPE: Regular Business

CONTACT: Bridget Nason, City Attorney, 651.451.1831

ACTION REQUESTED

The Council is asked to approve the first reading of an ordinance amending City Code Chapter 5, Section 12, related to Unnecessary Noise.

BACKGROUND

City Code Chapter 5, Section 12 prohibits loud, unnecessary, or unusual noises or any noise within the City that would be likely to annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of a reasonable person of ordinary sensibilities. The ordinance then goes on to define what constitutes unnecessary noise.

In response to recent challenges regarding construction noise, staff is recommending an amendment to this section of City Code in order to more clearly articulate what constitutes construction noise and to amend the hours during which construction noise is considered unnecessary, and therefore a violation of City Code.

The current code language prohibits construction noise after 10:00 p.m. and before 7:00 a.m. on weekdays and after 9:00 p.m. and before 7:00 a.m. on weekends and holidays. However, in recent years, the City has been instituting construction hours of 7:00 a.m. to 7:00 p.m. by including this as a provision of development agreements and building permits. This has turned out to be less than ideal, because when the police are called to complaints of construction noise after hours and on weekends, our officers are referring to City Code, which is available to them in their squad cars -- not development agreements which are on file with the Community Development Department.

To ensure the clearest articulations of rules, and allowable hours for construction noise, staff is recommending that City Code be amended to clearly establish the 7:00 a.m. to 7:00 p.m. timeframe, and that these hours be applied seven-days a week.

Additionally, when reviewing the current code language and drafting the ordinance to amend, the City Attorney also took the opportunity to update some language, by removing outdated terminology such as "tape players" and "disc players" from another section of the code.

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends approval of the first reading.

ATTACHMENTS

1. 1st Reading Ordinance Amending Unnecessary Noise Prohibitions

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 5,
CHAPTER 5, SECTION 12 RELATED TO UNNECESSARY NOISE**

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

Section One. Amendment. Section 5-5-12 of the Inver Grove Heights City Code is hereby amended as follows. The deleted text is shown with ~~strike through~~ and the new text is shown underlined:

5-5-12: UNNECESSARY NOISE:

A. General Rule: No person shall make, continue, permit or cause to be made or continued any loud, unnecessary, or unusual noise or any noise within the City that would be likely to annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of a reasonable person of ordinary sensibilities.

B. Unnecessary Noise Defined: An "unnecessary noise" is a noise that:

1. Creates an amplified sound that is audible above the level of conversational speech at a distance of fifty feet (50') or more from the point of origin of the amplified sound. This section would apply to but is not limited to, large assemblies, live music, music from electronic devices, music from motor vehicles, radio, ~~tape player, disc players, speakers, /-~~loudspeakers, horns, and similar devices.

2. Is construction-related activity involving:

a. ~~Unless exempted in subsection C of this section, involves the~~ The operation of domestic power equipment, commercial tools, power tools, motorized equipment, landscaping equipment, or demolition equipment; or ;

b. The construction, remodeling, repair or maintenance of structures, except for work done entirely inside a structure that is not audible on adjacent properties, and demolition equip; or ment

c. The delivery or unloading of equipment and machinery or building, construction, or landscaping materials weighing more than 50 lbs.

The activities described in this section (B)(2) shall not constitute unnecessary noise when conducted between the hours of ~~ten~~ seven o'clock (~~10~~7:00) ~~AP~~ AM. and seven o'clock (7:00) PA.M., Monday through Sunday. ~~during weekdays and nine o'clock (9:00) P.M. and seven o'clock (7:00) A.M. on the weekends and holidays.~~ Monday through Sunday.

3. Is otherwise described in section [5-9-2](#) of this title.

C. Exemptions: The following noise events are exempt from the provisions under this section:

1. Fire, police, civil defense, or other emergency signaling devices or vehicles.
2. Garbage, refuse hauling and recycling trucks.
3. Noise created exclusively in the performance of emergency work to preserve the public health, safety or welfare, or in the performance of emergency work necessary to restore a public service, [make emergency repairs](#), or eliminate a public hazard.
4. City snow plowing vehicles.
5. Domestic snow removal or lawn cutting equipment when being used as intended.
6. Civic-sponsored parades or festivals lasting no longer than three (3) days and official school district-sponsored athletic events.
7. Anti-theft devices, security alarms, and similar systems, when functioning properly.
8. Church bells, chimes, or other bells, when used for their intended purposes.
9. Public works construction and maintenance activities by Federal, State, County or City authorities or their contractors, when approved by the Director of Public Works or their designee.

[10. Construction or repair work conducted in response to a significant storm or other natural disaster, when approved in advance by the Chief Building Official.](#)

~~110.~~ All activities and land uses with specific hours of operation that are regulated and approved by the City through a licensing, permitting or zoning process, as long as the activity or use is operating within the designated parameters.

D. Responsible Party: [In addition to any person causing unnecessary noise](#), Any owner, tenant, resident, occupant or manager of a building, property location, site or vehicle, who has the legal authority to control the activities and who knows or has reason to know of the disturbance [or unnecessary noise](#) and fails to immediately take reasonable steps to abate the disturbance [or unnecessary noise](#) is guilty of violating this section. (Ord. 1364, 2-25-2019)

Section Two. 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 of the City of Inver Grove Heights on the ____ day of _____, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Request for Council Action

SUBJECT: **Setback Variance at 3635 78th Street**

MEETING DATE: August 8, 2022

ITEM TYPE: Regular Business

CONTACT: Heather Botten, Associate Planner, 651.450.2569

ACTION REQUESTED

The Council is asked to consider a variance to allow a driveway up to the property line for the property located at 3635 78th Street (Steve Buenzow - Case No. 22-34V) and adopt one of the attached Resolutions, either granting or denying the variance.

- Requires 3/5 vote
- 60-day deadline: August 20, 2022

BACKGROUND

The lot at 3635 78th Street has a single-family home with a two-car attached garage, built in 1971. The existing driveway is 20 feet wide, in-line with the garage. The applicant is proposing to widen a portion of the driveway up to the side property line, along with adding a seven-foot-wide strip of concrete along the side of the house that would also be up to the property line.

One of the functions of setback requirements is to maintain consistency of structure and driveway placement along with aesthetic qualities from street and neighboring views. Staff does not find the proposed improvements would alter the essential character of the locality as other driveways in the area are constructed within the side setback. Another reason for driveway setbacks is to provide a drainage area between properties. Even though driveway setbacks have always been in the city code, driveway permits were first required in 2010. Driveway encroachments installed prior to 2010 are considered grandfathered-in.

Staff does not find the applicant is being denied reasonable use of the property as there is a single-family dwelling, attached garage, and a driveway to access the garage. The driveway addition is not essential and the applicant could add onto the east side of the existing driveway, creating an additional parking pad or bump out for turning around. As such, the request for a driveway encroachment into the setback appears to be a convenience to the applicant, not a practical difficulty.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Staff does not find sufficient rationale to meet the criteria for a variance and therefore recommends denial of the variance request as proposed.

At the July 19, 2022 public hearing, the Planning Commission recommended approval of the request 8-0, with the practical difficulty being:

- Expanding the driveway on the east side of the existing driveway would impact a heritage tree.
- The encroachment within the side setback is consistent with other driveways in the neighborhood.
- There is an existing natural swale that directs drainage to the rear yard, not impacting the abutting neighbor to the west.

ATTACHMENTS

1. Resolution of Denial
2. Resolution Granting Variance
3. Planning Commission recommendation
4. Planning Report
5. Additional applicant information

Denial variance

CITY OF INVER GROVE HEIGHTS DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION DENYING A VARIANCE TO INSTALL A DRIVEWAY UP TO THE PROPERTY LINE WHEREAS FIVE FEET IS REQUIRED

CASE NO. 22-34V
Buenzow

Property located at 3635 78th Street and legally described as follows:

**Lot 22, Block 3, South Grove No. 14, according to the recorded plat,
Dakota County, Minnesota**

WHEREAS, the applicant is requesting a variance to allow a driveway up to the property line whereas five feet is the required setback;

WHEREAS, the afore described property is zoned R-1C, Single-family residential;

WHEREAS, a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on July 19, 2022 in accordance with City Code Section City Code 10-3-3:C;

WHEREAS, a practical difficulty or uniqueness was not found to exist based on the following findings:

1. Denying the variance request does not preclude the applicant from reasonable use of the property.
2. Approval of the variance could set a precedent for other driveway encroachments.
3. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance. The applicant could

expand the driveway to the east providing the additional parking that is desired.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a driveway addition up to the property line is hereby denied.

Adopted by the City Council of Inver Grove Heights this 8th day of August, 2022.

Tom Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

Approval Resolution

CITY OF INVER GROVE HEIGHTS DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2022-

RESOLUTION APPROVING A VARIANCE TO INSTALL A DRIVEWAY UP TO THE PROPERTY LINE WHEREAS FIVE FEET IS REQUIRED

CASE NO. 22-34V
Buenzow

Property located at 3635 78th Street and legally described as follows:

**Lot 22, Block 3, South Grove No. 14, according to the recorded plat,
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WHEREAS, the applicant is requesting a variance to allow a driveway up to the property line whereas five feet is the required setback;

WHEREAS, the afore described property is zoned R-1C, Single-family residential;

WHEREAS, a Variance may be granted by the City Council from the strict application of the provisions of the City Code Title 10, Chapter 3-4 and conditions and safeguards imposed in the variance so granted where practical difficulties or particular hardships result from carrying out the strict letter of the regulations of the Zoning Code, as per City Code 10-3-4 D;

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on July 19, 2022 in accordance with City Code Section City Code 10-3-3:C;

WHEREAS, a practical difficulty or uniqueness was found to exist based on the following findings:

- a. The request is in harmony with the general purpose and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- b. The variance request does not appear to have an adverse impact on the neighboring properties as other driveways in the neighborhood are located up to the property line. Also, there is a natural swale that drains to the rear yard so the additional driveway improvements should not impact drainage on the abutting property.
- c. The property is unique in that there is a heritage tree located on the east side of the driveway that could be impacted if improvements happened in front of the house versus along the property line.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a driveway expansion up to the property line is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
2. A grading/erosion control plan shall be required at the time of the driveway permit application.
3. The driveway may not be located on the neighbors property, it is the homeowners responsibility to verify property lines.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Adopted by the City Council of Inver Grove Heights this 8th day of August, 2022.

Tom Bartholomew, Mayor

Ayes:

Nays:

ATTEST:

Rebecca Kiernan, City Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: July 19, 2022

SUBJECT: Consider a variance to allow a driveway up to the side property line whereas five feet is the required setback at 3635 78th Street (Steve Buenzow – Case No. 22-30V)

Reading of Public Notice

Commissioner Weber read the Public Hearing Notice to consider the request for Steve Buenzow – Case No. 22-34V for property located at 3635 78th Street East. The request consists of a variance to allow a driveway to be located up to the property line whereas 5 feet is the required setback and any other related variances. Notices were mailed to 3 property owners on July 6th, 2022.

Presentation of Request

Associate Planner Heather Botten discussed the property located at 3635 78th Street East, zoned R-1C single family residential district. The lot currently has a single-family home with a two-car garage and was built in 1971. The existing driveway is 20 feet wide. The applicant proposes widening a portion of the driveway into the side yard setback located up to the property line whereas a 5-foot setback is required. Staff does not believe the proposed improvements alter the character of the neighborhood as there are other driveways in the neighborhood up to the property lines.

In 2010 the city started requiring driveway permits. An aerial photograph of the neighborhood was shown from 2010 indicating numerous existing driveways up to property lines prior to 2010 and are grandfathered in. The applicant has a current driveway going up to their garage. The driveway addition is not essential, the applicant could add on to the east side of the driveway. Staff believes the request for the additional driveway square footage may be considered more of a convenience and not a practical difficulty. Staff recommends denial of the of the variance as proposed. The applicant submitted additional information via email and four signatures from neighbors that are in support of the request.

Motion by Commissioner Weber, second by Commissioner Robertson, to add the narrative submitted by the applicant yesterday and the four signed signatures received today into the record

Motion carried (8/0).

Opening of Public Hearing

Steve and Monica Buenzow, 3635 78th Street East. Mr. Buenzow stated he has read and understands the report.

Ms. Buenzow mentioned there is an ash tree located to the right of the driveway.

Mr. Buenzow said moving the driveway to the east would result in having to take out a mature ash tree, which is not something they were willing to do. They have three cars and always have to move the cars around when coming and going. He mentioned there was greenspace between the two properties and a natural swale providing drainage to the back.

Chair Niemioja mentioned there would be increased impervious surface and was hopeful he would be respectful of the neighbor with snow removal/plowing. She questioned what their plan was for snow removal.

Mr. Buenzow replied they already plow the area because there is a gate to the back.

Commissioner Robertson questioned where the snow was plowed to.

Mr. Buenzow replied its plowed straight ahead, not to the neighbor's side. He mentioned that the widening of the driveway is basically the length of a car.

Commissioner Heidenreich asked what the amount of impervious/pervious surface allowed on a lot was. He was unsure where the drainage would go.

Ms. Botten replied it is based on lot size. This would be in compliance with impervious surface.

Commissioner Heidenreich understood about saving the tree, but didn't feel that would be the case with the emerald ash borer. He was concerned about the trees in the neighbor's yard and did not think they could park a car underneath. He asked what the plan was for those.

Ms. Buenzow replied those were trimmed yearly, she can walk under it.

Commissioner Challeen questioned if the homeowner decided not to use concrete and put in a paver block pad, if that would require a permit and a variance.

Ms. Botten responded it would, even if it's Class 5, permeable pavers, concrete, or bituminous.

Commissioner Besser asked if the extra vehicle would be parked in front of the garage, not alongside.

Mr. Buenzow replied in the affirmative.

Chair Niemioja closed the public hearing.

Planning Commission Discussion

Chair Niemioja believed they have previously utilized the practical difficulty to try and save trees, especially heritage trees.

Commissioner Robertson was concerned about setting a precedent. She worries when heavy weight is placed on what neighbors say because neighbors move. There could be challenges as whoever seeks to buy that house may question why the driveway extension could be done. She felt the plan looks good in that they are not going all the way down to the street. She was less concerned about the fact that it would be the length of a car. She was concerned if allowing, how many more people down the street would want the same and what that could do to drainage.

Commissioner Weber said he drove the area and noticed a vast majority of the properties already have driveways up to property lines. Driving and seeing that everybody else has this convenience the applicants cannot have is one of the reasons he would side for it because it would be consistent with the rest of their neighbors.

Commissioner Challeen agreed this looked good aesthetically and is consistent with neighbors. She was having trouble with a practical difficulty unless it's the tree.

Commissioner Robertson agreed the tree was a concern. She said the tree has no bearing on a practical difficulty on the other side of the driveway. It could be said if the tree wasn't there they would have to move to the east, that doesn't justify moving to the west.

Chair Niemioja stated it was a heritage tree that adds value to their property. She felt it has been used as a practical difficulty before.

Commissioner Heidenreich said he drove down the street and noticed everyone else in the neighborhood has the wider driveways. He mentioned there were no houses across the street and the lot has a steep backyard. If parking where proposed, they would have to step on the neighbor's lawn to get out, which could be a challenge in the future. He commented that 7 feet is not wide enough to park a vehicle, you couldn't open the doors.

Commissioner Weber said it was possible some of the neighbors were over their property lines. It was hard for him to look at a homeowner who is trying to do the right thing, drive down the street and see the same thing on everyone else's property, and not try to help them out.

Planning Commission Recommendation

Motion by Commissioner Weber, second by Commissioner Challeen, to approve the variance with the three conditions listed using the practical difficulty of staying consistent with the neighborhood in use of the lot and not impeding on a heritage tree on the other side of the property, for property located at 3635 78th Street. Case No. 22-30V.

Motion carried (8/0). This item goes before the City Council on August 8, 2022.



PLANNING REPORT

CASE NO.: 22-30V

APPLICANT & PROPERTY OWNER: Steve Buenzow

REQUEST: Variance to allow a driveway with a zero-side setback whereas five feet is required

LOCATION: 3635 78th Street

HEARING DATE: July 19, 2022

COMPREHENSIVE PLAN: LDR, Low Density Residential

ZONING: R-1C, Single-family residential

PREPARED BY: Heather Botten
Associate Planner

SPECIFIC REQUEST

The applicant is requesting the following:

- A **variance** to allow a driveway within the required five-foot side setback.

BACKGROUND

The applicant's property is 8,820 square feet in size. The lot has a single-family home with a two-car attached garage built in 1971. The existing driveway is 20 feet wide, in-line with the garage.

The applicant is proposing to widen a portion of his driveway up to the side property line along with adding a 7-foot-wide strip of concrete up to the property line along the side of the house. The proposed request is to improve the driveway area with concrete; a variance is being requested because driveways and parking areas are required to maintain at least a five-foot side yard setback from property lines. In this case, the applicant is asking for a driveway to be located up to the side property line.

EVALUATION OF THE REQUEST

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

North, West and East: Single family residential; zoned R-1C, Single-family residential; guided LDR, Low Density Residential
South: Oakwood Park; zone P, Institutional; guided P, Public/Institutional

Engineering. Engineering has reviewed the request and takes no exception to the variance. Drainage of the site would be reviewed with the driveway permit.

VARIANCE REVIEW

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variance, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

1. *The variance request is in harmony with the general purpose and intent of the city code and consistent with the comprehensive plan.*

The request is consistent with the comprehensive plan as the property would continue to be utilized as a residential lot. In respect to the provisions in the zoning ordinance, in 2010, the City started requiring driveway permits to help enforce the five-foot driveway setback. Allowing a driveway up to the property line may not be in harmony with zoning code requirements.

2. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

The property does not have any special conditions that make it unique. The applicant is not being denied reasonable use of his property as he has a single-family dwelling, attached garage and a driveway to access the garage. The driveway extension is not essential and the applicant could add onto the east side of the existing driveway, creating an additional parking pad or bump out for turning around.

3. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

The request for an additional driveway square footage may be considered a convenience to the applicant, not a practical difficulty.

4. *The variance will not alter the essential character of the locality.*

One of the functions of setback requirements is to maintain consistency of structure, driveway, and parking placement and aesthetic qualities from street and neighboring views. Staff does not believe the proposed improvements would alter the essential character of the locality. The neighbor most directly affected by the driveway location supports the request and other driveways in the area are constructed within the side setback.

5. *Economic considerations alone do not constitute an undue hardship.*

Economic considerations do not appear to be a basis or a sole basis for the request.

ALTERNATIVES

A. Approval: If the Planning Commission finds the requests to be acceptable, the Commission should recommend approval of the request(s) with at least the following conditions:

- Approval of a **variance** to allow a driveway to be located up to the side property line whereas five feet is the required setback subject to the following conditions:
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
 2. A grading/erosion control plan shall be required at the time of the driveway permit application.
 3. The driveway may not be located on the neighbors property, it is the homeowners responsibility to verify property lines.

Practical difficulty: To be stated

B. Denial. If the Planning Commission does not favor the proposed request(s), it should be recommended for denial, which could be based on the following rationale:

1. Denying the variance request does not preclude the applicant from reasonable use of the property.
2. Approval of the variance could set a precedent for other driveway encroachments.
3. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance. The applicant could expand the driveway to the east providing the additional parking that is desired.

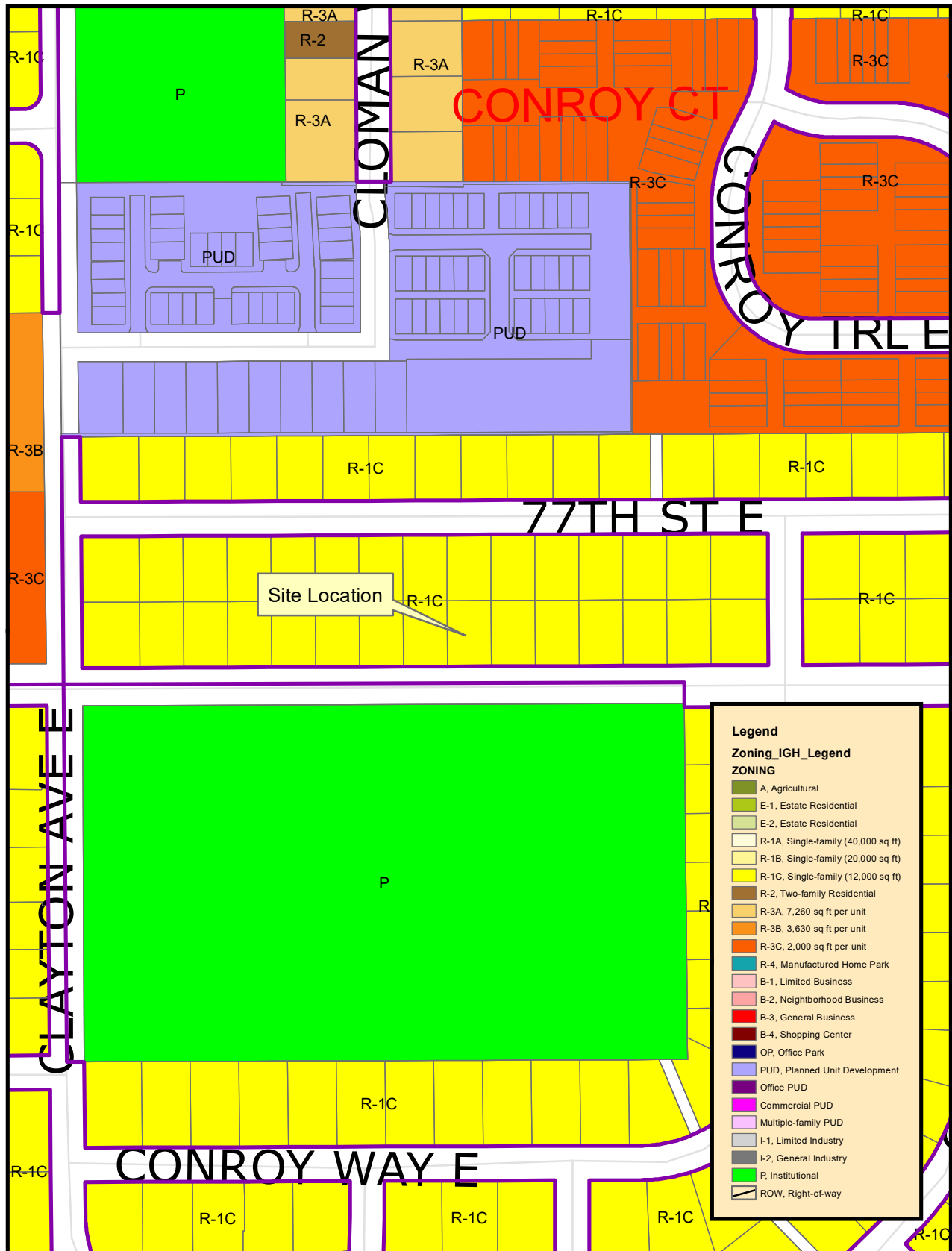
RECOMMENDATION

Based on the information in the preceding report and the reasons listed in Alternative B, staff does not believe there is sufficient rationale to support the variance criteria and therefore recommends denial of the variance request as proposed.

Attachments: Exhibit A -Zoning and Location Map
Exhibit B -Narrative
Exhibit C - Existing driveway plan
Exhibit D - Proposed driveway plan



3635 78th Street Case No. 22-34V



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

Request for Variance
3635 78th St E, Inver Grove
South Grove No 14 22-3
Steve & Monica Buenzow

We are having our asphalt driveway replaced with concrete. We currently have a paver pad on the west side of the garage that we use for our trash bins. There is also a flat stone walkway to the gate in the back yard fence. While we are concreting the driveway, we would like to replace the paver pad and stone walkway with concrete and increase the width of it to the property line. The gate opening is on the property line, so it makes the most sense to concrete all the way to the line. Also, we have a 2-car garage and 3 cars, so one car is always parked in the way. So, we want to widen a section of the existing driveway to the property line. We've talked to our neighbor to the west, Bob Anderson, and he's in favor of it.

Attached are drawings of the current state and future state for your approval.

Adjacent Property Owners:

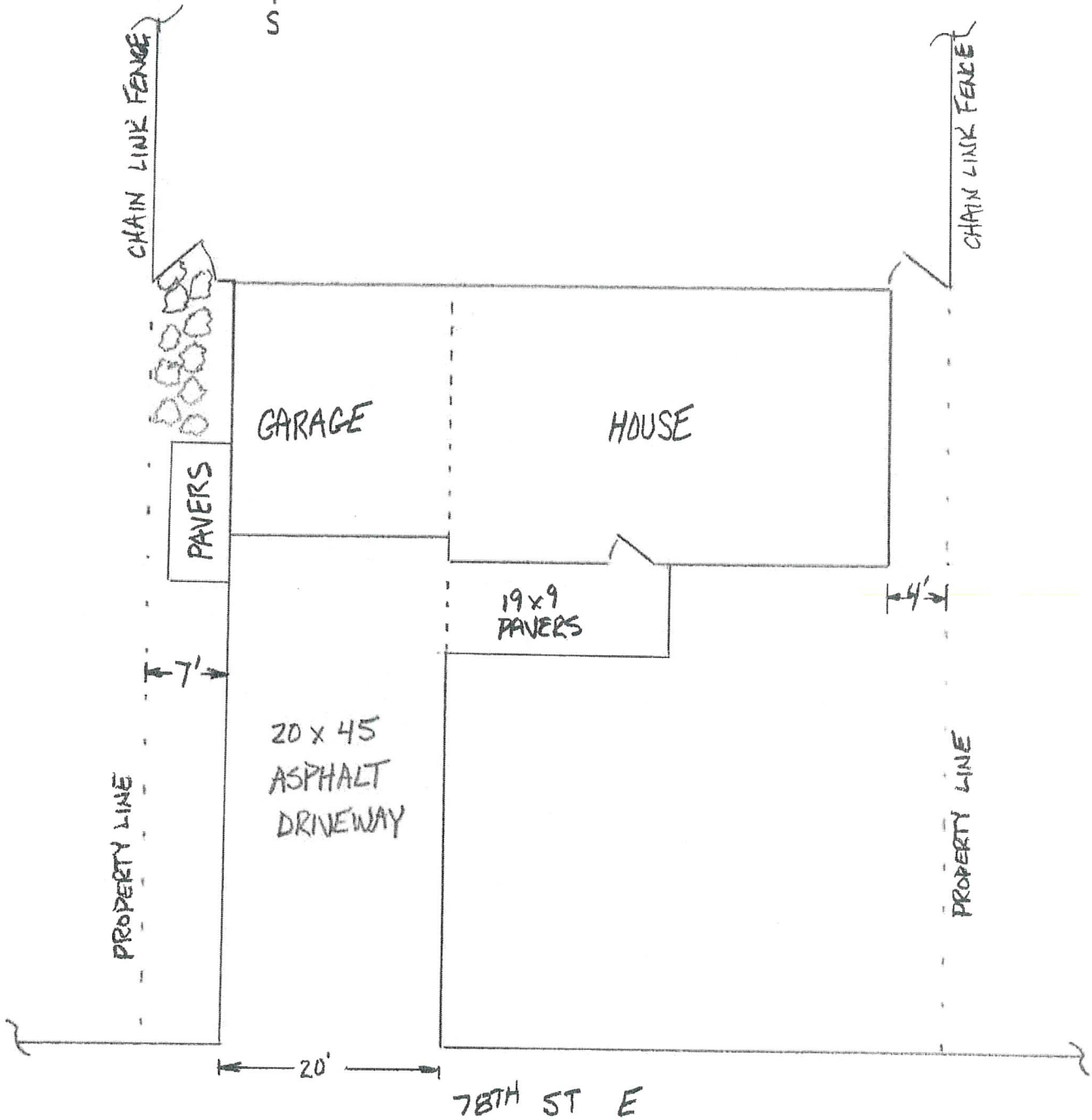
West Side - Bob Anderson - 3621 78th St E

East Side - Jerry & Pam Johnson - 3651 78th St E

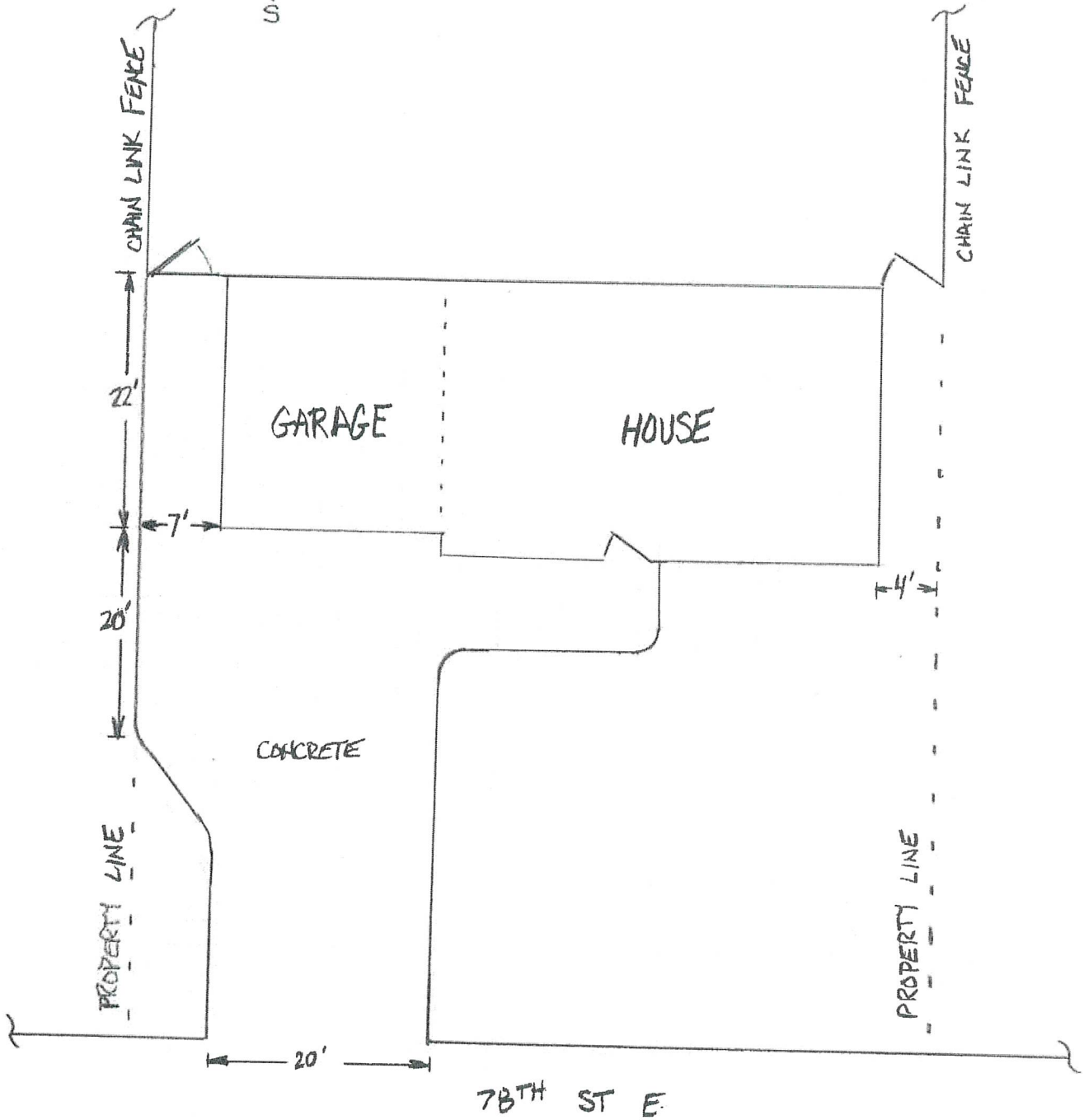
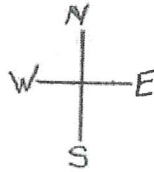
Back Yard – Nick & Jessica Ross – 3634 77th St E

Across the Street – Home plate of the baseball diamond of Oak Park

	Subject CURRENT STATE 3635 78TH ST E	Author STEVE BUENZDOW
		Date 06/20/2022



vaddio	Subject FUTURE STATE 3635 78 TH ST E	Author STEVE BUENZOW
		Date 06/20/2022



Variance CASE NO. 22-30V

**Steve & Monica Buenzow
3635 78th St E**

History:

- We purchased our house six years ago and have been making cosmetic and necessary improvements to the property since then.
- The previous owner installed a flat stone walkway from the driveway around the west side of the garage to the back yard fence gate.
- The previous owner parked his 2-wheel utility trailer on the west side of the driveway, which ultimately killed the grass and made a muddy and unsightly mess.
- We reseeded that side of the driveway and restored it to grass.
- We installed a small paver pad next to the house so our trash/recycling bins were not in front.

Current:

- We have contracted with a concrete contractor to replace our asphalt driveway, front sidewalk, and steps this year. At the same time, we intended to add a parking spot for our third car on the west side.
- In anticipation of this, we painstakingly removed the flat stone walkway and asked our neighbor, Bob, if he had any objections to making a parking spot. He actually encouraged cleaning it up like he did with his. (photo)
- The contractor suggested we investigate setback rules which brings us to this variance request. We have followed the city rules for everything we have done to our property by getting appropriate permits, etc.

Supporting Data:

- We assumed there were no setback rules because many of our neighbors' driveways are on their property lines. In fact, Bob Anderson's driveway (3621), the neighbor to our west, is up to his property line. Ron Tolsma's (3605) next to Bob Anderson has a white fence and pavers right up to the property line as well.
- The lots in this development are extremely narrow. There is no real access to the backyards.
- About 1/3 of the homes on our block have driveways up to the property line.
- The suggestion by Planning & Zoning that we enlarge the driveway to the east is not a workable solution. That would require the removal of a large, mature ash tree, which is not an option. It is also not aesthetically pleasing to park in front of our house.
- The previous owner used the west side of the driveway to park his 2-wheeled utility trailer, so there is precedence of parking up to the lot line, but the appearance of the muddy tire ruts was degrading to the property.
- The hardship for us is that we have three cars and a 2-car garage and 2-car wide driveway. Every day we have to jockey cars around so the correct car has access to the street. By widening the driveway to the lot line, one of the cars could be parked out of the way of the other two.
- Overall, the expanded concrete driveway will improve the appearance of the property and remedy our parking dilemma.
- If this variance is not granted, we will be very disappointed in the process and inevitably find a way to utilize our property and most likely end up parking on the grass west of our driveway.
- We take great pride in our house and home and the surrounding areas by often cleaning up the litter left at the ball field across from our house and the street which is a direct path from the Simley High School. Please help us by granting our request.

3635 78th St E – Buenzow



3621 78th St E – Anderson



3605 78th St E – Tolsma



Variance CASE NO. 22-30V

Steve & Monica Buenzow
3635 78th St E

To the Inver Grove Heights Planning Committee:

My name is Ron Tolson

I live at 3605 78th St E, IGH, MN 55076

I have reviewed the Buenzow's plan to widen their driveway to the west property line and I endorse their plans. Please approve their variance as requested.

Signed Ron Tolson

Date 7-18-22

Ron Tolson 7-18-22

Variance CASE NO. 22-30V

**Steve & Monica Buenzow
3635 78th St E**

To the Inver Grove Heights Planning Committee:

My name is

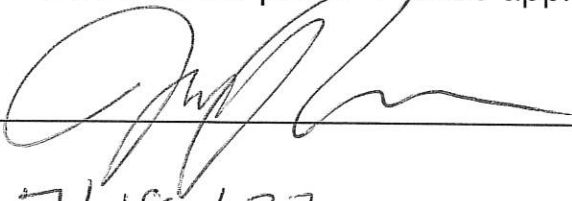
Jessica and Nickolas Ross

I live at

3634 77th St. E, IGH, MN 55076

I have reviewed the Buenzow's plan to widen their driveway to the west property line and I endorse their plans. Please approve their variance as requested.

Signed



Date

7/18/22

Variance CASE NO. 22-30V

**Steve & Monica Buenzow
3635 78th St E**

To the Inver Grove Heights Planning Committee:

My name is

Jerry Johnson

I live at

3651 E 78th IGH MN 55076

I have reviewed the Buenzow's plan to widen their driveway to the west property line and I endorse their plans. Please approve their variance as requested.

Signed

Jerry Johnson

Date

07/19/2022

Request for Council Action

SUBJECT: **Rental License Application for 5975 Concord Blvd.**

MEETING DATE: August 8, 2022

ITEM TYPE: Regular Business

CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to consider an application for a rental license for the property located at 5975 Concord Blvd. East.

BACKGROUND

The owner of the property located at 5975 Concord Blvd. has applied for a rental license for the residence located on the property. Staff have reviewed the application against the criteria found in Title 4, Chapter 13 of the City Code and recommend denial of the rental license based on the information contained in the attached staff memo. The property owner's attorney has submitted the attached response to the staff memo.

The Council is asked to receive a presentation from the Assistant City Attorney and Police Chief, then provide an opportunity for the applicant to be heard, and finally an opportunity for any other member of the public to be heard, prior to discussing and taking action on the application. The Council has the option to approve the license, approve the license with conditions, deny the license, or continue the item to a future Council meeting if additional information is needed.

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends denial of the license application for the reasons stated in the attached memorandum.

ATTACHMENTS

1. Memo to Mayor and Council Regarding Rental License Application 6.17.2022
2. Exhibits to Memo to Mayor and Council
3. Letter from Attorney for Property Owner
4. Resolution Denying Rental License 5975 Concord
5. Resolution Approving Rental License with Conditions

MEMO

TO: Mayor and Members of the City Council
FROM: Aaron Price, Assistant City Attorney
DATE: June 17, 2022
RE: Rental License Application for 5975 Concord Blvd. East

ACTION TO BE CONSIDERED

Motion to approve or deny rental license application of property owner Gregory Grover for 5975 Concord Boulevard East, Inver Grove Heights, Minnesota.

OVERVIEW

It is the policy of the City of Inver Grove Heights (“City”) to enhance the supply of safe, sanitary and adequate structures and living conditions for its citizens by establishing minimum standards for the protection of the health, safety and welfare of the general public and the owners and occupants of residential rental dwellings.

The rental licensing code is intended to be an integral part of the City’s program of health, safety, building and land use regulation and applies to all residential structures and premises. As a general rule under the City’s rental licensing regulations, no person, partnership, business entity, or corporation shall operate a rental dwelling or rental dwelling unit in the City without a license. (City Code § 4-13-3A). The City Council takes action to approve or deny all rental license applications upon a recommendation from City staff. When the recommendation from staff related to issuance of the license is for denial of the license, the applicant is provided the opportunity under the City Code for a hearing before the Council. (City Code § 4-13-8B). When the Council considers denying any license application, it may do so for any one or more of the reasons articulated in City Code §§ 4-13-8B and 3-2-10A.

On April 5, 2022, City staff received a rental license application for the residence located at 5975 Concord Boulevard East, Inver Grove Heights, Minnesota (“Property”) from the owner of the Property, Gregory L. Grover (“Applicant”). After the City received the completed application, including all required documentation and the appropriate fees, the license application was reviewed by City staff in order to make a recommendation to the City Council. Based on a review of the application and the information submitted by Applicant pursuant to City Code § 4-13-3, City staff is recommending **DENIAL** of the Applicant’s rental license application for the Property for the following reasons:

1. The proposed use does not comply with the zoning code in violation of City Code § 4-13-8-B1.

The Property is currently zoned R-1C, one-family residential district; the Property has been zoned R-1C since 1965. In the R-1C District, only single-family homes or single-family dwellings are allowed. Under City Code § 10-2-2, a single-family dwelling is defined as “a freestanding residence structure designed for or occupied by one family only.”

On December 18, 2019, an individual who identified as Applicant’s tenant, spoke with City staff regarding Applicant’s behavior and to inquire about the status of the Applicant’s rental license. City staff advised the tenant that Applicant did not possess an active rental license for the Property. Tenant advised City staff that Applicant was renting his single-family home as a duplex and construction is underway in the attic to potentially convert that space into an additional rental unit.

On December 19, 2019, City staff sent a notice to Applicant to inform him that the City had received complaints that Applicant was renting his single-family home as a duplex while the Property is zoned R-1C, in violation of the City Code. The notice also advised Applicant that all rental properties in the City must be licensed. *See Exhibit 1.*

In a rental license application submitted to the City by the Applicant on February 10, 2020, Applicant listed the property type as a duplex, listing the total number of buildings as “one” and the total number of units as “2.” *See Exhibit 2.* In the Applicant’s rental license application submitted to the City on May 3, 2021, Applicant again listed the property type as a duplex. *See Exhibit 3.* When the Applicant submitted his latest rental license application on April 5, 2022, he resubmitted a 2020 rental license application which listed the property type as a single-family home with one unit. *See Exhibit 4.*

However, the City has confirmed through its own investigation and as evidenced by Applicant’s tenants and Applicant’s own admission, the Property has been designed as duplex and occupied by more than one family, in violation of the City’s zoning ordinance. A residence designed for or occupied by two (2) families would be considered a two-family dwelling or duplex. A two-family dwelling or duplex is allowed in the R-2, two-family residential district, but not in the R-1C, single-family residential district unless the property is a legally established non-conforming use.

2. Applicant has made fraudulent statements, misrepresentations, or false statements in the application or investigation for or in the course of the applicant’s business in violation of City Code § 4-13-8-B4.

In a rental license application submitted to the City by the Applicant on February 10, 2020, Applicant listed the property type as a duplex, listing the total number of buildings as “one” and the total number of units as “2.” *See Exhibit 2.* Applicant’s February 10, 2020, rental license application was put on hold due to the COVID-19 pandemic and later withdrawn on February 2, 2021, at Applicant’s request, with a full refund of the rental license application fee mailed to Applicant on February 8, 2021. *See Exhibit 5.*

Applicant submitted another rental license application to the City on May 3, 2021. On the rental license application, Applicant listed the property type as a duplex, single-family home, and provided a handwritten description of “undetermined.” Applicant listed the total number of buildings as “one” and did not list a total number of units. *See Exhibit 3.* On August 10, 2021, Applicant again requests that his rental license application be withdrawn, with City staff confirming Applicant’s request through a written notice sent to the Applicant. *See Exhibit 6.* When the Applicant submitted his latest rental license application on April 5, 2022, he resubmitted a 2020 rental license application which lists the property type as a single-family home with one unit. *See Exhibit 4.*

In a conciliation court filing for an eviction action at the Property dated December 31, 2020, Applicant commenced an eviction action by filing a complaint that specifically referred to the tenant occupied apartment as the “lower” apartment. *See Exhibit 7.* In a separate conciliation court case, Applicant filed a counterclaim on August 31, 2020, in an action seeking monetary compensation for damage to Applicant’s property while the opposing party was renting space from the Applicant at the Property. In the Applicant’s Statement of Counterclaim, he included a sworn statement from another renter at the Property who stated that they “rent the upper apartment at 5975 Concord.Blv.I.G.Hgts.” *See Exhibit 8.* As these two conciliation court files indicate, there is no confusion over the property type and number of units on the Property. As the Applicant himself has conveyed to the court in these two separation actions, the Property is maintained as a duplex with an upper and lower unit which Applicant rents to the public.

3. Applicant is conducting a licensed activity in such a manner as to constitute a breach of the peace, or a menace to the health, safety and welfare of the public, or a disturbance of the peace or comfort of the residents of the City, upon recommendation of the public health authorities or other appropriate City official in violation of City Code § 3-2-10-A3.

The tenants at the Property have had numerous contacts with the Police Department over the past several years. Since January 1st of 2020, the Police Department has been called to the Property or completed incident reports over twenty-five times, an unusually high number of police calls or incident reports for one residence. Police Chief Melissa Chiodo has also received numerous email communications from Applicant making demands of the Police Department to provide assistance with his problem tenants.

Inver Grove Heights Police Department Case No. 20003512

On November 9, 2020, the Police Department was dispatched to the Property for a possible domestic assault incident involving two tenants. The responding officers learned that the two tenants were yelling and arguing with one another. One of the tenants was intoxicated and placed under arrest for having an active arrest warrant in Washington County. *See Exhibit 9.*

Inver Grove Heights Police Department Case No. 20003710

On November 28, 2020, the Police Department was dispatched to the Property for a disturbance. The responding officers learned that a male renting space on the Property had broken a window and possibly caused other damage to the Property. A female, residing

with the male suspect on the Property, reported that the suspect has untreated mental health issues and a history of domestic violence. The reporting party, Applicant, informed the responding officers that he is the Property owner and advised that he is renting the lower level of the home to two individuals. *See Exhibit 10.*

Inver Grove Heights Police Department Case No. 21000131

On January 12, 2021, the Police Department was dispatched to the Property for a report of a domestic assault incident. The responding officers learned that two individuals who were residing at the Property had gotten into a verbal altercation. A concerned third party had reported the incident after hearing the two individuals argue and glass breaking within the residence. *See Exhibit 11.*

Inver Grove Heights Police Department Case No. 21000465

On February 11, 2021, the Police Department was dispatched to the Property for a 911 hang up. When officers responded to the Property, they spoke with two individuals who said they had gotten into an argument about their imminent eviction from the Property. *See Exhibit 12.*

4. Applicant has been conducting rental activity without a license in violation of City Code § 4-13-8-B13.

From at least 2014, Applicant has been conducting rental activity in the City. From the time Title 4, Chapter 13 was adopted in October of 2016, Applicant has rented the Property without having first obtained a rental license as required by City Code § 4-13-3. The City has learned of Applicant's rental activities through City staff and Police Department contacts with his tenants, Applicant's request for assistance from the Police Department at the Property for issues involving his tenants, and through Conciliation Court and Dakota County District Court civil case filings.

Dakota County District Court File No. 19WS-CV-14-24

On January 6, 2014, Applicant files an Eviction Summons pursuant to Minnesota Statutes § 504B.321 to evict a tenant residing at the Property. *See Exhibit 13.*

Conciliation Court File No. 19WS-CO-17-302

On September 11, 2017, Applicant filed a Statement of Claim and Summons alleging two former tenants damaged a large amount of Applicant's rental property at a different property located within the City. *See Exhibit 14.*

Conciliation Court File No. 19WS-CO-18-1303

On August 24, 2018, Applicant filed a Statement of Claim and Summons alleging that an individual signed a one-year lease to rent space in property owned by the Application (exact location of property not specified) but failed to abide by the terms of the lease agreement. *See Exhibit 15.*

Dakota County District Court File No. 19WS-CV-20-1041

On December 31, 2020, Applicant filed an Eviction Action Complaint pursuant to Minnesota Statutes § 504B.321 to evict a tenant residing at the Property. *See Exhibit 7.*

Conciliation Court File No. 19WS-CO-20-242

On August 31, 2020, Applicant filed a Statement of Claim and Summons alleging that a tenant damaged an entry door while renting the Property. See **Exhibit 8**.

Conciliation Court File No. 19WS-CO-21-626

On March 15, 2021, Applicant was the Defendant in an Order for Judgment on Claim and Counterclaim in an action brought by a tenant residing at the Property to recover the security deposit being withheld by the Applicant. See **Exhibit 16**.

Dakota County District Court File No. 19WS-CV-21-429

On July 2, 2021, Applicant was the Defendant to a Petition for Housing Lockout in an action brought by a tenant residing at 5975 Concord Boulevard East who was deprived of possession of an apartment located on the Property by the Applicant. See **Exhibit 17**.

These court filings demonstrate that Applicant has been, since the City's rental license ordinance took effect in October 2016, renting space at the Property without having first obtained a rental license as required by City Code § 4-13-3. Applicant has sought legal remedies to evict tenants, recover damages from tenants, or seek enforcement of a lease agreement relating to the rental space at the Property. The actions of the Applicant through these court filings establishes Applicant's ongoing rental activity at the Property, activity which is not permitted on the Property without first having obtained a rental license from the City, a violation of City Code § 4-13-8-B13.

5. Other good cause in violation of City Code § 4-13-8-B14.

In addition to the police contacts with current tenants at the Property, the Police Department has received several complaints from former tenants, alleging that Applicant has harassed them and even a family member by text message or Facebook message. Applicant has also attempted to illegally evict a tenant, who was a victim of domestic abuse, while she was staying at a women's shelter and not currently on the Property. The tenant arrived home from the women's shelter to find the locks to her apartment changed and her belongings moved into a trailer in the front yard. The Dakota County Sheriff's Office advised Applicant that due to the COVID-19 pandemic, renter protections were still in place, meaning that he cannot evict the tenant from the Property and must change the locks back to allow the tenant back into her apartment. Applicant refused to come to the Property at the request of the Dakota County Sheriff's Office to rectify the situation.

Inver Grove Heights Police Department Case No. 20000133

On January 13, 2020, reporting party advised the Police Department that he was living at the Property and renting from Applicant. Reporting party stated that he has since moved out but was receiving harassing communications from the Applicant regarding the return of a deposit made by the reporting party. The reporting party also reported that Applicant went as far as tracking down the reporting party's mother through Facebook and bothering her, causing her distress. See **Exhibit 18**.

Inver Grove Heights Police Department Case No. 21001614

On May 13, 2021, the Police Department was dispatched to the Property based on a report that a tenant was being unlawfully evicted from her apartment. The responding officers spoke with the reporting party, who advised the officers that her landlord, Applicant, was unlawfully evicting her while she was away from her residence, that the locks were changed, and her belongings were now contained in a trailer in the front yard. Applicant advised the officers that he was evicting the tenant from her apartment. *See Exhibit 19.*

Additionally, Applicant has either used or attempted to use the Police Department to handle rent collection from tenants, various civil court issues including requests for City staff to testify in Applicant's civil matters, and requests to Police Department officers to draft incident reports for his personal use in actions directed at his tenants. In further email communications with Chief Chiodo, Applicant has provided photographs of his tenant's open mail that he took while in the tenant's apartment (likely illegally) while they are not home.

On October 8, 2021, Applicant entered a guilty plea in Dakota County District Court to the misdemeanor offense of operating a rental dwelling or rental unit in the city without a license in violation of City Code § 4-13-3. Applicant was ordered by the Court to pay a \$75 fee and was placed on probation to the Dakota County District Court for one year, subject to a stay of adjudication until October 8, 2022, on the condition that he have no additional City Code violations. *See Exhibit 20.*

SUMMARY

At the recommendation of a city official, the City Council may hold a hearing to take action on a rental license to approve, deny or consider other actions against the applicant. In addition to the grounds enumerated in City Code § 3-2-10, any license may be denied for one or more of the reasons articulated in City Code § 4-13-8B. City staff and the Police Department have documented the Applicant's failure to abide by the conditions set forth in the City's rental license ordinance and specifically City Code § 4-13-8B. Applicant's use of a single-family residence in the R-1C zoning district as a duplex, Applicant's misrepresentations in his 2020, 2021 and 2022 rental license applications, Applicant's failure to properly address his tenant's behavior constituting a breach of the peace or menace to the health, safety, and welfare of the public, conducting rental activity on the Property without a license, engaging in harassing behavior towards tenants and their families, and pleading guilty to conducting rental activity in the City without a license, all of which constitute violations of City Code § 4-13-8B and create valid grounds to deny Applicant's rental license application. The failure of Applicant to address these issues has caused unnecessary and excessive use of City resources and puts the health, safety and general welfare of the public at risk.

STAFF RECOMMENDATION

Based on the attached information, which is hereby submitted into the record, City staff, including the Police Chief, believe that the repeated and ongoing violations of Title 4, Chapter 13 of the City Code, the failure of Applicant to address these violations, and the excessive police calls to the Property, creating an unnecessary use of City resources, are all valid reasons under the City Code to deny the Applicant's rental license application for the Property. Therefore, it is our

recommendation that the rental license application for 5975 Concord Boulevard East, Inver Grove Heights, Minnesota be **DENIED**.

While the strong recommendation from City staff is to deny the Applicant's rental license application, the City Council could approve a provisional license (license with reasonable conditions.) In the event the City Council is interested in approving the license allowing the Applicant to conduct rental license activities on the Property, City staff have prepared a second resolution approving the Applicant's rental license application with reasonable conditions attached.

The City Attorney's Office will be prepared to present this information to Council, following which the Applicant or their representatives should be afforded an opportunity to be heard, along with any other person interested in being heard regarding the application. The Council should make its decision following the conclusion of the hearing.

December 19, 2019

GREG GROVER
7231 CAHILL AVE
INVER GROVE HEIGHTS, MN 55076

RE: 5975 CONCORD BLVD

To Whom It May Concern:

The City of Inver Grove Heights monitors health, safety, and aesthetic standards by enforcing rental housing requirements set forth by City Code. The property referenced above does not meet the requirements of City Code.

CITY CODE 4-13-1 RENTAL LICENSE
Rental properties require a rental housing license.

Enclosed is a rental license application as well as a Koskinen background check form. Koskinen background checks are required for anyone with access to the home or rental unit (all keyholders) other than the tenants. This would include a property owner, manager, on-site maintenance staff, etc.

Once the BCA completes the background check(s), please submit a copy of it, along with your completed application and fee. Your application will be processed and must be approved by City Council before the license is granted.

Additionally, the city received a complaint that your home is being used as a duplex and construction is underway in the attic to potentially convert that space into an additional unit. A building permit could not be found for any construction work.

Your property is zoned R-1C, single family. You cannot have more than one rental unit. Please contact me to schedule an inspection so staff can verify the number of units in your home.

Please submit your application by January 15, 2020. Failure to obtain a license subjects you to a citation that requires an appearance in court.

Please contact me at 651-450-2491 if you have any questions or need assistance. Thank you for your cooperation.

Respectfully,

Nicole Cook

Nicole Cook; Rental Housing Coordinator
ncook@invergroveheights.org





CITY OF INVER GROVE HEIGHTS
RENTAL LICENSE APPLICATION
APPLICATION WITH PAYMENT CAN BE DROPPED OFF OR MAILED TO:
8150 BARBARA AVENUE, INVER GROVE HEIGHTS, MN 55077
PHONE: 651-450-2491 E-MAIL: NCOOK@INVERGROVEHEIGHTS.ORG

LICENSE TYPE: NEW ☒

RENEWAL ☐

If this is a renewal and information from your previous application is unchanged, please check this box: ☐

You will still need to fill out the property information, but you will not need to fill out the application in full if the information on file is current and accurate.

Background checks will still need to be completed for both new and renewal licenses.

CHECK THE PROPERTY TYPE

APARTMENT BUILDING	DUPLEX ☒	TOWNHOUSE	SINGLE-FAMILY HOME
TRIPLEX	FOURPLEX	CONDO	MANUFACTURED HOME

CHECK THE DESIGNATED RENTAL PROPERTY REPRESENTATIVE. THE REPRESENTATIVE MUST BE LOCAL AND ABLE TO RESPOND IN THE EVENT OF AN EMERGENCY

PROPERTY OWNER ☒	PROPERTY MANAGER	BOTH
--	------------------	------

RENTAL PROPERTY INFORMATION

RENTAL PROPERTY ADDRESS:	5975 Concord Blvd E
COMPLEX NAME (IF APPLICABLE):	
TOTAL NUMBER OF BUILDINGS:	ONE
TOTAL NUMBER OF UNITS:	2

CHECK THE PROPERTY OWNER TYPE

INDIVIDUAL ☒	PARTNERSHIP	CORPORATION
--	-------------	-------------

*Please complete the fields below. If the property is owned by a Partnership or Corporation, please select a primary contact from the Partnership or Corporation and complete the fields.

PROPERTY OWNER INFORMATION

NAME (FIRST, MIDDLE, LAST):	Gregory Lee Grover
FULL ADDRESS:	7231 Cahill Ave. E I.G.Hgts. Mn 55076
PHONE:	651-450-0719
E-MAIL ADDRESS:	Nomad 277 @ Comcast .net
DATE OF BIRTH:	10-07-1952

PROPERTY MANAGER INFORMATION

*If the property owner is the same as the property manager there is no need to complete this section.

NAME (FIRST, MIDDLE, LAST):	
FULL ADDRESS:	
PHONE:	
E-MAIL ADDRESS:	
DATE OF BIRTH:	

Does the property owner hold a current business or rental license in this or any other city, county, or state? If YES, please state what kind of license and where: NO

Has the property owner ever had a license in this or any other city, county, or state denied, revoked, or suspended? state the kind of license and where: NO

EXHIBIT

2

BACKGROUND CHECKS FOR KEYHOLDERS

A Kari Koskinen background check must be completed by the BCA for all keyholders other than the tenants. Keyholders include property managers or on-site maintenance staff. Please click on the link below, fill out the form, and send the completed form and fee (see BCA fee schedule) to the BCA where your background check will be completed. Once you've received your results, please include a copy with your application.

Applications cannot be processed without the completion of the BCA Koskinen background check.

For general questions on background checks and fees, please contact the BCA at 651-793-2400 or visit their website: <https://dps.mn.gov/divisions/bca/Pages/background-checks.aspx>

DATA PRIVACY ADVISORY

PLEASE COMPLETE THE GENERAL AUTHORIZATION AND RELEASE AND CRIMINAL HISTORY BACKGROUND CHECK CONSENT FORM.

The data you furnish on this application will be used by the City of Inver Grove Heights to assess your qualifications for licensure. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Inver Grove Heights may be unable to process this application. Upon submission of this application, all information will be public information pursuant to Minnesota Statutes, Chapter 13.

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

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

I will strictly comply with all the laws of the State of Minnesota and all ordinances and regulations of the City of Inver Grove Heights.

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

A SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

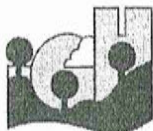
SIGNATURE: *Gregory L Grover*
PRINTED NAME/TITLE: Gregory L Grover
owner

DATE: 2-10-20

FEE INFORMATION

APARTMENT BUILDING, DUPLEX, TRIPLEX, FOURPLEX \$150 PER BUILDING \$15 PER UNIT \$25 ADMINISTRATION FEE	TOWNHOUSE, SINGLE-FAMILY HOME, CONDO, MANUFACTURED HOME \$50 PER UNIT \$25 ADMINISTRATION FEE
---	--

THANK YOU FOR YOUR APPLICATION. PLEASE ALLOW 2-3 WEEKS FOR APPLICATIONS TO BE REVIEWED. IF THE APPLICATION IS APPROVED, A LICENSE WILL BE ISSUED TO YOU BY MAIL. IF AN APPLICATION IS DENIED, YOU WILL BE NOTIFIED.



CITY OF INVER GROVE HEIGHTS
RENTAL LICENSE APPLICATION
APPLICATION WITH PAYMENT CAN BE DROPPED OFF OR MAILED TO:
8150 BARBARA AVENUE, INVER GROVE HEIGHTS, MN 55077
PHONE: 651-450-2491 E-MAIL: NCOOK@INVERGROVEHEIGHTS.ORG

LICENSE TYPE: NEW ☒

RENEWAL ☐

If this is a renewal and information from your previous application is unchanged, please check this box: ☐

You will still need to fill out the property information, but you will not need to fill out the application in full if the information on file is current and accurate.

Background checks will still need to be completed for both new and renewal licenses.

CHECK THE PROPERTY TYPE

Undetermined

APARTMENT BUILDING	☐	DUPLEX	☒	TOWNHOUSE	☐	SINGLE-FAMILY HOME	☒
TRIPLEX	☐	FOURPLEX	☐	CONDO	☐	MANUFACTURED HOME	☐

CHECK THE DESIGNATED RENTAL PROPERTY REPRESENTATIVE. THE REPRESENTATIVE MUST BE LOCAL AND ABLE TO RESPOND IN THE EVENT OF AN EMERGENCY

PROPERTY OWNER	☒	PROPERTY MANAGER	☐	BOTH	☐
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RENTAL PROPERTY INFORMATION

RENTAL PROPERTY ADDRESS:	<i>5975 Concord Blvd I.G.Hgts 55076</i>
COMPLEX NAME (IF APPLICABLE):	
TOTAL NUMBER OF BUILDINGS:	<i>ONE</i>
TOTAL NUMBER OF UNITS:	<i>one</i>

CHECK THE PROPERTY OWNER TYPE

INDIVIDUAL	☒	PARTNERSHIP	☐	CORPORATION	☐
------------	-------------------------------------	-------------	--------------------------	-------------	--------------------------

*Please complete the fields below. If the property is owned by a Partnership or Corporation, please select a primary contact from the Partnership or Corporation and complete the fields.

PROPERTY OWNER INFORMATION

NAME (FIRST, MIDDLE, LAST):	<i>Greg L Grover</i>
FULL ADDRESS:	<i>7231 Cahill Ave I.G.Hgts Mn 55076</i>
PHONE:	<i>651-450-0719</i>
E-MAIL ADDRESS:	<i>Nomad 277 @Comcast.net</i>
DATE OF BIRTH:	<i>10-07-52</i>

PROPERTY MANAGER INFORMATION

*If the property owner is the same as the property manager there is no need to complete this section.

NAME (FIRST, MIDDLE, LAST):
FULL ADDRESS:
PHONE:
E-MAIL ADDRESS:
DATE OF BIRTH:

Does the property owner hold a current business or rental license in this or any other city, county, or state? If yes, what kind of license and where:
Has the property owner ever had a license in this or any other city, county, or state denied, revoked, or suspended? If yes, state the kind of license and where:

EXHIBIT
3

BACKGROUND CHECKS FOR KEYHOLDERS

A Kari Koskinen background check must be completed by the BCA for all keyholders other than the tenants. Keyholders include property managers or on-site maintenance staff. Please click on the link below, fill out the form, and send the completed form and fee (\$8.00 for a self-check, \$15.00 for an employee check) to the BCA where your background check will be completed. Once you've received your results, please include a copy with your application.

Applications cannot be processed without the completion of the BCA Koskinen background check.

Please send your Koskinen Background Check to the BCA at:

BCA - CHA Unit

1430 Maryland Avenue East

St Paul, MN 55106

For general questions on background checks and fees, please contact the BCA at 651-793-2400 or visit their website:

<https://dps.mn.gov/divisions/bca/Pages/background-checks.aspx>

DATA PRIVACY ADVISORY

PLEASE COMPLETE THE GENERAL AUTHORIZATION AND RELEASE AND CRIMINAL HISTORY BACKGROUND CHECK CONSENT FORM.

The data you furnish on this application will be used by the City of Inver Grove Heights to assess your qualifications for licensure. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Inver Grove Heights may be unable to process this application. Upon submission of this application, all information will be public information pursuant to Minnesota Statutes, Chapter 13.

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

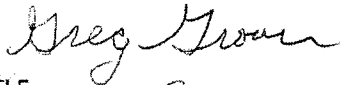
I understand that by submitting this application, I hereby consent to allow the appropriate City personnel, or any authorized representative or agents, to inspect the licensed premises for the purpose of ensuring compliance with the law, at any time the business is occupied and/or open for business.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

I will strictly comply with all the laws of the State of Minnesota and all ordinances and regulations of the City of Inver Grove Heights.

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

A SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

SIGNATURE:



DATE: 5-3-21

PRINTED NAME/TITLE:

Greg Grover Owner

FEE INFORMATION

APARTMENT BUILDING, DUPLEX, TRIPLEX, FOURPLEX \$150 PER BUILDING \$15 PER UNIT \$25 ADMINISTRATION FEE	TOWNHOUSE, SINGLE-FAMILY HOME, CONDO, MANUFACTURED HOME \$50 PER UNIT \$25 ADMINISTRATION FEE
---	--

THANK YOU FOR YOUR APPLICATION. PLEASE ALLOW 4-6 WEEKS FOR APPLICATIONS TO BE REVIEWED. IF THE APPLICATION IS APPROVED, A LICENSE WILL BE ISSUED TO YOU BY MAIL. IF AN APPLICATION IS DENIED, YOU WILL BE NOTIFIED.



CITY OF INVER GROVE HEIGHTS
RENTAL LICENSE APPLICATION
APPLICATION WITH PAYMENT CAN BE DROPPED OFF OR MAILED TO:
8150 BARBARA AVENUE, INVER GROVE HEIGHTS, MN 55077
PHONE: 651-450-2491 E-MAIL: NCOOK@INVERGROVEHEIGHTS.ORG

LICENSE TYPE: NEW ☒

RENEWAL ☐

If this is a renewal and information from your previous application is unchanged, please check this box: ☐

You will still need to fill out the owner and property information, but you will not need to fill out the application in full if the information on file is current and accurate.

Background checks will still need to be completed for both new and renewal licenses.

CHECK THE PROPERTY TYPE

APARTMENT BUILDING ☐	DUPLEX ☐	TOWNHOUSE ☐	SINGLE-FAMILY HOME ☒
TRIPLEX ☐	FOURPLEX ☐	CONDO ☐	MANUFACTURED HOME ☐

CHECK THE DESIGNATED RENTAL PROPERTY REPRESENTATIVE. THE REPRESENTATIVE MUST BE LOCAL AND ABLE TO RESPOND IN THE EVENT OF AN EMERGENCY

PROPERTY OWNER ☒	PROPERTY MANAGER ☐	BOTH ☐
--	---	-------------------------------

RENTAL PROPERTY INFORMATION

RENTAL PROPERTY ADDRESS:	5975 Concord Blvd. I.G. Hgts Mn.
COMPLEX NAME (IF APPLICABLE):	
TOTAL NUMBER OF BUILDINGS:	ONE
TOTAL NUMBER OF UNITS:	ONE

CHECK THE PROPERTY OWNER TYPE

INDIVIDUAL ☒	PARTNERSHIP ☐	CORPORATION ☐
--	--------------------------------------	--------------------------------------

*Please complete the fields below. If the property is owned by a Partnership or Corporation, please select a primary contact from the Partnership or Corporation and complete the fields.

PROPERTY OWNER INFORMATION

NAME (FIRST, MIDDLE, LAST):	Gregory L Grover
FULL ADDRESS:	7231 Cahill Ave. I.G. Hgts Mn.
PHONE:	651-450-0719
E-MAIL ADDRESS:	Nomad 277@Comcast.NET
DATE OF BIRTH:	10-07-1952

PROPERTY MANAGER INFORMATION

*If the property owner is the same as the property manager there is no need to complete this section.

NAME (FIRST, MIDDLE, LAST):
FULL ADDRESS:
PHONE:
E-MAIL ADDRESS:
DATE OF BIRTH:

Does the property owner hold a current business or rental license in this or any other city, county, or state? If YES, please state what kind of license and where:

Has the property owner ever had a license in this or any other city, county, or state denied, revoked, or suspended? If YES, please state the kind of license and where:

EXHIBIT

4

BACKGROUND CHECKS FOR KEYHOLDERS

A Kari Koskinen background check must be completed by the BCA for all keyholders other than the tenants. Keyholders include property managers or on-site maintenance staff. Please click on the link below, fill out the form, and send the completed form and fee to the BCA where your background check will be completed. Fee information can be found on the BCA website under, 'General/Statutory (MN Only)'. Once you've received your results, please include a copy with your application. Applications cannot be processed without the completion of the BCA Koskinen background check. Please send your Koskinen Background Check to the BCA at: BCA - CHA Unit 1430 Maryland Avenue East St Paul, MN 55106.

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I will strictly comply with all the laws of the State of Minnesota and all ordinances and regulations of the City of Inver Grove Heights.

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

A SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION

SIGNATURE: *Gregory L Grover*

DATE: 3-6-2020

PRINTED NAME/TITLE:

Gregory L Grover

FEE INFORMATION

APARTMENT BUILDING, DUPLEX, TRIPLEX, FOURPLEX \$150 PER BUILDING \$15 PER UNIT \$25 ADMINISTRATION FEE	TOWNHOUSE, SINGLE-FAMILY HOME, CONDO, MANUFACTURED HOME \$50 PER UNIT \$25 ADMINISTRATION FEE
---	--

THANK YOU FOR YOUR APPLICATION. PLEASE ALLOW 2-3 WEEKS FOR APPLICATIONS TO BE REVIEWED. IF THE APPLICATION IS APPROVED, A LICENSE WILL BE ISSUED TO YOU BY MAIL. IF AN APPLICATION IS DENIED, YOU WILL BE NOTIFIED.

Nicole Cook

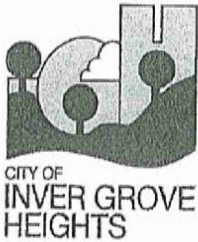
From: greg grover <ggrover761@gmail.com>
Sent: Friday, February 05, 2021 11:12 AM
To: Nicole Cook
Subject: Re: rental license

Renters will be out by March 31

On Tue, Feb 2, 2021, 2:16 PM greg grover <ggrover761@gmail.com> wrote:

You can mail me back my rental app check as I'm selling my house and buying a duplex in a better City





**COMMUNITY
DEVELOPMENT
DEPARTMENT**

8150 Barbara Avenue
Inver Grove Heights
Minnesota 55077

651-450-2500

www.ighmn.gov

August 10, 2021

GREG GROVER
7231 CAHILL AVE
INVER GROVE HEIGHTS, MN 55076

RE: 5975 CONCORD BLVD

Dear Property Owner:

We have received your request to withdraw your pending rental license application. The city has withdrawn your request and will be taking no formal action on the application at this time. If plans change and you decide to rent out the house, you must apply for and obtain a rental license prior to renting out the house.

Rental fees help to cover the cost of staff time to review and process applications and are non-refundable per code 4-13-3-7-D.

Respectfully,

Nicole Cook

Nicole Cook
651-450-2491
ncook@ighmn.gov

DEC 31 2020

State of Minnesota

District Court

County of: <u>Dakota</u>	Judicial District: <u>First</u> Court File Number: <u>19WS-CV-20-1041</u> Case Type: <u>Housing</u>
-----------------------------	---

EVICTIION ACTION COMPLAINT

(Minn. Stat. §504B.321)

Plaintiff #1 (Landlord)	Plaintiff #2 (Landlord)
Name: <u>Gregory L Grover</u>	Name:
Address: <u>7231 Cahill Ave</u>	Address:
<u>Inver Grove Hgts</u>	
City/State/Zip: <u>Mn 55076</u>	City/State/Zip:

VS.

Defendant #1 (Tenant)	Defendant #2 (Tenant)
Name: <u>Anna Christine Everett</u>	Name: <u>Cory Thomas Sherman</u>
Address: <u>5975 Concord Blvd.</u>	Address: <u>5975 Concord Blvd.</u>
<u>Inver Grove Hgts</u>	<u>Inver Grove Hgts</u>
City/State/Zip: <u>Mn. 55076</u>	City/State/Zip: <u>Mn. 55076</u>

- ☐ Check box if there are more than two plaintiffs or more than two defendants. List the information for the other parties on the *Additional Litigants Form* (HOU125).

1. Rental Agreement

Landlord leased or rented property located at: 5975 Concord Blvd.
Apartment # Lower in the city of I.G. Hgts., the state of Minnesota,
Zip Code 55076, in the county of Dakota and
☐ does ☒ does not include a garage.

The agreement for the property, beginning from 9-16-20 and ending
3-30-21 is an ☐ ORAL or ☒ WRITTEN agreement and is for:

(Check all that apply)

- ☐ **Payment of Rent.** The current rent due and payable under this agreement each month is
\$ 850.00 due on the 1ST day of each month. Renter Pays \$85.00
- ☐ **Exchange of Services.** The agreement for exchange of services was: (explain in detail)

2. Notice of Right of Possession by Landlord for Residential Leases



Landlord having present right of possession of the residential property, has followed Minn. Stat. §504B.181 by: (You must check either A **and** B, or C)

- ☒ a. informing the Tenant, either in the rental agreement or otherwise in writing, before the beginning of the tenancy the name and address of:
- i. the person authorized to manage the property **AND**
 - ii. a landlord or agent authorized by the landlord to accept service of process and receive and give receipt for notices and demands **AND**

- ☐ b. Posting in an obvious place on the property a printed or typewritten notice that includes the information above. Explain where the notice is posted:

OR

- ☐ c. The Tenant knew of the name and address of the person authorized to manage the property and accept and give receipt for notices and demands, at least 30 days before the filing of this action because:

3. Grounds for Eviction

Landlord seeks to have the Tenant evicted for the following reasons: (Check all that apply)

- ☒ a. The Tenant is still in possession of the premises and has failed to pay the rent for the month(s) of Dec in the amount of \$ 85.00 per month payable on the 1st day of each month for a total due of \$ eighty five.

- ☐ b. The Tenant failed to vacate the property after written notice was given: (Check all that apply)

☐ Landlord gave written notice to tenant on Dec 1 to vacate the property by immediately. Tenant has failed to vacate the property.

☐ Tenant gave written notice to Landlord on _____ that they would

vacate the property by _____. Tenant has failed to vacate the property.

- ☒ c. The Tenant has broken the terms of the rental agreement with property landlord by:
(be specific)

Clause 6 Late Charge not paid

Clause 11 reimburse landlord for damage

Clause 24 rent not paid

4 Police calls Broke out a Window

- ☒ d. The Tenant has breached the covenants at stated in Minn. Stat. §504B.171 by:
(be specific)

Endangerment Cory drove thru the yard
attempting to run over Anna and tore up
the grass & hit a fence

- ☐ e. The Tenant defaulted on the mortgage and the property has been sold at a Sheriff's sale. The Redemption period has expired and Plaintiff is entitled to possession.

- ☐ f. The Tenant defaulted on a Contract for Deed and is holding over after proper cancellation of the contract.

4. The Landlord seeks judgment against the above Tenants for restitution of said premises plus costs and disbursements.

Anna. 5. Tenant #1 date of birth 3-31-78 / ☐ Unknown;

Cory Tenant #2 date of birth 11-30-84 / ☐ Unknown;

If a tenant is a business, leave this section blank for that tenant.

6. Military status for Tenant:

Tenant # 1 ☐ is in the military service ☐ is not in the military service ☐ Unknown

Tenant # 2 ☐ is in the military service ☐ is not in the military service ☐ Unknown

If a tenant is a business, leave this section blank for that tenant.

I declare under penalty of perjury that everything that I have stated in this document is true and correct. Minn. Stat. § 358.116.

****Notice: A licensed attorney must sign the Complaint and appear in court on behalf of a corporation or LLC. ****

Dated: 12-30-20

Dakota Minn.
County and State where signed

Signature

Gregory L Grover

Name: Gregory L Grover

Address: 7231 Cahill Ave

City/State/Zip: Inver Grove Hgts. Mn

Telephone: 651 450-0719 55076

E-mail address: Nomad 277@Comcast
.net

12-21-20

This letter serves as notice under Gov. Waltz's order 20-14 that I will be filing a Notice of Eviction 7 days from today.

Greg Grover Landlord

Greg Grover

Served 12-21-20

State of Minnesota

District Court

County

Dakota

Judicial District:

First

Court File Number:

19WS-CO-20-242

Case Type:

Conciliation

STATEMENT OF COUNTERCLAIM AND SUMMONS

Plaintiff #1

Name Gregory L Grover
Address 7231 Cahill Ave
Inver Grove Hgts
City/State/Zip Mn 55076

VS

Defendant #1

Name James Lee Griener
Address 5385 Autoban Ave
Apt. #304
City/State/Zip I.G. Hgts Mn 55078

Plaintiff #2

Name
Address
City/State/Zip

VS

Defendant #2

Name
Address
City/State/Zip

Filed in District Court
State of Minnesota
AUG 31 2020

DEFENDANT'S STATEMENT OF COUNTERCLAIM

- ☐ 1. The Plaintiff(s) owe(s) me \$ 325.67, plus filing fees and costs of \$ 77.00, for a total of \$ 402.67 because (state what happened and when it happened): Jim damaged the entry door where he was renting from me
- ☐ 2. The Plaintiff(s) has/have the following property that belongs to me (list property), _____
valued at \$ _____, plus filing fees and costs of \$ _____
for a total of \$ _____. I want the court to order this property returned to me or make the Plaintiff(s) pay me money for the value of the property.
3. I believe the person(s) I am suing is/are at least 18 years old and not in the military service.

Plaintiff #1 date of birth 10/07/52, Plaintiff #2 date of birth _____

4. I understand that if I do not come to court on my hearing date, my case will be dismissed and I may have to pay money to the Plaintiff(s) on any claim that has been filed.

I declare under penalty of perjury that everything I have stated in this document is true and correct. Minn. Stat. § 358.116.

8-31-22
Date

Gregory L Grover
Signature
Printed Name: Gregory L Grover

Title, if any: _____

Address: 7231 Cahill Ave

City/State/Zip: Inver Grove Hgts, MN

Telephone: 651-450-0718 55076

E-mail address: Nomad 277 @
Comcast.net

NOTICE OF SETTLEMENT

The above-entitled case having been settled, the same may be and hereby is dismissed with my consent.

Date: _____

Defendant's Signature

SUMMONS: IMPORTANT NOTICE TO THE PARTIES

You **must** come to court for the hearing on _____ at _____
Date Time
_____.m. at _____
Location / Address

If you do not come to court for this hearing, you may lose the case and have to pay money to the other party.

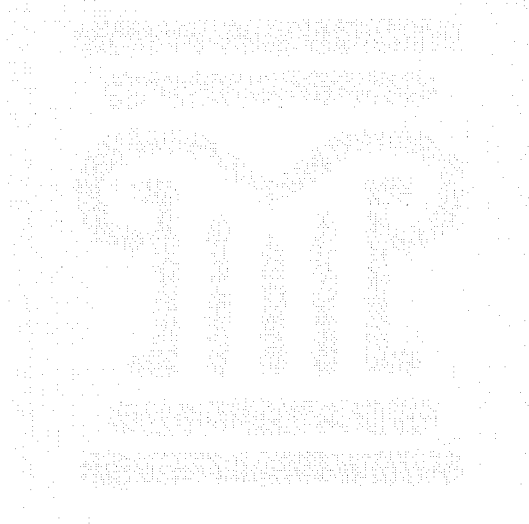
Dated: _____

Court Administrator / Deputy

2-20-2020

In the last estimate I forgot to include labor to remove the storm door and reinstall it plus permit fees. The new total is \$ 805.01 for the door plus \$20.34 for the bedroom door handle and \$3.73 for the odoban total is \$829.08 - \$551.00 =278.08 +\$47.59 [check sent to you] =\$325.67 you owe me.

Greg Grover



MINNESOTA
JUDICIAL
BRANCH

To whom it may concern.

I rent the upper apartment at 5975 Concord.Blvd.I.G.Hgts.I had a roommate named Jim Grittner for 6 months in 2019.Jim moved in 10 days early and was supposed to pay me partial rent which he never did.

Jim had very bad personal hygiene and would only shower once a week ,I could tell because he would move my bath mat.

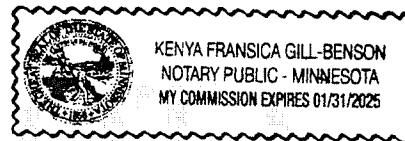
Jim became very problematic by bringing women [Uber customers]here after bar closing and making a lot of noise .He would smoke outside the front door and reeked of smoke when he came in.

He came home in early December late at night and was pounding on the south entry door and woke me up, then he came to my bedroom and pounded on the patio door .By the time I got dressed and got up he had gotten in .I called Greg the landlord to tell him the door wasn't working properly after Jim pounded on it and he came over and showed me the damage and did a temporary fix. After we sprayed Jims room with odoban the smell of smoke went away .My grand daughter was here when I was at work and Jim had a temper tantrum pounding on

the floor and yelling down the heat register at the girl
down stairs to shut up as he couldn't sleep. This was
early afternoon.

Karen L Umbreit +
Karen L. Umbreit July 3, 2020

Kenya Gill Benson July 3, 2020
Kenya Benson





INCIDENT

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

Case Number: 20003512

Title: Domestic/Warrant Arrest

Case Disposition: Adult Arrest

INCIDENT INFORMATION

Charges/Citation:

Address: 5975 Concord Boulevard
Inver Grove Heights, MN
55076; Dakota US

Incident Type: Child Protection
Start Date: 2020-11-09 00:48
End Date: 2020-11-09 01:24
Reported Date: 2020-11-09 00:48

Location Description:

Parties Involved:
Everett, Anna Christine [REDACTED] Suspect
Sherman, Cory Thomas [REDACTED]
ReportingPerson

CASE INFORMATION

Squad Video: Body Cam:
Yes (Squad # 26) Yes

Non NIBRS Reportable: Yes

OFFICER INFORMATION

Name	Agency	Badge	Role
Ryan Malcolm	Inver Grove Heights	3636	Primary

SYNOPSIS OF EVENTS

On 11/9/20 at 0048 hours, officers were dispatched to the 5900 block of Concord Blvd for a domestic. Upon investigation, Anna Everett, 42, of Inver Grove Heights was arrested for an outstanding arrest warrant.

NARRATIVE

On the listed date and time, officers were called for a verbal domestic. Upon arrival, officers spoke with the caller, Cory. Cory said his girlfriend, Anna, was drunk and out of control. He said she poured beer on him and was yelling at him about her cell phone.

I spoke with Anna who said Cory had taken her cell phone, done a factory reset on it so she could not get into and would not give it back to her. She said Cory had grabbed her but did not want to talk about it and did not answer questions on it. When running Anna through NCIC, she was found to have a warrant for her arrest out of Washington County. The warrant was confirmed by Dakota County Dispatch. I handcuffed Anna and secured her in the rear of squad 26.

CASE #: 20003512

INCIDENT REPORT





INCIDENT

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

Case Number: 20003512
Title: Domestic/Warrant Arrest
Case Disposition: Adult Arrest

I transported Anna to the Dakota County Jail and booked her for the warrant. Video is available from squad 26 and my body worn camera. This case is clear by adult arrest.

DOMESTIC SHELTER INFORMATION

HRO/OPF Violation: No	Assault: No	Dangerous Weapon Used: No
Injuries Occured: No	Offender GOA: No	# of children present during incident: 0
Primary Home Language: English	Living Together: false	Relationship: Other/Unknown - Fiance
Lethality Screening CompletedBy: false		

PARTIES INVOLVED

PERSON 1

Role(s): Suspect

Last: Everett First: Anna Middle: Christine Date of Birth: [REDACTED]



Residence: 5975 Concord Boulevard; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

[REDACTED] Description:

WARRANTS

Authority: washington co (mn0820000) Number: 120902607 Bail/Fine: 50 Other:

Body Only: No Is Nightcap: No

Description: 5th Deg Assault

Arrest Date: 2020-11-09 at 01:10

PERSON 2

Role(s): ReportingPerson

Last: Sherman First: Cory Middle: Thomas Date of Birth: [REDACTED]



Residence: 5975 Concord Boulevard; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

CASE #: 20003512

INCIDENT REPORT



INCIDENT

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

Case Number: 20003512

Title: Domestic/Warrant Arrest

Case Disposition: Adult Arrest

Cell Phone: [REDACTED]

Description:

CASE #: 20003512

INCIDENT REPORT



INCIDENT

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

Case Number: 20003710

Title: Disturbance/Crisis Mental Health

Case Disposition: Inactive

INCIDENT INFORMATION

Charges/Citation:

Address: 5975 Concord Boulevard APT
Lower Level
Inver Grove Heights, MN
Location Description: 55076; US

Incident Type: Other
Start Date: 2020-11-28 14:28
End Date: 2020-11-28 16:30
Reported Date: 2020-11-28 15:28

Parties Involved:
Sherman, Cory Thomas [REDACTED] Mentioned
Everett, Anna Christine [REDACTED] Mentioned
Grover, Gregory Lee [REDACTED] ReportingPerson

CASE INFORMATION

Body Cam:
Yes

Non NIBRS Reportable: Yes

OFFICER INFORMATION

Name	Agency	Badge	Role
Benjamin Bidon	Inver Grove Heights	3642	Primary

SYNOPSIS OF EVENTS

On 11/28/2020 at approximately 1530 hours, officers were dispatched to the 5900 block of Concord Boulevard for a disturbance.

NARRATIVE

On 11/28/2020 at approximately 1528 hours, I was dispatched to 5975 Concord Boulevard for a disturbance. Dispatch stated the reporting party learned that a male who was renting from him had broken a window. The reporting party stated he wanted him removed from the residence.

On arrival, I met with the reporting party, Gregory Lee Grover. Grover is the property owner and advised he is renting the lower level to Cory Thomas Sherman and Anna Christine Everett. Grover stated he learned that earlier today Sherman had broken a large lower level window and wanted him to be removed from the property. I advised Grover that the best course of action would be to charge Sherman for the damaged property. Grover added that Sherman had previously damaged an awning and the railing. Grover added that he believed Sherman had been physically assaulting Everett.



CASE #: 20003710

INCIDENT REPORT



INCIDENT

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

Case Number: 20003710

Title: Disturbance/Crisis Mental Health

Case Disposition: Inactive

CASE #: 20003710

INCIDENT REPORT

I knocked on the lower level door and Everett answered the door. She let officers into the residence. She stated there were no other people in the lower unit and that Sherman had left. I asked officers, Benning and Leschyshyn and Sergeant Kelting to clear the residence. They later reported there were no other persons inside. I asked Everett what had happened today. She stated she was sleeping in the back bedroom when she heard Sherman yelling in the living room and she was concerned that he was having a mental health crisis. Everett believed Sherman has untreated mental health issues. She located a note and she did not recall what it contained but said it made threats to harm people. She confronted Sherman about the note and he became upset and left. She locked the front door and a short while later Sherman was knocking on the bedroom window. She did not recall what triggered Sherman but stated he punched the window causing the first pane of glass to break. She walked out of the bedroom and later heard the window shatter. Sherman crawled through the window and grabbed his wallet. Everett stated she tried to exit the front door and he pulled her inside. I asked her why he did that or if he made any threats to her and she stated no he was just trying to grab his things. Sherman then left. I asked Everett if Sherman threatened her or if she was afraid he would injure her and she stated he had not made threats but she was concerned that he would harm her. I asked her to explain her concerns and she stated that because he was not mentally stable and he had a history of domestic assault towards his ex-wife she was concerned that he would take his anger out on her.

Sherman called Everett and I spoke with him. He made direct statements that he was suicidal and was going to slit his throat. He accused Everett of causing him to feel this way. He was originally very hostile and rejected my attempts and offers to help. Sherman ended the call. A ping was requested which did not give an accurate location but was somewhere in St. Paul/possibly Bloomington. Sherman called Everett back and continued talking. Sherman eventually stated he would be going to the hospital and Sherman and Everett agreed to start a sober life with each other today.

I asked Everett to contact police if she later learned that Sherman was in the hospital or if things deteriorated/ she was concerned for her safety or his.

I contacted Dakota County Dispatch and requested a KOPS alert be entered to check the welfare of Sherman. A copy of the KOPS alert was entered into the case file.

Body worn camera footage was created and uploaded to evidence.com.

This report is inactive.

No further information at this time.

DOMESTIC SHELTER INFORMATION

HRO/OFD Violation: No

Assault: No

Dangerous Weapon Used: No



INCIDENT

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

Case Number: 20003710
Title: Disturbance/Crisis Mental Health
Case Disposition: Inactive

Injuries Occured: No Offender GOA: No # of children present during incident: 0
Primary Home Language: English Living Together: true Relationship: Boyfriend/Girlfriend
Lethality Screening CompletedBy: false

PARTIES INVOLVED

PERSON 1

Role(s): Mentioned

Last: Sherman First: Cory Middle: Thomas Date of Birth: [REDACTED]

[REDACTED]

Residence: 5975 Concord Boulevard APT Lower Level; Inver Grove Heights, MN 55076; US

Residence Type: Residence/Home

Cell Phone: [REDACTED] Description:

PERSON 2

Role(s): Mentioned

Last: Everett First: Anna Middle: Christine Date of Birth: [REDACTED]

[REDACTED]

Residence: 5975 Concord Boulevard APT Lower Level; Inver Grove Heights, MN 55076; US

Residence Type: Residence/Home

Cell Phone: [REDACTED] Description:

PERSON 3

Role(s): ReportingPerson

Last: Grover First: Gregory Middle: Lee Date of Birth: [REDACTED]

CASE #:
0
INCIDENT
REPORT



INCIDENT

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

Case Number: 20003710

Title: Disturbance/Crisis Mental Health

Case Disposition: Inactive

Residence: 7231 Cahill Avenue; Inver Grove Heights, MN 55076; US

Residence Type: Residence/Home

Cell Phone:



Description:

CASE #: 20003710

INCIDENT REPORT



INCIDENT

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

Case Number: 21000131
Title: Verbal Domestic
Case Disposition: Inactive

INCIDENT INFORMATION

Charges/Citation:	Address:	5975 Concord Boulevard APT lower Inver Grove Heights, MN 55076; Dakota US
Incident Type:	Other	Location Description:
Start Date:	2021-01-12 16:29	Parties Involved:
End Date:	2021-01-12 16:50	Everett, Anna Christine [REDACTED] Mentioned
Reported Date:	2021-01-12 16:29	Sherman, Cory Thomas [REDACTED] Mentioned

CASE INFORMATION

Body Cam:
Yes

Non NIBRS Reportable: Yes

OFFICER INFORMATION

Name	Agency	Badge	Role
Joseph DeRosier	Inver Grove Heights	3631	Primary

SYNOPSIS OF EVENTS

On 01/02/2020 at 1629 hours, Officers were dispatched to the report of a domestic in the 5900 block of Concord Blvd. Upon arrival, Officers located two individuals who advised that the incident was verbal only. A report was taken.

NARRATIVE

On 01/12/2020 at 1629 hours, Officers were dispatched to 5975 Concord Blvd for the report of a domestic. Dispatch advised that the report was third party and that they could hear glass breaking.

Upon arrival, I called a male out of the residence who was fully identified as Cory Thomas Sherman. Sherman advised that he was in an argument with his girlfriend and stated that she was "crazy". While speaking with Sherman, I noted that he his body was shaking in a manner that was consistent with the use of methamphetamine. I patted Sherman down for my safety and had him wait on the exterior steps.

I then entered the residence and made contact with the female party who was fully identified as Anna Christine Everett. Everett confirmed that both parties were in an arguement with each other but advised that neither party was assaulted. I noted that the apartment was in a state of disorder which was likely caused during the



CASE #: 21000131

INCIDENT REPORT



INCIDENT

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

Case Number: 21000131
Title: Verbal Domestic
Case Disposition: Inactive

argument. Everett advised that she had nowhere to go and advised that they would be okay if they each kept to themselves.

I then returned to speak with Sherman who also reiterated that neither party was assaulted and that the incident was verbal in nature. Sherman agreed to stay away from Everett for the evening.

Based on the information provided by both parties, it was determined that a crime did not occur. Officers then cleared the scene without incident.

This report is for informational purposes.

PARTIES INVOLVED

PERSON 1

Role(s): Mentioned

Last: Everett

First: Anna

Middle: Christine

Date of Birth: [REDACTED]

Residence: 5975 Concord Boulevard APT lower; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

Cell Phone: [REDACTED]

Description:

PERSON 2

Role(s): Mentioned

Last: Sherman

First: Cory

Middle: Thomas

Date of Birth: [REDACTED]

Residence: 5975 Concord Boulevard APT lower; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

Cell Phone: [REDACTED]

Description:

CASE #: 21000131

INCIDENT REPORT



INCIDENT

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

Case Number: 21000465

Title: Domestic

Case Disposition: Inactive

CASE #: 21000465

INCIDENT REPORT

INCIDENT INFORMATION

Charges/Citation:

Address:

5975 CONCORD Boulevard
INVER GROVE HEIGHTS,
MN 55076; US

Incident Type:

Other

Location Description:

Parties Involved:

Start Date: 2021-02-11 18:45
End Date: 2021-02-11 19:08
Reported Date: 2021-02-11 19:08

Everett, Anna Christine [REDACTED] Mentioned
Sherman, Cory Thomas [REDACTED] Mentioned

CASE INFORMATION

Body Cam:
Yes

Non NIBRS Reportable: Yes

OFFICER INFORMATION

Name	Agency	Badge	Role
Jacob Fliehr	Inver Grove Heights	3635	Primary

SYNOPSIS OF EVENTS

On 2-11-21 at 1908hrs, a domestic report was taken at the 5900 block of Concord Blvd. No crime was reported.

NARRATIVE

On 2-11-21 I was dispatched to a 911 hang up at 5975 Concord Boulevard #lower unit.

I spoke to Cory Thomas Sherman [REDACTED] and Anna Christine Everett [REDACTED]. They said that they had a little argument about their imminent eviction. They both said it was not physical in any way. They each had their own bedroom. They both went into their own rooms. I observed no injuries on either of them.

This case is inactive.

DOMESTIC SHELTER INFORMATION

HRO/OFP Violation: No	Assault: No	Dangerous Weapon Used: No
Injuries Occured: No	Offender GOA: No	# of children present during incident: 0
Primary Home Language: English	Living Together: true	Relationship: Boyfriend/Girlfriend





INCIDENT

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

Case Number: 21000465
Title: Domestic
Case Disposition: Inactive

Lethality Screening CompletedBy: false

PARTIES INVOLVED

PERSON 1

Role(s): Mentioned

Last: Everett

First: Anna

Middle: Christine

Date of Birth: [REDACTED]

Residence: 5975 Concord Boulevard APT lower; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

Cell Phone: [REDACTED]

Description:

PERSON 2

Role(s): Mentioned

Last: Sherman

First: Cory

Middle: Thomas

Date of Birth: [REDACTED]

Residence: 5975 Concord Boulevard APT lower; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

Cell Phone: [REDACTED]

Description:

CASE NUMBER: 21000465

INCIDENT REPORT

State of Minnesota

District Court

County
DAKOTA

Judicial District: **FIRST**

Court File Number: **19WS-CV-14-24**

Case Type: **Housing**

Gregory Lee Grover

5995 Concord Blvd. E.

Inver Grove Heights, MN 55076

vs.

Tanisha Marie Hobbs

5975 Concord Blvd. E.

Inver Grove Heights, MN 55076

EVICTIION SUMMONS
(Minn. Stat. § 504B.321)

THE STATE OF MINNESOTA TO THE ABOVE-NAMED DEFENDANT:

YOU ARE SUMMONED to appear before this Court on the date, time and place indicated below for a hearing on the attached Complaint. The original complaint is on file with the court. If you do not appear and contest the claim, judgment may be entered for the plaintiff/landlord.

Hearing Date set for: Jan 15, 2014 at 9:00 a.m. at Dakota County Northern Service Center, District Court, 1 Mendota Rd. W. #140, West St Paul, MN 55118. * Notice: A licensed attorney must sign the complaint and appear in court on behalf of a corporation or LLC. In Hennepin County only, Housing Court Rule 603 may permit a corporation or LLC to file and appear in court without a licensed attorney.*****

Gregory L. Grover
Plaintiff/Agent/Attorney

651-450-0719
Telephone

Issued by the Administrator of the above-named Court on
1/6/2014

Carolyn M. Renn
Court Administrator
By: **Susan Caldwell**
Deputy

This is an EVICTIION SUMMONS

On the date and at the time shown above, the judge will decide whether you will have to move or whether you can continue to stay in your home. You must be on time for court.

IF YOU DON'T COME TO COURT

The judge can order you to move immediately; and if you do not move, the sheriff can move you out and put all your belongings into storage. You will then have to pay the storage and moving costs before you can get your belongings back.

YOU HAVE RIGHTS

YOU HAVE THE RIGHT to come to court and tell your side of the case. For example,

- If you believe that all or some of the things that your landlord says in the attached papers are wrong, you can tell those things to the judge.
- If you believe that your landlord is trying to evict you because of something you did to protect your rights as a tenant, you can explain that to the judge.
- If the attached papers say that you have not paid rent, and you believe that your apartment is in bad condition and needs repairs, you can tell that to the judge. Bring total rent owed to court hearing.
- You may have other defenses. You should research the law or ask an attorney.
- You may come to court and speak for yourself or you may have a lawyer with you to represent you.

If you want a lawyer, you must get one right away.

Original - Return to the Court Administrator with Proof of Service

Yellow - Defendant's Copy

Pink - Plaintiff's Copy

Goldenrod

EXHIBIT

13

State of Minnesota

Conciliation Court

County <u>De Kota</u>

Judicial District: <u>1st</u>
Court File Number: <u>19WS0017-302</u>
Case Type: <u>Conciliation</u>

STATEMENT OF CLAIM AND SUMMONS

Plaintiff # 1

Name <u>Gregory L Grover</u>
Address <u>7231 Cahill Ave E</u>
<u>Inver Grove Hgts.</u>
City/State/Zip <u>Mn 55076</u>

Plaintiff # 2

Name
Address
City/State/Zip

vs

Defendant # 1

Name <u>Sandra Schuman</u>
Address <u>7180 Cloman Ave E</u>
<u>Inver Grove Hgts</u>
City/State/Zip <u>Mn 55076</u>

Defendant # 2

Name <u>Marco A Garcia</u>
Address <u>7180 Cloman Ave E</u>
<u>Inver Grove Hgts</u>
City/State/Zip <u>Mn 55076</u>

☒ Check box if there are more than two plaintiffs or more than two defendants. List the information for the other parties on the *Additional Litigants Form*, CCT702

PLAINTIFF'S STATEMENT OF CLAIM

FILED
FIRST JUDICIAL DISTRICT
DAKOTA COUNTY, Court Administrator
SEP 11 2017

1. I am filing this claim against Defendant for: (check all that apply)
- ☒ The Defendant owes me \$2127.13, plus filing fees and costs in the amount of \$77.00, so my total claim is for \$2204.13 (amount Defendant owes plus filing fees and costs). I have a claim for this amount because in Dec. 2016 - July 2017 (month and year), the following happened (briefly describe): Sandra and Marcos rented a house from me at 5995 Concord Blvd E Inver Grove Hgts Mn. 55076 and did a large ammount of damage.

- ☒ The Defendant has the following property that belongs to me (list property): Gas Can Sheet of Durag laze

My property is valued at \$ 159.52. The filing fees and costs for this case are \$ _____. I want the court to order this property returned to me or make the Defendant pay me \$ _____ (property's value plus the filing fees and costs).

2. I believe the person I am suing is at least 18 years old.

Defendant #1 date of birth: _____ / ☒ Unknown.

Defendant #2 date of birth: _____ / ☒ Unknown.

If a defendant is a business, leave this section blank for that defendant.

3. About military service:

Defendant # 1 ☐ is in the military service / ☒ is not in the military service / ☐ Unknown.

Defendant # 2 ☐ is in the military service / ☒ is not in the military service / ☐ Unknown.

If a defendant is a business, leave this section blank for that defendant.

4. I understand that if I do not come to court on my hearing date, my case may be dismissed and I may have to pay money to Defendant on any counterclaim that has been filed.

I declare under penalty of perjury that everything I have stated in this document is true and correct.
Minn. Stat. § 358.116.

Important! Each plaintiff must sign the *Statement of Claim and Summons* form and include the date signed, the name of the state and county where signed, and provide the following information: title, if any, telephone number, date of birth, and e-mail address.

9-11-17
Date

Dakota
Name of county and state where signed

Gregory L Grover
Signature

Name: Gregory L Grover

Title, if any: _____

Telephone: 651-450-0719

Date of birth: 10-07-1952

E-mail address: _____

SUMMONS: IMPORTANT NOTICE TO THE PARTIES

You are summoned to appear at the hearing of the above-entitled case. See the attached Notice of Hearing for time and location. If not attached, call Conciliation Court in _____ County.

If the defendant does not appear at the hearing, the plaintiff may win this case by default, which means the plaintiff could be awarded a money judgment against the defendant. The judgment could include the amount the plaintiff requested in the Statement of Claim as well as other fees and costs approved by a judicial officer.

If the plaintiff does not appear at the hearing, this case may be dismissed. If the defendant has filed a counterclaim, then a default judgment could be entered against the plaintiff.

The Defendant may bring a counterclaim against the Plaintiff. A counterclaim must be filed at least five days before the Conciliation Court hearing. For forms, instructions, and more information, see "Information About Conciliation Court" (court form CCT101) on the court's website starting at www.mncourts.gov/forms.

NOTICE OF SETTLEMENT

The above-entitled case has been settled, and is dismissed with my consent.

Important! Each plaintiff who has settled the case must sign and date this "Notice of Settlement" section.

Date: _____

Signature

State of Minnesota

Conciliation Court

County <u>Dakota</u>

Judicial District: <u>FIRST</u>
Court File Number: <u>19WS0018-1303</u>
Case Type:

STATEMENT OF CLAIM AND SUMMONS

Plaintiff # 1

Name <u>Gregory L Grover</u>
Address <u>7231 Cahill Ave.</u>
<u>Inver Grove Hgts</u>
City/State/Zip <u>Mn. 55076</u>

Plaintiff # 2

Name
Address
City/State/Zip

vs

Defendant # 1

Name <u>Steven R WIG</u>
Address <u>7298 Bordner Dr.</u>
<u>Inver Grove Hgts</u>
City/State/Zip <u>Mn. 55076</u>

Defendant # 2

Name
Address
City/State/Zip

☐ Check box if there are more than two plaintiffs or more than two defendants. List the information for the other parties on the *Additional Litigants Form*, CCT702.

PLAINTIFF'S STATEMENT OF CLAIM

1. I am filing this claim against Defendant for: (check all that apply)

☒ The Defendant owes me \$ 8400⁰⁰, plus filing fees and costs in the amount of \$ 77, so my total claim is for \$ 8477⁰⁰ (amount Defendant owes plus filing fees and costs). I have a claim for this amount because in July 18 (month and year), the following happened (briefly describe): Steven signed a one year lease for renting an apartment and didn't follow thru.

☐ The Defendant has the following property that belongs to me (list property):

FILED
Dakota County, Court Administrator
AUG 24 2018

My property is valued at \$ _____. The filing fees and costs for this case are \$ _____. I want the court to order this property returned to me or make the Defendant pay me \$ _____ (property's value plus the filing fees and costs).

2. I believe the person I am suing is at least 18 years old.

Defendant #1 date of birth: _____ / ☒ Unknown.

Defendant #2 date of birth: _____ / ☐ Unknown.

If a defendant is a business, leave this section blank for that defendant.

3. About military service:

Defendant # 1 ☐ is in the military service / ☒ is not in the military service / ☐ Unknown.

Defendant # 2 ☐ is in the military service / ☐ is not in the military service / ☐ Unknown.

If a defendant is a business, leave this section blank for that defendant.

4. I understand that if I do not come to court on my hearing date, my case may be dismissed and I may have to pay money to Defendant on any counterclaim that has been filed.

I declare under penalty of perjury that everything I have stated in this document is true and correct.
Minn. Stat. § 358.116.

Important! Each plaintiff must sign the *Statement of Claim and Summons* form and include the date signed, the name of the state and county where signed, and provide the following information: title, if any, telephone number, date of birth, and e-mail address.

8-24-18
Date

Dakota
Name of county and state where signed

Gregory J Grover
Signature

Name: Gregory L Grover

Title, if any: _____

Telephone: 651-450-0718

Date of birth: 10-07-1952

E-mail address: No mad 277@Comcast.net

SUMMONS: IMPORTANT NOTICE TO THE PARTIES

You are summoned to appear at the hearing of the above-entitled case. See the attached Notice of Hearing for time and location. If not attached, call Conciliation Court in _____ County.

If the defendant does not appear at the hearing, the plaintiff may win this case by default, which means the plaintiff could be awarded a money judgment against the defendant. The judgment could include the amount the plaintiff requested in the Statement of Claim as well as other fees and costs approved by a judicial officer.

If the plaintiff does not appear at the hearing, this case may be dismissed. If the defendant has filed a counterclaim, then a default judgment could be entered against the plaintiff.

The Defendant may bring a counterclaim against the Plaintiff. A counterclaim must be filed at least five days before the Conciliation Court hearing. For forms, instructions, and more information, see "Information About Conciliation Court" (court form CCT101) on the court's website starting at www.mncourts.gov/forms.

NOTICE OF SETTLEMENT

The above-entitled case has been settled, and is dismissed with my consent.

Important! Each plaintiff who has settled the case must sign and date this "Notice of Settlement" section.

Date: _____

Signature

Filed in District Court
State of Minnesota
MAR 15 2021

19HA-CV-21-626

State of Minnesota
Dakota County

Conciliation Court
First Judicial District

Court File Number: 19WS-CO-20-242

Case Type: Conciliation

James Lee Grittner vs Greg Grover

Order for Judgment on Claim and
Counterclaim

Appearances:	☒ Plaintiff	☒ Defendant	☐ Neither Party	☒ Contested	☐ Default
Upon evidence received, IT IS ORDERED:					
☒ Plaintiff is entitled to judgment against <u>Defendant</u> for the sum of \$ <u>523</u> , plus fees of \$ <u>77</u> , disbursements of \$ <u>600</u> and conditional costs of \$ <u>600</u> , for a total of \$ <u>1600</u> (without damages).					
☐ Judgment shall be entered in favor of _____					
☐ _____'s claim is dismissed without prejudice.					
☐ _____'s claim is dismissed without prejudice.					
☒ Defendant's claim is dismissed with prejudice.					
☐ _____ shall immediately return _____ to the _____ and that the Sheriff of the county in which the property is located is authorized and directed to effect repossession of such property according to Minn. Stat. § 491A.01, subd. 5, and turn the property over to _____					
☐ Other / ☒ Memo: <u>Defendant failed to satisfy his burden of proof with respect to his claims and with respect to certain matters, ordinary wear and tear is not recoverable</u>					
Dated: <u>10-5-20</u> Judge: <u>[Signature]</u>					
JUDGMENT is declared and entered as stated in the Court's Order for Judgment set forth above, and the Judgment shall become finally effective on the date specified in the notice of judgment set forth below.					
Dated: <u>10/22/2020</u> Court Administrator/Deputy: <u>Marci Jost / B. Reim</u>					
NOTICE: THE PARTIES ARE NOTIFIED that Judgment has been entered as indicated above, but the Judgment is stayed by law until <u>11/16/2020</u> . (Time) <u>4:30</u> p.m. (to allow time for an appeal/removal if desired).					
THE PARTIES ARE FURTHER NOTIFIED that if the case is removed to District Court and the removing party does not prevail as provided in Rule 524 of the Minnesota General Rules of Practice for the District Courts, the opposing party will be awarded \$50 as costs.					
Dated: <u>10/22/2020</u> Court Administrator/Deputy: <u>Marci Jost / B. Reim</u>					
Transcript of Judgment: I certify that the above is a correct transcript of the Judgment entered by this Court.					
Dated: _____ Court Administrator/Deputy: _____					

Filed in District Court
State of Minnesota

OCT 22 2020

MNCIS-CIV-113

STATE Order for Judgment on Claim and Counterclaim

CCT301

Rev. 2/2011 Page 1 of 3

EXHIBIT

16

MEMORANDUM

Dated: _____ Judge: _____

Order Vacating Judgment For Cause

Minn. Gen. R. Prac. 520

Upon cause shown by the ☐ Plaintiff ☐ Defendant, the written judgment is vacated and costs in the amount of \$ _____ is assessed against the ☐ Plaintiff ☐ Defendant as ☐ Absolute / ☐ Conditional costs.

Dated: _____ Judge: _____

Order Vacating Judgment Upon Removal/Appeal

Minn. Gen. R. Prac. 521(e)

Removal/Appeal by the ☐ Plaintiff ☐ Defendant having been perfected, the within judgment is vacated.

Dated: _____ Judge: _____

How Do You Pay a Judgment?

- Payment should be made directly to the party that wins the case (prevailing party/creditor). If you are unable to pay the creditor directly, contact the court administrator (or conciliation court) for further information.
- If the prevailing party is paid directly, obtain a statement of payment from the party (satisfaction of judgment) and file this with the Court. Special forms for this procedure are available at the Conciliation Court office.
- If the Court is not properly notified of payment, you will have an unsatisfied judgment on your record and your credit rating may be affected.

How Do You Collect a Judgment?

Although a case is decided in your favor, a Conciliation Court judgment does not create a lien against the debtor's property unless the procedure outlined below is followed. You can try to collect the judgment yourself if it has not been paid within the required 20-day period, and if the other party has not filed an appeal. Once a judgment is entered, the judgment is enforceable for 10 years from the date of entry. If the party is declared bankrupt following the judgment, you may receive part of your payment if assets are divided among the party's creditors, or the debt may be discharged and you cannot collect.

The following information may help you in collecting the amount of the judgment.

- In order to collect on your judgment you must obtain a transcript (record) of your judgment from the Conciliation Court and file it in District Court together with an Affidavit of Identification. The judgment will then be "docketed." There is a fee for obtaining that transcript.
- Upon docketing, you may obtain a Writ of Execution from the Court Administrator. A Writ of Execution is a legal paper authorizing the sheriff to levy (collect) on a debtor's assets. The most common assets that can be levied upon are bank accounts and wages. You must be able to provide detailed information regarding the assets before the sheriff can make a levy. There is a fee for an Execution. Fees expended for the Execution process may be recovered from the debtor.
- If you do not know what assets the judgment debtor has, you may request the Court to order the debtor to tell you what those assets are. You can make the request only if:
 1. The judgment has been transcribed to district court.
 2. You have not received payment of the judgment.
 3. You and the debtor have not agreed to some other method of settlement.

If those provisions can be met, the Request for Order for Disclosure form can be obtained from the Court Administrator. A fee is required. If the request is granted, the debtor will be ordered to complete and mail to you a listing of his/her assets within 10 days. Once you have that information, you can give the Execution to the sheriff, advise the sheriff of the debtor's assets and ask him/her to collect your judgment.

How Do You Appeal a Judgment?

Any party who was not present at the trial, and who has good reason for not having been present, may apply to the Court, not later than the date indicated on the "Notice of Judgment" (on the front of this form) for permission of the Court to re-open the case for another trial. If the Court grants another trial, the Judge may require payment of costs to the other party, absolute or conditional.

Any party who believes this judgment to be incorrect may appeal to the District Court for a completely new trial by a different judge or by a jury if desired. The statutory requirements for such an appeal must be complied with not later than the date indicated on the "Notice of Judgment" (on the front of this form). These requirements are time-consuming and it is suggested that inquiries regarding the requirements be made well in advance of the date indicated. Please note that in District Court corporations must be represented by attorneys. The attorney must sign the appeal documents and appear at District Court hearings and trial.

Jul 2 2021 12:51 PM

STATE OF MINNESOTA

COUNTY OF DAKOTA

DISTRICT COURT

FIRST JUDICIAL DISTRICT

File No. 19WS-CV-21-429

Anna Christine Everett,

Plaintiff,

ORDER FOR DISMISSAL

v.

Gregory L. Grover,

Defendant.

The above-entitled matter came before the Honorable Tracy L. Perzel, Judge of District Court, on June 10, 2021, for a hearing on Plaintiff's Petition for Housing Lockout.

Pursuant to the Minnesota Supreme Court Order on Continuing Operations of the Courts of the State of Minnesota and under a Statewide Peacetime Declaration of Emergency, this matter proceeded through remote hearing; namely Zoom technology.¹

Plaintiff, Anna Christine Everett, appeared personally and was represented by Kristin J. Holmes, *Esq.* Defendant, Gregory L. Grover, appeared personally and was represented by Stephen A. Ling, *Esq.*

Based on the evidence adduced at the hearing, the Court enters the following:

¹ See *Continuing Operations of the Courts of the State of Minnesota Under a Statewide Peacetime Declaration of Emergency*, No. ADM20-8001 (Minn. filed Mar. 13, 2020) *amended* (Minn. filed Mar. 20, 2020) *amended* (Minn. filed Mar. 26, 2020) *amended* (Minn. filed Apr. 9, 2020) *amended* (Minn. filed May 1, 2020) *amended* (Minn. filed May 15, 2020) *amended* (Minn. filed May 28, 2020) *amended* (Minn. filed Nov. 20, 2020) *amended* (Minn. filed Jan. 21, 2021), *amended* (Minn. filed Feb. 18, 2021) *amended* (Minn. filed Mar. 22, 2021) *amended* (Minn. filed May 25, 2021).



FINDINGS OF FACT

1. This action was commenced on May 19, 2021 by Plaintiff's filing of a Petition for Housing Lockout, seeking to have the Court order the Defendant to immediately return to her possession of an apartment located at 5975 Concord Boulevard, Inver Grove Heights Minnesota 55076 and allow entry of the premises to Plaintiff until further Order of the Court. Plaintiff also asked for treble damages or \$500, whichever is greater, and reasonable attorney fees.
2. On May 20, 2021, the Court issued an Order requiring Defendant to immediately restore to Plaintiff possession of the above-mentioned apartment and to leave said possession by Plaintiff undisturbed until further order of the Court.
3. On May 25, 2021, the matter was set for hearing on June 10, 2021 at 1:30 p.m.
4. At the commencement of the hearing, the parties informed the Court that the lockout issue had been addressed and the Plaintiff had returned to the property. Plaintiff noted she seeks damages to include out-of-pocket costs – calculated in the form of treble damages – and attorney fees. Defendant seeks to offset those amounts by rent owed and the costs to repair alleged damage done to the residence by Plaintiff.
5. In addition, there was a question regarding whether a third-party entity that had previously paid some portion of Plaintiff's rent would pay that rent in the future. There was no representative of this entity at the hearing, accordingly, the point was not addressed.
6. Plaintiff, through counsel, proposed that the damages portion of this matter be addressed in conciliation court. Defendant, through counsel, agreed. Further the

parties agreed that if the conciliation court determines the matter is not suitable for resolution in conciliation court, the issue of damages will be addressed in housing court at the party's/parties' request, and neither party will claim the housing court has lost jurisdiction or other procedural defect as to addressing the issue in this matter.

NOW, THEREFORE, based on the foregoing findings of fact and agreement of the parties, the Court enters the following:

ORDER

1. This matter is hereby **DISMISSED WITHOUT PREJUDICE**.
2. The parties will address the issue of damages in conciliation court.
3. If the conciliation court declines to hear the damages matter for any reason, the parties shall file correspondence in this matter, and the damages issue will be scheduled for a hearing in this matter.

Dated: July 2, 2021

BY THE COURT:



Perzel, Tracy

2021.07.02

12:15:59 -05'00'

Tracy L. Perzel
Judge of District Court



INCIDENT

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

Case Number: 20000133
Title: Information
Case Disposition: Inactive

CASE #: 20000133

INCIDENT REPORT

INCIDENT INFORMATION

Charges/Citation:	Address:	5975 Concord Boulevard Inver Grove Heights, MN 55076
Incident Type:	Location Description:	Rental Housing
Start Date:	Parties Involved:	Grittner, James Lee [REDACTED] Reporting Person
End Date:		Grover, Gregory Lee [REDACTED] Mentioned
Reported Date:		

Body Cam:
Yes

OFFICER INFORMATION

Name	Agency	Badge	Role
Kasey Schrandt	Inver Grove Heights	3607	Primary

SYNOPSIS OF EVENTS

On 1/13/20 at 1536hrs an informational report was taken in the 5900 block of Concord Blvd. No further action at this time.

NARRATIVE

James Grittner responded to the IGHPD to advise Greg Grover is still harassing him after the IGHPD advised Grover to stop. Grittner presented a text message sent on 1/10/20 which was in reference to Grittner not getting his deposit back on a rental owned by Grover until the missing lease paperwork is returned. Grittner stated he was living at 5975 Concord Blvd which is a rental owned by Grover, but moved out last month. Grover is accusing Grittner of taking lease paperwork belonging to another tenant from the fridge in the unit, but Grittner is denying doing so. Grittner stated that Grover has gone as far as tracking down Grittner's mother through Facebook in reference to this incident which caused his mother great distress. Grittner wants no further contact from Grover and only wants his damage deposit back.

I checked prior contacts and could find no reference to Grover being advised to not contact Grittner.

Contact was made with Grover who confirmed he believed Grittner had taken a lease not belonging to him from a rental unit. Grover was advised Grittner is denying this and Grover was advised to end all future communication except for the damage deposit he's required to return to Grittner by certified mail. Grover understood and by Grittner's request, was given an updated mailing address to send the certified letter.





INCIDENT

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

Case Number: 20000133
Title: Information
Case Disposition: Inactive

Grittner was given the case number in reference to Grover being advised to stop all communication. No further action needed at this time.

PARTIES INVOLVED

PERSON 1

Role(s): Reporting Person

Last: Grittner

First: James

Middle: Lee

Date of Birth: [REDACTED]

Residence: 5385 Audobon Avenue APT 304; Inver Grove Heights, MN 55077; Dakota US

Residence Type: Residence/Home

Residence Description: Lakecove Apartments

Cell Phone: [REDACTED]

Description:

PERSON 2

Role(s): Mentioned

Last: Grover

First: Gregory

Middle: Lee

Date of Birth: [REDACTED]

Residence: 7231 Cahill Avenue; Inver Grove Heights, MN 55076-2506; US

Cell Phone: [REDACTED]

Description:

CASE #: 20000133

INCIDENT REPORT



INCIDENT

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

Case Number: 21001614
Title: Civil Issue
Case Disposition: Inactive

CASE #: 21001614

INCIDENT REPORT

INCIDENT INFORMATION

Charges/Citation:	Address:	5975 Concord Boulevard E Inver Grove Heights, MN 55076; Dakota US
Incident Type:	Other	Location Description:
Start Date:	2021-05-13 11:59	Parties Involved:
End Date:	2021-05-13 12:51	Everett, Anna Christine [REDACTED]
Reported Date:	2021-05-13 11:59	Reporting Person
		Grover, Gregory Lee [REDACTED] Mentioned
		Hedberg, Kathleen Marie [REDACTED] Mentioned
		Anderson, Aimee Beth [REDACTED] Mentioned

CASE INFORMATION

Squad Video: Yes (Squad # 22) Body Cam: Yes

Non NIBRS Reportable: Yes

OFFICER INFORMATION

Name	Agency	Badge	Role
Joseph DeRosier	Inver Grove Heights	3631	Primary

SYNOPSIS OF EVENTS

On 05/13/2021 at 1159 hours to the 5900 block of Concord Blvd for the report of a civil issue. A report was taken.

NARRATIVE

On 05/13/2021 at 1159 hours, Officers were dispatched to the report of a civil assist at 5975 Concord Blvd. Dispatch advised that a tenant was reporting that she was being unlawfully evicted.

I contacted the reporting party by phone who was identified as Anna Everett. Anna advised that she received information from a friend who indicated that her belongings were being emptied from her apartment. Anna advised that her landlord, Gregory Grover was unlawfully evicting her while she was away from her residence. Anna advised that she believed the locks were also changed while she was gone.

I responded to the apartment and noted that there was a trailer containing belongings in the front yard. I knocked on the door and made contact with Kathleen Hedberg and Aimee Anderson. Both individuals advised





INCIDENT

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

Case Number: 21001614
Title: Civil Issue
Case Disposition: Inactive

that they were there to clean out the apartment and were hired by Grover. It was at this time that Grover was called and responded to the scene.

Grover advised that the city reportedly denied his rental license for a duplex, which was why he was immediately evicting Anna from her apartment. Grover advised that he would save her belongings for her to collect at a later date. I asked Grover for a copy of any eviction order and he did not produce one. Grover later acknowledged that he did not have a valid eviction order. Grover then stated that he did not wish to speak with me any longer.

I re-contacted Anna to advise her of the situation. She was recommended to address the incident via civil court, and told her she would be able to retrieve her belongings from Grover.

This report is for informational purposes.

PARTIES INVOLVED

PERSON 1

Role(s): ReportingPerson

Last: Everett

First: Anna

Middle: Christine

Date of Birth:

Residence: 5975 Concord Boulevard APT lower; Inver Grove Heights, MN 55076; Dakota US

Residence Type: Residence/Home

Cell Phone:

Description:

PERSON 2

Role(s): Mentioned

Last: Grover

First: Gregory

Middle: Lee

Date of Birth:

Residence: 7231 Cahill Avenue; Inver Grove Heights, MN 55076-2506; Dakota US

Residence Type: Residence/Home

Cell Phone:

Description:

CASE #: 21001614

INCIDENT REPORT



INCIDENT

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

Case Number: 21001614
Title: Civil Issue
Case Disposition: Inactive

PERSON 3

Role(s): Mentioned

Last: Hedberg First: Kathleen Middle: Marie

Date of Birth:

Residence: 202 Summit Street; Prinsburg, MN 56281-9755; Kandiyohi US

Residence Type: Residence/Home

Home Phone:

Description:

PERSON 4

Role(s): Mentioned

Last: Anderson First: Aimee Middle: Beth

Date of Birth:

Residence: 852 Magnolia Avenue E; Saint Paul, MN 55106-3226; Dakota US

Residence Type: Residence/Home

Cell Phone:

Description:

CASE #: 21001614

INCIDENT REPORT

The State of Minnesota
Dakota County
Dakota, West St. Paul

Filed in District Court
State of Minnesota
OCT 03 2021

District Court
1st Judicial District

State of Minnesota vs GREGORY LEE
GROVER

ORDER

Case Number: 19WS-CR-21-2301

CURRENT DEFENDANT INFORMATION

Known Address:	7231 CAHILL AVE INVER GROVE HEIGHTS, MN 55076	Correspondence Address:	7231 CAHILL AVE INVER GROVE HEIGHTS, MN 55076
Phone Number:	(H) 651-450-0719	Sex:	Male
		DOB:	10/07/1952

CASE CHARGES

Ct	Statute	Type	Description	Disposition
1	4.13.3	Charging	Rental License Required	Stay of adjudication

TERMS OF DISPOSITION OR SENTENCE: COUNT 1

Offense Disposition: Count 1 - Stay of adjudication
Successful completion of probation will result in a dismissal.
Date Pronounced: October 08, 2021

Offense Information

Ct	Offense Date	Statute	Description	Offense Disposition
1	02/27/2021	4.13.3	Rental License Required	Stay of adjudication
	MOC at Filing	GOC	Controlling Agency Inver Grove Heights Police Department	Controlling No.

Sentence Details

Monitoring - Adult

Defendant is placed on Probation to the Court for 1 year, monitored by Dakota Co District Court-West St. Paul.

Start Date: 10/08/2021

Discharge Date: 10/08/2022

Status: Active

Status Date: 10/08/2021

Fees

IGH Pros Costs	\$75.00		
Subtotal	\$75.00	Due	10/08/2021

Conditions - Adult

Defendant is placed under the following conditions:

Condition	Location	Amt	Effective	End
Conditions, other			10/08/2021	
No Code Violations				

GRAND TOTALS

Date of Sentence: 10/08/2021

Due Date: 10/08/2021

Original Amount: \$75.00

The court may refer this case for collection if you fail to make a payment, and collection costs will be added. You have the right to contest a referral for collection based on inability to pay by requesting a hearing no later than the due date. M.S. §§ 480.15, subd. 10c; 609.104

Perkkio, Arlene SIGNATURE

Arlene M.A. Perkkio

2021.10.08 15:58:17
-05'00'

Judge Arlene Perkkio

Sentence pronounced on 10/08/2021 by District Court Judge

Court Administrator: Maria King

651-554-6200

If you have questions regarding the terms of your sentence or disposition, please contact your attorney, STEVEN REY LIENING 952-432-3136, your probation agent or court administrator.

APPENDIX A

1. EHM - If you are placed on Electronic Home Monitoring as a condition of probation, you will be required to meet eligibility requirements and pay a daily fee to be on this program. If you do not meet eligibility requirements, you may be required to serve the EHM sentence in jail. If you violate the EHM Program rules or fail to pay the daily fee, you may be terminated from the Program and your probation may be violated.
2. Work-release - If you are sentenced to serve jail time in the Dakota County Jail, you may, at the discretion of the sentencing Judge, be permitted work-release privileges while serving this sentence. You must meet eligibility requirements of the Sheriff's Department and DCCC and pay the daily work-release fee. If you violate the rules of this program, you may be terminated from the program and your probation may be violated.
3. Jail Credit - If the sentencing Judge awards you credit for time served, you will be credited with the number of days specified in the Sentencing Order. If the credit is not specified in the Sentencing Order, then the number of days credited will be determined by the Sheriff's Department and/or DCCC.
4. Good Time - If you are sentenced to the Dakota County Jail or a state prison, you will be eligible to earn good time off of your sentence. Under normal circumstances, you will serve two-thirds of your sentence in jail. If you violate the rules of the correctional facility, you may lose all or a portion of your one-third good time, and you may be required to serve the entire sentence in jail.
5. Supervised Release - If you are sentenced to the custody of the Commissioner of Corrections to serve a sentence in a state prison, you will serve at least two-thirds of that sentence in custody and the balance, one-third or less, on supervised release. If you violate a condition of your supervised release, you may be returned to prison to serve the balance of your sentence.
6. Conditional Release - Felony DWI - If you are sentenced to prison for committing the crime of First Degree DWI, you will be required to serve at least two-thirds of the sentence in custody. You will not be eligible for release until you have successfully completed a chemical dependency treatment program while in prison. Once you are released from prison, you will be placed on conditional release for five years. If you violate any of the conditions of conditional release, you may be returned to prison to serve the remainder of the conditional release term in custody.
7. Conditional Release - Criminal Sexual Conduct - If you have been convicted of a criminal sexual conduct offense and you are sentenced to prison, you will be placed on conditional release after you have served the sentence imposed, both in custody and on supervised release. This period of conditional release is for ten years, minus the number of months you were on supervised release. If you violate your conditional release, you may be required to serve all or a part of the remaining portion of the conditional release term in prison.
8. Sex Offender Registration - If you are convicted of a criminal sex offense, or a crime arising out of a sex offense, you may be required to register as a sex offender. Failure to register as required is a crime, and you may be prosecuted and your probation/supervised release/conditional release may be revoked.
9. Probation Fees - If you are placed on supervised probation to DCCC, you may be charged a probation fee. This fee is set by the Dakota County Board of Commissioners and cannot be waived by the Court.
10. Surcharges - In addition to fines that may be imposed as part of your sentence, you will be required to pay a surcharge. The amount of the surcharge is determined by the State and this amount cannot be waived by the Court.
11. Restitution - If you are ordered as a condition of your sentence to pay restitution, you will be required to compensate the victim(s) of your behavior for out-of-pocket expenses. The amount of restitution will normally be determined by DCCC and a payment schedule will be established. If you disagree with the amount determined, you may request the Court to review the amount. Restitution is joint and several. This means that if more than one person is found to be responsible for the damage, they will share the responsibility. However, if one doesn't pay his/her share, the remaining person(s) will be responsible for the entire amount.
12. Notice of Collections - All fines, surcharges, court costs, restitution, and/or fees imposed are due on the date imposed unless the court otherwise establishes a due date or a payment plan. Under Minn. Stat. § 480.15, subd. 10c, any portion of a fine, surcharge, court cost, restitution, or fee that you fail to pay by the due date may be referred for collection, and collection costs may be added to the amount due. If you have agreed to a payment plan but fail to pay an installment when due, the entire amount remaining becomes due and payable and may be referred for collection. You have the right to contest a referral to collections based on inability to pay by requesting a hearing no later than the due date.
13. Revenue Recapture and Driver's License Suspension - If you fail to pay your fines and fees as directed, you may be subject to revenue recapture and, in the case of driving violations, have your driver's license suspended. This basically means that you will not receive any federal or state income tax refunds until your fines and fees are paid. Additionally, you will be assessed a fee if revenue recapture becomes necessary.
14. D.N.A. - If you are convicted of a felony offense, you will be required to submit to D.N.A. testing by DCCC or its designee. This is a mandatory requirement under state law.
15. Stay of Adjudication or Guilty Plea Not Accepted - In this sentencing, the charge against you may be dismissed at the end of the probationary period if you successfully complete or satisfy all conditions of probation, including the payment of any fines or fees in accordance with payment arrangements. If you fail to meet any of the conditions of probation, the guilty plea may be accepted resulting in a conviction for the offense.

Additional mandated fees will be assessed by Court Administration. Payment is due in full 30 days from the date of sentencing unless otherwise noted above. Financial obligations are payable to: District Court by phone w/ Visa/MasterCard 8:00am-4:30pm M-F or by mail.

District Court
1560 Highway 55
Hastings, MN 55033
651-438-8130

District Court
14955 Galaxie Ave
Apple Valley, MN 55124
952-891-7239

District Court
1 Mendota Rd West, Suite 140
West St Paul MN 55118
651-554-6200, Opt. #2

PROBATION DEPARTMENT/DAKOTA COUNTY COMMUNITY CORRECTIONS (DCCC)

Hastings 651-438-8288

Apple Valley 952-891-7200

West St. Paul 651-554-6060

Filed in District Court
State of Minnesota
OCT 07 2021

APPENDIX B TO MINN. R. CRIM. P. 15

State of Minnesota

County

Dakota

District Court

Judicial District:

First

Court File Number:

19WS-CR-21-2301

Case Type:

Criminal

State of Minnesota,
Plaintiff

vs.

**Petition To Enter Plea Of Guilty
In Misdemeanor Or Gross
Misdemeanor Case Pursuant To
Rule 15**Gregory Lee Grover,
Defendant

TO THE ABOVE NAMED COURT:

I wish to enter a plea of guilty in the above-entitled case, and I hereby state to the Court the following:

1. I am the Defendant in this case, my full name is Gregory Lee Grover, and my date of birth is 10/07/1952.

2. I am charged with no rental license in violation of Inver Grove Heights Code of Ordinances Section 4.13.3.

3. I hereby plead guilty to the offense(s) of no rental license, in violation of Inver Grove Heights Code of Ordinances Section 4.13.3.

4. I am pleading guilty because on February 27, 2021, in the City of Inver Grove Heights, County of Dakota, State of Minnesota, I committed the following acts (state sufficient facts to establish a factual basis for all elements of the offense(s) to which the defendant is pleading guilty): I did operate a rental dwelling in the city without a license.

5. I understand that the maximum possible sentence for any misdemeanor offense to which I am pleading guilty is 90 days imprisonment or a fine of \$1,000 or both, and that the maximum possible sentence for any gross misdemeanor offense to which I am pleading guilty is 1 year imprisonment or a fine of \$3,000 or both.

6. RIGHT TO AN ATTORNEY. I understand that I have the right to be represented by an attorney and that an attorney will be appointed to represent me without cost to me if I cannot afford to pay for an attorney.

7. ☒ I have fully discussed the charge(s), my constitutional rights, and this petition with my attorney, Steven Liening.

OR

☐ WAIVER OF ATTORNEY. I give up my right to be represented by an attorney and any right I might have to request that an attorney be appointed to represent me.

8. I understand that I also have the following constitutional rights which I knowingly and voluntarily give up:

a. The right to a trial to the court or to a jury in which I am presumed innocent until proven guilty beyond a reasonable doubt and in which all jurors in a jury trial must agree I am guilty before the jury could find me guilty.

b. The right to confront and cross-examine all witnesses against me.

c. The right to remain silent or to testify for myself.

d. The right to subpoena and present witnesses to testify for me in my defense.

e. The right to a pretrial hearing to contest the admissibility at trial of any confessions or admissions or of any evidence obtained from a search and seizure.

9. I am entering my plea of guilty freely and voluntarily and without any promises except as indicated in number 10 below.

10. I am entering my plea of guilty based on the following plea agreement with the prosecutor (if none so state): Plead guilty with a stay of adjudication. \$75 prosecution costs. 1 year probation to court. No code violations.

11. I understand that if the court does not approve this agreement, I have the right to withdraw my plea of guilty and have a trial.

12. I understand that if this plea of guilty is accepted, I have the right to be present at the time of sentencing and to speak and to present evidence on my behalf.

13. ☒ I hereby knowingly and voluntarily give up my right to be present when my plea is entered.

14. ☐ I hereby request to be present at the time of sentencing.

OR

☒ I hereby knowingly and voluntarily give up my right to be present at the time of sentencing and request that the court sentence me in my absence, but according to any plea agreement that might be contained in this petition.

15. I understand that if I am not a citizen of the United States, my plea of guilty may result in deportation, exclusion from admission to the United States, or denial of naturalization as a United States citizen.

Dated: Oct 7, 2021

Gregory I Grover

Signature of Defendant

Name: Gregory Lee Grover

Street Address: 7231 Cahill Avenue

City/State/Zip: Inver Grove Heights, MN 55076

E-mail address: _____

I, STEVEN LIENING, state that I am the attorney for the defendant in the above-entitled criminal action and that I personally explained the contents of the above petition to the defendant.

Dated: 10/06/2021

/s/ Steven Lienen

Attorney for Defendant

sliening@dmsbh.com

E-mail address

Dated: 10/06/2021

/s/ Cassandra C. Wolfram

Prosecutor

PETITION AND PLEA OF GUILTY ACCEPTED BY
Perkkio, Arlene

Arlene M.A. Perkkio 2021.10.07
15:42:23 -05'00'

Judge of District Court

Date

August 1, 2022

Mayor and Members of the City Council
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

RE: Gregory Grover's Application for Rental License at 5975 Concord East
Boulevard, Inver Grove Heights, MN ("Property")

Dear Mayor and Members of the City Council:

Our office represents Mr. Gregory Grover ("Mr. Grover") in connection with his rental application for the Property identified above. Mr. Grover submits this letter in support of his application for a rental license for the Property.

Background

Pursuant to City Code § 4-13, the City of Inver Grove Heights ("City") requires a license to operate a rental dwelling in the City. The City Council approves or denies all rental license applications. City Code § 4-13-8B articulates reasons for which a rental license may be denied, suspended or revoked. City staff has recommended that the Council deny Mr. Grover's application for a rental license.

Mr. Grover opposes City staff's recommendation and asks that Council **APPROVE** Mr. Grover's rental license application. He asserts that the rationale asserted by City staff does not support a denial and that the memorandum submitted by the Assistant City Attorney is misleading.

1. The Property and the proposed use of the Property as a rental dwelling complies with the City Code.

City Staff incorrectly asserts that Mr. Grover's Property does not comply with the zoning code. The Property is currently zoned R-1C, a one family residential district and only single family homes or dwellings are allowed in this zoning classification. City staff asserts that the Property is a duplex, rather than a single family home, because: (1) an unidentified person called in 2019 claiming that the home was a duplex; (2) the City sent a letter to Mr. Grover in 2019 relaying the complaint that Mr. Grover was renting the house as a duplex; (3) an application from Mr. Grover for a duplex rental license in February of 2010; and (4) the City's claim the house was designed as a duplex.

Office

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Camry M. Fielders

Annette M. Margarit³

Michael E. Molenda (Ret.)

Mr. Grover disputes City staff's assertion that the Property is a duplex or anything other than a single family home. First, Dakota County property records identify the property as a "single family residence." See **Exhibit 1A**¹. Moreover, the statements of unidentified individuals cannot change the character of a house. Simply complaining that the Property is a duplex, then following up with a letter from the City relaying their complaint does not change the nature and character of the building itself. No facts have been established that the Property is anything other than a single family home.

Second, Mr. Grover acknowledges that he submitted an application for a rental license on February 10, 2020 sought a rental license as a duplex. See **Exhibit 2**. Mr. Grover had hoped that he could convert the Property into a duplex with two separate units for rental. However, City staff informed Mr. Grover of the R-1C zoning district and that pursuant to the zoning code he could not convert the Property, a single family home, into a duplex. Consequently, when Mr. Grover re-submitted his application for a rental license on March 6, 2020, he clearly identified the Property as a single family property with one building and one unit. See **Exhibit 4**. In any event, a rental application does not change the character of a property from a single family home to a duplex.

Lastly, City staff has identified the Property as a "duplex" because it was "designed as a duplex" and previously occupied by more than one family. Although Mr. Grover disputes the City's characterization, if the Property was designed as a duplex and previously operated as a duplex (prior to the City's rental ordinance), then the Property would qualify for a rental license as a duplex as a legal non-conforming use. In that event, the City should easily grant a license to Mr. Grover not as a single family property, but as a duplex.

For the reasons set forth above, the Property complies with the City Code and does not violate City Code § 4-13-8-B1. A rental license should be granted either as a single family residence or as a duplex pursuant to a legal non-conforming use.

2. Mr. Grover has not made false statements, misrepresentations or fraudulent statements in the course of his business.

City staff characterizes Mr. Grover's applications for a rental license as misrepresentations and false statements. Such characterization is false and without factual support.

As set forth previously, Mr. Grover's initial application on February 10, 2020, sought to have the Property approved as a duplex for rental of two units because he hoped to convert the Property to a duplex. However, after City staff informed him about the zoning requirements, he changed his application. which was resubmitted on March 6, 2020, which clearly identified the Property as one building and sought approval for one (1) rental unit. Aside from Mr. Grover's initial application, each application for a rental license has only sought approval for one (1) unit. See **Exhibits 3 & 4**. The March 6, 2020, application was also resubmitted as part of Mr. Grover's April 5, 2020, application for a rental license. City staff's attempt to

¹ **Exhibit 1A** and **Exhibit 2A** are new documents not previously provided by the City. All other exhibits referenced in this letter (**Exhibits 1-19**) refer to Agenda Item 6.A. and its enclosures from the City's Council Meeting on June 27, 2022.

characterize Mr. Grover's applications as misrepresentations or false statements is disingenuous at best.

City staff further attempts to misconstrue Mr. Grover's statements in various legal actions as evidence that Mr. Grover maintains the Property "as a duplex". However, City staff has not inspected the Property or provided factual evidence that the Property is maintained as a duplex. Mr. Grover has previously asked City staff what constitutes a "duplex." City staff informed Mr. Grover that a duplex has two separate cooking areas while a single rental unit only contains one cooking area. No evidence has been submitted to suggest that the Property contains two separate cooking areas.

The City's own rental ordinance defines a "Dwelling Unit" as "a single family dwelling or a discrete portion of a dwelling or detached structure/garage designed for occupancy by one family." City Code § 4-13-2. A "family" is defined as "an individual or two (2) or more persons related by blood, marriage or adoption, or a group of not more than four (4) persons not so related, living together as a single housekeeping unit using common cooking facilities." (emphasis added) City Code § 4-13-2. Accordingly, 4 or more unrelated people may live together in the Property as a "family" as a single housekeeping unit.

Mr. Grover does not deny that there are upper and lower sleeping rooms and that he occasionally refers to those separate areas as the upper unit and the lower unit, particularly if unrelated family members are occupying them as a single housekeeping unit.

For the reasons set forth above, City staff has not provided any evidence to demonstrate that Mr. Grover has made any false statements, fraudulent representations or misrepresentations in the course of his business. Consequently, the City lacks a basis to deny Mr. Grover's rental application pursuant to City Code § 4-13-8-B4.

3. Mr. Grover is not conducting a licensed activity in such a manner to breach the peace or disturb the peace or comfort of the residents of in the City.

Once again, City staff asserts that Mr. Grover has engaged in activities that would breach City ordinances. In support of their allegation, City staff provides 4 police reports for incidents at the Property. *See Exhibits 9-12.*

The memorandum submitted to Council focuses not on the actions of Mr. Grover, but the actions of occupants at his property. Notably, all of the police reports provided by City staff relate to the same two people that resided at the Property. In fact, the police reports themselves state that one of the individuals was alleged to have "untreated mental health issues" and a "history of domestic violence". The reports all seem to arise from arguments and fights between those individuals. Mr. Grover would have gladly evicted them from the Property, but due to the COVID-19 Eviction Moratorium, Mr. Grover effectively found himself barred from evicting them. So while the City had complaints about the repeated calls from the two occupants, and requested that Mr. Grover evict them, he could do nothing about the problem due to the State Eviction Moratorium.

City staff has cited no facts that Mr. Grover has taken any actions to breach the peace or disturb the peace and comfort of residents of in the City. Mr. Grover's occupants of the Property caused the problems and the related police calls, not Mr. Grover. By way of example, blaming Mr. Grover and denying his license application would be akin to blaming Walmart for multiple theft calls or other police calls in which the police have had to respond to crimes at Walmart and revoking their ability to do business in the City.

For the reasons set forth above, Mr. Grover has not conducted a licensed activity in such a manner to violate City Code § 3-2-10-A3. Accordingly, the City lacks a factual basis to deny Mr. Grover's rental application.

4. Mr. Grover's rental activities at the Property should not be a basis for denying his rental application.

Mr. Grover does not deny that he has previously rented the Property to tenants, but that activity alone should not serve as the basis for denying Mr. Grover's application for a rental license. If anything, Mr. Grover's application demonstrates that he desires to comply with the City's rental license ordinance.

By way of background, Mr. Grover routinely rented the Property prior to the City's ordinance requiring that such activity be licensed. In fact, Mr. Grover is not alone in failing to obtain a rental license as Mr. Grover has provided City staff with a list of approximately 50-60 properties that appear to be rentals in the City yet do not have a license.

City staff points out in **Exhibit 13** that Mr. Grover has been renting the Property since 2014. But staff fails to point out that Mr. Grover did not violate any ordinance at that time because no rental license existed. The City only adopted its rental ordinance in October 2016, so any rental activity prior to that time has absolutely no relevance.

Following the adoption of the ordinance, Mr. Grover did not become aware of the ordinance requirements. Although the City points to conciliation court cases where Mr. Grover sought to retain the security deposit or rent (*see Exhibits 14-15*), the City does not point to a single letter or other evidence that would demonstrate that Mr. Grover knew about the City's ordinance and that he willingly violated the ordinance. In fact, in many cities like Inver Grove Heights, Landlords often may not be aware of a new rental ordinance until they have been notified about the ordinance from the city.

In fact, the first notice from the City to Mr. Grover did not occur until December 19, 2019, *See Exhibit 1*. Mr. Grover responded by filing an application for a rental license on February 10, 2020. *See Exhibit 2*. He followed up with a corrected application on March 6, 2020. *See Exhibit 4*. Due to the COVID-19 pandemic, the City placed Mr. Grover's application on hold. Despite his efforts to obtain a rental license, the City did not process the application because of the pandemic. After his tenants vacated the Property in late 2020 – early 2021, Mr. Grover asked to withdraw his rental license application on February 2, 2021. *See Exhibit 5*. At that time, he planned to sell the Property and no rental license would be required.

Ultimately, Mr. Grover ended up not selling the Property and on May 3, 2021 he once again submitted an application for a rental license. *See Exhibit 3*. The application was delayed again, so Mr. Grover resubmitted the present application on April 5, 2022.

a. The City does not appear to reject rental license applications based upon prior renting without a license.

As explained previously, Mr. Grover has found numerous instances of property owners engaged in rental activity without a license and he has notified the City of that fact. Additionally, Mr. Grover has attempted to determine how many times the City has denied a rental license to an applicant and the basis for that denial. Mr. Grover submitted a Data Practices request to the City requesting that it provide him with a list of all rental licenses issued and denied by the City for the past two years, and if denied, the basis for any such denial. *See Exhibit 2A*. Based upon the information provided by the City, not one single rental license has been denied. *See Exhibit 3-4*.

If the City routinely rejects rental license applications because of renting without a license pursuant to City Code § 4-13-8-B13, the City would have denied numerous other rental licenses for the past two years. However, this appears to be the first instance in the City in which City staff has requested that the City deny a rental license to a property owner previously rented property in the City despite numerous other property owners having done the very same thing.

As set forth above, the City only first notified Mr. Grover of the need for a rental license on December 19, 2019 and Mr. Grover responded by immediately seeking a rental license. Due to the COVID-19 pandemic, that application was not promptly processed, not as a result of Mr. Grover's actions, but because the City elected to delay processing licenses during the pandemic. Mr. Grover was unable to sell the home and now once again desires to obtain a rental license so that he can rent the Property in compliance with the City's ordinances.

5. No other good cause exists to deny Mr. Grover's rental license application.

The memorandum provided to Council concerning Mr. Grover's applications provides other irrelevant information in an attempt to justify denying Mr. Grover's rental license application.

Despite the multiple police reports provided (*see Exhibits 18-19*), not once did the police arrest Mr. Grover or find that he engaged in any unlawful conduct. City police never made a finding that Mr. Grover engaged in harassing conduct or other illegal acts. Simply because a party makes a police call does not mean that the other party engaged in any wrongful conduct. City staff fails to provide any factual evidence to suggest that Mr. Grover was arrested, much less committed a crime or unlawful act. There are no further follow-up police reports provided to suggest that Mr. Grover continued any "alleged harassing" behavior after being told to stop or otherwise acted unlawfully.²

² Notably, one of the police reports provided was due to an incident with the same occupants who called the police multiple times due to continued domestic disputes and alleged mental illness. *See Exhibits 9-12*. It's not surprising to see that the parties involved would also call the police on Mr. Grover too.

Lastly, City staff points to a plea agreement by applicant of operating a rental unit without a license.³ Because of the constant police calls, the City had asked Mr. Grover to remove his occupants. Mr. Grover had attempted multiple times to have the occupants vacate the Property so that he could sell the building. However, because of the COVID-19 Eviction Moratorium, Mr. Grover could not promptly commence eviction proceedings to comply with the City's requests. After the occupants finally vacated the Property, the City prosecuted Mr. Grover for operating a rental unit without a license.

Ultimately, Mr. Grover entered into a plea agreement to resolve his dispute with the City rather than to take the matter to trial. As a part of the plea, Mr. Grover agreed to obtain a rental license before leasing the Property again. When Mr. Grover decided to rent the Property again, he promptly submitted a rental license to the City on April 5, 2022. Notably, the City has provided no evidence to suggest that Mr. Grover has breached his probation conditions or rented the Property without a license. Mr. Grover is simply trying to comply with what he agreed to do as a part of his plea agreement, yet the City is trying to deny him the very relief it requested.

City staff has provided no factual support that good cause exists to deny Mr. Grover a rental license. In fact, the facts demonstrate exactly the opposite. Mr. Grover is attempting to comply with the City's rental licensing ordinance and requests that Council approve his application.

Summary

For the reasons set forth above, Mr. Grover requests that the City grant his request for a rental application. Mr. Grover rented his property without incident for many years prior to the City's adoption of a rental ordinance. Even after the ordinance had been adopted, unbeknownst to Mr. Grover, Mr. Grover operated the Property in a professional manner. When the City finally notified him of the need to acquire a rental license in 2019, he promptly complied with the City's request and submitted an application. City staff attempts to mischaracterize Mr. Grover's applications as false and misleading, but as set forth above, Mr. Grover had hoped to make improvements to his property to allow for a duplex. When that was denied, he promptly changed his application accordingly. Moreover, Mr. Grover is not the first person to have engaged in rental activity without a license and certainly will not be the last. Yet the City does not have any consistent practice in denying all such applications where the landlord engaged in rental activity without a license. In fact, Mr. Grover has been unable to find a single instance where the City has denied a rental license, must less denied it on grounds of renting without a license. Lastly, City staff attributes numerous police calls to the Property solely to Mr. Grover, when the facts clearly show that the people making those calls have serious issues with domestic violence and alleged mental health issues. To suggest that Mr. Grover caused those calls would be disingenuous at best.

City staff has failed to provide any legitimate factual support for its recommendation that the City deny Mr. Grover's rental license. Mr. Grover simply desires to comply with the City's rental ordinance and obtain a rental license so that he can lawfully operate the Property as a rental property. City staff's lack of factual support likely would be insufficient to revoke or

³ Once again, the facts giving rise to the guilty plea arise from the same occupants who made the calls in **Exhibits 9-12.**

suspend a license, and likewise it remains insufficient to deny Mr. Grover's rental application. For these reasons, Mr. Grover respectfully requests that Council approve Mr. Grover's rental application.

Very truly yours,

/s/ Stephen A. Ling

Stephen A. Ling
SAL

Encl.

Property Card	Parcel ID Number 20-43251-03-060
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Owner Information
Fee Owner GREGORY L GROVER
Mailing Address 7231 CAHILL AVE INVER GROVE HEIGHTS MN 55076



Property Address
Address 5975 CONCORD BLVD
Municipality INVER GROVE HEIGHTS

Parcel Information			
Sale Date	06/07/1990	Total Acres	0.28
Sale Value	\$51,000.00	R/W Acres	0.00
Uses	RESIDENTIAL	Water Acres	
		Plat	KRECHS W F 2ND ADDITION
		Lot and Block	6 3
		Tax Description	LOTS 5 & 6 BLK 3 & VAC ALLEY ACCRUING THERETO

2022 Building Characteristics (payable 2023)*					
Building Type	S.FAM.RES	Year Built	1936	Bedrooms	4
Building Style	1-1/4 STRY	Foundation Sq Ft	792	Bathrooms	2.00
Frame	WOOD	Above Grade Sq Ft	990	Garage Sq Ft	576
Multiple Buildings		Finished Sq Ft	1,422	Other Garage	

Miscellaneous Information					
School District	Watershed District	Homestead	Green Acres	Ag Preserve	Open Space
199	LOWER MISSISSIPPI RIVER	NON HOMESTEAD			

Assessor Valuation		
	Taxable	Estimated
2022 Land Values (payable 2023)	\$43,100.00	\$43,100.00
2022 Building Values (payable 2023)*	\$204,400.00	\$204,400.00
2022 Total Values (payable 2023)*	\$247,500.00	\$247,500.00
2021 Total Values (payable 2022)*	\$213,600.00	\$213,600.00

Property Tax Information		
Net Tax (payable 2022)	Special Assessments (2022)	Total Tax & Assessments (2022)
\$2,382.00	\$0.00	\$2,382.00

* Manufactured Homes Payable the Same Year as Assessment.

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

2021 RENTAL LICENSES

ADDRESS	ZIP CODE	OWNER/MGR	PROPERTY TYPE	PHONE	E-MAIL	LICENSE #	AMOUNT
6920 Clayton Ave	55076	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-001	\$295.00
6978 Delaney Ave	55076	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-002	\$235.00
1730 Atwater Path	55077	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-003	\$210.00
4378 Barbara Ave	55077	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-004	\$210.00
3875 75th St	55076	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-005	\$210.00
7943 Charles Way	55076	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-006	\$75.00
7324 Cahill Ave	55076	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-007	\$3,280.00
3085 Upper 76th St E	55076	Delisa Collette	SINGLE FAMILY	952-563-1921	dcollette@invitationhomes.com	21-008	\$235.00
6962 Archer Trl	55077		TOWNHOUSE	913-636-6786	r2parsi@gmail.com	21-009	\$235.00
7037, 7071, 7125 Concord Blvd	55076	Mark Prokop	APARTMENT BUILDING	612-328-6673	jprokop@nlmgt.com	21-010	\$3,025.00
6965 Archer Ct	55077	Har Mattaparti	TOWNHOUSE	952-215-6024	hkmattaparti@yahoo.com	21-011	\$1,525.00
3363 69th St E	55076	Adam Schenck	SINGLE FAMILY	469-661-3073	compliance@pathlightmgt.com	21-012	\$5,575.00
6931 Archer Ct	55077	John Scribante	TOWNHOUSE	612-230-3953	js@rpmviking.com	21-013	\$75.00
7409 Braden Trl	55076	Michael Schaeffer	TOWNHOUSE	651-797-6913	bethany@msphomerental.com	21-014	\$75.00
3794 Upper 73rd St E	55076	Travis Metzen	SINGLE FAMILY	651-528-9074	travismetzen@gmail.com	21-015	\$75.00
3984 64th St E	55076	Adam Schenck	SINGLE FAMILY	469-661-3073	compliance@pathlightmgt.com	21-016	\$75.00
6690 Catherine Ave	55076	Douglas Steven	TOWNHOUSE	612-309-0309	Doug.steven@stevencabinets.com	21-017	\$75.00
3302 Lower 67th St E	55076	Douglas Steven	TOWNHOUSE	612-309-0309	Doug.steven@stevencabinets.com	21-018	\$75.00
3459 Cloman Ave	55076	Douglas Steven	TOWNHOUSE	612-309-0309	Doug.steven@stevencabinets.com	21-019	\$75.00
8857 Brunell Way	55076	Ben Kieffer	TOWNHOUSE	651-269-9155	ben.kieffer@comcast.net	21-020	\$75.00
5641 Babcock Trl NO LICENSE REQUIRED -STATE LIC GRP HOME	55077	Eric Gullickson	SINGLE FAMILY	651-208-2602	gullicksonhomes@gmail.com	21-021	\$75.00
2782 87th St E	55076	Gena Simon	TOWNHOUSE	651-263-1548	gena.wong@gmail.com	21-022	\$75.00
7452 Bolton Way	55076	Boris Makhlin	TOWNHOUSE	651-454-1632	NA	21-023	\$75.00
7008 River Rd	55076	Cassie Verch	SINGLE FAMILY	651-214-9602	Cassie@HCRolutions.com	21-024	\$75.00
8343 Corcoran Circle	55076	Joshua Christian	TOWNHOUSE	651-357-6221	joshua.christian@gmail.com	21-025	\$75.00
8861 Brunswick Path	55076	Brandon Nation - Renter's Warehouse	TOWNHOUSE	844-793-4948	bnation@renterswarehouse.com	21-026	\$75.00
8655 Beverly Way	55076	Leah Frenning - Pro Realty	TOWNHOUSE	651-484-0679	info@prorerealty.com	21-027	\$75.00
8744 Callahan Trl	55076	Leah Frenning - Pro Realty	SINGLE FAMILY	651-484-0679	info@prorerealty.com	21-028	\$75.00
7075 Cleve Ave	55076	Leah Frenning - Pro Realty	SINGLE FAMILY	651-484-0679	info@prorerealty.com	21-029	\$75.00
3567 Cuneen Trl	55076	Leah Frenning - Pro Realty	SINGLE FAMILY	651-484-0679	info@prorerealty.com	21-030	\$75.00
7928 Barbara Ave	55077	Leah Frenning - Pro Realty	TOWNHOUSE	651-484-0679	info@prorerealty.com	21-031	\$75.00
5455 Brewer Lane	55076	Jason Gaskill	TOWNHOUSE	612-384-4783	jason@twincities.com	21-032	\$75.00
10805 Rich Valley Blvd	55077	Peter Tjornhom	SINGLE FAMILY	952-994-9029	ptjornhom@trusealamerica.com	21-033	\$75.00
7510 Concord Blvd - Skyline Village	55076	Joel Brown (Susan Ludden)	MANUFACTURED HOME PARK - 36 UNITS	612-505-1148	licenses@rhp.com	21-034	\$1,825.00
8555 Bacardi Ave- Emerald Hills	55077	Joel Brown	MANUFACTURED HOME PARK - 2 UNITS	612-505-1148	licenses@rhp.com	21-035	\$125.00
6997 Delaney Ave	55076	Robert Dahl	SINGLE FAMILY	651-451-1010	NA	21-036	\$75.00
3303 75th St E	55076	Robert Dahl	SINGLE FAMILY	651-451-1010	NA	21-037	\$75.00
5445 Babcock Trl #202	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-038	\$75.00
5445 Babcock Trl #206	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-039	\$75.00
5445 Babcock Trl #207	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-040	\$75.00
5445 Babcock Trl #208	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-041	\$75.00
5447 Babcock Trl #103	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-042	\$75.00
5447 Babcock Trl #104	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-043	\$75.00
5447 Babcock Trl #202	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-044	\$75.00
5447 Babcock Trl #204	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-045	\$75.00
5447 Babcock Trl #206	55077	Eric Larson	CONDO	763-670-5413	elarson@pres-mn.com	21-046	\$75.00
6930 Crosby Ave - SOLD - NO LONGER RENTED	55076	Jacob Mildon	SINGLE FAMILY	651-319-1340	mildonbrothers@yahoo.com	21-047	\$75.00
4930 Ashley Lane - Avana Southview	55077	Reshal Malik	APARTMENT BUILDING (AVANA) - 424 UNITS	651-455-3714	avanasouthviewmgr@greystar.com	21-048	\$6,985.00
5466 Bryce Ave	55076	Frederick Freeman	TOWNHOUSE	571-228-6482	rffreeman06@yahoo.com	21-049	\$75.00
3739 74th St E	55076	Joshua Pratt	SINGLE FAMILY	612-483-6654	josh.pratt@gmail.com	21-050	\$75.00
6512 Dawn Ave	55076	Gary Vanderbush	SINGLE FAMILY	651-425-0140	compliance@pathlightmgt.com	21-051	\$75.00
4858 Bivens Ct	55076	Michael Hamsund	TOWNHOUSE	651-592-9214	mhamsund@yahoo.com	21-052	\$75.00
7473 Dickman Trl	55076	John Stiles	DUPLEX	612-554-7794	john@twincitiesmultifamily.com	21-053	\$75.00
8842 Branson Dr	55076	Joseph Andert	TOWNHOUSE	952-217-0536	jtandert@comcast.com	21-054	\$75.00
4376 Upper 71st St	55076	Reinaldo Cintron	TRIPLEX	952-210-4988	NA	21-055	\$220.00
4527 Bloomberg Ln	55076	Doaah Sadek	TOWNHOUSE	651-503-5338	dosadek@yahoo.com	21-056	\$75.00
3956 71st St E	55076	Gary Vanderbush	SINGLE FAMILY	651-425-0140	compliance@pathlightmgt.com	21-057	\$75.00
6239 Concord Blvd	55076	Sheldon Drake	FOURPLEX	612-839-0177	stylesbystacydrake@gmail.com	21-058	\$235.00
6381 Crosby Ave	55076	Olivia Estrella	SINGLE FAMILY	651-354-3864	olivia.valdez8@gmail.com	21-059	\$75.00

7550 Banning Way	55077	Gary Vanderbush	SINGLE FAMILY	651-425-0140	compliance@pathlightmgt.com	21-060	\$75.00
6852 Craig Ct	55076	Gary Vanderbush	DUPLEX	651-425-0140	compliance@pathlightmgt.com	21-061	\$75.00
3760 75th St E	55076	Gary Vanderbush	SINGLE FAMILY	651-425-0140	compliance@pathlightmgt.com	21-062	\$75.00
3284 71st St E	55076	Gary Vanderbush	SINGLE FAMILY	651-425-0140	compliance@pathlightmgt.com	21-063	\$75.00

2022 RENTAL LICENSES

ADDRESS	ZIP CODE	OWNER/MGR	PROPERTY TYPE	PHONE	E-MAIL	LICENSE #	AMOUNT
4892 BIVENS CT	55076	BRIAN MIELKE	TOWNHOUSE	612-669-7562	brian.mielke@charter.net	22-001	\$75
7382 BORMAN AVE	55076	KIMBERLY RINEHART	SINGLE FAMILY	651-308-7882	robertmgear@gmail.com	22-002	\$75
6423 CONCORD BLVD	55076	MARK SANDQUIST	DUPLEX	651-457-4366	NA	22-003	\$205
6415-6417 CONCORD BLVD	55076	MARGARET SANDQUIST	DUPLEX	651-457-4366	NA	22-004	\$205
4703 BLAINE AVE	55076	ALLAN DRESSLEY	TOWNHOUSE	612-670-6347	ajd82@comcast.net	22-005	\$75
4811 BLAINE AVE	55076	ALLAN DRESSLEY	TOWNHOUSE	612-670-6347	ajd82@comcast.net	22-006	\$75
4843 BISSET LN	55076	ALLAN DRESSLEY	TOWNHOUSE	612-670-6347	ajd82@comcast.net	22-007	\$75
4901 BISSET LN	55076	ALLAN DRESSLEY	TOWNHOUSE	612-670-6347	ajd82@comcast.net	22-008	\$75
2448 49th ST E	55076	ALLAN DRESSLEY	TOWNHOUSE	612-670-6347	ajd82@comcast.net	22-009	\$75
4905 BISSET LN	55076	AMY LESHER	TOWNHOUSE	651-283-9668	amyandjim5@gmail.com	22-010	\$75
8009 DELANO WAY	55076	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-011	\$75
4819 BISSET LANE	55076	JEFFREY CAMPBELL	TOWNHOUSE	612-437-7045	jeff@fidelitybankmn.com	22-012	\$75
6975 ARCHER COURT	55077	HAR MATTAPARTI	TOWNHOUSE	952-215-6024	hkmattaparti@yahoo.com	22-013	\$75
6973 ARCHER PLACE	55077	HAR MATTAPARTI	TOWNHOUSE	952-215-6024	hkmattaparti@yahoo.com	22-014	\$75
8163 DARCY LANE	55076	JENNIFER SOBOTA	TOWNHOUSE	612-581-3375	jennifer.sobota@gmail.com	22-015	\$75
2111 78th COURT EAST	55077	RONALD RICHINS	FOURPLEX	651-270-7249	1031sunriseproperties@gmail.com	22-016	\$235
7870 BARBARA AVE	55077	FRANCIS JAMES HICKEY	FOURPLEX	651-458-3607	jimmy842806@icloud.com	22-017	\$235
3816 67th ST E	55076	FRANCIS JAMES HICKEY	FOURPLEX	651-458-3607	jimmy842806@icloud.com	22-018	\$235
3811 66th ST	55076	FRANCIS JAMES HICKEY	FOURPLEX	651-458-3607	jimmy842806@icloud.com	22-019	\$235
7810 BARBARA AVE	55077	FRANCIS JAMES HICKEY	FOURPLEX	651-458-3607	jimmy842806@icloud.com	22-020	\$235
9395 OLD CONCORD BLVD	55076	MICHAEL CADDIDY	SINGLE FAMILY	651-775-7847	me.cassidy@comcast.net	22-021	\$75
4927 BISSET LANE	55076	CODY DORNSEIF	TOWNHOUSE	952-200-2132	doomsy11@live.com	22-022	\$75
2586 49th ST E	55076	KATHLEEN PAN	TOWNHOUSE	651-324-8242	kathleenpan1@gmail.com	22-023	\$75
4875 BRYCE AVE	55076	LARRY GROPPOLI	DUPLEX	651-303-0760	lgrop@live.com	22-024	\$205
3220 81st ST	55077	JEFFREY LEYDE	APARTMENT BLDG - 11 UNITS	651-329-0145	manage@imagemmlc.com	22-025	\$340
4877 BITTERMAN PATH	55076	SHAILESH KOPPIKAR	CONDO	651-278-9894	shaileshkoppikar@yahoo.com	22-026	\$75
4852 BIVENS CT	55076	SCOTT ANDERSON	TOWNHOUSE	651-402-1373	thpeagan@gmail.com	22-027	\$75
3484 CLOMAN WAY	55076	KYLE CORNIEA	TOWNHOUSE	651-455-0456	krusible@gmail.com	22-028	\$75
4888 BOATMAN LANE	55076	ROBERT STEFANI	TOWNHOUSE	651-503-9024	robert.stefani@nm.com	22-029	\$75
7575, 7585 CLOMAN WAY	55076	SUSAN SHAUGHNESSY	FOURPLEX	651-455-1188	rent@tvcproperties.com	22-030	\$470
7361 DEGRIO WAY	55076	KIMBERLY RINEHART	APARTMENT BLDG - 8 UNITS	651-470-3911	kimberlyanne8353@comcast.net	22-031	\$295
7580, 7590 CLOMAN WAY	55076	PATRICK BAGAN	APARTMENT BLDG - 8 UNITS	651-894-2997	waganholdingsllc@gmail.com	22-032	\$445
2454 49th ST	55076	CORY AND JILL WAGNER	TOWNHOUSE	612-240-2763	jmvakels@gmail.com	22-033	\$75
3800 67th ST	55076	KIMBERLE ROGERS	FOURPLEX	612-816-5996	ptiger2003@msn.com	22-034	\$235
7952 CHARLES WAY	55076	HUNTER MESSERSCHMIDT	CONDO	612-323-0320	hunter@nwsproperties.com	22-035	\$75
8553 BECHTEL CT	55076	KERI WYMAN	SINGLE FAMILY	952-456-2245	keriwyman@gmail.com	22-036	\$75
4868 BIVENS CT	55076	KATHLEEN HAGER	TOWNHOUSE	651-335-4167	kathleenh@ffiautomation.com	22-037	\$75
8851 BRODERICK BLVD	55076	BENJAMIN JORDAN	APARTMENT BLDG (MONUMENT RIDGE) 135 UNITS	612-226-6436	benjamin@pmgproperty.com	22-038	\$2,350
4929 BISSET LANE	55076	PEGGY LOVEJOY	TOWNHOUSE	608-792-3155	alovejoy@bhhsnorthproperties.com	22-039	\$75
4880 BIVENS CT	55076	PEGGY LOVEJOY	TOWNHOUSE	608-792-3155	alovejoy@bhhsnorthproperties.com	22-040	\$75
6830-6832 CRAIG CT	55076	BARBARA WICKSTRAND	DUPLEX	612-245-0088	winningedge2007@comcast.net	22-041	\$205
6892 CRAIG CT	55077	WEIHUAN CHEN	DUPLEX	612-327-2866	weihuan55113@yahoo.com	22-042	\$205
4917 BOLGER TRAIL	55076	RICHARD JI	TOWNHOUSE	612-242-7229	rjivista@gmail.com	22-043	\$75
8779 BRUNELL WAY	55076	RICHARD BRAUN	TOWNHOUSE	612-701-5228	dick.Braun@Results.net	22-044	\$75
8792 BRUNELL WAY	55076	RICHARD BRAUN	TOWNHOUSE	612-701-5228	dick.Braun@Results.net	22-045	\$75
8908 BRUNELL WAY	55076	RICHARD BRAUN	TOWNHOUSE	612-701-5228	dick.Braun@Results.net	22-046	\$75
8795 BRUNELL WAY	55076	RICHARD BRAUN	TOWNHOUSE	612-701-5228	dick.Braun@Results.net	22-047	\$75
2590 49th ST	55076	MATTHEW BONIN	TOWNHOUSE	651-338-8963	matthewbonin@msn.com	22-048	\$75
4888 BISSET LN	55076	MATTHEW BONIN	TOWNHOUSE	651-338-8963	matthewbonin@msn.com	22-049	\$75
4919 BISSET LN	55076	MATTHEW BONIN	TOWNHOUSE	651-338-8963	matthewbonin@msn.com	22-050	\$75
4857 BOATMAN LN	55076	PEGGY LOVEJOY	TOWNHOUSE	608-792-3155	alovejoy@bhhsnorthproperties.com	22-051	\$75
5946 CONCORD BLVD	55077	LEO EXLEY	SINGLE FAMILY	612-618-2702	lexley8639@msn.com	22-052	\$75
8791 BRANSON DR #73	55076	ALANTE WILLIAMSON	TOWNHOUSE	612-800-2461	wellsalante40@gmail.com	22-053	\$75
6983 ARCHER CT	55077	MADHU KOLAN	TOWNHOUSE	651-398-7400	madhu.kolan@gmail.com	22-054	\$75
7912 BARBARA AVE	55077	CLYDE REYNOLDS	FOURPLEX	651-451-7129	clyde_reynolds@yahoo.com	22-055	\$235
6967 ARCHER PLACE	55077	DEB NEWELL	TOWNHOUSE	952-808-9700	billing@realtimereleasing.com	22-056	\$75
9925 ALAUREATE COURT	55077	DEB NEWELL	SINGLE FAMILY	952-808-9700	billing@realtimereleasing.com	22-057	\$75
9629 RICH VALLEY BLVD	55077	DEB NEWELL	SINGLE FAMILY	952-808-9700	billing@realtimereleasing.com	22-058	\$75
7305 BRITTANY LN	55076	GUARDIAN PROP MGMT	TOWNHOUSE	651-287-2011	maintenance@guardianprop.com	22-059	\$75
8287 DELANEY DR	55076	GUARDIAN PROP MGMT	TOWNHOUSE	651-287-2011	maintenance@guardianprop.com	22-060	\$75
4835 BISSET LN	55076	STACY MARION	TOWNHOUSE	651-552-0356	stacymarion23@icloud.com	22-061	\$75
4897 BIVENS CT	55076	JENNIFER RATTS	TOWNHOUSE	651-276-2023	jennifer.L.ratts@gmail.com	22-062	\$75

8093 DARCY LN	55076	DHEERAJ GUPTA	TOWNHOUSE	646-488-2347	DGXLNC@gmail.com	22-063	\$75
8865 BRUNELL WAY	55076	ILYA SALNIKOV	CONDO	763-229-1589	isalni001@gmail.com	22-064	\$75
6974 ARCHER CT	55077	ANIL SODADASI	TOWNHOUSE	952-212-2535	avehomesrental@gmail.com	22-065	\$75
6326 BAILEY TRL	55077	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-066	\$75
8974 COFFMAN PATH	55076	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-067	\$75
7686 ADDISEN PATH	55077	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-068	\$75
7652 ADDISEN PATH	55077	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-069	\$75
7481 CLOMAN WAY	55076	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-070	\$75
4838 BARBARA AVE	55077	BAKHTIYOR IBROGIMOV	FOURPLEX	612-607-9405	bakh07@gmail.com	22-071	\$210
1840 55TH ST	55077	JIN LI	SINGLE FAMILY	651-399-9435	jj20020612@yahoo.com	22-072	\$75
2550 49TH ST	55076	HOANH LAI	TOWNHOUSE	952-297-6342	hoanhsamlai@yahoo.com	22-073	\$75
7295 BRITTANY LANE	55076	ALISON HOWARD	TOWNHOUSE	651-262-8026	dr.amhoward@gmail.com	22-074	\$75
3203 75TH ST	55076	JINNING QI	SINGLE FAMILY	651-399-0604	jinningqi@yahoo.com	22-075	\$75
6802 CRAIG CT	55076	ROBERT DAHL	SINGLE FAMILY	651-451-1010	rgd1010@comcast.net	22-076	\$75
6020 CAHILL AVE	55076	LATOYA OWENS	APARTMENT BUILDING (CAHILL PLACE) 40 UNITS	952-380-6574	lowens@centercityhousing.org	22-077	\$775
5220 GREYSTONE DR	55077	STEVEN SCOTT MGMT	APARTMENT BUILDING (GREYSTONE HGHTS) 100 UNITS	952-540-8677	jcrosby@steven-scott.com	22-078	\$3,025
3840 67th ST	55076	GIAM NGUYEN	FOURPLEX	612-840-8044	giammn@gmail.com	22-079	\$235
3832 67th ST	55076	GIAM NGUYEN	FOURPLEX	612-840-8044	giammn@gmail.com	22-080	\$235
3100-3122 E 65TH ST	55076	KIMBERLY RINEHART	APARTMENT BUILDING (BRIDGEWOOD) 158 UNITS	651-470-3911	kimberlyanne8353@comcast.net	22-081	\$3,280
1455 UPPER 55TH	55077	JULIE NELSON	APARTMENT BUILDING (SALEM GREEN) 320 UNITS	651-303-1913	julie@condormgt.com	22-082	\$5,575
8213 COLLEGE TRAIL	55077	STEVEN SCOTT MGMT	APARTMENT BUILDING (THE COMMONS OF INVER GROVE) 60 UNITS	952-540-8677	jcrosby@steven-scott.com	22-083	\$1,525
5359 AUDOBON AVE	55077	LAURA LEBENS	APARTMENT BUILDING (LAKE COVE) 486 UNITS	952-853-0036 X 102	Llafrenz@SpectrumPropertyMgmt.com	22-084	\$11,515
1181 80th ST	55077	RODGER ESPESETH	APARTMENTS	612-363-6183	NA	22-085	\$465
1860 52ND ST	55077	ROBERT HAIGHT	APARTMENT BUILDING (PEARLWOOD ESTATES) 240 UNITS	612-718-2746	Pearlwoodmgr@hayloftpm.com	22-086	\$4,375
7512 BANNING WAY	55077	GARY VANDERBUSH	SINGLE FAMILY	469-661-3073	compliance@pathlightmtg.com	22-087	\$75
3797 75TH ST	55076	JOSHUA HAZEL	SINGLE FAMILY	509-998-6714	joshhazel@sbcglobal.net	22-088	\$75
4835-4855-4865 BABCOCK TRL	55077	RICHARD BETHKE	APARTMENT BUILDING (SOUTHVIEW GREENS) 54 UNITS	612-400-4749	smann@mannapts.com	22-089	\$1,285
7515 CLOMAN WAY	55076	CESAR MARTINEZ	DUPLEX	612-433-0611	vegacfme@gmail.com	22-090	\$205
7535-7537 BANNING WAY	55077	JESSE OVERBY	DUPLEX	507-581-0234	jesse.142@live.com	22-091	\$205
8132 CLIFFORD CIRCLE	55076	MICHAEL ATWOOD	SINGLE FAMILY	507-380-4158	mspppm@goalproperties.com	22-092	\$75
1358 COURTHOUSE BLVD	55077	ADAM MILLER	SINGLE FAMILY	612-916-5399	adam.miller.john@gmail.com	22-093	\$75
4683 BLAINE AVE	55076	ANTHONY CUDO	TOWNHOUSE	763-232-6911	acudo@yahoo.com	22-094	\$75
4696 BLAINE AVE	55076	ANTHONY CUDO	TOWNHOUSE	763-232-6911	acudo@yahoo.com	22-095	\$75
3298-3302 78TH ST	55076	LADONNA JOSEPH	DUPLEX	651-450-6230	mnladonna51@aol.com	22-096	\$205
6569 CRAIG AVE	55076	DAVID URBAN	DUPLEX	651-383-2756	davidurban01@gmail.com	22-097	\$205
4750 BRENT AVE	55076	GARY VANDERBUSH	SINGLE FAMILY	651-425-0140	compliance@pathlightmtg.com	22-098	\$75
6840 BENTON WAY	55076	CHRIS MAUZY	TOWNHOUSE	612-367-7848	info@mauzyproperties.com	22-099	\$75
6533 CRAIG AVE	55076	JAMES PENG	SINGLE FAMILY	520-991-4113	jpengaz@gmail.com	22-100	\$75
2600 75TH ST #217	55077	NYAMBURA NJENGA	CONDO	651-287-2011	maintenance@guardianprop.com	22-101	\$75
2600 75th St #215	55077	NYAMBURA NJENGA	CONDO	651-287-2011	maintenance@guardianprop.com	22-102	\$75
3275 80TH ST #303	55077	BRANDON CORCORAN	CONDO	612-290-9181	brandon.corcoran@gmail.com	22-103	\$75
1162 82ND ST	55077	CHERI LUDWIG	SINGLE FAMILY	612-251-3223	cheria@completemanagementteam.com	22-104	\$75
5445 BABCOCK TRAIL #104	55077	DANIEL LOEFFELHOLZ	CONDO	651-306-9104	nadone273@gmail.com	22-105	\$75

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY MINNESOTA
RESOLUTION NO. _____**

**A RESOLUTION DENYING A RENTAL LICENSE FOR THE PROPERTY LOCATED
AT 5975 CONCORD BLVD. EAST**

WHEREAS, Inver Grove Heights City Code Chapter 13 establishes license requirements for rental properties within the City and authorizes the City Council to approve, deny, or approve a license with reasonable conditions; and

WHEREAS, the property located at 5975 Concord Blvd. East in the City of Inver Grove Heights (Property) is owned by Gregory Grover (Owner or Applicant); and

WHEREAS, the Owner has applied for a rental license for the Property; and

WHEREAS, based on the current use of the Property as a multiple family dwelling; the false statements made in the application for the rental license related to the property use and type; the Owner's renting of the Property without a rental license, and the Owner's conduct in renting the Property, as well as other good cause shown, as detailed at the license hearing held on August 8, 2022 before the City Council, and included in the June 17, 2022 Memorandum to Mayor and Council and Attached Exhibits, staff including the Police Chief recommend denial of the license application;

WHEREAS, City Code Section 4-13-8 authorizes the Council to deny an application for renewal of a rental license, and provides grounds for such denial; and

WHEREAS, Owner was advised in writing of the opportunity to be heard before the City Council took any action on his rental license application; and

WHEREAS, at its August 8, 2022 meeting, the City Council provided Owner as well as any other persons present with the opportunity to be heard for or against issuance of the rental license for the Property; and

WHEREAS, the Council received and accepted the Memorandum to the Mayor and Council dated June 17, 2022 and related Exhibits (Memo and Exhibits) into the record related to consideration of the rental license application for the Property.

NOW THEREFORE BE IT RESOLVED, based on the information presented and the materials accepted into the record at the August 8, 2022 council meeting, the City Council of the City of Inver Grove Heights, Minnesota:

1. The City Council hereby **DENIES** the rental license application for the rental property located at 5975 Concord Blvd. East based on the following Grounds for Denial:

- a. The proposed use does not comply with the zoning code in violation of City Code § 4-13-8-B1.
 - b. Applicant has made fraudulent statements, misrepresentations, or false statements in the application or investigation for or in the course of the applicant's business in violation of City Code § 4-13-8-B4.
 - c. Applicant has been conducting the licensed activity in such manner as to constitute a breach of the peace, or a menace to the health, safety and welfare of the public, or a disturbance of the peace or comfort of the residents of the city.
 - d. Applicant has been conducting a licensed activity in such a manner as to constitute a breach of the peace, or a menace to the health, safety and welfare of the public, or a disturbance of the peace or comfort of the residents of the City, upon recommendation of the public health authorities or other appropriate City official in violation of City Code § 3-2-10-A3.
 - e. Applicant has been conducting rental activity without a license in violation of City Code § 4-13-8-B13.
 - f. Other good cause per City Code § 4-13-8-B14.
- 2. The City Council hereby adopts the information and reasons stated in the Memo and Exhibits under items 1 through 5 of the overview section as its **FINDINGS OF FACT AND REASONS FOR DENIAL**, and incorporates the same herein by reference as the Council's findings of fact and reasons for denial of the Rental License Application.
 - 3. The City Clerk is directed to serve a copy of this Resolution on the Property Owner.
 - 4. Any enforcement action related to renting without a license shall be stayed for a period of sixty (60) days to provide sufficient time for existing tenants to make alternative housing arrangements.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 8th day of August, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Thomas Bartholomew
Its: Mayor

Attested:

By: _____

Rebecca Kiernan

Its: City Clerk

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY MINNESOTA
RESOLUTION NO. _____**

**A RESOLUTION APPROVING A RENTAL LICENSE WITH CONDITIONS FOR THE
PROPERTY LOCATED AT 5975 CONCORD BLVD. EAST**

WHEREAS, Inver Grove Heights City Code Chapter 13 establishes license requirements for rental properties within the City and authorizes the City Council to approve, deny, or approve a license with reasonable conditions; and

WHEREAS, the property located at 5975 Concord Blvd. East in the City of Inver Grove Heights (Property) is owned by Gregory Grover (Owner); and

WHEREAS, the Owner has applied for a rental license for the Property; and

WHEREAS, based upon all of the information presented to the Council at its August 8th meeting, including the June 17th Memorandum and Exhibits which were presented to the Council and received into the record at the August 8th hearing regarding the rental license application for the Property, significant concerns exist with respect to this rental Property related to the protection of the health and safety of tenants; and

WHEREAS, City Code Section 4-13-8 authorizes the issuance of a rental licensed with reasonable conditions when deemed appropriate by the City Council; and

WHEREAS, the City Council finds that it is appropriate to issue a rental license with conditions for the Property.

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

1. The City hereby **APPROVES** the rental license application for the rental property located at 5975 Concord Blvd. East subject to the following **CONDITIONS**:
 - a. Within ten (10) days of issuance of this license, Owner shall:
 - i. Verify in writing and upon oath that it is requiring the Minnesota crime free lease addendum or its equivalent as part of its leases for existing leases, and will continue to require the Minnesota crime free lease addendum or its equivalent for all leases going forward; and
 - ii. Provide current copies of all information required by Chapter 13 of the City Code for issuance of a rental license, including but not limited to providing the City with a current tenant register for the Property.

iii. Permit inspection of the premises by the City's Building Official to confirm compliance with the Minnesota State Building Code.

b. Owner shall have no rental license or other ordinance violations at the Property.

2. Owner is hereby advised that failure to comply with the terms of this conditional rental license approval, as well as all of the applicable provisions of Chapter 13 of the City Code, may constitute grounds for suspension or revocation of the rental license for the Property.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 8th day of August, 2022.

CITY OF INVER GROVE HEIGHTS

By: _____
Thomas Bartholomew
Its: Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

Request for Council Action

SUBJECT: LMCIT Insurance Renewal

MEETING DATE: August 8, 2022

ITEM TYPE: Regular Business

CONTACT: Sam Hosszu, Assistant Finance Director, 651.450.2516

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the League of Minnesota Cities Insurance Trust (LMCIT) insurance policy renewals for Property/Casualty and Workers Compensation for the coverage period of September 1, 2022 to September 1, 2023.

BACKGROUND

The League of Minnesota Cities Insurance Trust (LMCIT) is a not-for-profit, self-insured membership cooperative formed by Minnesota cities in 1980 and specifically designed to help cities address their property/casualty and workers' compensation insurance needs. LMCIT provides coverage unique to cities for items such as land use litigation, cyber security, property damage, sewer backups, etc. and continues to develop new coverage as needed. The City of IGH has been a member of the cooperative since 1985.

Annual premium costs for cities participating in these programs are affected by municipal market rates, exposures, and experience. A specific city's premium will also be impacted by changes in exposure such as payrolls, city expenditures, property values or changes in workers' compensation claims.

The renewal process involves two separate applications and quotes through LMCIT, a workers' compensation application and a property/casualty application. The application for a workers' compensation quote involves submitting payroll data to LMCIT and risk calculations completed by the LMCIT. The property and casualty application involves listing the City's assets, expenditures, and other exposure related items and an analysis by LMCIT. Details of the applications and proposals are listed below.

Property/ Casualty Program for Property, Liability, Auto Insurance

As a condition of participating in the property/ casualty program, cities must have an insurance agent. An agent helps coordinate the gathering of information to complete the renewal application, provides advice on selecting coverage options, reviews coverage documents, answers questions on coverage and premium calculations, reviews loss reports for correct reporting and helps in identifying and dealing with risk exposures, among many other services. The City has used Gallagher as its agent since 2000 and has been satisfied with their support.

Between May and June, staff worked with Gallagher to complete the renewal application process and the final application was submitted to LMCIT on July 5, 2022. On July 27, the City received LMCIT's

renewal proposal and Gallagher's Executive Summary of the proposal.

Key highlights of the proposal include:

- City staff worked with Gallagher to establish a timeline to ensure a timely renewal. Expectations were communicated with city staff, Gallagher, and LMCIT personnel. The timeline was adhered to and a proposal was received by the City in a timely fashion.
- The overall policy premium is expected to increase by 4.1% or \$16,850. Specific policies that reflect these increases include the property and equipment breakdown. These increases were partially offset by a reduction in auto premiums and municipal bond premiums.
- There are several optional policies the City can choose to add to its portfolio:
 - Primary Vehicle Use - This coverage makes the City's auto liability insurance become primary when an employee is operating a personal vehicle for City use. The City has had this coverage in previous years and the \$1,161 premium is reflected in the premium quote.
 - Enhanced Auto Physical Damage Coverage - This coverage allows for the replacement of a vehicle without the deduction of depreciation. The City has historically carried enhanced auto physical damage coverage on its fire trucks and plow trucks aged less than 10 years to insure the City would be made whole in the event of a loss. This cost is reflected in the premium quote.
 - No-fault Premises Medical Coverage - This coverage would pay the claimant for incidents in which the City is not typically held liable. This coverage has not historically been carried by the City and has a premium of \$971 a year. This premium is not reflected in the premium quote.
 - Excess Liability Coverage - This coverage would increase liability limits (by \$2 million) to reduce the risk of out-of-pocket costs in the event of a claim. This is similar to an umbrella policy. The cost of this is \$63,988 a year. This premium is not reflected in the premium quote.
 - Liability Deductible Structure - The City can choose the preferred per claim deductible ranging from \$15,000 per claim to \$50,000 per claim. The City has historically carried the \$15,000 deductible per claim as this reduces the risk of loss from one particular claim. The \$15,000 deductible is reflected in the premium quote.
- Staff requested a quote on two additional coverages during this policy period but the City is not able to pursue these coverages at this time:
 - Staff requested a quote on an increase in cyber insurance limits from \$250,000 to \$500,000. However, LMCIT is not currently offering any increases to cyber limits at this time.
 - Staff requested a quote on optional no fault sewer back-up coverage. However, the City does not qualify for this coverage at this time.

Workers Compensation Policy

The LMCIT provides workers' compensation coverage and benefits as required under state statutes, and offers additional coverage for things such as exposure testing for employees exposed to bloodborne pathogens or infectious diseases, employer's liability for work-related injuries, and additional injury provisions provided under federal laws. The policy covers employees, elected and appointed officials, separate boards and commissions, emergency response employees, and volunteers. The Workers Compensation renewal application is more straight forward than the Property/Casualty renewal and thus LMCIT allows staff to coordinate this renewal directly with LMCIT.

Key highlights of the proposal include:

- Regular Premium Option - This option provides the City with a guaranteed premium cost based on the City's payroll which is then adjusted by an experience modification factor. In future renewals, staff will analyze the cost-benefit of considering LMCIT's deductible options.
- The City's experience credit for the 2021-2022 renewal came in at 70% which is reflective of the City's claims in the lookback period (9/1/2018-9/1/2021). This credit allows for a 30% discount on the workers' compensation premiums and is consistent with last year's experience credit.
- The overall policy premium is expected to increase by 41% or \$216,395 which is reflective of the cost of handling PTSD claims statewide and then the higher cost of insuring public safety employees.
- LMCIT is continuing to incur large PTSD claims. These claims currently make up approximately 30% of the annual claims paid by the LMCIT. If not for PTSD claims, the trust would be able to decrease rates by approximately 25%.

FISCAL IMPACT

Property/Casualty Program for Property, Liability, Auto Insurance

The current year's proposed premium increase is 4.12%. The current draft 2023 budget allocations planned for a 5% increase in premiums. This allocation includes monies for payment of the deductible and to cover the staff time allocated to insurance activities. Staff believe that the 2023 allocations are sufficient to meet the proposed premium increase.

Workers Compensation Policy

The current year's proposed premium reflects an increase of 41%, or \$216,395. While this may seem like a big increase, it was not completely unexpected. In recent years while the City's premiums had declined, the City opted to keep internal funding flat to ensure the City was prepared for the impact of PTSD claims on statewide renewals. Over the past couple of years, while internal funding exceeded premium costs, the balance in the Risk Management Fund grew. Because of this, staff assumed an increase of 5% to funding for the 2023 budget - and so, the difference between 2023 budgeted funding and 2023 proposed premium amounts to around \$28,000. Staff recommends utilizing the fund balance gained in the Risk Management Fund over the past few years to bridge this gap.

RECOMMENDATION

Staff recommends approval of the attached LMCIT insurance policy resolution, which for the Property/Casualty policy reflects:

- Continuation of the two optional coverages that the City has elected in past years: Primary Vehicle Use & Enhanced Auto Physical Damage Coverage
- Exclusion of the two additional optional coverages explored by staff: Excess Liability & Premises Medical Coverage
- Continuation of the \$15,000 per claim deductible

ATTACHMENTS

1. DRAFT Presentation
2. Resolution

2022 Insurance Renewals Property/Casualty & Workers Compensation

City Council Meeting

*Sam Hosszu - Assistant Finance Director
August 8, 2023*



Finance Department

www.ighmn.gov

Overview

- Insurance policies are obtained through the League of Minnesota Cities Insurance Trust (LMCIT)
- Property/Casualty renewal requires use of insurance agent
 - The city's current agent is Arthur J. Gallagher Risk Management Services, Inc.
 - Staff intend to put out an RFP for agent services towards the end of 2022.
- Workers Compensation renewal does not require the use of insurance agent
- Policy period for both renewals is Sept.1, 2022 through Sept. 1, 2023.

Types of Coverage Included in P/C

Property & Mobile Equipment

Includes buildings and contents (including vacant buildings and buildings under construction), property-in-the-open, and mobile equipment.

Municipal Liability

Provides protection for claims someone else makes against the city, an officer or employee of the city for actions arising from the course and scope of normal duties.

Automobile

Covers auto liability, damage, no-fault personal injury protection, uninsured/underinsured coverage.

Types of Coverage Included in P/C (cont.)

First Party Cyber

Covers data security breach response costs, loss of revenue, data restoration, computer equipment restoration.

- LMCIT insurance pool shares a \$10 million event limit and a \$25 million aggregate limit over the year.
- According to the FBI's 2020 Internet Crime Report, 2020 saw a record 69% increase in cybercrime over 2019.

Equipment Breakdown

Protects the city from the unexpected cost and expense associated with equipment and machinery breakdowns.

- Examples: air conditioning, refrigeration, heating equipment, water system pumps and motors, compressors, boilers.

Types of Coverage Included in P/C (cont.)

Crime

Automatically included in the P/C policy, Crime coverage provides \$250,000 of coverage for crime losses by non-city employees.

- Examples: non-employee theft, forgery, fraudulent instruction claims.

Petrofund

Automatically included in the P/C policy, Petrofund coverage provides reimbursement for 90% of the clean-up and liability costs from a petroleum products storage tank leak or spill, up to \$1 million.

- LMCIT property coverage provides reimbursement for the remaining 10% of the costs related to a tank leak or spill.

Types of Coverage Included in P/C (cont.)

Municipal Bond

Covers the city in the event an employee does not perform their duties in good faith.

- Examples: Losses related to investments not in accordance with state statute, losses and penalties due to theft of funds to be remitted to a taxing agency, losses due to an employee who harms a member of the public and the act is clearly malfeasance, willful neglect, or bad faith.

Overview of Coverage Costs

	2021/2022 Policy Year	2022/2023 Policy Year	Percent Increase
Property	\$ 127,681	\$140,128	9.75%
Mobile Equipment	8,960	9,157	2.20%
Municipal Liability	201,604	204,558	1.47%
Automobile	46,487	41,037	-11.72%
First Party Cyber	1,000	6,552	555.20%
Equipment Breakdown	20,603	22,042	6.98%
Crime	included	included	n/a
Petrofund	included	included	n/a
Municipal Bond	2,188	1,899	-13.21%
	\$ 408,523	\$ 425,373	4.12%

Property and Casualty - 2023 Budget

- 4.12% proposed premium increase
- 2023 property/casualty insurance allocations have been budgeted at a 5% increase.
 - Allocation also covers any deductibles
 - Allocation also covers staff time allocated to these insurance activities (5% of Finance Director, 5% of Assistant Finance Director)
 - Staff believe 2023 allocations are sufficient to meet the proposed premium increase.

Additional Coverage Options

Primary Vehicle Use

- This option makes LMCIT the primary coverage on employee's personal vehicles while the employee is driving as part of their job duties.
 - Note this is only for liability insurance
 - Cost of this coverage - \$1,161

*The city has been carrying this type of coverage.
Staff recommend continuation of this coverage.*

Additional Coverage Options

Enhanced Auto Physical Damage Coverage

- If a vehicle with this coverage is considered a loss, the coverage will pay the amount to purchase an equivalent new auto rather than the cost of a new auto less depreciation.

The city has been carrying this coverage on fire trucks and plow trucks aged less than 10 years.

Staff recommend continuation of this coverage.

Additional Coverage Options

Premises Medical Coverage

Premises medical coverage provides a relatively small amount of coverage for medical expenses to anyone who may be injured by a condition on city-owned property. This is no-fault coverage which means the injured person receives the benefit without having to show the injury resulted from the city's negligence.

- The coverage limits are \$2,500 per person and \$10,000 per occurrence.
- Cost would be \$971 for the year but claims are included in our claim history.

The city has not carried this coverage in the past.

Staff recommend the city not elect this coverage due to the increased exposure from potential claims in this area.

Additional Coverage Options

Excess Liability Coverage

The city's current limits are between \$100,000 and \$3 million depending on the claim type. Excess liability coverage would provide an additional \$2 million in coverage in an umbrella like policy.

- The premium for this optional coverage is \$63,988

The city has not carried this coverage in the past.

Staff recommend the city not elect this coverage as it increases premium cost by 15% and likelihood of need is minimal.

Additional Coverage Options

Cyber Insurance Coverage Limits

Historically, LMCIT has allowed cities to request increased limits for Cyber Coverage.

- Current Limit is \$250,000
- Staff requested a quote for \$500,000 in Cyber Coverage however the League is currently declining any requests for additional Cyber coverage due to increased exposure throughout the trust membership.

This optional coverage is not available with the 2022-2023 policy renewal.

Additional Coverage Options

No Fault Sewer Backup Coverage

This coverage will reimburse a property owner for cleanup costs and damages resulting from a city sewer backup or from a city water main break, irrespective of whether the backup was caused by city negligence.

- The city requested a quote for this coverage.
- Per LMCIT, the city does not qualify as the following conditions must be met:
 - City must have televised all sewer pipes within the last 10 years and maintained a record of those activities.
 - City must have and maintain a written inspections program.

Currently, the city does not qualify for this type of coverage.

Additional Coverage Options – SUMMARY

Optional Coverage	Within existing policy?	Estimated Cost
Personal Vehicle	Yes	\$1,161
Enhanced Auto Physical Damage	Yes	
Premises Medical Coverage	No	\$971
Excess Liability Coverage	No	\$63,988
Additional Cyber Coverage	No	LMCIT not offering at this time
No Fault Sewer Backup	No	City does not qualify at this time

Deductible Options

Deductible Per claim	Deductible Aggregate	Total P/C Premium	Comments
\$15,000	\$50,000	\$425,373	Option #1 Same deductible as 2021/2022
\$25,000	\$50,000	\$412,274	Option #2
\$50,000	\$50,000	\$400,440	Option #3

Staff recommend the city continue with the \$15,000 deductible per claim.

Workers Compensation Insurance

- How premiums are calculated
 - Workers are split into categories based on risk (ex. streets, clerical office, parks, police, fire)
 - Each group is assigned a rate based on the risk level for that category.
 - The city then estimates the amount of payroll in that job class and the premium is calculated.

Increase in Statewide PTSD Claims

- The Trust is seeing an increase in claims related to PTSD.
 - Since 2013 the Trust has incurred roughly \$36,000,000 in PTSD Claims
 - Currently PTSD claims make up ~30% of the annual claims
 - If the Trust did not pay out PTSD claims, rates would decrease by ~25% this year.
 - This statewide trend has led to increased costs for insuring employees in public safety categories (greater exposure).

Workers Compensation Premium

	2021/2022 Policy Year	2022/2023 Policy Year	% Increase/ (Decrease)
Budget Allocations	\$ 688,100	\$ 722,500	5%
Premium	\$ 534,132	\$ 750,527	41%
Over/(Under)	\$ 153,968	(\$ 28,027)	

Budget Assumptions:

- 2022 budget allocation was held flat (0%)
- 5% increase assumed for 2022-2023 renewal as staff anticipated larger increase to this premium.
- Recommendation to utilize fund balance (2022 premium savings) to cover 2022-2023 shortfall.

Premium Increase Drivers:

- Increase in PTSD Claims Statewide
- City increase in public safety payroll

Next Steps

- Approval of Resolution for renewal of Property and Casualty and Workers Compensation insurances.
- This resolution is inclusive of the primary vehicle use and enhanced auto physical damage coverage and excludes the excess liability and premises medical coverage.
- LMCIT Renewal Deadline: Sept. 1, 2022.



CITY ADMINISTRATION

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

COMMUNITY DEVELOPMENT

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

FINANCE DEPARTMENT

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

FIRE DEPARTMENT

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

PARKS & RECREATION

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

POLICE DEPARTMENT

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

PUBLIC WORKS DEPARTMENT

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

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Minnesota
GreenStep Cities



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

RESOLUTION NO. _____

**RESOLUTION APPROVING LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
POLICY RENEWALS FOR PROPERTY, LIABILITY, AUTO, AND WORKERS
COMPENSATION FOR THE COVERAGE PERIOD OF SEPTEMBER 1, 2022, TO
SEPTEMBER 1, 2023**

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) is a not-for-profit self-insured membership cooperative formed by Minnesota cities in 1980 to help cities address their property/casualty and workers compensation insurance needs; and

WHEREAS, the City has procured its insurance from the LMCIT since 1985; and

WHEREAS, City staff, in coordination with Gallagher, the City's agent for Property/Casualty insurance, have submitted renewal application materials to the LMCIT and received premium proposals back from the LMCIT for both property casualty coverage and workers compensation coverage; and

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS that the Council does hereby approve the LMCIT September 1, 2022, to September 1, 2023, insurance policy renewals for the City of Inver Grove Heights which reflect premium costs of \$425,373 for property/casualty insurance and \$750,527 for workers compensation insurance.

Adopted by the City of Inver Grove Heights this 8th day of August 2022.

Ayes:

Nays:

Thomas Bartholomew, Mayor

ATTEST:

Rebecca Kiernan, City Clerk