

**INVER GROVE HEIGHTS CITY COUNCIL AGENDA  
 MONDAY, FEBRUARY 24, 2014  
 8150 BARBARA AVENUE  
 7:00 P.M.**

**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 Council member or citizen so requests, in which event the item will be removed from this Agenda and considered in normal sequence.

A. i) Minutes – February 3, 2014 City Council Work Session \_\_\_\_\_

ii) Minutes – February 10, 2014 Regular City Council Meeting \_\_\_\_\_

B. Resolution Approving Disbursements for Period Ending February 19, 2014 \_\_\_\_\_

C. Approve Sentence to Serve Contract \_\_\_\_\_

D. Approve Low E Ceiling Consultant \_\_\_\_\_

E. Approve 2014–15 VMCC Ice Rates \_\_\_\_\_

F. Appointment of Board Members to the Eagan–Inver Grove Heights Watershed Management Organization (E–IGHWMO) \_\_\_\_\_

G. Approve Agreement to Provide Volunteer Coordination Services \_\_\_\_\_

H. Personnel Actions \_\_\_\_\_

**5. 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.

**6. PUBLIC HEARINGS:**

**A. CITY OF INVER GROVE HEIGHTS:** Consider a Resolution Ordering the Project, Approving Plans and Specifications, Authorizing Advertisement for Bids, Approving an Agreement with Dakota County CDA, a Resolution Establishing Parking Restrictions and a Resolution Authorizing Negotiations for Easements for City Project No. 2014–09D, College Trail Reconstruction and Barbara Avenue Partial Reconstruction \_\_\_\_\_

**7. REGULAR AGENDA:**

**COMMUNITY DEVELOPMENT:**

**A. HEIGHTS DEVELOPMENT:** Consider Resolution relating to an Interim Use Permit Amendment to Allow for the One Time Extension to Continue Limited Onsite Gravel Crushing for property located at \_\_\_\_\_

**PARKS AND RECREATION:**

- B. CITY OF INVER GROVE HEIGHTS:** Consider Third Reading of an Ordinance Amendment to Title 11 of the City Code (Subdivision Regulations) to amend Chapter 4 relating to Updating Park Dedication Rates \_\_\_\_\_
  
- C. CITY OF INVER GROVE HEIGHTS:** Consider Approval of Awarding Contract and Funding for the Dakota County Trailhead Project located in Swing Bridge Park \_\_\_\_\_

**ADMINISTRATION:**

- D. CITY OF INVER GROVE HEIGHTS:** Consider Approval of City’s Application to DEED for Host Community Grant Funding \_\_\_\_\_

**8. MAYOR & COUNCIL COMMENTS**

**9. ADJOURN**

This document is available upon 3 business day request in alternate formats such as Braille, large print, audio recording, etc. Please contact Melissa Kennedy at 651.450.2513 or [mkennedy@invergroveheights.org](mailto:mkennedy@invergroveheights.org)

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Appointment of Board Members to the Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO)**

Meeting Date: February 24, 2014  
 Item Type: Consent  
 Contact: Scott D. Thureen, 651.450.2571  
 Prepared by: Scott D. Thureen, Public Works Director  
 Reviewed by: *SDT*

<b>Fiscal/FTE Impact:</b>	
<input checked="" type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other:

**PURPOSE/ACTION REQUESTED**

Consider appointment of Ms. Sharon Lencowski and Mr. George Fell as the City’s representatives on the Board of Managers for the E-IGHWMO.

**SUMMARY**

The E-IGHWMO is one of two watershed management organizations that cover the City. The E-IGHWMO replaces the Gun Club Lake Watershed Management Organization (GCLWMO). The GCLWMO was disbanded as a result of one of the member cities (Mendota Heights) request to leave the WMO.

The City Council approved a Joint Powers Agreement with Eagan that establishes the replacement E-IGHWMO. The City has two regular board seats in the new WMO. The positions were advertised in the Southwest Review. We received applications from Ms. Lencowski and Mr. Fell. Mr. Fell was the City’s appointed board representative to the GCLWMO at the time it was disbanded. Ms Lencowski is currently serving as the City’s representative on the Lower Mississippi River WMO Board.

The City has historically made the appointment for a term of three years. With the additional seat on the new board, I recommend that one of the appointments be for a period of two years and the other for three years so that we always have one experienced board member on the board.

I recommend that the City Council appoint Ms. Sharon Lencowski to a two-year term and Mr. George Fell to a three-year term on the Board of Managers for the E-IGHWMO.

SDT/kf  
 Attachment: Applications

CITY OF INVER GROVE HEIGHTS  
8150 BARBARA AVENUE  
INVER GROVE HEIGHTS, MN 55077

**WATERSHED MANAGEMENT ORGANIZATION BOARD**

FULL NAME (Print or Type): Sharon Lencowski

ADDRESS: 4000 E 66<sup>th</sup> Street

YEARS AT ABOVE ADDRESS: 25 YEARS LIVED IN IGH: 40+

HOME PHONE: 651.451.6807 WORK PHONE: 651.283.7604 <sup>cell</sup>

EMPLOYMENT, OCCUPATION OR OTHER EXPERIENCE: Strategic & Operational experience in Communications, Project management, Information Services, Human Resources and Finance

MEMBERSHIPS, QUALIFICATIONS, OTHER ACCOMPLISHMENTS: PMP - project management institute  
MN Master Naturalist Volunteer

LIST SKILLS & INTERESTS: Communication & outreach  
Interested in Environmental Stewardship and water resources

PLEASE STATE REASONS FOR INTEREST IN SERVING ON BOARD:  
Desire to contribute in activities that have a positive impact on water quality

Your response to any of the above may be continued on the back of this form and you may attach other materials you would like the Council to review with this application.

Signature: Sharon Lencowski Date: 2/1/14

The City of Inver Grove Heights is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, creed, color, sex, age, national origin, or handicap.

CITY OF INVER GROVE HEIGHTS  
8150 BARBARA AVENUE  
INVER GROVE HEIGHTS, MN 55077

**WATERSHED MANAGEMENT ORGANIZATION BOARD**

FULL NAME (Print or Type): George M. Fell

ADDRESS: 1765 Upper 55th St. Inver Grove Hgts mn

YEARS AT ABOVE ADDRESS: 22 yrs YEARS LIVED IN IGH: 36 yrs

HOME PHONE: 651-457-7809 WORK PHONE: \_\_\_\_\_

EMPLOYMENT, OCCUPATION OR OTHER EXPERIENCE: \_\_\_\_\_

Currently retired. 40 years in waste management industry.

MEMBERSHIPS, QUALIFICATIONS, OTHER ACCOMPLISHMENTS: \_\_\_\_\_

Served on Mn Pollution Control Committee (OECA), Dakota County Advisory Bd (waste mgmt), IGH Environmental Commission  
gun club water mgmt.

LIST SKILLS & INTERESTS: Public awareness & environmental advocate

PLEASE STATE REASONS FOR INTEREST IN SERVING ON BOARD:

Prior membership

Your response to any of the above may be continued on the back of this form and you may attach other materials you would like the Council to review with this application.

Signature: G M Fell Date: 3rd Feb. 2014

The City of Inver Grove Heights is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, creed, color, sex, age, national origin, or handicap.

**INVER GROVE HEIGHTS CITY COUNCIL STUDY SESSION  
MONDAY, FEBRUARY 3, 2014 – 8150 BARBARA AVENUE**

**1. CALL TO ORDER** The City Council of Inver Grove Heights met in study session on Monday, February 3, 2014, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Bartholomew, Madden, Mueller and Piekarski Krech; City Administrator Lynch, Assistant City Administrator Teppen, City Attorney Kuntz, Community Development Director Link, Parks and Recreation Director Carlson, Finance Director Smith, Chief Stanger, Fire Chief Thill, and Deputy Clerk Kennedy

**2. UPDATE ON 2010 STATE OF MINNESOTA BONDING PROCEEDS FOR HERITAGE VILLAGE PARK/ROCK ISLAND SWING BRIDGE**

Mr. Carlson explained the City received a \$1,000,000 grant from the State in March of 2010 to be used specifically for park and trail development on the west bank of the Mississippi River/Rock Island Swing Bridge. Eligible projects include park and trail improvements. He noted grant proceeds could not be used for property acquisition. To date the City had spent \$164,000 on park improvements connected to the 66<sup>th</sup> Street improvement project. Council would also be asked to approve funding in the amount of \$439,000 for a joint project with Dakota County to construct a parking lot, trailhead building, and picnic shelter. Assuming approval of the trailhead project the City would have a remaining balance of approximately \$397,000 in grant funds available for use prior to December 31, 2015. Staff developed several suggestions for use of the grant money. Council was asked to provide direction to staff regarding potential grant eligible projects for Heritage Village Park. Staff would then work with the Parks and Recreation Advisory Commission and Met Council to make sure projects were grant eligible and consistent with the Master Plan. The first potential project involved burying overhead utilities that bisect the park property at 64<sup>th</sup> Street top improve the aesthetic appearance of the park property. The estimated cost of the project was \$100,000-\$200,000. The second potential project involved construction of a parking lot off of 65<sup>th</sup> Street. The estimated cost of the project was \$100,000-\$200,000. If this option was explored it was recommended that the reconstruction of 65<sup>th</sup> Street between Concord and Doffing Avenue be completed at the same time. The third potential project involved installation of historical interpretation at the Rock Island Swing Bridge/Mississippi River Regional Trailhead. The estimated cost of the project was \$25,000 to \$50,000. The fourth potential project involved relocation of the Old Town Hall or Old School House to Heritage Village Park. The estimated cost to move and remodel the Old School House was \$350,000-\$450,000, and \$300,000-\$400,000 for the Old Town Hall. Potential uses for the buildings in the park included options for selling the space to a private business or non-profit organization. He noted Senator Metzger and Representative Atkins were also sponsoring a \$3,500,000 bonding request for Heritage Village Park during the 2014 legislative session. Bond proceeds could potentially be used for property acquisition, park improvements, infrastructure improvements, and storm water improvements.

Councilmember Piekarski Krech questioned where the buildings would be located.

Mr. Carlson reviewed the map of the Master Plan and indicated the buildings would be relocated along the Heritage Memorial Trail.

Mayor Tourville questioned if the power lines at 64<sup>th</sup> Street served only Inver Grove Heights.

Mr. Carlson responded in the affirmative and explained the utilities served the homes and businesses along Doffing Avenue.

Councilmember Mueller questioned why staff wanted to bury the power lines.

Mr. Carlson noted high voltage power lines could not be buried. He stated it was thought that the set that ran east-west across park could be buried to improve the aesthetics of the park.

Mayor Tourville opined it made more sense to have the Parks and Recreation Advisory Commission review the options and bring back recommendations to the Council for the best use of the remaining funds.

Councilmember Madden agreed with the Mayor's comments. He stated he was indifferent about the idea

to bury the overhead utilities, but liked the parking lot and historical interpretation project ideas.

Mr. Carlson explained staff wanted to make sure the Council was aware of the potential options and the amount of funding that was available well in advance of the December 2015 deadline. He noted the issue was always going to be discussed by the Parks Commission for further recommendations.

Councilmember Piekarski Krech expressed concerns about ongoing maintenance costs for improvements at Heritage Village Park. She opined the City did not have the money to adequately maintain the existing parks system. She suggested spending the grant proceeds on improvements that would not require ongoing maintenance. She stated she would like to hear the recommendations from the Parks Commission on what options were going to be longest lasting and most cost-effective use of the grant funding.

Councilmember Madden also expressed concerns regarding ongoing costs and opined he did not want to put the financial burden on younger people to pay for the parks systems in the future.

Mayor Tourville stated they did not know for sure that the City could not take care of the amenity options that were proposed. He noted the Council had not seen information related to the cost of ongoing maintenance for any of the options presented.

Councilmember Piekarski Krech stated staff identified a shortfall in funding to maintain the City's existing infrastructure and it was important to ensure the City could afford to take care of new amenities before they were added to the system. She opined the City needed to take care of and fund the street system before adding more things to the parks system.

Mayor Tourville asked staff to prepare more information on the affordability of the improvement options, including maintenance costs. He noted the historical buildings may need the most upkeep.

Councilmember Mueller agreed the items should be sent to the Parks Commission for a recommendation.

Councilmember Piekarski Krech encouraged staff to look at improvements that were sustainable.

Councilmember Madden questioned if staff had any idea what it would cost to move the buildings.

Mr. Carlson stated the rough estimates provided were from a few years ago.

Councilmember Piekarski Krech questioned if the buildings had to be moved with assumption that people would need to go inside. She stated it may be more affordable to just use the buildings for historical value and allow people to look inside through the windows.

Mr. Lynch reminded the Council of the significant investment the City and others have already made in the area. He stated the decision was made to change the image and function of the area through redevelopment efforts and the grant funds should be utilized in the most effective manner possible to continue to work towards that goal.

### **3. FIRE STATION LOCATION**

Mr. Lynch reviewed an outline of the proposed process for the preliminary and final design of a third fire station. He explained a preliminary report was prepared which identified a preference for location of the new building. He stated staff was looking for direction and authorization to move forward with a process that would involve selection of a location, development of building specifications and a proposal for design plans, and eventual construction of the new fire station. He estimated the whole process would take 18-24 months with a target move in date of September, 2016. He explained two groups (internal and external) would need to be formulated consisting of staff, firefighters, department heads, council members and members of the public to discuss and decide a number of issues throughout the process. He stated from a financial standpoint the intent would be to finance construction of the building utilizing some cash and debt service. He noted it was important that the entire process be transparent and communicated to all interested parties

including firefighters, tax payers, and staff.

Councilmember Mueller clarified the internal group would include firefighters.

Mr. Lynch responded in the affirmative. He stated he also anticipated the group would include the Fire Chief, department heads, and other internal staff members.

Chief Thill noted both the internal and external groups would include firefighters.

Councilmember Piekarski Krech questioned if the fire station location analysis was still valid since it was two (2) years old.

Chief Thill responded in the affirmative. She noted staff also had general idea of the potential locations based on the current needs of the City.

Councilmember Bartholomew questioned if estimates included the cost of the land.

Mr. Lynch replied in the negative.

Councilmember Piekarski Krech questioned if the building plans included training facility.

Chief Thill stated there were a number of ways to potentially integrate training options into the plans.

Mr. Lynch explained the City had preliminary discussions with Inver Hills to do something locally in terms of training facility. He stated staff had already talked with neighboring fire departments about partnering on construction of a regional training facility. He noted discussions would continue but neither option was included in this proposal at this point.

Mayor Tourville clarified staff wanted direction to move forward with the process. He stated the City needed to consider the financial obligations involved and the best way to proceed.

Mr. Lynch stated the funding mechanism had not been decided. He noted it needed to be determined how much the City could afford to contribute in cash.

Councilmember Madden questioned if any of the identified locations were preferred.

Chief Thill stated the City needed to consider how insurance rates would be assigned when choosing a location. She explained the two most easterly properties would be favored at this point to maintain affordable insurance rates. She noted they were looking at parcels that were a minimum of 3.5 acres in size and there were not many located in the desired geographic region that were also close to sewer and water availability.

Mayor Tourville stated some paid-on-call departments have decommissioned stations and converted to duty crews to decrease response times and eliminate the need for more stations. He suggested putting information together for utilization in the public information process that would answer such questions.

Chief Thill stated none of the existing stations had living quarters and would need to be renovated to accommodate duty crews. She explained the new station location would be more centralized than any of the others in the City. She noted the City of Eagan shut down stations because they built a new one.

Councilmember Piekarski Krech questioned what the status was of the frontage road connection to Clark Road.

Mr. Thureen stated the final segment was not currently programmed in MnDOT's five year plan. He explained it was the most expensive portion because two bridges would need to be constructed and wetland concerns would need to be addressed.

Chief Thill stated if the City was granted emergency access the location of the station could be moved further west.

Councilmember Piekarski Krech suggested touring other cities' stations to get the planning started. She encouraged staff to look beyond the cost and put in the amenities that are needed.

Mayor Tourville clarified the cost estimate was for the building only.

Mr. Lynch stated the estimates did not include land, vehicles, equipment, or potential water and sewer connection fees. He explained the goal was to bring a request for authorization to move forward with RFPs for prelim design in November. He noted a site would need to be chosen prior to that.

Mayor Tourville suggested all potential sites be kept in play to go through public process.

Mr. Lynch stated staff would put together a schedule and proceed with establishing the internal group and ideas for the external group.

Councilmember Piekarski Krech stated the City should not limit the site options based on sewer and water access. She opined it was more important to find the right site and a septic system could be installed to serve the needs of the building.

Mr. Lynch stated staff would put together a timeline and proceed with establishing the internal group and bring back ideas for the external group.

#### **4. FRANCHISE FEES**

Mr. Lynch stated as a part of the discussion regarding funding of the Parks System Management Plan staff identified the possibility of utilizing a funding source that would help the City address pavement infrastructure needs. He explained staff would like to converse with the Council about the anticipated needs of the system over the course of several meetings to identify the associated costs and potential funding sources including franchise fees. Staff would identify the amount of funds that could be raised through franchise fees and provide a comparison with the generation of similar funds through taxes and assessments to demonstrate the impact on homes and businesses. The intent was to be prepared to make a decision regarding funding in time to start collecting by either January 1<sup>st</sup> or July 1<sup>st</sup> of 2015.

Councilmember Madden expressed concerns about implementing franchise fees. He opined the fee was uncontrollable and future Councils could increase it at will. He asked for an explanation as to why a franchise fee was better than getting the money through taxes.

Mr. Lynch stated staff was simply presenting options to the Council and no decision had been made. He noted ultimately the Council needed to decide how to pay for the infrastructure needs.

Mr. Thureen explained the Pavement Management Program was adopted in 2001 with a goal of keeping the street system Pavement Condition Index (PCI) value at or above 70 based on a 100-point system. From 2005-2012 the City had a full maintenance program that included crack seals, sealcoats, mill and overlay and reconstruction projects. Historically the City has reconstructed 48 lane miles, completed mill and overlay work on 48 lane miles, and crack seal and seal coat work on 175 lane miles. When the program started the system had a PCI average rating of 62 and the City has not been able to gain much ground due to the age of the system and funding levels. He noted that 50% of the City's lane miles were 25 plus years old. A typical bituminous street without major maintenance should have a life of 20-30 years. Additional geotechnical testing was completed on a sampling of streets the program identified as needing a mill and overlay over the next five (5) years and it was found that many of those streets actually needed to be reconstructed. The level of pavement deterioration and the condition of the underlying soils rule out the use of a mill and overlay. Initial funding projections called for an annual City contribution of \$1,250,000. Annual funding started at \$200,000 and increased to \$1,200,000 by 2007. In 2013 the City contribution was reduced to \$500,000. The average annual total cost of all Pavement Management Program projects from 2005-2012 was \$4,157,814. The 2013 update of the long-term project Pavement Management Program needs resulted in a recommended annual funding level of \$7,500,000 for 2015-2024. The projected annual need from 2025 to 2043 varies from \$6,000,000 to \$10,200,000. The street system size, currently 281 lane miles, is projected to increase 20 to 25 percent by the time the City is fully developed. The recommended annual funding amount of \$7,500,000 included \$200,000 per year for park trails and parking lots. He estimated that the annual need could be funded by \$1,480,000 in Municipal State Aid funds, \$1,700,000 to \$2,000,000 in special assessments, and \$500,000 from the Host

Community Fund. Another funding source would need to be identified for the remaining balance of \$3,520,000. He reviewed the criteria to be eligible for Municipal State Aid funding. He noted in order to use the funds the roads have to be built to established state aid standards.

Dian Piekarski, 7609 Babcock Trail, questioned what the \$700,000 was used for when it was removed from the budget.

Mr. Thureen explained there was previously a transfer from the General Fund to the Pavement Management Fund.

Ms. Smith stated in 2013 a recommendation was made to eliminate the transfer to help the City from a bond rating perspective. The idea at the time was to use bonding to fund projects and slowly reinstitute the contribution from the General Fund.

Councilmember Piekarski Krech questioned how the Pavement Management Fund was short \$500,000.

Mr. Thureen explained the fund was previously receiving \$1.2 million. The Host Community Fund contributed \$500,000 and the General Fund contributed \$700,000.

Councilmember Piekarski Krech questioned where the \$700,000 went if the transfer wasn't made.

Ms. Smith explained the 2013 budget needed over a million dollars from the Host Community Fund, so the transfer was eliminated to reduce the City's reliance on the Host Community Fund. She stated the \$700,000 went directly to the Pavement Management Fund.

Mayor Tourville asked staff to bring back information to show how much was going into the Pavement Management Fund and where the money was coming from.

Dian Piekarski questioned if the roads eligible for state aid were held to a higher standard than the rest of the roads in the City and, if so, does the State make up any difference in cost to build the road to that standard.

Mr. Thureen stated the standards related to differences in design, not necessarily the quality of the road. He noted municipal state aid streets were typically constructed to withstand a heavier load because they are collector streets and see a higher volume of traffic.

Councilmember Mueller questioned if the funding challenges were related to assessment issues in rural areas.

Mr. Thureen stated although there were not as many properties to assess in the rural areas the lots were typically larger and thus higher in value. He noted rural street projects were typically not as expensive.

Councilmember Piekarski Krech stated the problem has been created because the City has not been able to assess in accordance with the policy that is in place due to the decrease in market values.

Mr. Thureen stated the City has only been able to assess an average of approximately 35% of project costs when policy dictates that 70% of the costs should be assessed. He noted property values have slowly started to increase and the City may be able to begin to collect more in assessments.

Mr. Lynch stated the gap of \$3.5 million was to maintain the infrastructure at or near the targeted rating. He explained staff was asked to identify revenue sources and ideas for how to generate the funding to cover the gap because scaling the pavement management program back would be a detriment to the streets system and would only exacerbate the problem as the system further deteriorates.

Councilmember Piekarski Krech stated a franchise fee would not generate \$3.5 million. She opined she did not want to piece meal and that there may come a point when the money needs to come out of general fund because it was the most honest way of doing it. She noted people were at least able to deduct their property taxes.

Dian Piekarski expressed concerns that imposing fees on non-profit organizations would take away from the organizations' mission. She stated she did not want to pay for the school district's franchise fee. She opined there was more to the issue than just the money and it mattered what people were not going to be able to do to pay the franchise fee.

Mayor Tourville stated people had to make a value judgment.

Dian Piekarski stated it was a value decision on a number of levels and the City needed to find out where people's values really were and what citizens were willing to pay for. She noted if taxes were increased to cover the gap at least the taxpayers would get something back through deductions.

Mr. Lynch stated the discussion would continue at the next Council work session.

**5. ADJOURN**

**The meeting was adjourned at 8:55 p.m.**

DRAFT

**INVER GROVE HEIGHTS CITY COUNCIL MEETING  
MONDAY, FEBRUARY 10, 2014 - 8150 BARBARA AVENUE**

**CALL TO ORDER/ROLL CALL** The City Council of Inver Grove Heights met in regular session on Monday, February 10, 2014, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Bartholomew, Madden, Mueller and Piekarski Krech; City Administrator Lynch, City Attorney Kuntz, Public Works Director Thureen, Community Development Director Link, Finance Director Smith, Parks and Recreation Director Carlson, and Deputy Clerk Kennedy

**3. PRESENTATIONS:** None.

**4. CONSENT AGENDA:**

Councilmember Mueller removed Item 4E from the Consent Agenda.

- A. i) Minutes – January 6, 2014 City Council Work Session
- ii) Minutes – January 21, 2014 Special City Council Meeting
- iii) Minutes – January 27, 2014 Regular City Council Meeting
- B. **Resolution No. 14-07** Approving Disbursements for Period Ending February 5, 2014
- C. Pay Voucher No. 9 for City Project No. 2006-08, Asher Water Tower Replacement
- D. Approve Renewal of Fairway Flyerz Discs, Inc. North Valley Disc Golf Operations Agreement
- F. Award Purchase of an Advance Hoseline Propane Fire Trainer and a Propane Grill Fire Trainer to the Bullex Company
- G. **Resolution No. 14-08** Declaring Intent to Maintain Trail on Gun Club Property
- H. Approve Temporary On-Sale Intoxicating Liquor License – Church of St. Patrick
- I. **Resolution No. 14-09** Approving Charitable Gambling Premises Permit
- J. Personnel Actions

**Motion by Madden, second by Bartholomew, to approve the Consent Agenda**

**Ayes: 5**

**Nays: 0      Motion carried.**

- E. Approve Bid for Turf Restoration Resulting from the Installation of Bituminous Golf Cart Paths during the Period 2012 through 2013

Councilmember Mueller questioned when the bids were received.

Mr. Carlson stated the bids were received within the last 30 days.

**Motion by Madden, second by Piekarski Krech, to approve bid for turf restoration resulting from the installation of bituminous golf cart paths during the period 2012 through 2013**

**Ayes: 5**

**Nays: 0      Motion carried.**

**5. PUBLIC COMMENT:**

Frank Rauschnot, 6840 Dixie Avenue, formally requested that the Council direct staff to contact him to start resolving the problems with his property related to zoning and expansion.

Joleen Durken, 6955 Inverness Court, stated Inverness Village did not host an event on Night to Unite. She invited the Council to attend the DARTS Valentine Dinner on Wednesday, February 12<sup>th</sup> at 5:00 pm.

Councilmember Bartholomew suggested that Ms. Durken email Council members to notify them of upcoming events.

**6. PUBLIC HEARINGS:** None.

**7. REGULAR AGENDA:**

**COMMUNITY DEVELOPMENT:**

**A. MIKE THOMAS;** Consider Resolution relating to a Conditional Use Permit to allow Automobile and Off-Highway Vehicle Sales on the property located at 7537 Concord Boulevard

Mr. Link reviewed the location of the property. He stated the applicant requested a conditional use permit to allow an auto sales lot. The existing building would be used as a sales office and the inventory would be located primarily on the south side of the property. Access to the site would not change. He explained there was an existing wood fence along the west and south property lines that would have to be maintained. No additional impervious coverage was proposed. He noted one major change was the installation of additional lighting. The applicant submitted a lighting plan that was in compliance with the City's code requirements with respect to the intensity of the lighting. The application met all of the criteria for a conditional use permit. Both Planning staff and the Planning Commission recommended approval of the request.

Mayor Tourville stated he received phone calls from several neighbors who were concerned about the condition of the fence and asked that the new owners fix the fence and keep it properly maintained.

Mike Thomas, Inver Grove Auto, stated it would be no problem to fix the fence and address the neighbors' concerns.

Councilmember Piekarski Krech stated several letters were received from people that were not in favor of the proposed use on the property because of concerns about off-highway vehicles. She questioned if staff had contacted those that were concerned to explain that the applicant would only be engaging in automobile sales.

Mr. Link explained the term "off-highway vehicle sales" was taken directly out of the zoning ordinance. He stated the applicant was not proposing to sell anything except automobiles and a condition was added to the resolution that would limit the operation to just automobiles.

Councilmember Madden questioned if the applicant agreed with the conditions of approval.

Mr. Thomas responded in the affirmative.

Frank Rauschnot, 6840 Dixie Avenue, suggested clarifying the terminology further by adding pick-up trucks to the list of items allowed to be sold and displayed.

Mr. Link stated pick-up trucks could be added for clarification purposes.

The applicant stated he would want to sell anything deemed allowable under his dealer's license through the State.

Councilmember Mueller questioned if the conditional use permit would remain attached to the property.

Mr. Link explained as long as the conditional use permit continued to be used it would run with the property.

Mayor Tourville stated most of the concerns came from the neighborhood to the north.

Mr. Kuntz questioned if paragraph 10 addressed the fence issue that was referenced by the Mayor.

Mr. Thomas stated there was an additional fence that would run east to west on the property to match the existing fence for security and screening purposes.

Councilmember Piekarski Krech questioned if the whole area would be fenced in.

Mr. Thomas responded in the affirmative.

Mayor Tourville questioned if the applicant would be responsible for the fence or if it was the responsibility of the Super America located on 75<sup>th</sup> Street.

Mr. Thomas stated he had not discussed the issue with the property owner. He noted the fence could be on Super America's property and he would look into it further.

Mayor Tourville asked staff to figure out who was responsible for the section of the existing fence that was in need of repairs.

Councilmember Mueller asked for clarification on condition #8.

Mr. Link explained the condition referred to special promotional items, not regular flags that are displayed on flag poles.

**Motion by Mueller, second by Piekarski Krech, to adopt Resolution No. 14-10 approving a Conditional Use Permit to allow automobile and off-highway vehicle sales on the property located at 7537 Concord Boulevard**

**Ayes: 5**

**Nays: 0      Motion carried.**

#### **PARKS AND RECREATION:**

**B. CITY OF INVER GROVE HEIGHTS;** Consider Second Reading of an Ordinance Amendment to Title 11, Chapter 4 of the City Code (Subdivision Regulations) related to Updating Park Dedication Rates

Mr. Carlson stated no changes were proposed since the first reading. Council previously directed staff to provide park dedication fee information from surrounding cities and to share the information with the Chamber of Commerce. He stated staff was still awaiting a response from the Chamber of Commerce regarding the proposed revisions.

Councilmember Piekarski Krech commented the proposed fee for industrial property seemed quite a bit higher than other cities. She opined there seemed to be no rhyme or reason to the fees when all cities had to abide by the same State statute. She questioned why there was no fee listed for the City of Eagan for industrial property.

Mr. Carlson explained the City of Eagan calculated its rates for commercial and industrial based on the square footage of the building so it was difficult to compare because Inver Grove Heights calculated rates on a per acre basis.

Councilmember Piekarski Krech questioned if developers would bypass industrial property in Inver Grove Heights because they could go somewhere else for less money. She stated the City's goal was to attract commercial and industrial development and suggested that those rates should be further reviewed to ensure Inver Grove Heights remained competitive with other cities. She opined that the City could implement incentives to entice developers.

Councilmember Bartholomew suggested matching Rosemount's rates.

Councilmember Piekarski Krech questioned if that would comply with the statutory requirements.

Mr. Kuntz explained statute requires the City to express a nexus between the impact of the fee and the need for the fee, as well as a rational relationship among the components of impact on the system – typically caused by density – and the fair market value of the classification of land. He stated it was not uncommon to see differentiation between cities because there was differentiation in the value of property. In general the numbers reflect a decrease in the persons per household on the residential side coupled with a decrease in residential land values, resulting in a decrease in the park dedication rate for residential development. At the same time there seemed to be a strong market force with respect to multiple family residential, while commercial and industrial remained similar to current rates. The rate for industrial was proposed to increase \$500 and the rate for commercial was not proposed to change. The City took a proactive approach this time around to express the methodology used to compute the fees. If, because of market forces, the City chose to reduce any of the fees beyond what was proposed the rationale for that decision should be expressed in the resolution so the process is transparent.

Mayor Tourville stated the City's rates appeared to be fairly competitive.

Councilmember Mueller questioned if there would be an opportunity to negotiate with developers.

Mayor Tourville stated any developer would have the opportunity to negotiate.

Mr. Carlson suggested waiting to see the feedback from the Chamber of Commerce.

**Motion by Bartholomew, second by Mueller, to adopt the second reading of an ordinance amending Title 11, Chapter 4 of the City Code related to updating park dedication rates**

**Ayes: 5**

**Nays: 0      Motion carried.**

**8. MAYOR & COUNCIL COMMENTS:**

**9. ADJOURN:** Motion by Mueller, second by Madden, to adjourn. The meeting was adjourned by a unanimous vote at 7:35 pm

DRAFT

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Meeting Date: February 24, 2014  
 Item Type: Consent  
 Contact: Kristi Smith 651-450-2521  
 Prepared by: Bill Schroepfer, Accountant  
 Reviewed by: N/A

**Fiscal/FTE Impact:**

<input type="checkbox"/>	None
<input checked="" type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

Approve the attached resolution approving disbursements for the period of February 6, 2014 to February 19, 2014.

**SUMMARY**

Shown below is a listing of the disbursements for the various funds for the period ending February 19, 2014. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$396,723.14
Debt Service & Capital Projects	121,764.03
Enterprise & Internal Service	388,809.71
Escrows	6,055.71
	<hr/>
Grand Total for All Funds	<u><u>\$913,352.59</u></u>

If you have any questions about any of the disbursements on the list, please call Kristi Smith, Finance Director at 651-450-2521.

Attached to this summary for your action is a resolution approving the disbursements for the period February 6, 2014 to February 19, 2014 and the listing of disbursements requested for approval.

**DAKOTA COUNTY, MINNESOTA**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING DISBURSEMENTS FOR THE  
PERIOD ENDING February 19, 2014**

**WHEREAS**, a list of disbursements for the period ending February 19, 2014 was presented to the City Council for approval;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS:** that payment of the list of disbursements of the following funds is approved:

General & Special Revenue	\$396,723.14
Debt Service & Capital Projects	121,764.03
Enterprise & Internal Service	388,809.71
Escrows	6,055.71
Grand Total for All Funds	<u><u>\$913,352.59</u></u>

Adopted by the City Council of Inver Grove Heights this 24th day of February, 2014.

Ayes:

Nays:

\_\_\_\_\_  
George Tourville, Mayor

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy City Clerk



# Expense Approval Report

By Fund

Payment Dates 2/6/2014 - 2/19/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ACE PAINT & HARDWARE	518787/5	02/12/2014	501126	101.44.6000.451.40040	6.49
ACE PAINT & HARDWARE	518898/5	02/12/2014	501126	101.42.4200.423.60018	37.87
ACE PAINT & HARDWARE	518909/5	02/19/2014	501126	101.42.4000.421.60065	59.99
ACE PAINT & HARDWARE	518927/5	02/12/2014	501126	101.42.4200.423.40040	16.47
AFSCME COUNCIL 5	INV0026608	02/07/2014	UNION DUES (AFSCME FAIR SHARE	101.203.2031000	26.84
AFSCME COUNCIL 5	INV0026609	02/07/2014	UNION DUES (AFSCME FULL SHARE	101.203.2031000	681.36
AFSCME COUNCIL 5	INV0026610	02/07/2014	UNION DUES (AFSCME FULL SHARE	101.203.2031000	60.12
BATTERIES PLUS-WSP	030-601066	02/12/2014	2/6/14	101.42.4200.423.40042	26.67
BELLEISLE, MONICA	1/31/14	02/12/2014	REIMBURSE-MILEAGE	101.42.4200.423.50065	59.00
BROTHER MOBILE SOLUTIONS INC	5900499949	02/19/2014	1627	101.42.4000.421.60065	292.51
CA DEPT OF CHILD SUPPORT SERVICES	INV0026611	02/07/2014	MIGUEL GUADALAJARA FEIN/TAXPA	101.203.2032100	279.69
CARGILL, INC.	2901553170	02/12/2014	1/30/14	101.43.5200.443.60016	1,645.25
CARGILL, INC.	2901558621	02/19/2014	1408057	101.43.5200.443.60016	39,440.20
CARGILL, INC.	2901561768	02/19/2014	1408057	101.43.5200.443.60016	10,255.42
CARGILL, INC.	2901564789	02/19/2014	1408064	101.43.5200.443.60016	5,009.50
CARGILL, INC.	2901565131	02/19/2014	1408064	101.43.5200.443.60016	2,442.20
CENTURY LINK	1/22/14 651 457 4184 746	02/12/2014	651 457 4184 746	101.44.6000.451.50020	58.94
CENTURY LINK	1/22/14 651 457 5524 959	02/12/2014	651 457 5524 959	101.44.6000.451.50020	65.31
CULLIGAN	1/31/14 157-98459100-6	02/12/2014	157-98459100-6	101.42.4200.423.60065	39.91
CULLIGAN	1/31/14 157-98459118-8	02/12/2014	157-98459118-8	101.42.4200.423.60065	81.82
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	101.43.5400.445.40020	1,169.20
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	101.43.5400.445.40020	46.28
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	101.44.6000.451.40020	55.88
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	101.44.6000.451.40020	16.75
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	101.44.6000.451.40020	127.72
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	101.44.6000.451.40020	344.13
EFTPS	INV0026632	02/07/2014	FEDERAL WITHHOLDING	101.203.2030200	41,317.55
EFTPS	INV0026634	02/07/2014	MEDICARE WITHHOLDING	101.203.2030500	10,862.34
EFTPS	INV0026635	02/07/2014	SOCIAL SECURITY WITHHOLDING	101.203.2030400	32,782.84
EFTPS	CM0000593	08/23/2013	FEDERAL WITHHOLDING	101.203.2030200	(658.58)
EFTPS	CM0000595	08/23/2013	MEDICARE WITHHOLDING	101.203.2030500	(146.90)
EFTPS	CM0000596	08/23/2013	SOCIAL SECURITY WITHHOLDING	101.203.2030400	(628.14)
EFTPS	INV0026444	08/23/2013	FEDERAL WITHHOLDING	101.203.2030200	658.58
EFTPS	INV0026446	08/23/2013	MEDICARE WITHHOLDING	101.203.2030500	146.90
EFTPS	INV0026447	08/23/2013	SOCIAL SECURITY WITHHOLDING	101.203.2030400	628.14
EHLERS AND ASSOCIATES, INC.	FEBRUARY 11, 2014	02/19/2014	347906/347907	101.45.3200.419.30600	153.75
EMC	42469	02/12/2014	INVERG	101.42.4200.423.60040	39.56
EMMONS & OLIVIER RESOURCES	00095-0041-2	12/31/2013	00095-0041	101.43.5100.442.30300	2,456.75
FIRE MARSHALS ASSOCIATION OF MINNE	2014 RENEWAL	02/19/2014	2014 RENEWAL	101.42.4200.423.50070	40.00
FIRST IMPRESSION GROUP, THE	55898	02/12/2014	4363	101.41.1100.413.50030	145.00
FOX, KIM	2/10/14	02/12/2014	REIMBURSE-BOX LUNCHES	101.41.1000.413.50075	74.90
GENESIS EMPLOYEE BENEFITS ACH ONL	INV0026614	02/07/2014	HSA ELECTION-FAMILY	101.203.2032500	2,975.07
GENESIS EMPLOYEE BENEFITS ACH ONL	INV0026615	02/07/2014	HSA ELECTION-SINGLE	101.203.2032500	2,855.99
GERRY'S FIRE & SAFETY INC	45989	02/12/2014	2/6/14	101.42.4200.423.40042	53.50
HOME DEPOT CREDIT SERVICES	1/13/14 6035 3225 0206 19	02/12/2014	6035 3225 0206 1959	101.43.5200.443.60016	31.98
ICMA RETIREMENT TRUST - 457	INV0026616	02/07/2014	ICMA-AGE <49 %	101.203.2031400	4,441.64
ICMA RETIREMENT TRUST - 457	INV0026617	02/07/2014	ICMA-AGE <49	101.203.2031400	3,645.00
ICMA RETIREMENT TRUST - 457	INV0026618	02/07/2014	ICMA-AGE 50+ %	101.203.2031400	1,232.25
ICMA RETIREMENT TRUST - 457	INV0026619	02/07/2014	ICMA-AGE 50+	101.203.2031400	5,562.87
ICMA RETIREMENT TRUST - 457	INV0026620	02/07/2014	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	75.54
ICMA RETIREMENT TRUST - 457	INV0026629	02/07/2014	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	482.70
ICMA RETIREMENT TRUST - 457	CM0000588	08/23/2013	ICMA-AGE 50+	101.203.2031400	(576.00)
ICMA RETIREMENT TRUST - 457	CM0000589	08/23/2013	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	(72.23)
ICMA RETIREMENT TRUST - 457	INV0026439	08/23/2013	ICMA-AGE 50+	101.203.2031400	576.00
ICMA RETIREMENT TRUST - 457	INV0026440	08/23/2013	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	72.23
INDELCO PLASTICS CORP	822426	02/12/2014	CII003	101.43.5200.443.60016	2,371.62
IUOE	INV0026621	02/07/2014	UNION DUES IUOE	101.203.2031000	1,121.75
KENISON, TERRI	JANUARY 2014	01/31/2014	JANUARY 2014	101.42.4200.423.30700	850.00
LELS	INV0026622	02/07/2014	UNION DUES (LELS)	101.203.2031000	1,350.00
LELS SERGEANTS	INV0026630	02/07/2014	UNION DUES (LELS SGT)	101.203.2031000	225.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.41.1000.413.30401	120.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.41.1000.413.30420	2,412.40
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.41.1100.413.30420	2,915.94
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.42.4000.421.30420	204.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.43.5100.442.30420	608.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.44.6000.451.30420	872.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.45.3200.419.30420	936.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	101.45.3300.419.30420	88.00
LINK, THOMAS	12/31/13	12/31/2013	REIMBURSE-MILEAGE OCT-DEC 201	101.45.3000.419.50065	28.79
MAGC	MEM14IGH	02/12/2014	2014 MEMBERSHIP	101.41.1100.413.50070	75.00
MENARDS - WEST ST. PAUL	46336	02/19/2014	30170270	101.43.5200.443.60016	13.15
METROPOLITAN COUNCIL ENVIRON SRVC	JANUARY 2014	02/19/2014	JANUARY 2014	101.41.0000.3414000	(124.25)
MINNEAPOLIS OXYGEN CO.	171085786	02/19/2014	113504	101.42.4200.423.40042	74.40
MINNEAPOLIS OXYGEN CO.	171085787	02/19/2014	113504	101.42.4200.423.40042	81.84
MINNEAPOLIS/ST. PAUL PLUMBING HEATI	2/12/14	02/19/2014	REFUND LICENSE 85462	101.45.0000.3219500	50.00
MINNESOTA DEPARTMENT OF HUMAN SE	INV0026612	02/07/2014	RICK JACKSON FEIN/TAXPAYER ID:	101.203.2032100	318.41
MINNESOTA DEPARTMENT OF HUMAN SE	INV0026613	02/07/2014	JUSTIN PARRANTO FEIN/TAXPAYER	101.203.2032100	484.54
MN DEPT OF REVENUE	INV0026633	02/07/2014	STATE WITHHOLDING	101.203.2030300	16,928.99
MN DEPT OF REVENUE	CM0000594	08/23/2013	STATE WITHHOLDING	101.203.2030300	(256.39)
MN DEPT OF REVENUE	INV0026445	08/23/2013	STATE WITHHOLDING	101.203.2030300	256.39
MN DNR - OMB	2013 WATER USAGE	12/31/2013	2013 WATER USE	101.44.6000.451.50070	930.56
MN LIFE INSURANCE CO	FEBRUARY 2014	02/12/2014	0027324	101.203.2030900	3,084.98
MPSTMA	3/11/14	02/19/2014	WORKSHOP M. BORGWARDT	101.44.6000.451.50080	60.00
MUNICIPAL EMERGENCY SERVICES, INC.	00489166_SNV	02/12/2014	1/30/14	101.42.4200.423.30700	129.42
OLD WORLD PIZZA	1/3/14 B	02/19/2014	SHORT PAID	101.42.4200.423.50065	75.49
OLD WORLD PIZZA	1/3/14	02/12/2014	1/3/14	101.42.4200.423.50065	168.47
OXYGEN SERVICE COMPANY, INC	03253362	02/19/2014	04394	101.42.4000.421.60065	24.80
OXYGEN SERVICE COMPANY, INC	07750927	02/19/2014	04394	101.42.4000.421.60065	89.00
PERA	INV0026623	02/07/2014	PERA COORDINATED PLAN	101.203.2030600	31,176.42
PERA	INV0026624	02/07/2014	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,494.09
PERA	INV0026625	02/07/2014	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0026626	02/07/2014	EMPLOYER SHARE (PERA DEFINED	101.203.2030600	57.69
PERA	INV0026627	02/07/2014	PERA POLICE & FIRE PLAN	101.203.2030600	11,693.85
PERA	INV0026628	02/07/2014	EMPLOYER SHARE (POLICE & FIRE	101.203.2030600	17,540.75
PERA	CM0000590	08/23/2013	EMPLOYER SHARE (PERA COORDIN	101.203.2030600	(300.96)
PERA	CM0000591	08/23/2013	PERA COORDINATED PLAN	101.203.2030600	(300.96)
PERA	CM0000592	08/23/2013	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	(48.15)
PERA	INV0026441	08/23/2013	EMPLOYER SHARE (PERA COORDIN	101.203.2030600	300.96
PERA	INV0026442	08/23/2013	PERA COORDINATED PLAN	101.203.2030600	300.96
PERA	INV0026443	08/23/2013	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	48.15
PRECISE MRM	IN200-1001205	02/12/2014	000208	101.43.5200.443.50070	123.97
PRESTIGE ELECTRIC, INC.	85973	02/19/2014	CITYOIGH	101.42.4200.423.40040	98.00
SAFETY PULSE USA	SINV-122262	02/12/2014	000000550771	101.42.4000.421.60065	135.83
SAM'S CLUB	1/23/14 7715 0900 6117 23	02/12/2014	7715 0900 6117 2300	101.41.1100.413.50070	90.00
SENSIBLE LAND USE COALITION	2/26/14	02/19/2014	A. HUNTING & J. TEPPEN	101.41.1100.413.50080	38.00
SENSIBLE LAND USE COALITION	2/26/14	02/19/2014	A. HUNTING & J. TEPPEN	101.45.3200.419.50080	38.00
SNI SOLUTIONS	133113	02/19/2014	1/28/14	101.43.5200.443.60016	2,925.00
SOUTH ST PAUL, CITY OF	10/1/13-12/31/13	12/31/2013	UTILITY BILLS	101.207.2070900	33.00
ST PAUL STAMP WORKS INC	297004	02/12/2014	INVER002	101.42.4000.421.60065	100.81
STRATEGOS INTERNATIONAL, L.L.C.	012715-S	02/19/2014	1/24/14	101.42.4000.421.60018	18,200.00
STRATEGOS INTERNATIONAL, L.L.C.	012715-S	02/19/2014	1/24/14	101.42.4000.421.60040	781.43
THILL, JUDY	6/9/13	12/31/2013	REIMBURSE-FIRE DEPT CONFEREN	101.42.4200.423.50080	320.00
THOMSON REUTER - WEST	828919367	02/19/2014	1000197212	101.42.4000.421.30700	140.90
TIMESAVER OFF SITE SECRETARIAL INC	M20306	02/12/2014	1/13/14 CITY COUNCIL MEETING	101.41.1100.413.30700	146.00
TOTAL CONSTRUCTION & EQUIP.	59479	02/12/2014	CIT001	101.44.6000.451.40047	95.90
TOTAL REFRIGERATION SYSTEMS INC.	2/5/14	02/19/2014	REFUND LICENSE 84984	101.45.0000.3219500	50.00
UNIFIRST CORPORATION	090 0192582	02/19/2014	1051948	101.43.5200.443.60045	23.77
UNIFIRST CORPORATION	090 0192582	02/19/2014	1051948	101.44.6000.451.60045	25.41
UNIFIRST CORPORATION	090 0191757	02/12/2014	1051948	101.43.5200.443.60045	22.19
UNIFIRST CORPORATION	090 0191757B	02/19/2014	SHORT PAID	101.44.6000.451.60045	23.72
UNITED WAY	INV0026631	02/07/2014	UNITED WAY	101.203.2031300	105.00
USA MOBILITY WIRELESS INC	X0317409B	02/19/2014	0317409-4	101.42.4000.421.50020	4.89
VERIZON WIRELESS	9718955695	02/12/2014	642017074-00001	101.41.1100.413.50020	530.42
XCEL ENERGY	398897202	02/12/2014	51-5279113-0	101.43.5400.445.40020	10,112.07
XCEL ENERGY	400955292	02/12/2014	51-4779167-3	101.44.6000.451.40010	1,175.20
XCEL ENERGY	400955292	02/12/2014	51-4779167-3	101.44.6000.451.40020	1,697.28
XCEL ENERGY	400959894	02/12/2014	51-5185446-3	101.42.4000.421.40042	42.80
XCEL ENERGY	400264750	02/12/2014	51-6431857-4	101.42.4200.423.40010	3,031.82
XCEL ENERGY	400264750	02/12/2014	51-6431857-4	101.42.4200.423.40020	1,808.06
XCEL ENERGY	400265114	02/12/2014	51-6435129-1	101.43.5400.445.40020	900.53
XCEL ENERGY	400585630	02/12/2014	51-5279113-0	101.43.5200.443.40020	256.24
XCEL ENERGY	400585630	02/12/2014	51-5279113-0	101.43.5400.445.40020	2,828.60

Fund: 101 - GENERAL FUND

317,068.38

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
EAGAN ATHLETIC ASSOCIATION	2013 SLOW PITCH	12/31/2013	2013 SLOW PITCH SOFTBALL	204.44.6100.452.30700	500.00
EAGAN WAVE SOCCER CLUB	201252	12/31/2013	REFEREE COSTS	204.44.6100.452.30700	312.00
IGH SENIOR CLUB	2/4/14	02/12/2014	JANUARY 2014	204.227.2271000	224.00
IGH/SSP COMMUNITY EDUCATION	2/4/14	02/12/2014	SENIOR TRIP/NEWLETTER JAN-MAR	204.227.2271000	1,734.00
MAYER ARTS INC	1/30/14	02/12/2014	WISH UPON A BALLET	204.44.6100.452.30700	450.00
MN BOYS SCHOLASTIC LACROSSE ASSO	2014 TEAM/REF FEES	02/12/2014	2014 INVOICE	204.44.6100.452.50070	100.00
ORIENTAL TRADING COMPANY, INC.	661659406-01	02/12/2014	1/23/14	204.44.6100.452.60009	110.23
TAHO SPORTSWEAR	14TF0070	02/12/2014	1/22/14	204.44.6100.452.60045	890.67
WOODBURY UNITED LACROSSE	SPRING FEES	12/31/2013	SPRING LACROSSE FEES	204.44.6100.452.50070	1,305.00
YOUTH LACROSSE OF MINNESOTA	2014 MEMBERSHIP	02/12/2014	RENEWAL	204.44.6100.452.50070	500.00

**Fund: 204 - RECREATION FUND**

**6,125.90**

ACE PAINT & HARDWARE	518342/5	12/31/2013	501126	205.44.6200.453.60016	10.63
ACE PAINT & HARDWARE	518342/5	12/31/2013	501126	205.44.6200.453.60016	22.48
ACE PAINT & HARDWARE	518921/5	02/12/2014	501126	205.44.6200.453.60016	19.98
AQUA LOGIC, INC.	41788	02/12/2014	1/29/14	205.44.6200.453.40040	584.73
BALTGALVIS, ROBERT	2/4/14	02/12/2014	REIMBURSE-SHOES	205.44.6200.453.60045	82.50
BALTGALVIS, ROBERT	2/4/14	02/12/2014	REIMBURSE-SHOES	205.44.6200.453.60045	82.50
BATTERIES PLUS	030-600773	02/12/2014	C-1034	205.44.6200.453.60016	22.95
COCA COLA BOTTLING COMPANY	0178558215	02/19/2014	2/5/14	205.44.6200.453.76100	242.20
COMDATA CORPORATION	M40324878	02/19/2014	RH172	205.44.6200.453.60065	8.43
DRONG, DAVID	2/7/14	02/19/2014	REFUND-LOW ENROLLMENT	205.44.0000.3493501	34.00
ECSI SYSTEM INTEGRATORS	17151	02/12/2014	165950	205.44.6200.453.50055	174.00
ECSI SYSTEM INTEGRATORS	17151	02/12/2014	165950	205.44.6200.453.50055	174.00
GIGUERE, TARA	2/7/14	02/19/2014	REFUND-CANCELLED SWIM CLASS	205.44.0000.3493501	47.25
GRAINGER	9354474182	02/19/2014	806460150	205.44.6200.453.60016	37.20
GRAINGER	9357691618	02/12/2014	806460150	205.44.6200.453.60016	11.43
HANSEN, JIM	2/5/14	02/07/2014	2013-14 3AA SECTION SEMI-FINALS	205.44.6200.453.30700	135.00
HAWKINS, INC.	3562161	02/19/2014	108815	205.44.6200.453.60024	1,163.58
HAWKINS, INC.	3562162	02/19/2014	108815	205.44.6200.453.60024	1,390.26
HILLYARD INC	700116330	02/19/2014	285036	205.44.6200.453.40042	120.78
HILLYARD INC	700116330	02/19/2014	285036	205.44.6200.453.40042	120.79
HILLYARD INC	60108313	02/12/2014	274069	205.44.6200.453.60011	258.10
HILLYARD INC	60108313	02/12/2014	274069	205.44.6200.453.60011	258.09
HILLYARD INC	601028181	02/19/2014	274069	205.44.6200.453.60011	75.31
HILLYARD INC	601028181	02/19/2014	274069	205.44.6200.453.60011	75.31
HILLYARD INC	601031807	02/19/2014	274069	205.44.6200.453.60011	391.89
HILLYARD INC	601031807	02/19/2014	274069	205.44.6200.453.60011	391.89
HOEFT, JOHN C	2/5/14	02/07/2014	2013-14 3AA SECTION SEMI-FINALS	205.44.6200.453.30700	135.00
HUEBSCH SERVICES	3212392	02/19/2014	92965	205.44.6200.453.40040	55.32
HUEBSCH SERVICES	3212392	02/19/2014	92965	205.44.6200.453.40040	200.14
LENTZ, SUSAN	1/31/14	02/12/2014	REIMBURSE-LOW ENROLLMENT	205.44.0000.3493501	10.00
MENARDS - WEST ST. PAUL	46330	02/19/2014	30170270	205.44.6200.453.60011	19.78
MENARDS - WEST ST. PAUL	46330	02/19/2014	30170270	205.44.6200.453.60011	19.78
MENARDS - WEST ST. PAUL	46330	02/19/2014	30170270	205.44.6200.453.60016	9.99
MENARDS - WEST ST. PAUL	46330	02/19/2014	30170270	205.44.6200.453.60040	69.80
MENARDS - WEST ST. PAUL	46490	02/19/2014	30170270	205.44.6200.453.60011	6.48
MENARDS - WEST ST. PAUL	46490	02/19/2014	30170270	205.44.6200.453.60011	6.48
MENARDS - WEST ST. PAUL	46490	02/19/2014	30170270	205.44.6200.453.60065	59.90
MSHSL REGION 3AA	2/14/14	02/19/2014	SECTION PROCEEDS FORM 2/8/14 &	205.44.0000.3492200	3,913.50
NAC MECHANICAL & ELECTRICAL SERVIC	99262	02/19/2014	8712-1	205.44.6200.453.40040	5,862.54
PETTY CASH - TERI O'CONNOR	2/19/14	02/19/2014	SECTION HOCKEY GAME	205.100.1010400	1,500.00
R & R SPECIALTIES OF WI, INC.	0054068-IN	02/12/2014	1/31/14	205.44.6200.453.40042	54.00
R & R SPECIALTIES OF WI, INC.	0054204-IN	02/19/2014	2/11/14	205.44.6200.453.40042	73.50
RICE SOUND & SERVICE INC	04-2428	02/19/2014	2/13/14	205.44.6200.453.40040	445.00
SCHAAF, DOUG	2/5/14	02/07/2014	2013-14 3AA SECTION SEMI-FINALS	205.44.6200.453.30700	135.00
SECTIONAL BASKETBALL PROGRAM	2014 SECTIONALS	02/19/2014	2014 BASKETBALL SECTIONS	205.44.6200.453.50025	160.00
SIGN RESULTS LLC	2/7/14	02/12/2014	SIGN RENTAL	205.44.6200.453.50025	150.00
VANCO SERVICES LLC	00005913187	02/12/2014	JANUARY 2014	205.44.6200.453.70600	122.85
XCEL ENERGY	400955292	02/12/2014	51-4779167-3	205.44.6200.453.40010	16,365.43
XCEL ENERGY	400955292	02/12/2014	51-4779167-3	205.44.6200.453.40010	6,417.50
XCEL ENERGY	400955292	02/12/2014	51-4779167-3	205.44.6200.453.40020	12,538.64
XCEL ENERGY	400955292	02/12/2014	51-4779167-3	205.44.6200.453.40020	13,925.95

**Fund: 205 - COMMUNITY CENTER**

**68,191.86**

LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	290.45.3000.419.30420	2,044.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	290.45.3000.419.30420	394.00
PIONEER PRESS	0114492124	02/12/2014	492124	290.45.3000.419.50025	2,899.00

**Fund: 290 - EDA**

**5,337.00**

EHLERS AND ASSOCIATES, INC.	64588	02/12/2014	1/31/14	352.57.9000.570.30150	2,682.50
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**Fund: 352 - G.O. IMPROVEMENT 2008A**

**2,682.50**

EHLERS AND ASSOCIATES, INC.	64613	02/12/2014	2/6/14	399.57.9000.570.30150	2,375.00
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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 399 - CLOSED BOND FUND</b>					<b>2,375.00</b>
LOCAL GOVERNMENT INFORMATION SYS	37937	02/12/2014	2/1/14	401.42.4200.423.80800	70,576.00
<b>Fund: 401 - EQUIPMENT ACQ. FUND</b>					<b>70,576.00</b>
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	402.44.6000.451.30420	820.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	402.44.6000.451.30420	746.17
<b>Fund: 402 - PARK ACQ. &amp; DEV. FUND</b>					<b>1,566.17</b>
METROPOLITAN COUNCIL ENVIRON SRVC	JANUARY 2014	02/19/2014	JANUARY 2014	404.217.2170000	12,425.00
<b>Fund: 404 - SEWER CONNECTION FUND</b>					<b>12,425.00</b>
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	425.72.5900.725.30420	156.00
<b>Fund: 425 - 2005 IMPROVEMENT FUND</b>					<b>156.00</b>
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	440.74.5900.740.30420	3,454.50
<b>Fund: 440 - PAVEMENT MANAGEMENT PROJ</b>					<b>3,454.50</b>
SOUTH ST PAUL, CITY OF	10/1/13-12/31/13	12/31/2013	UTILITY BILLS	441.207.2070800	56.04
WSB & ASSOCIATES, INC.	1/28/14 2	12/31/2013	01702-250	441.74.5900.741.70600	1,312.00
<b>Fund: 441 - STORM WATER MANAGEMENT</b>					<b>1,368.04</b>
IGH INVESTMENT, LLC	2/18/14	12/31/2013	ESCROW REFUND	446.74.5900.746.70600	20,563.32
<b>Fund: 446 - NW AREA</b>					<b>20,563.32</b>
BARR ENGINEERING COMPANY	23190218.00-214	12/31/2013	11/2/13-12/27/13	451.75.5900.751.30700	497.50
JOEL CARLSON	FEBRUARY 2014	02/12/2014	FEBRUARY 2014	451.75.5900.751.30700	1,000.00
STAR CITY DAYS, INC.	2014 CONTRIBUTION	02/19/2014	FIREWORKS SHOW	451.75.5900.751.70600	5,000.00
<b>Fund: 451 - HOST COMMUNITY FUND</b>					<b>6,497.50</b>
EHLERS AND ASSOCIATES, INC.	FEBRUARY 11, 2014	02/19/2014	347906/347907	453.57.9000.570.30150	100.00
<b>Fund: 453 - SE QUADRANT TIF DIST 4-1</b>					<b>100.00</b>
CEMSTONE PRODUCTS COMPANY	1363372	02/12/2014	9021	501.50.7100.512.60016	385.00
CITY OF BLOOMINGTON	1/1/14-1/31/14	02/12/2014	1/1/14-1/31/14	501.50.7100.512.30700	420.00
GA INDUSTRIES INC	439004500	02/12/2014	432004204	501.50.7100.512.60016	1,386.75
GOPHER STATE ONE-CALL	92362	02/12/2014	MN00435	501.50.7100.512.30700	126.15
MN POLLUTION CONTROL AGENCY	2014 CERTIFICATION/EXA	02/19/2014	DAN HELLLING	501.50.7100.512.50080	55.00
SHERWIN-WILLIAMS	7912-6	02/12/2014	6682-5453-5	501.50.7100.512.60016	12.29
SOUTH ST PAUL, CITY OF	10/1/13-12/31/13	12/31/2013	UTILITY BILLS	501.50.7100.512.40005	185.23
TKDA	002014000091	02/12/2014	0014026.007	501.50.7100.512.30700	1,480.20
VALLEY-RICH CO, INC	19708	02/12/2014	R14068 2/3	501.50.7100.512.40046	4,485.78
VALLEY-RICH CO, INC	19675	02/12/2014	R14024 1/31	501.50.7100.512.40046	4,779.28
VALLEY-RICH CO, INC	19681	02/12/2014	R14037 2/2	501.50.7100.512.40046	3,573.50
WATER CONSERVATION SERVICES INC	4598	02/12/2014	1/7/14 & 1/9/14	501.50.7100.512.30700	547.60
XCEL ENERGY	400259858	02/12/2014	51-6098709-7	501.50.7100.512.40010	2,503.57
XCEL ENERGY	400259858	02/12/2014	51-6098709-7	501.50.7100.512.40020	13,616.67
<b>Fund: 501 - WATER UTILITY FUND</b>					<b>33,557.02</b>
HOME DEPOT CREDIT SERVICES	1/13/14 6035 3225 0206 19	02/12/2014	6035 3225 0206 1959	502.51.7200.514.60016	35.62
METROPOLITAN COUNCIL	0001030297	02/19/2014	5084	502.51.7200.514.40015	135,167.27
SOUTH ST PAUL, CITY OF	10/1/13-12/31/13	12/31/2013	UTILITY BILLS	502.51.7200.514.40015	356.22
XCEL ENERGY	400259858	02/12/2014	51-6098709-7	502.51.7200.514.40010	480.15
XCEL ENERGY	400259858	02/12/2014	51-6098709-7	502.51.7200.514.40020	1,385.09
<b>Fund: 502 - SEWER UTILITY FUND</b>					<b>137,424.35</b>
ACE PAINT & HARDWARE	518684/5	02/19/2014	1/15/14	503.52.8600.527.40042	2.76
ACE PAINT & HARDWARE	518955/5	02/19/2014	501126	503.52.8600.527.40042	7.49
ACE PAINT & HARDWARE	518966/5	02/19/2014	2/12/14	503.52.8600.527.40042	18.85
ARAMARK UNIFORM SERVICES	629-7915715	02/19/2014	792502342	503.52.8600.527.60045	28.05
ARAMARK UNIFORM SERVICES	629-7924996	02/19/2014	792502342	503.52.8600.527.60045	28.05
CHECKVIEW CORPORATION	300111824	02/19/2014	64063	503.52.8600.527.50055	417.79
DAKOTA ELECTRIC ASSN	2/10/14	02/12/2014	12/13-1/14	503.52.8600.527.40020	292.84
GEMPLER'S INC.	1019973624	02/19/2014	5488419	503.52.8600.527.60065	750.30
MENARDS - WEST ST. PAUL	45745	02/19/2014	30170265	503.52.8600.527.60012	210.48
MENARDS - WEST ST. PAUL	45756	02/19/2014	30170265	503.52.8600.527.40040	26.70
MGCSA	2014 DUES G. LENTNER	02/19/2014	GLEN LENTNER	503.52.8600.527.50070	140.00
MGCSA	2014 DUES J. METZ	02/19/2014	JOEL METZ	503.52.8600.527.50070	140.00
MGCSA	2014 DUES K. FELIX	02/19/2014	KEN FELIX	503.52.8600.527.50070	140.00
MGCSA	2014 DUES T. LAGE	02/19/2014	TIM LAGE	503.52.8600.527.50070	115.00
MN DEPT OF AGRICULTURE	2014 RENEWAL 20020163	02/19/2014	20020163	503.52.8600.527.50070	15.00
MN DEPT OF AGRICULTURE	2014 RENEWAL 20027613	02/19/2014	20027613	503.52.8600.527.50070	15.00
MN DEPT OF HEALTH	2014 RENEWAL	02/19/2014	FBL-8905-6408	503.52.8300.524.50070	579.50
MN DNR - OMB	2/11/14 J. METZ	02/19/2014	JOEL METZ	503.52.8600.527.50070	557.66
MTI DISTRIBUTING CO	940748-00	02/19/2014	402307	503.52.8600.527.40042	154.48

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NATIONAL AUTOMATIC SPRINKLER CO.	29710	02/19/2014	MD08463	503.52.8500.526.40040	721.47
NATURE CALLS, INC.	20493	02/19/2014	4165	503.52.8600.527.40065	115.70
PRESTIGE ELECTRIC, INC.	85972	02/19/2014	CITYOIGH	503.52.8500.526.40040	98.00
ROTHER MACHINE, INC.	5322	02/19/2014	1/22/14	503.52.8600.527.40042	392.55
SOUTH BAY DESIGN	2/1/14	02/19/2014	INVERWOOD	503.52.8500.526.50025	227.50
TDS METROCOM	2/13/14 651 457 3667	02/19/2014	651 457 3667	503.52.8500.526.50020	286.21
TRACTOR SUPPLY CREDIT PLAN	138891	02/19/2014	1/22/14	503.52.8600.527.40042	11.97
XCEL ENERGY	399314266	02/12/2014	51-5754364-1	503.52.8500.526.40010	228.25
XCEL ENERGY	399314266	02/12/2014	51-5754364-1	503.52.8500.526.40020	506.97
XCEL ENERGY	399314266	02/12/2014	51-5754364-1	503.52.8600.527.40010	619.65
XCEL ENERGY	399314266	02/12/2014	51-5754364-1	503.52.8600.527.40020	76.78
<b>Fund: 503 - INVER WOOD GOLF COURSE</b>					<b>6,925.00</b>
LEAGUE OF MN CITIES INS TRUST	26807	02/12/2014	9/1/13-9/1/14	602.00.2100.415.50009	73,375.75
LEAGUE OF MN CITIES INS TRUST	45776	02/12/2014	9/1/13-9/1/14	602.00.2100.415.50010	39,310.50
LEAGUE OF MN CITIES INS TRUST	45776	02/12/2014	9/1/13-9/1/14	602.00.2100.415.50010	3,105.00
LEAGUE OF MN CITIES INS TRUST	45776	02/12/2014	9/1/13-9/1/14	602.00.2100.415.50010	4,250.75
LEAGUE OF MN CITIES INS TRUST	45776	02/12/2014	9/1/13	602.00.2100.415.50011	37,332.75
LEAGUE OF MN CITIES INS TRUST	45776	02/12/2014	9/1/13-9/1/14	602.00.2100.415.50012	9,797.00
LEAGUE OF MN CITIES INS TRUST	45776	02/12/2014	9/1/13-9/1/14	602.00.2100.415.50015	455.50
<b>Fund: 602 - RISK MANAGEMENT</b>					<b>167,627.25</b>
ABM EQUIPMENT & SUPPLY	0138681-IN	02/12/2014	0119391	603.00.5300.444.40041	516.90
CARQUEST OF MSP-ROSEMOUNT	1596-208647	02/12/2014	614420	603.140.1450050	31.88
CARQUEST OF MSP-ROSEMOUNT	1596-208784	02/19/2014	614420	603.00.5300.444.40041	49.58
DAKOTA CTY TREASURER	8358	02/19/2014	MND007183841	603.00.5300.444.40025	103.60
EMERGENCY AUTOMOTIVE TECHNOLOGI	RP012814-1	02/12/2014	1/29/14	603.00.5300.444.40041	105.00
FLEETPRIDE	59236695	02/19/2014	2/12/14	603.00.5300.444.40041	21.01
HEALTHEAST VEHICLE SERVICES	20422	12/31/2013	12/31/13	603.00.5300.444.80700	280.74
HOSE / CONVEYORS INC	00042245	02/12/2014	CIT300	603.00.5300.444.60012	120.00
I-STATE TRUCK CENTER	C242290609:01	02/12/2014	13468	603.00.5300.444.40041	132.61
LITTLE FALLS MACHINE INC	00052842	02/12/2014	048294	603.00.5300.444.40041	816.00
METROMATS	8855	02/12/2014	1/23	603.00.5300.444.40065	41.15
METROMATS	8690	02/12/2014	1/9/14	603.00.5300.444.40065	41.15
O'REILLY AUTO PARTS	1767-467196	02/12/2014	62588	603.00.5300.444.40041	419.99
O'REILLY AUTO PARTS	1767-468537	02/19/2014	70342	603.140.1450050	32.80
O'REILLY AUTO PARTS	1767-468547	02/19/2014	70342	603.00.5300.444.40041	67.48
O'REILLY AUTO PARTS	1767-468729	02/19/2014	62588	603.00.5300.444.40041	319.84
O'REILLY AUTO PARTS	1767-468730	02/19/2014	62588	603.00.5300.444.60040	21.95
O'REILLY AUTO PARTS	1767-46874	02/19/2014	62588	603.00.5300.444.40041	147.50
O'REILLY AUTO PARTS	1767-468750	02/19/2014	62588	603.00.5300.444.60012	39.12
O'REILLY AUTO PARTS	1767-468756	02/19/2014	62588	603.00.5300.444.60040	17.99
O'REILLY AUTO PARTS	1767-468769	02/19/2014	62588	603.00.5300.444.60012	7.72
O'REILLY AUTO PARTS	1767-46878	02/19/2014	62585	603.00.5300.444.40041	41.94
O'REILLY AUTO PARTS	1767-468787	02/19/2014	2/11/14	603.00.5300.444.40041	133.88
O'REILLY AUTO PARTS	1767-467721	02/12/2014	22634	603.00.5300.444.40041	(80.00)
O'REILLY AUTO PARTS	1767-46671 B	02/19/2014	CREDIT ADJUSTMENT	603.00.5300.444.40041	(17.08)
O'REILLY AUTO PARTS	1767-467723	02/12/2014	22634	603.00.5300.444.40041	56.19
O'REILLY AUTO PARTS	1767-467723	02/12/2014	22634	603.140.1450050	12.95
O'REILLY AUTO PARTS	1767-467853	02/19/2014	70342	603.00.5300.444.40041	17.97
O'REILLY AUTO PARTS	1767-467853	02/19/2014	70342	603.00.5300.444.60012	3.80
O'REILLY AUTO PARTS	1767-458040	02/19/2014	62588	603.140.1450050	48.60
OXYGEN SERVICE COMPANY, INC	07749499	02/12/2014	04393	603.00.5300.444.60012	149.06
PAUL'S AUTO & TIRE, INC.	62843	02/12/2014	1/29/14	603.00.5300.444.40041	77.00
SECURITY ACCESS SYSTEMS INC	2868	02/12/2014	1/30/14	603.00.5300.444.40040	325.00
SHARROW LIFTING PRODUCTS	70911	02/12/2014	18300	603.00.5300.444.60012	120.20
SOUTH ST PAUL STEEL SUPPLY CO	01130058	12/04/2013	0100202	603.00.5300.444.40041	112.69
TITAN MACHINERY	3068375	02/19/2014	897478	603.00.5300.444.40041	369.29
UNIFIRST CORPORATION	090 0192582	02/19/2014	1051948	603.00.5300.444.40065	73.52
UNIFIRST CORPORATION	090 0192582	02/19/2014	1051948	603.00.5300.444.60045	28.17
UNIFIRST CORPORATION	090 0191757B	02/19/2014	SHORT PAID	603.00.5300.444.40065	68.63
UNIFIRST CORPORATION	090 0191757B	02/19/2014	SHORT PAID	603.00.5300.444.60045	50.08
UNITED FARMS COOP	73533	02/12/2014	958425	603.00.5300.444.40041	180.00
XCEL ENERGY	400585630	02/12/2014	51-5279113-0	603.00.5300.444.40010	4,520.24
XCEL ENERGY	400585630	02/12/2014	51-5279113-0	603.00.5300.444.40020	2,014.91
YOCUM OIL COMPANY, INC.	608756	02/19/2014	502860	603.140.1450060	6,300.80
YOCUM OIL COMPANY, INC.	610331	02/19/2014	502860	603.140.1450060	6,351.97
<b>Fund: 603 - CENTRAL EQUIPMENT</b>					<b>24,293.82</b>
COORDINATED BUSINESS SYSTEMS	CNIN139853	02/12/2014	4502512	604.00.2200.416.40050	396.78
COORDINATED BUSINESS SYSTEMS	CNIN139884	02/12/2014	4502512	604.00.2200.416.40050	132.26
<b>Fund: 604 - CENTRAL STORES</b>					<b>529.04</b>

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HILLYARD INC	601007870	02/12/2014	274069	605.00.7500.460.60011	923.80
HOME DEPOT CREDIT SERVICES	1/13/14 6035 3225 0206 19	02/12/2014	6035 3225 0206 1959	605.00.7500.460.60011	63.60
HORWITZ NS/I	W30524	02/12/2014	CTYOFIGH	605.00.7500.460.40040	279.50
LONE OAK COMPANIES	61886	02/12/2014	1/23/14	605.00.7500.460.50035	433.36
SAM'S CLUB	1/23/14	02/12/2014	7715 0900 6358 0633	605.00.7500.460.60011	16.31
XCEL ENERGY	400585630	02/12/2014	51-5279113-0	605.00.7500.460.40020	8,890.03
ZEE MEDICAL SERVICE	54183587	02/12/2014	2/5/14	605.00.7500.460.60065	82.15
ZEMAN ENTERPRISES LLC	1/17/14	02/12/2014	POLICE LOCKERS	605.00.7500.460.40040	5,033.00
<b>Fund: 605 - CITY FACILITIES</b>					<b>15,721.75</b>
ADVANCED TECHNOLOGY SYSTEMS, INC	71277	12/31/2013	12/31/13	606.00.1400.413.60010	918.98
CUSTOM HEADSETS, INC	50325	02/12/2014	C3143	606.00.1400.413.60065	394.32
INTEGRA TELECOM	11683974	02/12/2014	887115	606.00.1400.413.50020	993.18
LOGISOLVE LLC	50184	02/12/2014	1/31/14	606.00.1400.413.30700	205.00
US INTERNET	110-080034-0004	02/12/2014	110-080034	606.00.1400.413.30700	220.00
<b>Fund: 606 - TECHNOLOGY FUND</b>					<b>2,731.48</b>
DAKOTA CTY SHERIFF'S DEPT.	201355617	02/12/2014	JAMES MICHAEL ROYCE	702.229.2291000	180.00
EMMONS & OLIVIER RESOURCES	00095-0038-6	12/31/2013	00095-0038	702.229.2282200	1,142.25
EMMONS & OLIVIER RESOURCES	00095-0038-6	12/31/2013	00095-0038	702.229.2298301	3,455.61
HEALTH EAST VEHICLE SERVICES	19946	12/31/2013	8/3/13	702.229.2291000	103.85
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2284001	76.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2291000	320.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2291000	144.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2291000	16.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2292101	44.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2296201	22.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2298001	90.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2298701	33.00
LEVANDER, GILLEN & MILLER P.A.	1/31/14 81000E	02/12/2014	81000E	702.229.2302201	136.00
SCOTT COUNTY CLERK OF COURT	2013001232	02/12/2014	LISA JEAN KENNEDY	702.229.2291000	285.00
<b>Fund: 702 - ESCROW FUND</b>					<b>6,055.71</b>
<b>Grand Total</b>					<b>913,352.59</b>

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**CONSIDER APPROVAL OF SENTENCE TO SERVICE CONTRACT**

Meeting Date: February 24, 2014  
 Item Type: Consent Agenda  
 Contact: Mark Borgwardt-651-450-2581  
 Prepared by: Mark Borgwardt  
 Reviewed by: Eric Carlson-Parks & Recreation

<b>Fiscal/FTE Impact:</b>	
<input type="checkbox"/>	None
<input checked="" type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

Approve the 2014 Contract with Dakota County for Sentence to Service Program Work Crews (STS). The contract will not exceed \$26,032.20 and is for minimum of 60 crew days of service. Each crew day will consist of 5-10 members working 6.5 hour days.

**SUMMARY**

The approved 2014 Budget anticipates expenditure in the Parks Division budget for Sentence to Service Work Crews. The expenditure guarantees minimum of 60 crew work days for the City work and the cost is approximately \$7.50 per hour per crew member. STS usually provides extra crew days at no additional charge. In 2013 STS provided a total of 73 work crew days, 60 days which were contracted and paid for.

The Contract for STS Work Crews can be terminated with or without cause with thirty days written notice.

Examples of work projects include: spring clean up of trash and debris in parks, along Cahill Ave., trails, sidewalks and in boulevards; painting trash containers, picnic tables, signs, benches bleachers, tunnels and the interior and exterior of buildings; landscaping, rain garden and erosion control projects; removal of invasive plant species; trimming and chipping brush and trees; cutting back along trails; mulching trees and trails; placing engineered wood fiber in playgrounds; preparation and assistance for special projects and community events like Inver Grove Heights Days; equipment and infrastructure assembly.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

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Consider Approval of Low E Ceiling Consultant

Meeting Date: February 24, 2014  
Item Type: Consent Agenda  
Contact: Eric Carlson – 651.450.2587  
Prepared by: Eric Carlson  
Reviewed by: Eric Carlson – Parks & Recreation

**Fiscal/FTE Impact:**

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

**PURPOSE/ACTION REQUESTED**

Approve hiring Apex Arena Solutions Inc. in the amount not to exceed \$4,700 to consult with city staff regarding the installation of a low e ceiling in the East Rink of the VMCC. The project is budgeted in the 2014 VMCC/Grove budget.

**SUMMARY**

We have budgeted \$100,000 in the 2014 VMCC/Grove budget to install a low E ceiling over the ice surface in the East Rink. The project is an energy saving project that will reduce the energy load on the compressors that chill the ice. The project is expected to have a 6 year payback.

Apex Arena Solutions Inc. will provide design and construction services on the project to ensure the products specified and construction methods used provide the city with the best value and highest energy savings.

The project is anticipated to be bid over the summer months and be installed over a two week period in October 2014.

As a note, we are not proposing to install a low E ceiling in the West Rink based on the fact that ice is only installed from Nov – February annually.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**Consider Approval of 2014-15 VMCC Ice Rates**

Meeting Date: February 24, 2014  
 Item Type: Consent Agenda  
 Contact: Eric Carlson – 651.450.2587  
 Prepared by: Eric Carlson  
 Reviewed by: Eric Carlson – Parks & Recreation

	<b>Fiscal/FTE Impact:</b>
<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

Consider 2014-15 Ice Rates for the VMCC.

**SUMMARY**

The Council is asked to establish ice rates each year as outlined in Section 3.1.1 of the lease agreement between the City of Inver Grove Heights and Independent School District 199 for the Armory and for the Inver Gove Heights Veteran’s Memorial Community Center (VMCC). Doing so will allow the City to charge ISD 199 for ice Time used by the boys and girls high school hockey program and physical education classes outlined in the lease

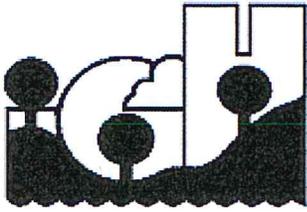
The City and School District entered into a lease for the use of the VMCC in May of 1995. The lease requires the School District to pay the City a sum of \$100,000 annually for the construction of the VMCC over a 20-year period resulting in a contribution of \$2,000,000. Additionally, the lease outlines the City can charge the School District for ice time used by the District for athletics and physical education classes.

The lease also stipules that the Community Center Advisory Committee (CCAC) consisting of the City Administrator, Finance Director, Park and Recreation Director, School District Business Manager, and Activities Director meet to discuss operational issues at the CCAC. The CCAC is charged with establishing the market rate ice time at the VMCC by using a prescribed list of area arenas to establish an “average” ice rate.

The proposed ice rate for 2014-15 is recommended to increase by \$5/hour to \$205/hour. The Park and Recreation Commission and CCAC have reviewed the proposed ice rates and both are recommending approval.

Our ice rate history is as follows:

2007-08	\$175
2008-09	\$185
2009-10	\$190
2010-11	\$190
2011-12	\$190
2012-13	\$200
2013-14	\$200
2014-15	\$205 (proposed)



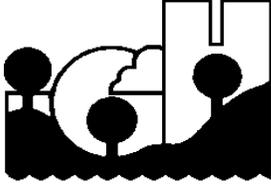
City of Inver Grove Heights  
 Veteran's Memorial Community Center

2014-2015  
 Ice Rate Study

Arena	2013-2014 Prime	2013-2014 Non- Prime	2014-2015 Prime	2014-2015 Non- Prime
Cottage Grove	\$200	\$130	\$205	\$135
Eagan	\$200	\$135	\$200	\$135
Lakeville	\$215	n/a	\$215	n/a
Rosemount	\$185	\$125	\$195	\$125
South St Paul	\$200	\$155	\$200	\$155
West St Paul	\$193	n/a	\$196	n/a
Edina	\$205	\$165	\$205	\$165
Burnsville	\$185	n/a	\$220	\$185
Minnetonka	\$190	n/a	\$200	n/a
Parade (Minneapolis)	\$180	\$150	\$180	\$150
Average	\$195	\$142	\$202	\$150
Maximum Market Rate 5% greater than average	\$205	\$149	\$212	\$158
Current VMCC Rate	\$200	\$135		
Proposed VMCC Rate			\$205	\$140

**Notes:**

- Lease allows rate to be below market, at market, but no more than 5% above market.
- Provides users of 675 or more hours of ice between October 1<sup>st</sup> and March 10<sup>th</sup> a \$10 per hour discount.



## CITY OF INVER GROVE HEIGHTS

### MEMORANDUM

TO: Mayor and City Council

FROM: Joe Lynch, City Administrator

SUBJECT: Volunteer Coordinator position

DATE: February 6, 2014

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The City of Inver Grove Heights is a part of an organization called High Performance Partnerships along with all other cities in Dakota County. This group gets together on a regular basis to examine how the business of government can be done better, in a more cooperative, consolidated way. This group produced the Dakota Communications Center, epitome of cooperation, coordination and consolidation. We are still searching and researching other opportunities. The groups has discussed and reviewed such items as: Joint Prosecution, Health Service coordination/cooperation, Administrative Courts and fines and many others.

I have been Co-Chair of a group charged with looking at how cities might be able to provide a source to assist cities in identifying opportunities to have volunteers assist city staff in completing some of the many tasks to be done in a city. Many of these are important, but fall down the list in importance in terms of prioritization compared with our core services. However, they do need to be done and in order to get to them and through them; we will have to depend on people willing to volunteer their time to help us. That is where this position comes in. A volunteer Coordinator will help the cities of Apple Valley, Inver Grove Heights, Rosemount and the Dakota County CDA identify people willing to help, discern their aptitudes and interests and help get them in touch with the right departments for training and to get started. Enclosed within is a copy of a Services Agreement between the parties. It outlines the roles and responsibilities of the parties and the desired outcome of establishing this position. On our own we would not be able to do this, but with the cooperation and assistance of these other three agencies we can make this work for all. We have needs such as assistance with specialty projects like Buckthorn removal, scanning and filing, beautification of flower beds and landscape area around our public buildings,

**AGREEMENT  
TO PROVIDE VOLUNTEER COORDINATION SERVICES**

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2014 by and among the Cities of **WEST ST. PAUL, INVER GROVE HEIGHTS, ROSEMOUNT, AND APPLE VALLEY, MINNESOTA** (hereinafter individually referred to as a “City” and collectively referred to as the “Cities”).

- 1. AUTHORITY.** This Agreement is entered into pursuant to Minnesota Statutes § 471.59.
- 2. PURPOSE.** The purpose of this Agreement is to provide volunteer coordination services for the Cities.
- 3. VOLUNTEER COORDINATION SERVICE.** A Volunteer Coordinator will be hired as an employee of the City of West St. Paul and shall perform the basic services of the volunteer program (the “Program”) for itself and for the Cities of Inver Grove Heights, Rosemount and Apple Valley.

The basic services include but are not limited to:

- Recruit volunteers for each member city for positions identified by the Cities.
- Develop job descriptions for each volunteer position, application forms, waiver forms and policy documents.
- Screen applicants and match their skills and interests to the positions available.
- Facilitate interviews with the city contacts and finalize arrangements to begin the volunteer appointment.
- Maintain contact with one key staff person in each City to ensure ongoing effective communication of needs, interests and outcomes.
- Maintain contact with each volunteer to resolve any issues that arise, ensure their volunteer opportunity is meeting their needs, and they feel appreciated.
- Assist cities by providing contact information, problem solving and ideas for helping volunteers feel appreciated and valued.
- Maintain Volgistics (or equivalent) database and provide periodic reports to each city tailored to their needs.
- Maintain detailed records of volunteers and expenses of program.
- Prepare correspondence as needed.
- Research program ideas and methods for engaging residents in volunteering for their community.
- Develop forms, templates and website materials for cities to upload onto their websites.
- Support and promote the volunteer program.
- May apply for grants, if available, and manage grant requirements.
- Provides basic orientation to new volunteers on what to expect, their responsibilities, the importance of making a commitment and being timely and conscientious.
- May develop logo for t-shirts or memorabilia; may assist in appreciation events.
- Answer phone/email inquiries regarding the volunteer program.

- May utilize social media, or link to existing social media to recruit volunteers and show the good work volunteers are doing.

If a City desires additional services outside of the scope of basic services of the Program, the City may enter into a separate agreement with West St. Paul, upon mutual agreement, concerning those services.

#### **4. FINANCE.**

A. The Cities of Inver Grove Heights, Rosemount and Apple Valley shall pay the City of West St. Paul to reimburse for the costs of the wages, benefits and other costs necessary to employ the shared Volunteer Coordinator. The Cities shall initially share the cost of this position equally in accordance with Attachment A. By August 1<sup>st</sup> of each year, the Cities shall meet to review the results of the Program and shall establish a budget for the following year. The City of West St. Paul shall invoice each other City quarterly. Each City shall pay the invoice within 30 days. The City of West St. Paul is authorized to pay claims submitted by the Volunteer Coordinator.

B. The City of Inver Grove Heights shall provide a used but working computer capable of handling the Volgistics (or equivalent) software and basic office software. Inver Grove Heights shall purchase paper and basic office supplies and shall provide access to a working landline, Internet service, and shared fax and printer for the Program. Purchases made under this Agreement shall conform to statutory requirements applicable to the Cities. A cell phone (or a stipend of up to \$45/month) shall be provided by the City of West St. Paul and is part of the shared cost between the parties.

C. Any grants received will be apportioned equally among the Cities and shall reduce each City's contribution to the costs of the Program.

#### **5. CONTRIBUTIONS OF FACILITIES BY CITIES.**

A. Each City shall determine which of its assets will be available to the Program but at a minimum, shall provide a place to interview volunteers in each of their respective cities.

B. Each City shall maintain liability insurance coverage on the volunteers as required by law.

C. Assets made available to the Program will be promptly returned to the city that provided them upon that City's withdrawal from the Agreement.

D. The position shall initially be housed in the City of Inver Grove Heights City offices. If the Cities desire a change to this location, a Memorandum of Understanding may modify this Agreement if signed by all Parties. The Volunteer Coordinator in charge of the Volunteer Program will be supervised by the designated contact in West St. Paul, in coordination with the primary contacts in the individual cities. Required safety, legal and related reporting shall be through the designated contact in City of West St. Paul.

E. Each City shall provide office supplies and materials necessary for recruitment and retention of volunteers in their City.

**6. PERSONNEL.** The City of West St. Paul shall establish standards and qualifications for its personnel. The Volunteer Coordinator shall be deemed an employee of the City of West St. Paul, not of the other member Cities. The Volunteer Coordinator shall be subject to the human resources and other policies of the City of West St. Paul.

**7. INSURANCE AND INDEMNIFICATION.**

General Liability Insurance. Each individual City agrees to maintain in force comprehensive general liability insurance equal to or greater than the maximum liability for tort claims under Minn. Stat. § 466.04, as amended. If any City is notified that its insurance is cancelled, it will immediately notify the other Cities in writing. If any City is unable to obtain or keep in force at least the minimum coverage required by this paragraph, any City may withdraw from this Agreement after giving the other member Cities at least thirty (30) days written notice of its intent to withdraw.

A. Workers' Compensation Insurance. Each City shall be responsible for injuries to or death of its own employees. Each City shall maintain workers' compensation coverage or self-insurance coverage, covering its own employees while they are providing services pursuant to this agreement. Each City waives the right to sue any other City for any workers' compensation benefits paid to its own employee or their dependents, even if the injuries were caused wholly or partially by the negligence of any other City or its officers, employees or agents.

B. Indemnification. Each City shall be liable for its own acts to the extent provided by law. Each City (the "Indemnifying Party") agrees to defend, indemnify and hold harmless each other and each other's respective employees, , officers, agents and volunteers , each of the foregoing referred to as "Indemnified Party," against all actual and direct losses suffered by the Indemnified Party and all liability to third parties arising from or in connection with any breach of this Agreement or from any negligence or wrongful acts or omissions by the Indemnifying Party or its employees, officers, agents or volunteers in connection with the Indemnifying Party's performance under this Agreement.

Accordingly, on demand, the Indemnifying Party agrees to reimburse the Indemnified Party for any and all actual and direct losses, liabilities, lost profits, fines, penalties, costs or expenses (including reasonable attorneys' fees) which may for any reason be imposed upon any Indemnified Party by reason of any suit, claim, action, proceeding or demand by any third party that results from the Indemnifying Party's breach of any provision of this Agreement or from any negligence or wrongful acts or omissions by the Indemnifying Party or its employees, officers, agents or volunteers in connection with the Indemnifying Party's performance under this Agreement.

Under no circumstance, however, shall a City be required to pay on behalf of itself and other parties to this Agreement any amounts in excess of the limits of liability established in Minn. Stat. § 466.04. The limits of liability for some or all of the Cities shall not be added together to determine the maximum amount of liability for any one City.

**8. DURATION.**

A. Any City may withdraw from this Agreement on December 31 of any year for the following year. Written notice of termination must be given to the other Cities by August 31<sup>st</sup> of that year.

B. In the event of written notification to withdraw, the remaining Cities shall meet to consider modifying the Agreement to continue without the withdrawing City or to terminate the Agreement.

**9. No Presumption Against Drafting Party.** The parties acknowledge that: (a) this Agreement and its reduction to final written form are the result of extensive good-faith negotiations among the parties through themselves and/or their respective legal counsel; (b) said parties and/or their legal counsel have carefully reviewed and examined this Agreement prior to execution; and (c) any statute, common law, or rule of construction which provides that ambiguities are to be resolved against the drafting party(ies) shall not be employed in the interpretation of this Agreement.

**10. Governing Law and Venue.** This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota without regard to its conflict of laws provision. The parties agree that any action arising out of this Agreement or with respect to the enforcement of this Agreement shall be venued in the Dakota County District Court, State of Minnesota.

**11. Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed shall be deemed to be an original and the counterparts shall together constitute one and the same agreement.

**12. Execution of Additional Documents.** The parties agree to execute and deliver to the other party, as requested, any additional documents and/or instruments that may reasonably be determined as necessary to consummate this transaction.

**IN WITNESS WHEREOF**, the Cities hereto have caused this Agreement to be executed by their respective duly authorized officers.

Dated: \_\_\_\_\_

**CITY OF WEST ST. PAUL**

\_\_\_\_\_  
By: John Zanmiller  
Its: Mayor

\_\_\_\_\_  
By: Chantal Doriott  
Its: Clerk

Dated: \_\_\_\_\_

**CITY OF APPLE VALLEY**

\_\_\_\_\_  
By: Mary Hamann-Roland  
Its: Mayor

\_\_\_\_\_  
By: Pamela Gackstetter  
Its: Clerk

Dated: \_\_\_\_\_

**CITY OF INVER GROVE HEIGHTS**

\_\_\_\_\_  
By: George Tourville  
Its: Mayor

\_\_\_\_\_  
By: Melissa Kennedy  
Its: Clerk

Dated: \_\_\_\_\_

**CITY OF ROSEMOUNT**

\_\_\_\_\_  
By: Bill Droste  
Its: Mayor

\_\_\_\_\_  
By: Amy Domeier  
Its: Clerk

**JOINT FEES/EXPENSES**

**ATTACHMENT A**

	<u>Annual-2014</u>
A. Volunteer Coordinator Salary (.6 FTE) \$18/hour	\$22,464
B. Benefits (PERA/FICA)	\$3,350
C. Membership – MN Area Volunteer Assoc.	\$100
D. Printing/Promotion – generic materials	\$100
E. Mileage Reimbursement	\$600
F. Computer/laptop - use older one from one of the cities	\$0
G. Smart Phone Monthly Fee Reimbursement \$45/mo.	\$540
H. Volgistics Software	\$540
I. Miscellaneous	\$1,000
J. Initial Recruitment of Volunteer Coord. (email/website/LMC)	<u>\$0</u>
<b>Total Projected costs:</b>	<b>\$28,694</b>
<b>Divided between 4 cities</b>	<b>\$7,173.50</b>

**INDIVIDUAL CITY EXPENSES**

- A. Optional Volunteer Insurance Coverage – LMCIT (If desired) \$ 1,450
- B. Volunteer uniforms – T-shirts/polos with City Volunteer logo
- C. Recognition for Volunteers
- D. Background checks – through Police Dept.
- E. Printing or advertising of City specific materials
- F. When the staff person travels to an individual City, that City would provide mailing, copying and some office supplies onsite.

**INDIVIDUAL CITY RESPONSIBILITIES**

- A. Designate “City Contact” person
- B. Designate on-site supervisor for each volunteer position
- C. Posting job information on individual City website
- D. Promote City volunteer opportunities within the community
- E. Provide room availability for volunteer interviews

\*Note: vacation and sick leave or PTO would be provided on a pro-rated basis. Assumes \$10,000 life insurance benefits.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

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**PERSONNEL ACTIONS**

Meeting Date: February 24, 2014  
Item Type: Consent  
Contact: Jenelle Teppen, Asst. City Admin  
Prepared by: Amy Jannetto, H.R. Coordinator  
Reviewed by: n/a

<b>Fiscal/FTE Impact:</b>	
<input type="checkbox"/>	None
<input checked="" type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED** Staff requests that the Council approve the personnel actions listed below:

Please confirm the seasonal/temporary employment of: Recreation- Alexandra Saraswate, Logan Tschida, Alexander Fenske, Fitness – Angela Esslinger, Weston Irish, and Beatriz Ramirez.

Please confirm the seasonal/temporary termination of employment of: Recreation- Felix Butler.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider a Resolution Ordering the Project, Approving Plans and Specifications, Authorizing Advertisement for Bids, Approving an Agreement with Dakota County CDA, a Resolution Establishing Parking Restrictions and a Resolution Authorizing Negotiations for Easements for City Project No. 2014-09D – College Trail Reconstruction and Barbara Avenue Partial Reconstruction**

Meeting Date: February 24, 2014  
 Item Type: Continued Public Hearing  
 Contact: Thomas J. Kaldunski, 651.450.2572 *TSK*  
 Prepared by: Thomas J. Kaldunski, City Engineer  
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:	
<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other: Pavement Management Funds, Special Assessments, State Aid Funds, Water Fund, Sewer Fund

**PURPOSE/ACTION REQUESTED**

Consider a Resolution Ordering the Project, Approving Plans and Specifications, Authorizing Advertisement for Bids, Approving an Agreement with Dakota County CDA, a Resolution Establishing Parking Restrictions and a Resolution Authorizing Negotiations for Easements for City Project No. 2014-09D – College Trail Reconstruction and Barbara Avenue Partial Reconstruction.

**SUMMARY**

The project was initiated by the City Council as part of the City’s Pavement Management Program (PMP). The project involves roadway reconstruction, including bituminous pavement reclamation; subgrade excavation and correction; granular subgrade; aggregate base; bituminous pavement; curb and gutter removal and replacement; driveway reconstruction; concrete sidewalk construction; bituminous trail construction; drainage improvements including storm sewer ponds, treatment basins and appurtenances; water main repair and replacement as necessary, including hydrant/valve replacement and appurtenances; sanitary sewer construction as necessary; milling and overlaying of existing pavement; restoration and appurtenances. The street segments included in the project are shown on the attached map (Exhibit 6) and are as listed:

The street reconstruction portion will include: College Trail from Broderick Boulevard to Cahill Avenue, Bower Path south of College Trail, 86<sup>th</sup> Street south of Bower Path, Bower Court north of Bower Path, and 87<sup>th</sup> Street from Bower Path to approximately 500 feet west of Brooks Boulevard.

The partial reconstruction will include: Barbara Avenue from 350 feet south of 80th Street East to the City Hall entrance driveway (400 feet).

The mill and overlay portion will include: Barbara Avenue from 80th Street to 350 feet south of 80th Street.

The total estimated project cost is \$3,199,200. The amount of State Aid funds currently proposed to be allocated to the project is \$1,300,000. The total amount proposed to be assessed is \$1,563,651 per the PMP funding policy or \$1,006,043 per the benefit analysis. City Utility Funds will provide \$83,000. The PMP Fund will provide the balance.

Project Components

- 8500 LF of street reconstruction
- 350 LF of mill and overlay of pavement
- 400 LF of partial reconstruction
- Construction of a sidewalk on the south side of College Trail – Brewster to Cahill Avenue
- Construction of a bituminous trail on the north side of College Trail from Broderick to Brewster
- Repairs and replacement to the water and sewer systems as necessary

- 300 LF of new sewer will be installed on College Trail
- Installation of barrier curb adjacent to trails, sidewalks and some adjacent wetlands
- Drainage improvements for College Trail to meet State Aid requirements
- Drainage improvements and storm sewer construction for streets, outfalls, and pond inlets; includes the construction of storm water ponds and storm water facilities to treat pollutants contained in storm water runoff
- Addition of drain tile at low points
- Construction of retaining walls as necessary
- Sump pump discharge facilities as necessary
- College Trail will be built with a typical section consisting of two twelve-foot-wide driving lanes, four-foot-wide gravel shoulders or curb and gutter as noted above, six-inch-thick bituminous pavement on six-inch-thick Class 5 aggregate base on 24-inch-thick select granular subgrade
- Barbara Avenue will consist of six-inch-thick of bituminous on ten-inch-thick Class 5 aggregate base
- Streets in the College Heights area will consist of six-inch-thick recycled bituminous base with four-inch-thick new bituminous surface with two-foot-wide gravel shoulders

#### Public Information Meeting from January 15, 2014

Three public information meetings have been held. The first was on September 15, 2013. On January 15, 2014 a second public information meeting was held for the project. The meeting was conducted from 5:30 to 7:00 pm. During the session, the City Engineer held a group discussion with all the residents present. Information related to street construction was presented by Kimley-Horn and then discussed. A total of 21 residents attended the meeting. General comments related to the project included the following:

#### Open House Comments

- Is State Aid paying for the trail? *(They were mistakenly told no, but it is a combination of State Aid, assessments and City Funds).*
- Multiple residents along the north side of College Trail, east of Brewster Avenue, expressed concern for the roadway being posted "no parking" after the project. Residents along College Trail have always had guests park on the street. Posting the roadway "no parking" is changing the existing condition and not providing residents anywhere for their guests to park along the street. They have some on-site parking room. *(If the City did not build the trail, state-aid would still require College Trail to be posted No Parking due to narrow width).*
- Is the bus company assessed for the improvements? Residents expressed the belief that the buses are causing much of the deterioration of the road and should be paying an assessment. *(Only benefitting properties are considered for assessment).*
- College Trail residents have expressed that they do not see pedestrian traffic levels at a point worth paying for sidewalks and trails. The residents requested that the City put more time into understanding if a trail/sidewalk is truly needed based on pedestrian traffic the area currently experiences. *(The response directed them to the 2011 Trail Gap Study done by the Parks and Recreation Commission and approved by the City Council. The City has a duty to provide a design on collector streets that provides transportation options to the public. We are responsible for providing safe methods for all forms of transportation whether the public travels by bus, car, bike or on foot. As the City reconstructs collector streets, it is important to service all public users. Pedestrian routes along collector streets provide safe routes to schools and other businesses and institutions).*
- A resident in the College Heights neighborhood was strongly in favor of the trail/sidewalk and noted that he believes pedestrian traffic is low on College Trail due to unsafe walking conditions. He noted that this is an opinion of multiple residents.
- Some residents expressed concerns about their driveway slopes. *(The project would not result in any change to the driveway slopes).*
- One resident recommended utilizing stabilized full depth reclamation (SFDR) for the reconstruction of College Trail. *(A geotechnical investigation was done by Braun Intertec. They recommended removal of the two feet or more of subgrade soils that are wet, soft and loose silt and clays. These subgrade soils are not suitable for SFDR).*

- Residents on east end of College Trail are against running sanitary sewer outside of the roadway where it would impact the right-of-way area that they maintain as their front yards. *(The recommended solution was to run the sewer in the center of the street in this area).*
- Residents on east end of College Trail expressed concerns to save boulevard trees located in the public right-of-way. *(It was discussed that some trees are likely to be removed but we would do everything we could to minimize tree removal).*
- Residents were interested in seeing the project cost without the trail and just for the roadway reconstruction.
- Residents at the east end, north side of College Trail indicated they have a drainage problem resulting from their house sitting below the elevation of the roadway and runoff running down their driveway. *(Drainage of street has been designed by consultants to address the issue).*
- 8195 College Trail requested to know if it was possible for the project to extend a water service stub to the edge of the property for the potential of a future development connection. *(This request was reviewed to determine watermain should be installed under the road. The City does not want to have unused water pipes subject to aging and maintenance and the likelihood of development of 8195 College Trail appears minimal without sewer service.)*
- Will street lights be modified/added. *(They were told no).*

#### Public Information Meeting from February 13, 2014

On February 13, 2014, the City conducted another information meeting on City Project No. 2014-09D – College Trail improvements. This meeting allowed a larger number of property owners the opportunity to provide comment on the trail/sidewalk being proposed on College Trail. A copy of the notification letter for the February 13 open house and a map showing the area of the mailing is attached (Exhibits 5 and 8). The City also received three phone calls from residents in support of the trail/sidewalk.

The discussion at the open house focused primarily on the trail/sidewalk issue and the Mn/DOT clarification on parking restrictions outlined later in this memo. Ten residents attended (sign-in sheet attached as Exhibit 11). The following summarized the open house comments.

#### Sidewalk/Trail Comments

- The residents on the north side of College Trail (east end of project) continue to express that the cost of a trail is too high for the usage level and questioned how this segment of trail/sidewalk within the City is a “priority” segment for trail/sidewalk construction. *(The City has a duty to provide a design on collector streets that provides transportation options to the public. We are responsible for providing safe methods for all forms of transportation whether the public travels by bus, car, bike or on foot. As the City reconstructs collector streets, it is important to service all public users. Pedestrian routes along collector streets provide safe routes to schools and other businesses and institutions).*
- Residents expressed questions regarding how this segment of trail/sidewalk within the City is a “priority” segment for trail/sidewalk construction.
- An off-project resident inquired how the per/foot cost for the trail/sidewalk compared against other City trail/sidewalk projects. *(City staff indicated the project was in-line with expectations but would be considered on the higher end on a cost per foot analysis).*
- One resident was concerned with water quality and was curious if there was an EIS for the project. *(Staff indicated that an EIS was not necessary for the project, but wetland delineations and appropriate permitting were being completed).*
- The owners of two parcels expressed that the area has a rural feel and this trail/sidewalk (curb and gutter) would create the urban feel they do not desire.

- One resident wondered if we could add eight foot shoulders instead of a trail/sidewalk and keep the corridor a rural section. This would allow for pedestrian travel in the wide shoulders. This would be similar to Broderick Blvd. and how people walk along the shoulders here. *(Having residents walking on shoulders is not safe. Separating with the curb is the best option. A wide boulevard would still incur a high cost to construction).*
- A resident expressed that the City does not maintain their current trails and sidewalks in the winter and people would be walking on the road in the winter regardless. *(The City currently maintains miles of walks and trails year-round. This system will also be maintained by the City).*
- A couple residents inquired whether the City could just build the trail from Brewster to the IHCC and not build the sidewalk from Brewster to Cahill. They felt this would still close the pedestrian travel gap.
- A resident of Bechtel was interested in having the trail and sidewalk. He frequently has to walk along College Trail to get to the library and feels unsafe.
- Residents are concerned that the fences along the south side of College Trail, east of Brewster would see a lot of graffiti from sidewalk users. *(There are not many instances of this type of activity in the City, especially when compared to the inner City. Graffiti is not a widespread issue in the community. When it occurs, it is abated per the City Code).*

#### Other Comments

- A resident has observed washouts at the 87<sup>th</sup> Street turn.
- Residents are in support of reconditioning the roadway.
- The buses traveling along College Trail never drive the speed limit. The road is also used as a "race track". *(Discussion has been had with Met Council staff. They will review this with their drivers. Public racing activity should be reported to the Police Department for enforcement).*
- Residents want the designers to ensure driveway grades are staying consistent with preconstruction condition.

#### Sidewalk/Trails

Support for the addition of a sidewalk/trail along College Trail was mixed amongst the area property owners at the January 15, 2014 open house. Many understood improvements along College Trail, but did not want the project to impact their property or assessments. The CDA and IHCC have expressed support for the trail and the CDA indicated that the trail would be important to their residents in the family units. The City received a letter supporting the trail from ISD 199 (Exhibit 10). A golf course representative spoke in favor of the trail. Ten property owners spoke to staff in favor of the sidewalk/trail system, three property owners indicated they were not in favor of the sidewalk, and one parcel owner was not in favor of the trail.

A map showing the property owners notified of the project is attached (Exhibit 8). The majority of comments in favor of the trail came from the Inver Hills Development, CDA, IHCC and several residents south of College Trail (between Brewster and Cahill). Comments opposed to the sidewalk came from the north side of College Trail (between Brewster and Cahill). Opposition to the walk appears closely tied to the potential loss of on-street parking.

#### Parking Alternatives

Having heard the comments, several options for the parking have been explored. It should be noted that the use of State Aid funding on College Trail would result in a need for parking restrictions if the pavement is less than 28-foot-wide. As currently proposed, the pavement would be 24 feet wide, with four-foot-wide gravel shoulders. An option for parking that was discussed includes:

Parking bump-outs in two locations shown on Exhibit 12 could provide up to 16 public parking stalls on the north side at an estimated cost of approximately \$70,000. The westerly location could provide up to 11 stalls at a cost of about \$45,000. The easterly location could provide up to five stalls at an estimated cost of \$25,000. Note that the parcel owner at the easterly site has expressed concern over impacts to the existing evergreens located in the City right-of-way.

#### Parking on Rural Sections

Mn/DOT State Aid standards require specific pavement widths to allow on-street parking. College Trail improvements would not meet the requirements along the proposed curbs (see attached parking restriction Exhibit 4). The City has heard parking concerns from a number of residents north of the road between Brewster and Cahill Avenue.

The City has submitted plans to Mn/DOT for their review and interpretation of the parking restriction requirements. Mn/DOT clarified the restrictions as outline below:

- Urban street sections (curb and gutter) – a no parking resolution is required on one side if the roadway is less than 38 feet. No parking is also required on one side if the distance from the center line to curb is less than 19 feet as proposed on College Trail.
- Rural street section (gravel shoulders) – a no parking resolution is not required by the State. The City does have authority to establish no parking restrictions on local roads.

Our review of Mn/DOT's clarification will result in the ability to allow parking on some rural sections of College Trail. Note that parking restrictions on rural sections west of Brewster Avenue are recommended because of the City's history of parking issues near the college.

The following summarizes the proposed parking restrictions:

- Parking will be allowed on the north side of College Trail in the proposed rural section streets from 8251 College Trail to 8279 College Trail.
- All other areas along College Trail between Broderick Boulevard and Cahill Avenue as shown on the attached Exhibit will be subject to parking restrictions.

The City Council should approve the attached parking restriction resolution (Exhibit 3) and parking restriction map (Exhibit 4). This will provide for approximately 40 parking spaces for the residents use on special occasions.

#### Use of Municipal State Aid Funds (MSA)

The residents inquired about the use of MSA funding on the project as outlined in the feasibility report. It is proposed to use \$1,300,000 in MSA funding for the project. To use these funds on College Trail, the street will be built to MSA standards. We have contacted Mn/DOT to confirm their requirements.

#### Initiate Easement Acquisition

If the City Council orders City Project No. 2014-09D at the conclusion of the public hearing, the Council should authorize the City Attorney and staff to initiate the easement acquisition process. Easement needs outlined in the Feasibility Study have been reduced. Easements are needed on the golf course, Kromschroeder and AT&T parcels. The City Attorney has prepared a resolution for the City Council's consideration and approval (Exhibit 2). The City will start negotiations once Council authorizes them at this meeting. If good faith direct purchase easement acquisition processes are not successful in securing all easement rights needed from the three (3) identified private property tax parcels, the City staff will seek the Council's authorization on April 14, 2014 to use the City's power of eminent domain to secure a quick-take of the necessary easement rights and establish legal possession to all required easements by the end of July 2014.

#### Potential Assessments

The estimated assessment for street reconstruction is \$28,662 per single family residential parcel, per policy. The commercial and institutional property assessments range from \$5,637 to \$335,917. None of the commercial and institutional properties should be assessed more than \$1 per square foot, per the assessment benefit analysis. Following the PMP assessment policy, a total of \$1,563,651 would be assessed.

The following summarizes the number of parcels to be assessed:

Single-family.....	21
Multi-family (CDA 24 units).....	1
Multi-family (Senior housing 40 units).....	2
Commercial.....	2
City/State parcels.....	8
Institutional (AT&T tower site).....	1

The benefit analysis that was completed by Metzen Appraisals presented the following opinion of sustainable benefit to properties:

Single Family:.....	\$7,000/parcel
Multi-Family (CDA).....	\$4,150/unit (per Agreement)
Multi-Family (Senior Housing).....	\$2,500/unit
Commercial/Institutional.....	Up to \$1/square foot
Developable Land:.....	Single Family Equivalent per Potential Parcel(s)

If these appraisal recommendations are followed, the proposed total project assessment would be reduced to \$1,006,043 (see Exhibits 6 and 1).

Assessment Agreements

Waiver of assessment agreements were drafted for two large parcel owners: Dakota County CDA and Inver Hills Community College (IHCC). To date the CDA has executed their agreement. The City Council should authorize the execution and signing of this agreement (Exhibit 9). IHCC has reviewed the agreement draft by the City Attorney and a letter of commitment is anticipated from IHCC before the public hearing showing their support of the project. IHCC has initiated their process to execute the agreement. A signed document will be brought to the Council for approval at a later date.

A draft waiver of assessment agreement has been shared with Roberts Funeral Home. Discussions are still underway.

Schedule Update

Public Improvement Hearing .....	February 24, 2014 (Council Orders Project, approve plans and specs, authorize ad for bids)
Bid Opening .....	March 27, 2014
Council receives revised assessment roll and sets assessment hearing.....	April 14, 2014
Council Holds Assessment Hearing .....	May 12, 2014
Award Contract .....	TBD based on Assessment Hearing (May 26, June 9 or June 23)
Begin Construction.....	July 14, 2014

Attached is the preliminary assessment roll showing the cumulative assessment total for each parcel in the project. When the Council considers the assessments for this project, it may want to consider increasing the City contribution for the project to keep the per-parcel assessment near the appraiser's recommended amounts.

Recommendations

The reconstruction of College Trail was moved up in the PMP CIP at the direction of the Council, with the intent that the project occur once construction of the CDA housing project was complete. Staff was also directed to prepare a project that provided for pedestrian use (trail or sidewalk).

There are a number of factors that support the construction of a pedestrian trail/sidewalk along College Trail as part of its reconstruction.

1. A majority of respondents to the 2010 resident survey indicated that sidewalks and trail are important amenities to their households.
2. The 2010 Trail and Sidewalk Gap Study identified this section of road as a priority gap in the City's system of trails and sidewalks.
3. The state recognizes the importance of providing pedestrian routes as part of a City's Municipal State Aid (MSA) system and provides for their construction by making the cost fully eligible for MSA funding.
4. Collector streets, such as this segment of College Trail, connect neighborhood to neighborhood and neighborhoods to business areas or other important features (schools, government facilities). Responsible collector street design provides for pedestrian, as well as vehicular, use in recognition of the purpose of providing multiple transportation and mobility options.
5. Reconstructed College Trail is expected to have a 50 to 60-year life. Constructing the trail/sidewalk now is the most cost-effective time to do so.

I recommend approval of the resolutions ordering the project, approving the plans and specifications, authorizing advertisement for bids, authorizing the negotiations for easements, approving the agreement with Dakota County CDA and establishing parking restrictions on City Project No. 2014-09D – College Trail between Broderick Boulevard and Cahill Avenue.

TJK/kf

Attachments: Exhibits

- (1) Resolution Ordering the Project
- (2) Resolution Initiating Easement Negotiations
- (3) Resolution establishing parking restriction on College Trail
- (4) Parking restrictions exhibit
- (5) Copy of notification of February 24, 2014 Public Hearing and solicitation of comments on the sidewalk/trail
- (6) Area Map
- (7) Preliminary Assessment Roll
- (8) Notification map
- (9) CDA Assessment Agreement
- (10) ISD 199 letter
- (11) Sign-in sheet (February 13, 2014)
- (12) Parking bump-out exhibit

CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA

RESOLUTION ORDERING IMPROVEMENTS, AUTHORIZING AND APPROVING PLANS AND SPECIFICATIONS, AUTHORIZING ADVERTISEMENT FOR BIDS AND APPROVING A WAIVER OF ASSESSMENT AGREEMENT FOR THE 2014 PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO. 2014-09D – COLLEGE TRAIL RECONSTRUCTION AND BARBARA AVENUE PARTIAL RECONSTRUCTION

RESOLUTION NO. \_\_\_\_\_

WHEREAS, a resolution passed by the City Council on December 9, 2013 called for a public hearing on the proposed improvement project, 2014 Pavement Management Program, City Project No. 2014-09D – College Trail Reconstruction and Barbara Avenue Partial Reconstruction; and

WHEREAS, published notice was given pursuant to Minnesota Statute 429.031, and the hearing was held thereon on January 27, 2014, and the public hearing was continued to February 24, 2014, at which time all persons desiring to be heard were given an opportunity to be heard thereon; and

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

1. Such improvement is hereby ordered as proposed in this Council resolution adopted February 24, 2014.
2. The plans and specifications for City Project No. 2014-09D are hereby approved.
3. The Public Works Director is hereby authorized to advertise for bids with respect to City Project No. 2014-09D.
4. The contract for these improvements shall be let no later than three years after the adoption of this resolution.
5. The Mayor is hereby authorized to execute the Waiver of Assessment Agreement with the Dakota County CDA as presented.

Adopted by the City Council of Inver Grove Heights this February 24, 2014.

AYES:  
NAYS:

\_\_\_\_\_  
George Tourville, Mayor

ATTEST

\_\_\_\_\_  
Melissa Kennedy, Deputy Clerk

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

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING USE OF DIRECT PURCHASE  
EMINENT DOMAIN PROCESSES TO ACQUIRE EASEMENTS  
FROM PRIVATE PROPERTY OWNERS AS REQUIRED FOR  
COLLEGE TRAIL IMPROVEMENTS INCLUDED IN CITY PROJECT 2014-09D**

**WHEREAS**, the City of Inver Grove Heights (the “City”) desires to reconstruct College Trail as part of City Project 2014-09D;

**WHEREAS**, City Project 2014-09D includes the installation of a bituminous trail along the College Trail’s reconstructed street surfaces together with various ponding, drainage and utility improvements to accommodate increased impervious surfaces and to improve storm water management along the corridor;

**WHEREAS**, the existing College Trail street right-of-way and other existing public easement areas cannot fully accommodate the installation of the College Trail street reconstruction improvements, the bituminous trail improvements, and the storm water management improvements;

**WHEREAS**, the City staff has identified the need to acquire easement rights along College Trail from approximately three (3) private property tax parcels (other than the property owned by Inver Hills Community College);

**WHEREAS**, in 2006, the State of Minnesota enacted various eminent domain reforms including an amendment to Minn. Stat. § 117.036 which: (a) requires the City to provide the property owner with a copy of the City’s appraisal and inform the property owner of the right to obtain an appraisal and receive reimbursement of appraisal costs pursuant to § 117.036, (b) requires reimbursement of a property owner’s appraisal costs up to \$1,500 for single family and two-family residential property and minimum damage acquisitions (i.e. appraised damages of \$10,000 or less) and \$5,000 for other types of property, and (c) requires good faith negotiations which include a good faith attempt to negotiate personally with the property owner;

**WHEREAS**, City staff seeks authorization from the Council to begin the Minn. Stat. §117.036 easement acquisition processes to implement the 2014 construction schedule of Project 2014-09D;

**WHEREAS**, City staff estimates that if good-faith direct purchase easement acquisition processes are not successful in securing all the easement rights needed from the three (3) identified private property tax parcels, then City staff will be seeking the Council’s authorization on April 14, 2014 to use the City’s power of eminent domain to secure a quick-take of the necessary easement rights and establish legal possession to all required easement rights by the end of July of 2014 to support substantial completion of Project 2014-09D construction in the late summer/fall of 2014.

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

- 1) That the City Council hereby authorizes City staff and City Project 2014-09D consultants to begin the Minn. Stat. § 117.036 easement acquisition processes reasonably necessary to implement the 2014 construction schedule of Project 2014-09D.

Passed this 24<sup>th</sup> day of February, 2014.

---

George Tourville, Mayor

ATTEST:

---

Melissa Kennedy, Deputy City Clerk

Exhibit 3

CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION RELATING TO PARKING RESTRICTIONS ON COLLEGE TRAIL FROM BRODERICK  
BOULEVARD TO CAHILL AVENUE IN THE CITY OF INVER GROVE HEIGHTS**

**WHEREAS**, this resolution was passed this 24th day of February 2014 by the City of Inver Grove Heights in Dakota County, Minnesota. The municipal corporation shall hereinafter be called the "City", WITNESSETH:

**WHEREAS**, the City has planned the improvement of College Trail from Broderick Boulevard to Cahill Avenue in the City of Inver Grove Heights, Minnesota; and

**WHEREAS**, the City will be expending Municipal State Aid System funds on the improvements of the street; and

**WHEREAS**, this improvement does not provide adequate width for parking on both sides of the street; and approval of the proposed construction on a Municipal State Aid street must therefore be conditioned upon certain parking restrictions; and

**WHEREAS**, City Code Title 6, Chapter 3 and Minnesota State Statute 169.04 does authorize "Regulatory and Warning Sign Placement"; and

**WHEREAS**, Minnesota Statutes, Chapter 169.04, has been adopted by the City Council of Inver Grove Heights by reference as part of said City Code.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the City shall ban the parking of motor vehicles as described below and at all times:

1. Parking restrictions shall prohibit parking on the south side of College Trail from Broderick Boulevard to Cahill Avenue, and
2. Parking restrictions shall prohibit parking on the north side of College Trail from Broderick Boulevard to the west property line of 8251 College Trail, and
3. Parking restrictions shall prohibit parking on the north side of College Trail from the driveway serving 8279 College Trail to Cahill Avenue, and
4. These parking restrictions shall be consistent with the attached exhibit prepared by the City's consultant for City Project No. 2014-09D.

All such signs, upon placements, shall be in full force and effect under the Laws of the State of Minnesota, Chapter 169.04, and the Highway Traffic Regulation Act.

Adopted by the City Council of Inver Grove Heights this February 24, 2014.

AYES:

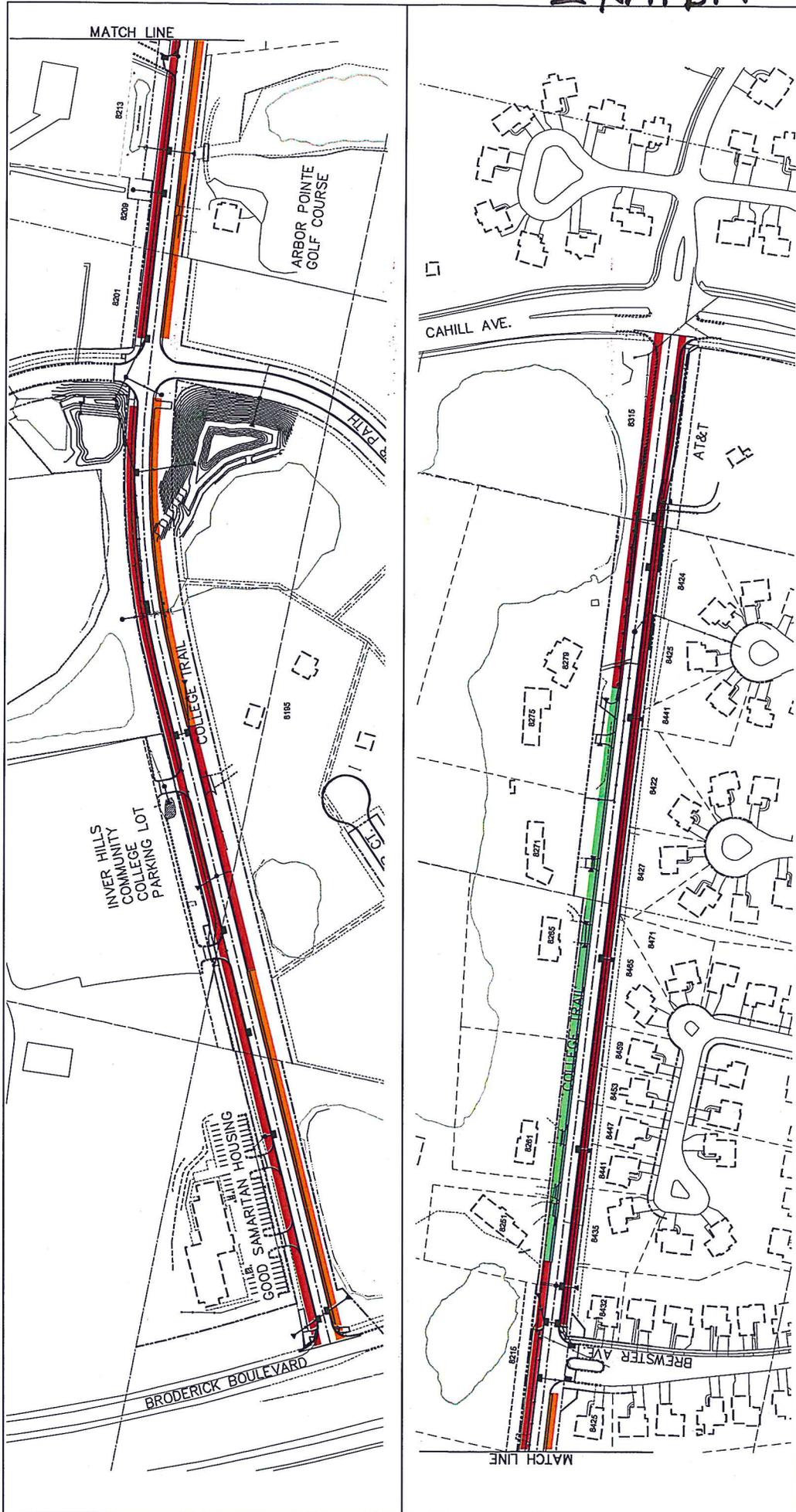
NAYS:

\_\_\_\_\_  
George Tourville, Mayor

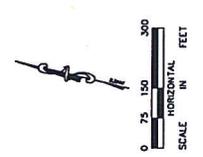
ATTEST:

\_\_\_\_\_  
Melissa Rheaume, Deputy Clerk

# Exhibit 4



PROPOSED PARKING RESTRICTIONS  
 COLLEGE TRAIL RECONSTRUCTION AND  
 BARBARA AVENUE PARTIAL RECONSTRUCTION  
 CITY PROJECT 2014-09D

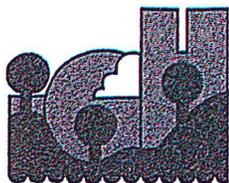


- LEGEND**
- "NO PARKING" RESOLUTION REQUIRED BY MNDOT STATE AID
  - "NO PARKING" RESOLUTION RECOMMENDED BY CITY
  - "NO PARKING" RESOLUTION NOT REQUIRED (PARKING ON SHOULDER WILL BE ALLOWED)

City of  
 Inver Grove Heights  
 8150 BARBARA AVENUE  
 INVER GROVE HEIGHTS, MN 55077-3412

**Kimley-Horn  
 and Associates, Inc.**  
 2550 UNIVERSITY AVE. WEST, SUITE 2300  
 ST. PAUL, MINNESOTA 55114  
 TEL. NO. (612) 645-4197

Exhibit 5



# City of Inver Grove Heights

www.ci.inver-grove-heights.mn.us

February 3, 2014

Dear Resident/Property Owner:

The City Council will continue a public hearing on Monday, February 24, 2014 to consider ordering a public improvement project to reconstruct College Trail, the College Heights neighborhood streets, and Barbara Avenue from 80<sup>th</sup> Street East to City Hall.

The project includes roadway improvements, some concrete curb and gutter, concrete sidewalk, bituminous trail, storm sewer, storm water facilities, water main valve and hydrant replacements, some culvert replacements, a minor sanitary sewer extension, appurtenances and restoration.

The primary purpose of this meeting is to gather public input on the proposed pedestrian trail and sidewalk along College Trail. The proposed bituminous trail would connect to the existing trail that follows the north side of College Trail from Broderick Boulevard to the east end of the Prairie View Heights apartment building. The new trail would continue east, along the north side of College Trail, to the intersection with Brewster Avenue. At that point, it would cross College Trail and a concrete sidewalk would continue east to Cahill Avenue, along the south side of College Trail.

The proposed trail and sidewalk would complete one of the priority gaps in the city's trail system, as identified in the June 2011 Trail and Sidewalk Gap Study. This study was approved by the Parks and Recreation Advisory Commission and the City Council. Constructing the trail and sidewalk in conjunction with the reconstruction of College Trail provides the most cost-effective means to complete the pedestrian facilities.

The proposed project, 2014-09D College Trail Reconstruction and Barbara Avenue Partial Reconstruction, is part of the City's 2014 Pavement Management Program. The total estimated project cost is \$3,199,200.00. A multi-faceted funding package has been proposed to cover the project costs. It includes the Pavement Management Fund, Water and Sewer Funds, Municipal State Aid Funds, and Special Assessments (for single family residential properties, only those that have direct access to one of the streets being reconstructed would be considered for special assessments). Construction is tentatively scheduled for summer 2014, pending Council approval.

**A project information meeting will be held in the City Council Chambers at 8150 Barbara Avenue on Thursday, February 13, 2014, from 5:30 to 7:00 pm.** A presentation will occur followed by an open forum discussion (question and answer session), and an opportunity for an informal discussion with individual staff and consulting engineers. The informal presentation schedule is as follows:

- 5:30 - 6:15 pm Presentation and Informational Meeting
- 6:15 - 7:00 pm Q & A session and Open Forum with Staff and Consultant

Please contact the Engineering Division at 651-450-2570 if you have any questions or comments.

Sincerely,

*TK* Thomas J. Kaldunski, P.E.  
City Engineer

8150 Barbara Ave. • Inver Grove Heights, MN 55077-3412  
Telephone: 651-450-2500 • Fax: 651-450-2502

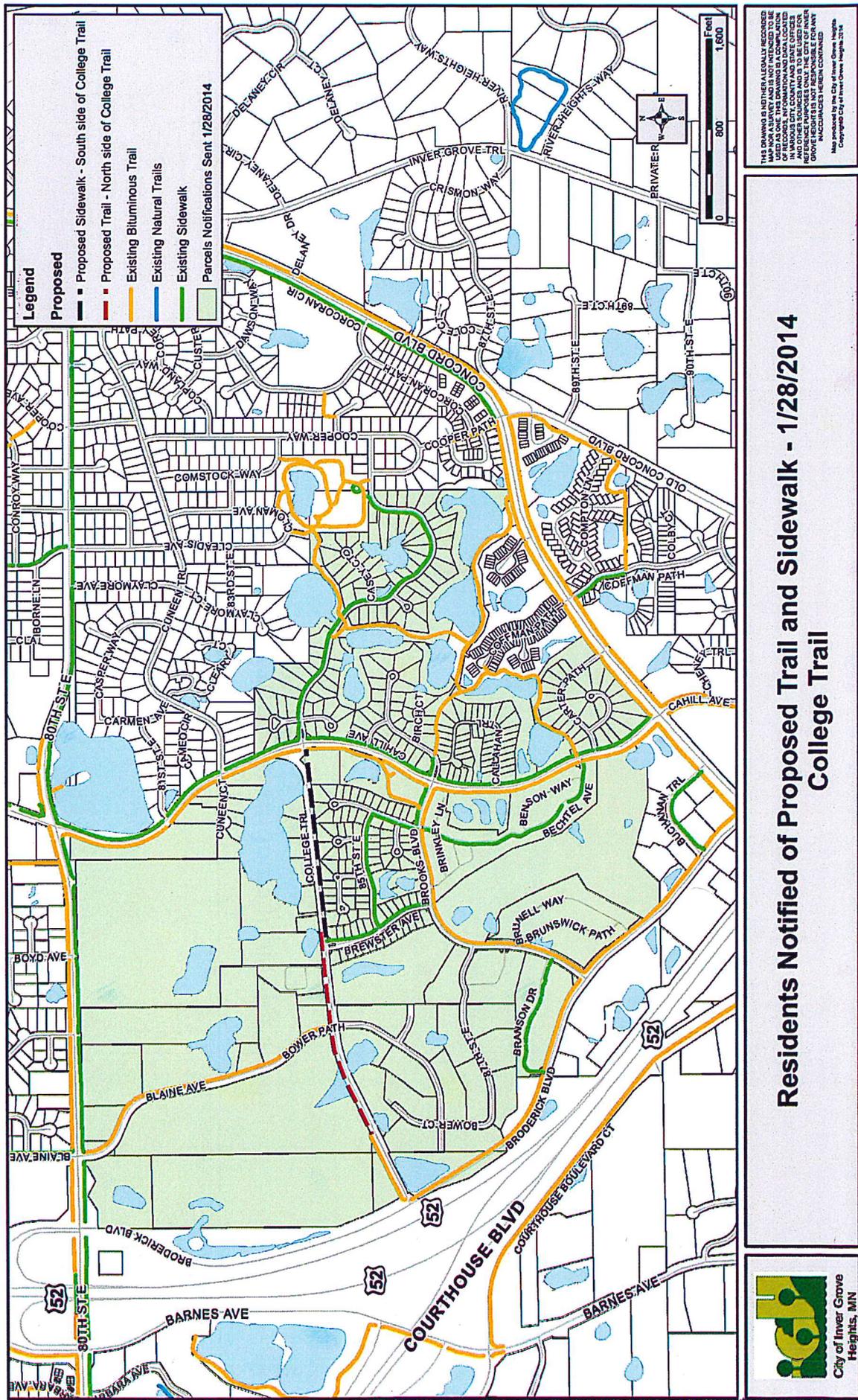
# Exhibit 6



2014-09D College Trail Reconstruction and Barbara Avenue Partial Reconstruction Assessment Roll

Map ID	PID	Full Name	House Number	Street	Trail Assessment	SF Per Lot Street Assessment	NSF FF Street Assessment	Total Assessment Per-Policy	Capped Assessment	
1	203651501010	INVER GROVE HEIGHTS GOOD SAMARITAN	8121	COLLEGE TRL			\$ 42,783	\$ 42,783	\$ 42,783	
2	200160077020	STATE OF MN		COLLEGE TRL			\$ 23,402	\$ 23,402	\$ 5,637	
3	200160003012	STATE OF MN		COLLEGE TRL	\$ 177,480		\$ 158,436	\$ 335,917	\$ 335,917	
4	200160004011	STATE OF MN		COLLEGE TRL			\$ 16,120	\$ 16,120	\$ 16,120	
5	202250101010	INVER HILLS FAMILY HOUSING LP	8360	BRAVO WAY	\$ 65,996		\$ 33,434	\$ 99,430	\$ 60,000	
6	200160006022	JAMES KROMSCHROEDER	8215	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
7	201820001010	RICHARD G & JANE M KAPLAN	8251	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
8	201820001020	JAMES JR & HEATHER RILEY	8255	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
9	201820001030	RICHARD D & SHARON A JACOBS	8261	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
10	201820001040	JAMES M & LAUREN M HANSEN	8265	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
11	201825001060	PAUL D & SINDY A GOODWILL	8271	COLLEGE TRLE		\$ 28,662		\$ 28,662	\$ 7,000	
12	201825001071	ALAN S KELLOGG	8275	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
13	201825001072	ROBERT J & CINDY R WILD	8279	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
14	200160051015	CITY OF INVER GROVE HTS		COLLEGE TRL		\$ 63,716	\$ 63,716	\$ 63,716	\$ 63,716	
15	201820501010	JAMES K & BONITA J BERQUIST	8579	BOWER CT		\$ 28,662		\$ 28,662	\$ 7,000	
16	201820501020	SANDRA L TREITLINE	8195	COLLEGE TRL		\$ 28,662		\$ 28,662	\$ 7,000	
17	201820501030	CITY OF INVER GROVE HTS		COLLEGE TRL		\$ 100,396	\$ 100,396	\$ 100,396	\$ 100,396	
18	201820501040	CRAIG R DAHLKE	8583	BOWER PATH		\$ 28,662		\$ 28,662	\$ 7,000	
19	201820501050	DANIEL E & CHERYL L WEGMAN	8562	BOWER CT		\$ 28,662		\$ 28,662	\$ 7,000	
20	201820504010	RICHARD B & CAROL A BAXTER	8665	BOWER CT		\$ 28,662		\$ 28,662	\$ 7,000	
21	201820504020	GLORIA A LAWRENCE	2578	87TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
22	201820504030	SHARON K HOFFMAN	2662	87TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
23	201820504040	WILLIAM D SCOFIELD	2720	87TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
24	201820503030	MARK & CINDY NORDSTROM	2701	87TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
25	201820503040	JAN W TSTE JENSEN	2585	87TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
26	201820503010	JONG KWON & MYOUNG K CHOI	8604	BOWER PATH		\$ 28,662		\$ 28,662	\$ 7,000	
27	201820503020	ROYCE D & LYNNE M JOHNSON	2714	86TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
28	201820502010	TIMOTHY E & DIANE O RECHTZIGEL	2721	86TH STE		\$ 28,662		\$ 28,662	\$ 7,000	
29	201187501010	ARBOR POINTE GOLF CLUB INC	8919	CAHILL AVE			\$ 37,582	\$ 37,582	\$ 28,000	
30	200150031015	FLORENCE A TSTE LUSHANKO		COLLEGE TRL	\$ 38,948		\$ 24,979	\$ 63,927	\$ 28,000	
31	200160001430	CITY OF INVER GROVE HTS		BARBARA AVE			\$ 39,375	\$ 39,375	\$ 39,375	
32	200160001530	JAIMIE T & JESSICA R ROBERTS	8108	BARBARA AVE			\$ 34,359	\$ 34,359	\$ 34,359	
33	203650501002	CITY OF INVER GROVE HTS		BARBARA AVE			\$ 11,123	\$ 11,123	\$ 11,123	
34	203650502001	CITY OF INVER GROVE HTS		BARBARA AVE	\$ 15,200		\$ 78,417	\$ 93,617	\$ 93,617	
						TOTAL:	\$ 297,624	\$ 601,904	\$ 1,563,651	\$ 1,006,043

Exhibit 7



THIS DRAWING IS NOT A CONTRACT. IT IS FOR INFORMATION ONLY AND IS NOT INTENDED TO BE USED AS ONE. THE DRAWING IS A COMPLETION OF THE CITY OF INVER GROVE HEIGHTS, MN. ANY CHANGES TO THE DRAWING WILL BE MADE BY THE CITY OF INVER GROVE HEIGHTS. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY DAMAGES, WHETHER CONTRACTED OR NOT, ARISING FROM THE USE OF THIS DRAWING. Prepared by: [Name] Date: [Date]

## Residents Notified of Proposed Trail and Sidewalk - 1/28/2014 College Trail



**AGREEMENT BY AND BETWEEN INVER HILLS FAMILY HOUSING LIMITED  
PARTNERSHIP AND CITY OF INVER GROVE HEIGHTS  
RELATING TO PAYMENT OF SPECIAL ASSESSMENTS FOR  
CITY PROJECT NO. 2014-09D (COLLEGE TRAIL RECONSTRUCTION AND  
BARBARA AVENUE PARTIAL RECONSTRUCTION)**

THIS AGREEMENT (Agreement) is made, entered into and effective this 15<sup>th</sup> day of January 2014, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (hereafter referred to as "City"), and Inver Hills Family Housing Limited Partnership, a Minnesota limited partnership (hereafter referred to as "Inver Hills Family Housing"). Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

**ARTICLE 1**  
**RECITALS**

**Recital No. 1.** The City of Inver Grove Heights (City) is a Minnesota municipal corporation. Inver Hills Family Housing Limited Partnership (Inver Hills Family Housing) is a Minnesota limited partnership.

**Recital No. 2.** Inver Hills Family Housing owns the property located at 8360 Bravo Way in the City of Inver Grove Heights, Dakota County, Minnesota identified as Dakota County Tax Identification Number 20-22501-01-010 (the Property) and legally described as:

Lot 1, Block 1, East Campus Second Addition, Dakota County, Minnesota.

The Property abuts College Trail.

**Recital No. 3.** As part of the City's Pavement Management Program, College Trail from Broderick Boulevard to Cahill Avenue has been identified for full reconstruction in 2014 (the College Trail Reconstruction). Specifically the portion of College Trail Reconstruction from Blaine Avenue to Cahill Avenue will directly affect the Property.

**Recital No. 4.** The College Trail Reconstruction includes the reconstruction of College Trail (including subgrade correction, aggregate base, bituminous pavement and ditch restoration) and the construction of trail improvements.

**Recital No. 5.** The City had identified and labeled such reconstruction and associated improvements for the College Trail Reconstruction as City Project No. 2014-09D - College Trail Reconstruction and Barbara Avenue Partial Reconstruction (the Project).

**Recital No. 6.** The City is willing to construct the Project if Inver Hills Family Housing is willing to pay for its share of the Project as determined through the Minnesota Statutes 429 process and the feasibility study.

**Recital No. 7.** Inver Hills Family Housing is willing to pay an amount not to exceed the Waived Amount for its share of the Project Costs (as hereafter defined).

**Recital No. 8.** Under Chapter 429 of the Minnesota Statutes and more specifically Minn. Stat. § 429.061, the City has the authority to specially assess the costs of the Project against the Property.

**Recital No. 9.** The City is not willing to construct the Project unless Inver Hills Family Housing agrees to pay for its share of the Project Costs as hereafter defined.

**Recital No. 10.** Inver Hills Family Housing acknowledges that the Property will be benefitted by the Project in an amount up to the Waived Amount.

**Recital No. 11.** Inver Hills Family Housing has had the opportunity to review the feasibility report and to inquire as to the scope of the Project and the estimated cost thereof.

## **ARTICLE 2** **DEFINITIONS**

**2.1 Terms.** The following terms, unless elsewhere specifically defined herein, shall have the following meanings as set forth below.

**2.2 City.** "City" means the City of Inver Grove Heights, a Minnesota municipal corporation.

**2.3 Inver Hills Family Housing.** "Inver Hills Family Housing" means Inver Hills Family Housing Limited Partnership, a Minnesota limited partnership.

**2.4 Property.** "Property" means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota, identified as Dakota County Tax Parcel No. 20-22501-01-010 and legally described as:

Lot 1, Block 1, East Campus Second Addition, Dakota County, Minnesota.

**2.5 Project.** "Project" means City Project No. 2014-09D (College Trail Reconstruction and Barbara Avenue Partial Reconstruction) which includes, but is not limited to, reconstruction of College Trail from Blaine Avenue to Cahill Avenue (including subgrade correction, aggregate base, bituminous pavement and ditch restoration) and the construction of trail improvements.

**2.6 Feasibility Report.** "Feasibility Report" means that certain Feasibility Study and Report dated December 9, 2013, prepared for the City of Inver Grove Heights by Kimley-Horn and Associates, Inc., relating to the Project.

**2.7 Project Costs.** "Project Costs" means the total of the following:

a.) Actual construction costs paid by the City to the Contractor for the Project

PLUS

b.) Change Orders

PLUS

c.) Actual engineering, fiscal, legal and administration costs not to exceed 30% of the actual construction costs

PLUS

d.) Contingency costs, as actually expended, but not to exceed 10% of actual construction costs.

**2.8 Project Plans.** "Project Plans" means the plans, specification, general and special conditions; and addenda, if any; and construction contract documents; together with any Change Orders approved by the City, all relating to the Project. The Project Plans will be prepared prior to the City bidding the Project.

**2.9 Contractor.** "Contractor" means the person or entity which is awarded the contract for the construction of the Project.

**2.10 Change Order.** "Change Order" means a written order to the Contractor approved by the City authorizing a change in the work included within the Project Plans and/or an adjustment in the price and/or an adjustment in the construction schedule issued after execution of the contract for the construction of the Project.

**2.11 Uncontrollable Circumstances.** "Uncontrollable Circumstances" means the occurrence or non-occurrence of acts or events beyond the reasonable control of the party relying thereon, and not the result of willful or negligent action or inaction of the party claiming the event as an Uncontrollable Circumstance, that materially adversely affects the performance of the party claiming the event as an Uncontrollable Circumstance including but not limited to the following:

- a.) Acts of God, including, but not limited to floods, ice storms, blizzards, tornadoes, landslides, lighting and earthquakes (but not including reasonably anticipated weather conditions for the geographic area), riots insurrections, war or civil disorder affecting the performance of work, blockades, power or other utility failure, and fires or explosions.
- b.) The adoption of or changes in any federal, state, or local laws, rules, regulations, ordinances, permits, or licenses, or changes in the interpretation of such laws, rules, regulations, ordinances, permits, or licenses by a court or public agency having appropriate jurisdiction after the date of the execution of this Agreement.
- c.) A suspension, termination, interruption, denial, or failure of renewal of any permit, license, consent, authorization, or approval essential to the construction of the Project.
- d.) Orders and/or judgment of any federal, state, or local court, administrative agency, or governmental body, provided, however, that the contesting in good faith by such party of any such order and/or judgment shall not constitute or be construed to constitute a willful or negligent action or inaction of such party.
- e.) Strikes or other such labor disputes.

**2.12 City Representative.** "City Representative" means Scott Thurcen, Director of Public Works for the City.

**2.13 Inver Hills Family Housing Representative.** "Inver Hills Family Housing Representative" means Kari Gill, CDA Deputy Executive Director.

**2.14 Waived Amount.** "Waived Amount" means the following:

- a.) The amount of \$ 99,430.00.

### **ARTICLE 3** **CITY COVENANTS, RIGHTS AND DUTIES**

**3.1 ORDERING OF THE PROJECT.** Without notice and without a public hearing, the City, by resolution, may order the Project.

3.2 **BID AWARD.** Pursuant to the Uniform Municipal Contracting Law Minn. Stat. § 471.345, the City shall obtain sealed bids for the construction of the Project. City by resolution shall award the construction contract for the Project to the lowest responsible bidder.

3.3 **ASSESSMENT OF PROJECT COSTS.** Upon the Project being completed and upon the City ascertaining Project Costs, the City, without notice and without public hearing may by resolution specially assess a portion of the Project Costs against the Property. The special assessments shall be on the following terms and the resolution levying the special assessments shall comport with the following terms:

- a.) The amount of the special assessments against the Property may be up to the Waived Amount.
- b.) Inver Hills Family Housing may pay off the entire amount of the special assessments without interest, within 30 days after the City levies the special assessments.
- c.) If the Inver Hills Family Housing does not pay off the entire amount of the special assessments, then the unpaid principal amount of the special assessments against the Property shall be payable in ten (10) equal annual principal installment payments, plus and together with interest on the unpaid principal balance at the rate of 4.8 percent (4.8%) per year. Interest shall begin to accrue from and after the date the City levies the special assessments.
- d.) Inver Hills Family Housing may pay off the entire unpaid principal balance of the special assessments by paying the principal unpaid balance plus interest through December 31 of the year in which the payoff occurs.

3.4 **AUTHORITY.** The City represents to Inver Hills Family Housing that the City has the right, power, legal capacity and authority to enter into and perform its obligations under this Agreement, and no approvals or consents of any persons or other entities are necessary in connection with the authority of the City to enter into and perform its obligations under this Agreement.

#### **ARTICLE 4**

#### **INVER HILLS FAMILY HOUSING COVENANTS, RIGHTS AND DUTIES**

4.1 **WAIVER OF NOTICE AND HEARING FOR ORDERING THE PROJECT.** Inver Hills Family Housing hereby waives all procedural and substantive objections to the ordering of the Project by the City. Without limiting the foregoing, Inver Hills Family Housing specifically waives any notice and hearing requirements to the City ordering the Project.

4.2 **WAIVER OF NOTICE AND HEARING FOR SPECIAL ASSESSMENTS; WAIVER OF OBJECTION TO SPECIAL ASSESSMENTS.** Inver Hills Family Housing hereby waives all procedural and substantive objections to the levying of the special assessments

by the City against the Property for the Project up to the Waived Amount. Without limiting the foregoing, Inver Hills Family Housing specifically waives any notice and hearing requirements relating to the levying of the special assessments. Up to the Waived Amount, Inver Hills Family Housing waives any claim that the special assessments exceed the benefit to the Property. Up to the Waived Amount, Inver Hills Family Housing waives any appeal rights otherwise available under Minn. Stat. § 429.081. Inver Hills Family Housing acknowledges that the benefit from the Project to the Property is up to the Waived Amount.

4.3 **AGREEMENT TO PAY SPECIAL ASSESSMENTS.** Pursuant to the terms set forth in Section 3.3 of this Agreement, Inver Hills Family Housing hereby agrees to pay the special assessments to be levied by the City up to the Waived Amount.

4.4 **AUTHORITY.** Inver Hills Family Housing represents to the City that Inver Hills Family Housing has the right, power, legal capacity and authority to enter into and perform its obligations under this Agreement, and no approvals or consents of any persons or other entities are necessary in connection with the authority of Inver Hills Family Housing to enter into and perform its obligations under this Agreement.

4.5 **VOLUNTARY WAIVERS.** The waivers made by Inver Hills Family Housing in this Agreement are knowingly and voluntarily made by Inver Hills Family Housing and are continuing and irrevocable.

4.6 **GRANT OF TEMPORARY EASEMENTS.** Upon request of the City and without cost to the City, Inver Hills Family Housing shall grant the City any temporary construction easements or rights of entry that the City or its contractor finds necessary or advisable in order to effectuate the construction of the Project on the Property. Such temporary construction easements or rights of entry shall terminate no later than June 30, 2015. Such temporary construction easements and rights of entry shall not be recorded against the Property. The temporary easements shall be subject to terms and conditions approved by the Inver Hills Family Housing Representative and the City Representative.

## **ARTICLE 5** **MISCELLANEOUS**

5.1 **NOTICES.** All notices required or permitted pursuant to this Agreement shall be in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage prepaid, addressed as follows:

**IF TO CITY:**

City of City of Inver Grove Heights  
Attention: City Administrator  
8150 Barbara Avenue  
Inver Grove Heights, MN 55077

**IF TO INVER HILLS  
FAMILY HOUSING:**

Inver Hills Family Partnership  
c/o Dakota County Community Development  
Agency  
Attention: Kari Gill  
1228 Town Centre Drive  
Eagan, MN 55123

or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

**5.2 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 one and the same instrument.

**5.3 SURVIVAL OF REPRESENTATIONS AND WARRANTIES.** The representations, warranties, covenants, and agreements of the parties under this Agreement, and the remedies of either party for the breach of such representations, warranties, covenants and agreements by the other party shall survive the execution and termination of this Agreement.

**5.4 ALTERATION.** Any alteration, variation, modification or waiver of the provisions of the Agreement shall be valid only after it has been reduced to writing and duly signed by all parties.

**5.5 WAIVER.** The waiver of any of the rights and/or remedies arising under the terms of this Agreement on any one occasion by any party hereto shall not constitute a waiver of any rights and/or remedies in respect to any subsequent breach or default of the terms of this Agreement. The rights and remedies provided or referred to under the terms of this Agreement are cumulative and not mutually exclusive.

**5.6 SEVERABILITY.** The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.

**5.7 INTERPRETATION ACCORDING TO MINNESOTA LAW.** This Agreement shall be interpreted and construed according to the laws of the State of Minnesota.

**5.8 ENTIRE AGREEMENT.** With respect to the Project, this Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

5.9 **HEADINGS.** The headings to the various sections of this Agreement are inserted only for convenience of reference and are not intended, nor shall they be construed, to modify, define, limit, or expand the intent of the parties as expressed in this Agreement.

5.10 **FURTHER ACTION.** The parties agree to execute such further documents and take such further actions as may reasonably be required or expedient to carry out the provisions and intentions of this Agreement, or any agreement or document relating hereto or entered into in connection herewith.

5.11 **PARTIES IN INTEREST.** This Agreement shall be binding upon and insure solely to the benefit of the parties hereto and their permitted assigns, and nothing in this Agreement, express or implied, is intended to confer upon any other person any rights or remedies of any nature under or by reason of this Agreement.

**[the remainder of this page has been intentionally left blank]**

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first stated above.

**CITY OF INVER GROVE HEIGHTS**

By:

\_\_\_\_\_  
George Tourville  
Its Mayor

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy City Clerk

**INVER HILLS FAMILY HOUSING LIMITED PARTNERSHIP**, a Minnesota limited partnership

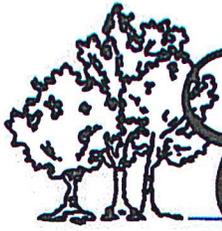
By: Dakota County Community Development Agency, its General Partner

By:

  
\_\_\_\_\_  
Mark S. Ulfers  
Its Executive Director

**This instrument was drafted by:**  
Timothy J. Kuntz  
LeVander, Gillen & Miller, P.A.  
633 South Concord Street, Suite 400  
South St. Paul, Minnesota 55075  
(651)451-1831

Exhibit 10



Inver Grove Heights

Community Schools  
Independent School District 199

District Office  
2990 80<sup>th</sup> Street East  
Inver Grove Heights, MN 55076  
651-306-7800  
FAX 651-306-7295

Simley High School  
2920 80<sup>th</sup> Street East  
Inver Grove Heights, MN 55076  
651-306-7000  
FAX 651-306-7016

IGH Middle School  
8167 Cahill Avenue  
Inver Grove Heights, MN 55076  
651-306-7200  
FAX 651-306-7152

Hilltop Elementary  
3201 68<sup>th</sup> Street East  
Inver Grove Heights, MN 55076  
651-306-7400  
FAX 651-306-7444

Pine Bend Elementary  
9875 Inver Grove Trail  
Inver Grove Heights, MN 55076  
651-306-7701  
FAX 651-306-7739

Salem Hills Elementary  
5899 Babcock Trail  
Inver Grove Heights, MN 55077  
651-306-7300  
FAX 651-306-7321

Community Education  
1515 5<sup>th</sup> Avenue South  
South St. Paul, MN 55075  
651-306-3633  
FAX 651-306-3640

Kids' Choice  
1515 5<sup>th</sup> Avenue South  
South St. Paul, MN 55075  
651-306-3634  
FAX 651-306-3640

District Website  
[www.invergrove.k12.mn.us](http://www.invergrove.k12.mn.us)

February 12, 2014

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

Re: Proposed city project to reconstruct College Trail from Cahill Avenue to Broderick Blvd

To Whom It May Concern:

ISD 199 – Inver Grove Heights Community schools has received information regarding the reconstruction of College Trail between Cahill Avenue and Broderick Boulevard. It is our understanding that the project would include the construction of a pedestrian trail/sidewalk. This street segment was identified as one of the high priority gaps in the city's pedestrian trail/sidewalk system in the June 2011 Trail and Sidewalk Gap Study that was approved by the Parks and Recreation Advisory Commission and the City Council.

We have reviewed the College Trail improvements diagram provided by the city. Currently the district has seventy (70) students enrolled in ISD 199 that reside in the area bounded by the south side of College Avenue and Broderick-Brooks Boulevard between Broderick and Cahill.

ISD 199 reviewed the map provided and conversed with school administrators and school safety officials. ISD 199 considers student safety a high priority, both on school grounds and in our community. As an institution grounded in care, we support the construction of safe routes to school and safe areas for all community students when school is not in session. ISD 199 has partnered with the city in the past for the construction of safe routes to school. These projects have received been very well received by parents and students. The project has been reviewed by the ISD 199 Board of Education and the school district of Inver Grove supports and appreciates plans to improve the safety of our students and supports this street project in effort to meet these goals.

Sincerely,

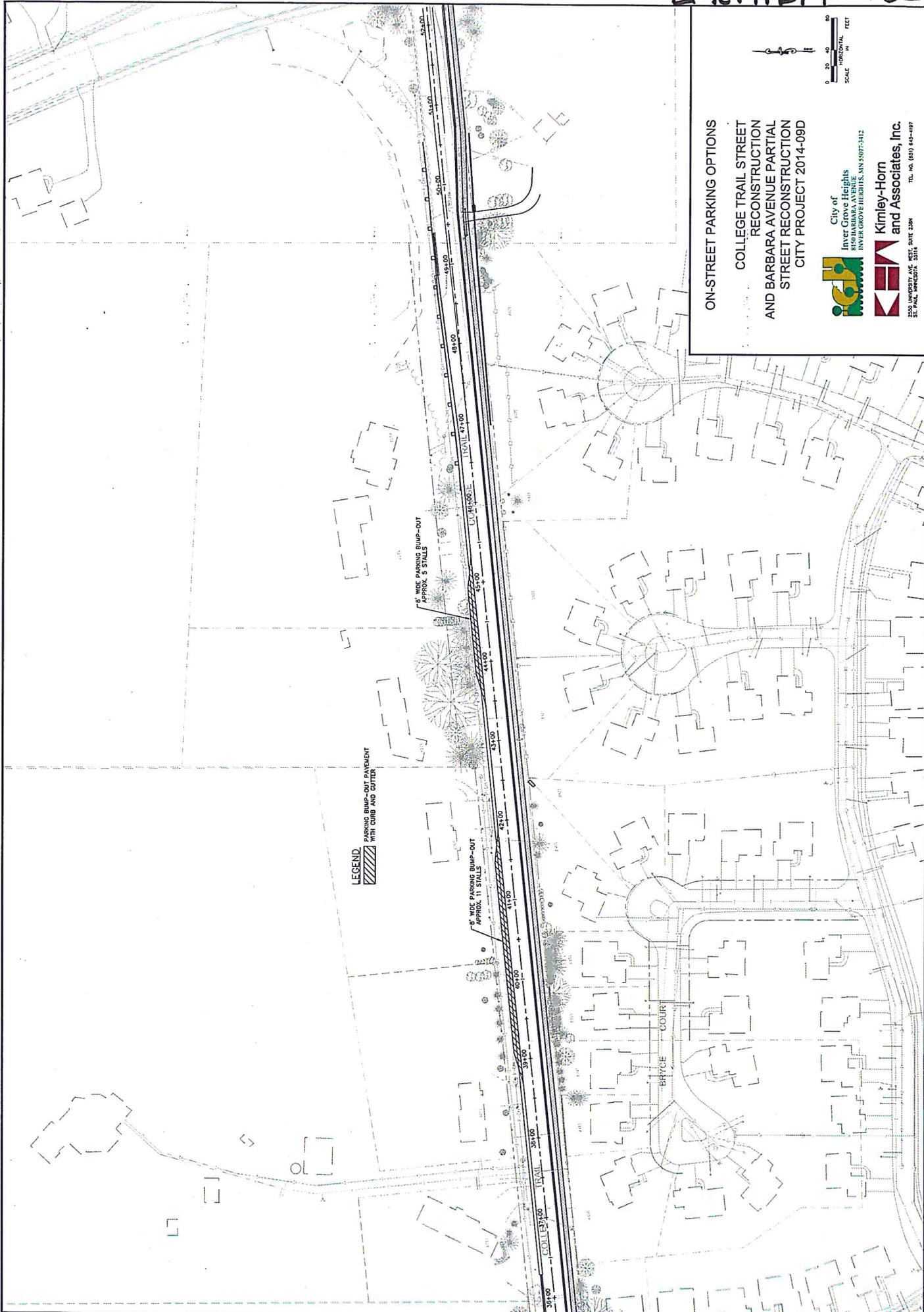
Dr. Deirdre Wells  
Superintendent, ISD 199

Open House | City of Inver Grove Heights | February 13, 2014 | 5:30 - 7:30 PM

PLEASE SIGN IN

Name/Representing	Address	City, State, Zip	Email
Jim Hansen	8265 College to l	IGH MN 55076	
David Yang	8282 Bechtel Ave	IGH MN 55076	
Sindy's Paul Goodwood	8271 College St	IGH 55076	
James Kronschnauer	8215 College Trail	IGH	
Laurnie Hansen	8265 College Drive	IGH 55076	
Jang Choi	8604 BOWER PATH	I.G.H.	
Jeff Rud	8537 Bechtel Ct.	IGH	

Exhibit 11



ON-STREET PARKING OPTIONS  
COLLEGE TRAIL STREET  
RECONSTRUCTION  
AND BARBARA AVENUE PARTIAL  
STREET RECONSTRUCTION  
CITY PROJECT 2014-09D



City of  
Inver Grove Heights  
8150 BARBARA AVENUE  
INVER GROVE HEIGHTS, MN 55077-3412

Kimley-Horn  
and Associates, Inc.  
250 UNIVERSITY AVE. SUITE 200A  
ST. PAUL, MINNESOTA 55114  
TEL. NO. (612) 643-4497

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**HEIGHTS DEVELOPMENT – Case No. 14-04IUP**

Meeting Date: February 24, 2014  
 Item Type: Regular Agenda  
 Contact: Allan Hunting 651.450.2554  
 Prepared by: Allan Hunting, City Planner  
 Reviewed by:

<b>Fiscal/FTE Impact:</b>	
<input checked="" type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

Consider a Resolution relating to an Interim Use Permit Amendment to allow for the one time extension to continue limited onsite gravel crushing for property located at 7280 Dickman Trail.

- Requires 3/5th's vote.
- 60-day deadline: March 8, 2014 (first 60-days)

**SUMMARY**

The applicant is requesting their one time only extension to their Interim Use Permit to allow crushing of concrete and asphalt at the Ace Blacktop location on Dickman Trail. The Council approved the original permit on November 27, 2006 for a five year period. This permit has expired and so the applicant is requesting their one time extension to allow crushing for an additional 25 years. If this permit is approved, the crushing operation would have to cease after the expiration or a code amendment would have to be applied for to continue.

**ANALYSIS**

The request is to operate under the same conditions as the previous permit. Crushing is allowed for a total of eight consecutive days each calendar year only between the periods of November 15 through April 15. Hours are limited to 7:00 a.m. to 5:00 p.m. The quantity of crushing per period is limited to 10,000 tons. Staff is not aware of any issues that occurred with crushing during the initial permit period.

Staff raises concerns with the request to allow the permit to last 25 years. The City's long range plan is to redevelop this area and also other sections along Concord Boulevard. This area is one of four selected sites for redevelopment and the City is looking at acquisition of these properties. Crushing would not be an appropriate or compatible use if redevelopment occurred around the site within the 25 year period. We recognize development will take some time and therefore Staff recommends the term of the permit be for no longer than 10 years.

**RECOMMENDATION**

**Planning Staff:** Recommends approval of the Interim Use Permit extension but with a lesser time period. Staff feels 25 years is too long for an interim use permit, but also recognizes redevelopment in the area will take some time. Staff feels 10 years is more appropriate for an interim use permit term.

**Planning Commission:** Also recommends approval of the extension but recommends the time frame be for 20 years. (7-0).

Attachments: Resolution Approving Interim Use Permit Extension  
 Planning Commission Recommendation  
 Planning Report

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

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING AN INTERIM USE PERMIT FINAL EXTENSION TO  
ALLOW CRUSHING OF CONCRETE AND ASPHALT IN THE I-1 ZONING DISTRICT**

**CASE NO. 14-04IUP  
(Heights Development)**

**WHEREAS**, an interim use permit application has been submitted to the City for property legally described as;

See Exhibit A

**WHEREAS**, on April 26, 2004, the City Council adopted an ordinance allowing for interim uses;

**WHEREAS**, the City Council approved an Interim Use Permit on November 26, 2006 for a period of five (5) years;

**WHEREAS**, the original permit expired on November 26, 2011, and the applicant is now requesting their one time only extension to the original permit as allowed by the Zoning Ordinance;

**WHEREAS**, a public hearing concerning the interim use permit final extension was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statutes, Section 462.357, Subdivision 3 on February 5, 2014;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS that**, the interim use permit final extension is hereby approved subject to the following conditions:

1. The stockpile of rubble and class 5 gravel pile shall be located only in the areas shown on the site plan/survey for Ace Blacktop, Inc dated 2014.

2. The site and crushing operation shall at all times be in compliance with the requirements of City Ordinance 1088, as amended, to allow for crushing of concrete, asphalt or asphalt cement.
3. Crushing shall be limited to the crushing of concrete, asphalt or asphalt cement, and asphalt debris, defined as waste concrete or asphalt rubble resulting from construction, repair, and demolition of roads, provided the material to be crushed does not contain hazardous waste as defined in Minnesota Statutes § 116.06, subd. 11 (2006) as amended from time to time, and does not contain asbestos and glass.
4. Crushing shall be allowed only as long as the property is used as a contractor's yard.
5. Crushing shall be allowed so long as it does not create a "public nuisance", or cause land pollution, noise pollution or air pollution as defined in Minnesota Statutes § 116.06, subd. 14, 16 and 4, as amended from time to time.
6. Crushing operation shall only be allowed on a parcel or contiguous parcels that constitute 10.0 acres or greater in size.
7. Crushing shall be restricted to a one time, maximum eight (8) consecutive workday period per calendar year. The time period shall occur only between November 15 through April 15.
8. Crushing shall be allowed only between the hours of 7:00 a.m. and 5:00 p.m.
9. The amount of crushed material produced shall be limited to 10,000 tons per year.
10. The height of any rubble or recycled crushed pile shall not exceed 35 feet in height.
11. Crushing of asphalt and concrete shall cease if the property is rezoned or if the use of the property changes from what was existing as of the date of the interim use permit issuance.
12. This Interim use permit shall expire XX years after the date of its adoption. This is the final interim use permit that can be issued for this property. No further interim use permits for crushing are allowed.
13. Equipment and machinery used for the crushing operation shall be allowed on the site only during the time crushing is occurring. All crushing equipment and machinery shall not be stored on site and shall

be removed from the site after the crushing period expires each calendar year.

14. The applicant shall work with the City Engineer to address comments listed in the 1/29/14 memo from the Assistant City Engineer.

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

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

AYES:

NAYS:

\_\_\_\_\_  
George Tourville, Mayor

ATTEST:

\_\_\_\_\_  
Melissa Kennedy/Deputy Clerk

**EXHIBIT A**

That part of the N 2/3 of Government Lot 7, Section 11, Township 27, Range 22, lying West of Railroad & that part of the North 2/3 of the SW 1/4 of the NW 1/4 of said Section 11, lying East of State Trunk Highway No. 56 Except Commencing at the Southwest corner of Government Lot 7 North at Right Angles 437.90 feet to beginning, East 548.68 feet to West Right of Way of Chicago Great Western Railroad, Northwest on Right of Way 386.15 feet, South 86°37'14" W 423.51 feet, North 53°57'01" W 222.21 feet, North 35°55'46" W 133.39 feet, North 45°59'11" West 145.59 feet, North 78°07'58" W to Centerline of State Trunk Highway No. 56, Southwest on Centerline to point of beginning, East 524.78 feet to beginning, ALSO Pt of South 250 feet of NW 1/4 of NW 1/4 and of Government Lot 8, Section 11, lying West of Railroad and East of State Trunk Highway No. 56, Except Parcel 45 Dakota County Right of Way Map 294,

as shown by the records of the County Treasurer of said County.

**RECOMMENDATION TO  
CITY OF INVER GROVE HEIGHTS**

**TO:** Mayor and City Council of Inver Grove Heights  
**FROM:** Planning Commission  
**DATE:** February 5, 2014  
**SUBJECT:** **HEIGHTS DEVELOPMENT – CASE NO. 14-04IUP**

**Reading of Notice**

Commissioner Simon read the public hearing notice to consider the request for an interim use permit (IUP) amendment to allow for a one time extension to continue limited onsite gravel crushing and recycling operations for an additional 25 years, for the property located at 7280 Dickman Trail. 15 notices were mailed.

**Presentation of Request**

Allan Hunting, City Planner, explained the request as detailed in the report. He advised that the landowner, Heights Development, is requesting a onetime only interim use permit extension to allow crushing of concrete and asphalt in the I-1 zoning district. The crushing would be done by the business operator, Ace Blacktop. The City Council approved the original IUP in November 2006 for a five year period. That permit has expired and the applicant is requesting a 25 year extension. The applicant is proposing the same restrictions as the original interim use permit. The actual crushing would be restricted to eight consecutive working days per calendar year. Crushing would be allowed only November 15 through April 15 during the hours of 7:00 am to 5:00 pm. The quantity of recycled material produced per year would be limited to 10,000 tons. He advised that historically they have brought the equipment on site and then crushed for 5-7 days in December and then crushed another week in January while the machine. Essentially it is like crushing every other year. Engineering has noted that eventually the businesses in this area will have to address stormwater and erosion due to stricter State requirements for discharge going into the Mississippi River. Staff's only concern is the applicant's request for 25 years. Staff feels that 25 years exceeds the intent of the interim use permit. Also, the City's long-range plan is to redevelop this area, in which case crushing would not be a compatible use. Staff recommends the term of the permit be no longer than 10 years. Staff recommends approval of the request with the conditions listed in the report.

Chair Hark asked if staff was aware of any interim use permit being issued for more than 20 years.

Mr. Hunting replied he was not; 20 years was the longest.

Commissioner Maggi asked what properties the City currently owned in this area.

Mr. Hunting replied that the City did not own any property in the immediate area; however, they have been discussing some potential acquisitions. He noted that both the City and the County owned properties north of this neighborhood.

Commissioner Maggi asked what the rate of acquisition has been of land in these redevelopment areas by the City.

Mr. Hunting stated it was a voluntary program so the acquisitions have occurred sporadically as homeowners have approached the City wanting to sell their property.

Commissioner Maggi asked if the applicants would be allowed to continue to operate their existing business after the expiration of the proposed interim use permit.

Mr. Hunting replied in the affirmative, stating the interim use permit pertained only to the crushing portion of their business.

Commissioner Maggi stated because they could continue to operate their business, with the exception of the one week of crushing, the length of the IUP did not seem related to the potential redevelopment of the area.

Mr. Hunting replied that because of the noise associated with a crushing operation it would not necessarily be the best neighbor in a redevelopment situation. Because of this, staff is recommending 10 years.

Commissioner Scales asked if this was the applicant's only chance to come back for an extension.

Mr. Hunting replied in the affirmative, stating the other avenue they could take would be to request a code amendment to allow crushing in the I-1 zoning district.

Commissioner Scales stated he would not want to limit a local business to 10 years when there were no set plans for development.

Commissioner Wippermann asked if Condition 9 limited the storage capability, noting that the report showed the current stockpile at 20,000 tons.

Mr. Hunting replied that the conditions did not limit the storage capability; only the amount of crushed material produced.

Commissioner Wippermann asked if the permit had to be renewed while it was still in effect, noting that the former permit expired two years ago.

Mr. Hunting replied there was nothing in the Code stating that the permit must be in effect at the time of extension.

#### **Opening of Public Hearing**

Ryan Stanton, 15 Hingham Circle, Mendota Heights, stated his family owned the subject property (Heights Development).

Chair Hark asked if the applicant understood the staff report.

Mr. Stanton replied in the affirmative.

Commissioner Wippermann asked why there was a two year delay in requesting the permit extension.

Mr. Stanton advised that the crushing essentially takes place every other year, with the gravel making up approximately 1% of the revenue of the site. Heavy equipments is needed for the crushing to take place; this equipment is expensive to set up and bring to the site. Because of this they wait until they have enough material built up, and then they straddle the new year as this gives them a continuous time to crush. They had not accumulated enough material to have to crush and so the permit was left unconsidered. Recently it came to the forefront that crushing was needed and that is when it was discovered that the permit had expired.

Commissioner Simon asked for clarification that the rubble was only 1% of the revenue.

Mr. Stanton replied that while it was only 1% of the revenue, the bigger issue was that the crushing allowed the business to operate more efficiently. He explained that because the demolition landfills have limited hours, having the ability to dump their trucks full of asphalt and other construction materials on their site allows them to work around pit hours. If they could not dump material on their site and intermittently crush it, they would have to wait in line for the pits to open in the morning or stop work early so as to make it to the dump site before they close.

Commissioner Simon asked what the applicants did with the rubble prior to getting an interim use permit.

Mr. Stanton advised that this site has been involved with sorting and crushing since the 1950's. In the 1970's his father purchased the land and Ace Blacktop began functioning as the primary business on site. During that time they would screen it off and a lot of rubble built up over the years. For various reasons it came to a head in 2006 and it was determined that the best way to address it was through an interim use permit.

Commissioner Simon stated it sounded as if not having the ability to crush would adversely affect the business.

Mr. Stanton stated another problem that a ten year IUP presents is that Ace Blacktop has an active lease from the owners of Heights Development.

Chair Hark asked how long the lease was for.

Mr. Stanton replied he believed there were 13-14 years remaining on the lease. The other problem is that since they straddle the new year for crushing, ten years could be almost like eight years. Also, with stormwater recently becoming a big issue, the City's Engineering Department has advised that the stormwater in the area will likely have to be addressed. This will likely be a significant cost, and therefore they would like to keep as many tenants on site as possible to help amortize these expenditures. If they are given only 10 years there is a chance

the tenant could move his business to another location where crushing would be allowed. He advised that although 20 years sounded like a long time, development moves slowly, with most comprehensive plans being 20-30 years out. Mr. Stanton stated that when a higher and better use came to the site he would not be opposed to moving at that point.

Commissioner Wippermann stated because what they are proposing is movable, and since the applicant has stated he is not married to the site, the property would still be available for redevelopment even if the IUP was extended for a longer period of time.

Chair Hark closed the public hearing.

**Planning Commission Discussion**

Chair Hark stated he was uncomfortable approving an extension for a period beyond the longest existing IUP, and therefore suggested a 20 year extension.

Commissioner Maggi stated she was comfortable with a 20 year extension as well. She did not feel it made sense to limit the business by approving a 10 year extension when there were no clear plans in place for acquisition of land.

Commissioner Elsmore added that 20 years would also cover the remainder of the tenant lease in place.

Mr. Stanton stated they would be in comfortable with 20 years.

**Planning Commission Recommendation**

Motion by Commissioner Scales, second by Commissioner Wippermann, to approve an interim use permit amendment to allow for a one time extension to continue limited onsite gravel crushing and recycling operations for an additional **20 years**, for the property located at 7280 Dickman Trail, with the conditions listed in the report **with a modification to Condition No. 12 to specify 20 years rather than 10 years.**

Motion carried (7/0). This item goes to the City Council on February 24, 2014.

**P L A N N I N G     R E P O R T**  
**CITY OF INVER GROVE HEIGHTS**

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**REPORT DATE:** January 28, 2014

**CASE NO:** 14-04IUP

**APPLICANT:** Heights Development

**PROPERTY OWNER:** Thomas Stanton

**REQUEST:** Interim Use Permit Extension to allow crushing of concrete and asphalt in the I-District

**LOCATION:** 7280 Dickman Trail

**HEARING DATE:** February 4, 2014

**COMPREHENSIVE PLAN:** LI, Light Industrial

**ZONING:** I-1, Limited Industrial

**REVIEWING DIVISIONS:** Planning  
Engineering

**PREPARED BY:** Allan Hunting  
City Planner

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**BACKGROUND**

Heights Development, also know as Ace Blacktop is requesting their one time only Interim Use Permit extension to allow crushing of concrete and asphalt in the I-1 zoning district. The City Council approved the original permit on November 27, 2006 for a five year period. That permit has expired and so the applicant is requesting to extend the permit for an additional 25 year period. Since the code allows only one permit expansion, the crushing operation would have to permanently cease after the term of this permit or a code amendment would have to be applied for.

Ace Blacktop provides asphalt paving services to residential, commercial and municipal customers in the southeast metro area. Ace Blacktop has operated from their location on Dickman Trail since 1968. Part of the their operation is to bring rubble (asphalt chunks and concrete) from their job sites where they tear up the old surface as part of repaving, and bring the rubble to their Dickman location where it is stockpiled to be crushed at a later date. Over the years, typically about once every other year, Ace Blacktop hires a crushing company to bring in crushing equipment and crush the rubble pile into what is known as a recycled gravel (class 5) pile. This gravel is the base laid down under asphalt driveways and parking lots.

Crushing is not allowed in either of the industrial districts and historically has only been allowed as part of a Sand and Gravel Overlay District operation. Ace Blacktop does not have a Sand and Gravel Overlay Zoning. Since crushing has not occurred consistently over the years, this part of the operation does not fall under any non-conforming status. The interim use process was used previously to address this part of the operation.

### **EVALUATION OF THE REQUEST**

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

North –Contractor’s yard/outdoor storage; zoned I-1; guided LI.

East - RR tracks, single family homes; zoned RR and R-1C; guided LDR.

West - Concord Boulevard.

South - Auto impound lot; zoned I-1; guided LI.

### **INTERIM USE PERMIT**

The interim use permit would allow for the periodic crushing of asphalt and concrete that is used for the base underneath asphalt driveways and parking lots. The applicant has provided a site plan/survey which shows the location of where the rubble pile and crushed class 5 gravel pile would be. The rubble pile would consist of the asphalt and concrete that is removed from construction sites and brought back to this location for crushing. The material would come only from Ace Blacktop job sites. They do not accept rubble from other contractors. The class 5 pile consists of the crushed material after it has been processed.

The applicant is proposing the exact same restrictions that were part of the original interim use permit. The actual crushing would be restricted to eight consecutive working days for a one time period per calendar year. Crushing would be allowed only between November 15 through April 15. Crushing would be allowed during the hours of 7:00 am to 5:00 pm only. The quantity of recycled material produced per year would be limited to 10,000 tons. This amount would have to be verified through either crushing volume records or through survey analysis. The location of the two piles would be restricted to only those locations shown on the approved site plan and the footprint and height would be restricted to the dimensions shown on the site plan. Since crushing would be accessory to the principal use of the property, the crushing machines would be allowed on the site only during actual crushing. They must be removed after the crushing period expires each year.

Staff raises concerns with the request to allow the permit to last 25 years. The City’s long range plan is to redevelop this area and also other sections along Concord Boulevard. This area is one of four selected sites for redevelopment and the City is looking at acquisition of these properties. Crushing would not be an appropriate or compatible use if redevelopment occurred around the site within the 25 year period. We recognize development will take some time and therefore Staff recommends the term of the permit be for no longer than 10 years.

Engineering has reviewed the plans and has prepared a memo that is attached to this report. Any new development on the site would require compliance with all storm water regulations. Engineering is concerned with erosion that has occurred on some properties in this area. The

City Engineer is recommending that some type of erosion control plan be prepared and approved by the Engineer.

### **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 actions should be recommended for approval:
- o Approval of the **Interim Use Permit** final extension to allow crushing of concrete and asphalt in the I-1 District subject to the following conditions:
    1. The stockpile of rubble and class 5 gravel pile shall be located only in the areas shown on the site plan/survey for Ace Blacktop, Inc dated 2014.
    2. The site and crushing operation shall at all times be in compliance with the requirements of City Ordinance 1088, as amended, to allow for crushing of concrete, asphalt or asphalt cement.
    3. Crushing shall be limited to the crushing of concrete, asphalt or asphalt cement, and asphalt debris, defined as waste concrete or asphalt rubble resulting from construction, repair, and demolition of roads, provided the material to be crushed does not contain hazardous waste as defined in Minnesota Statutes § 116.06, subd. 11 (2006) as amended from time to time, and does not contain asbestos and glass.
    4. Crushing shall be allowed only as long as the property is used as a contractor's yard.
    5. Crushing shall be allowed so long as it does not create a "public nuisance", or cause land pollution, noise pollution or air pollution as defined in Minnesota Statutes § 116.06, subd. 14, 16 and 4, as amended from time to time.
    6. Crushing operation shall only be allowed on a parcel or contiguous parcels that constitute 10.0 acres or greater in size.
    7. Crushing shall be restricted to a one time, maximum eight (8) consecutive workday period per calendar year. The time period shall occur only between November 15 through April 15.
    8. Crushing shall be allowed only between the hours of 7:00 a.m. and 5:00 p.m.

9. The amount of crushed material produced shall be limited to 10,000 tons per year.
10. The height of any rubble or recycled crushed pile shall not exceed 35 feet in height.
11. Crushing of asphalt and concrete shall cease if the property is rezoned or if the use of the property changes from what was existing as of the date of the interim use permit issuance.
12. This Interim use permit shall expire 10 years after the date of its adoption. This is the final interim use permit that can be issued for this property. No further interim use permits for crushing are allowed.
13. Equipment and machinery used for the crushing operation shall be allowed on the site only during the time crushing is occurring. All crushing equipment and machinery shall not be stored on site and shall be removed from the site after the crushing period expires each calendar year.
14. The applicant shall work with the City Engineer to address comments listed in the 1/29/14 memo from the Assistant City Engineer.

**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**

The crushing of concrete and asphalt has been occurring periodically on this property for a number of years without any adverse impacts to the abutting property owners that have been brought to the City's attention. Staff believes crushing of concrete and asphalt can continue provided the conditions listed in the ordinance amendment are met. Staff recommends approval of the Interim Use permit with the conditions of approval for a 10 year period.

Attachments: Location/Zoning Map  
2014 Site Plan  
Photos of Site Details  
Applicant Narrative  
Memo from Assistant City Engineer



# Location Map

## Case No. 14-04IUP



# Survey for: ACE BLACKTOP, INC.

## PROPERTY DESCRIPTION

That part of the NW 1/4 of the NW 1/4 of Section 11, T27N, R22W, Dakota County, Minnesota, and that part of Government Lot 8, said Section 11, described as follows:

Commencing at the northwest corner of said Section 11; thence S. 89° 06' 40" E., assumed bearing, along the north line of said Section 11, a distance of 1054.83 feet to the center line of S.T.H. No. 56 as built and monumented by the Minnesota Department of Transportation, thence S. 6° 50' 27" W. along said centerline 715.98 feet to the north line of the south 600.00 feet of said NW 1/4 of the NW 1/4; thence S. 89° 06' 42" E. along said north line of the south 600.00 feet a distance of 65.35 feet to the easterly right-of-way line of said S.T.H. No. 56 as built and monumented, said point being marked by a Judicial Landmark and being the point of beginning of the parcel to be described; thence S. 6° 50' 27" W. along said right-of-way, 351.90 feet to the south line of the north 350.00 feet of the south 600.00 feet to said NW 1/4 of the NW 1/4 said point being marked by a Judicial Landmark; thence S. 89° 06' 42" E. along said south line and the South line of the north 350.00 feet of the south 600.00 feet of said Government Lot 8 a distance of 739.71 feet to the westerly right-of-way line of the Chicago and North Western Transportation Company railroad right-of-way, and said point being marked by a Judicial Landmark; thence N. 6° 53' 41" W. along said right-of-way, 353.25 feet to the north line of the south 600.00 feet of said Government Lot 8, said point being marked by a Judicial Landmark; thence N. 89° 06' 42" W. along said north line of the south 600.00 feet of Government Lot 8 and the north line of the south 600.00 feet of said NW 1/4 of the NW 1/4 a distance of 655.38 feet to the point of beginning and there terminating;

EXCEPTING THEREFROM the following described property:

All that part of Government Lot 8 in Section 11, Township 27, Range 22 described as follows:

Commencing at a point on the east line of County Highway No. 53 as now established through said lot where it intersects the south line of aforesaid Government Lot 8; thence N. 8° 35' W. along said east line of highway 385 feet to the point of beginning; thence east 50 feet to the west line of Chicago Great Western Railway right of way; thence N. 8° 35' W. along said right of way 60 feet; thence west 50 feet to the east line of aforesaid highway; thence south 8° 35' east 60 feet to the point of beginning.

AND

The South 250 feet of that part of the NW 1/4 of the NW 1/4 and of Government Lot 8, of Section 11, Township 27, Range 22, Dakota County, Minnesota lying easterly of State Trunk Highway No. 56 and lying westerly of the westerly right of way line of the Chicago and North Western Transportation Company.

AND

That part of the following described tract:

That part of the North two-thirds (N. 2/3) of the Southwest Quarter of the Northwest Quarter (SW 1/4 NW 1/4) and that part of the North two-thirds (N. 2/3) of Government Lot 7, all in Section 11, Township 27, Range 22, according to the Government Survey thereof, described as follows: Commencing at the southwest corner of Government Lot 7, said point also being the southwest corner of the Southeast Quarter of the Northwest Quarter (SE 1/4 NW 1/4) and the southeast corner of the Southwest Quarter of the Northwest Quarter (SW 1/4 NW 1/4) of said Section 11; thence North, at a right angle to the south line of said Northwest Quarter (NW 1/4) of Section 11, a distance of 437.90 feet; thence East (assumed bearing) and parallel with the south line of said Northwest Quarter (NW 1/4), a distance of 548.68 feet to the westerly right-of-way line of the Chicago and Great Western Railway; thence northwesterly at an angle to the left of 98 degrees 12 minutes 13 seconds, and along said westerly right-of-way line of the Chicago and Great Western Railway, a distance of 239.25 feet; thence continuing along said westerly right-of-way line of the Chicago and Great Western Railway, at an angle to the right of 1 degree 13 minutes 16 seconds, a distance of 512.00 feet; thence West, parallel with the south line of said Northwest Quarter (NW 1/4), a distance of 863.93 feet to the center line of State Trunk Highway No. 56; thence southwesterly at an angle to the left of 83 degrees 17 minutes 21 1/2 seconds, along the center line of said State Trunk Highway No. 56, a distance of 856.51 feet; thence East, parallel with the south line of said Northwest Quarter (NW 1/4), a distance of 524.78 feet to the point of beginning.

Which lies northerly of the following described line, and its easterly and westerly extensions:

Commencing at the southwest corner of said Government Lot 7; thence northerly, at a right angle to the south line of said Northwest Quarter (NW 1/4) of Section 11, a distance of 437.90 feet; thence South 89 degrees 06 minutes 44 seconds East (assumed bearing), parallel with the south line of said Northwest Quarter (NW 1/4), a distance of 544.01 feet to a point on a 5779.65 foot radius non-tangential curve, the center of circle of which bears North 81 degrees 34 minutes 00 seconds East from said point; thence northerly along said curve, central angle of 1 degree 32 minutes 38 seconds, a distance of 155.73 feet; thence North 6 degrees 53 minutes 22 seconds West, tangent to said curve, a distance of 230.42 feet to the point of beginning of the line to be described; thence South 86 degrees 37 minutes 14 seconds West a distance of 423.51 feet; thence North 53 degrees 57 minutes 01 seconds West a distance of 222.21 feet; thence North 35 degrees 55 minutes 46 seconds West a distance of 133.79 feet; thence North 45 degrees 59 minutes 11 seconds West a distance of 145.59 feet; thence North 78 degrees 07 minutes 58 seconds West to the center line of State Trunk Highway No. 56, and there terminating.

Subject to an easement for driveway purposes, being 10 feet on each side of the following described center line: Commencing at the southwest corner of Government Lot 7, said point also being the southwest corner of the Southeast Quarter of the Northwest Quarter and the southeast corner of the Southwest Quarter of the Northwest Quarter of said Section 11; thence North, at a right angle to the south line of said Northwest Quarter of Section 11, a distance of 437.90 feet; thence East (assumed bearing) and parallel with the south line of said Northwest Quarter, a distance of 501.29 feet to the easterly right-of-way line of County Road No. 77 (formerly County Road No. 21); thence northwesterly at an angle to the left of 98 degrees 12 minutes 13 seconds, and along said easterly right-of-way line of County Road No. 77, a distance of 239.25 feet; thence at an angle to the right of 1 degree 13 minutes 16 seconds, along said easterly right-of-way line of County Road No. 77, a distance of 259.75 feet to the actual point of beginning of the center line to be described; thence at a right angle to the right a distance of 47 feet to the westerly right-of-way line of the Chicago and Great Western Railway, and there terminating.

I hereby certify that this survey was prepared by me or under my direction and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 8th day of September, 2006.

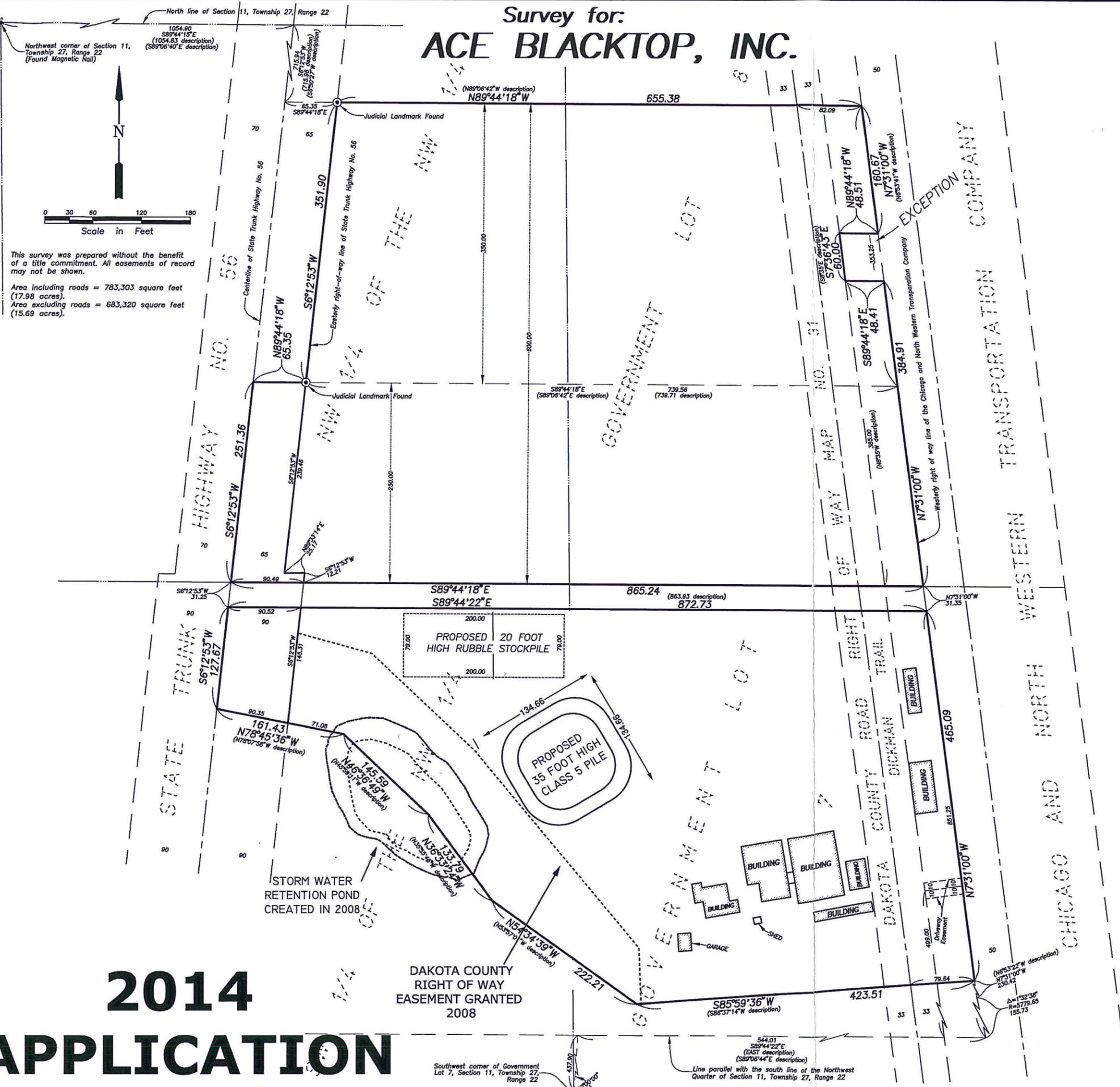
REHDER & ASSOCIATES, INC.

David C. Craigie, Land Surveyor  
Minnesota License No. 42618  
Revised: September 19th, 2006 - Update stock piles, detail

**Rehder and Associates, Inc.**

CIVIL ENGINEERS AND LAND SURVEYORS

3440 Federal Drive • Suite 240 • Eagan, Minnesota • Phone (651) 452-5051



This survey was prepared without the benefit of a title commitment. All easements of record may not be shown.

Area including roads = 783,303 square feet (17.98 acres).  
Area excluding roads = 683,320 square feet (15.69 acres).



# 2014 APPLICATION

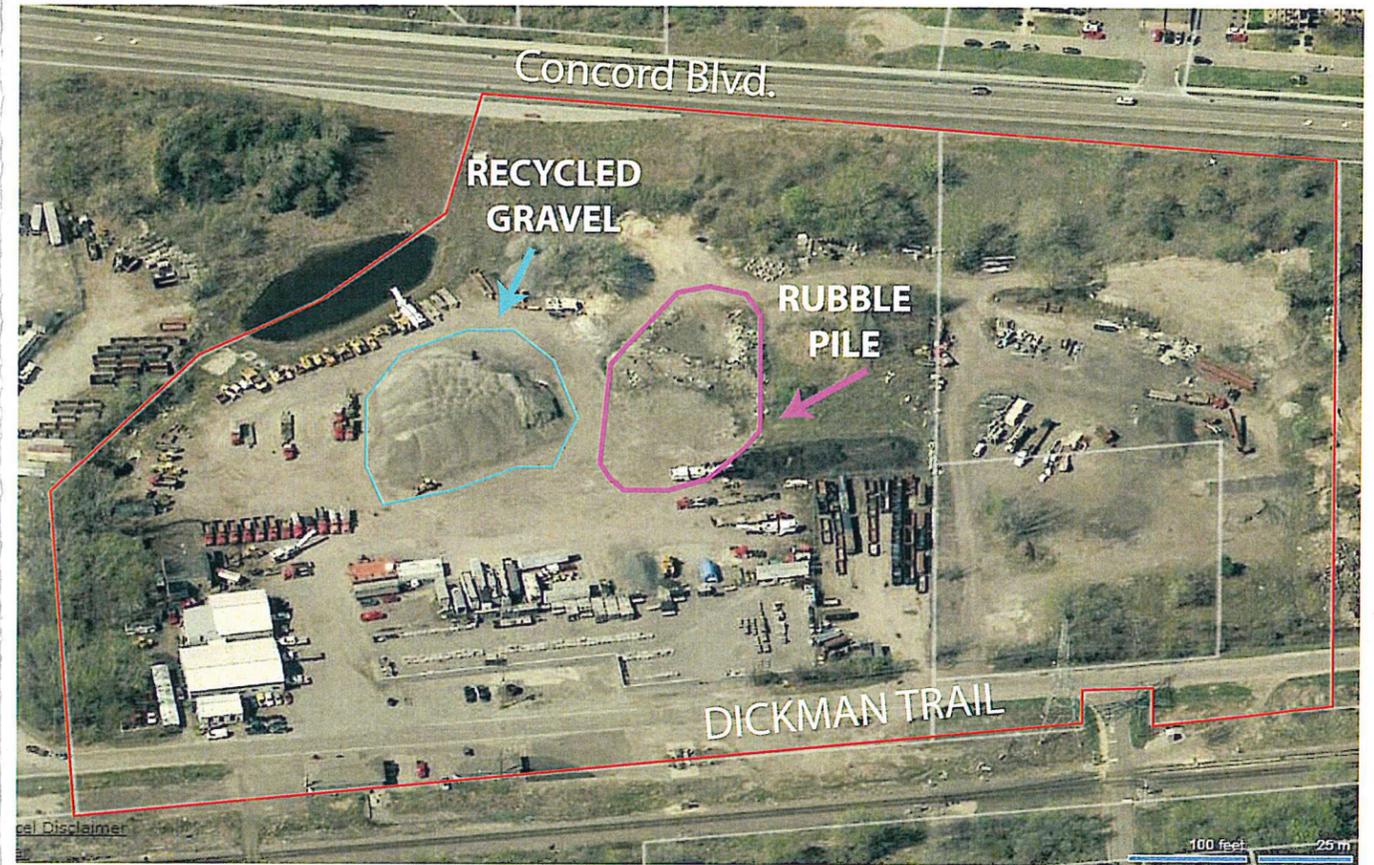
Southwest corner of Government Lot 7, Section 11, Township 27, Range 22

Line parallel with the south line of the Northwest Quarter of Section 11, Township 27, Range 22

# Heights Development Property 7280 Dickman Trail



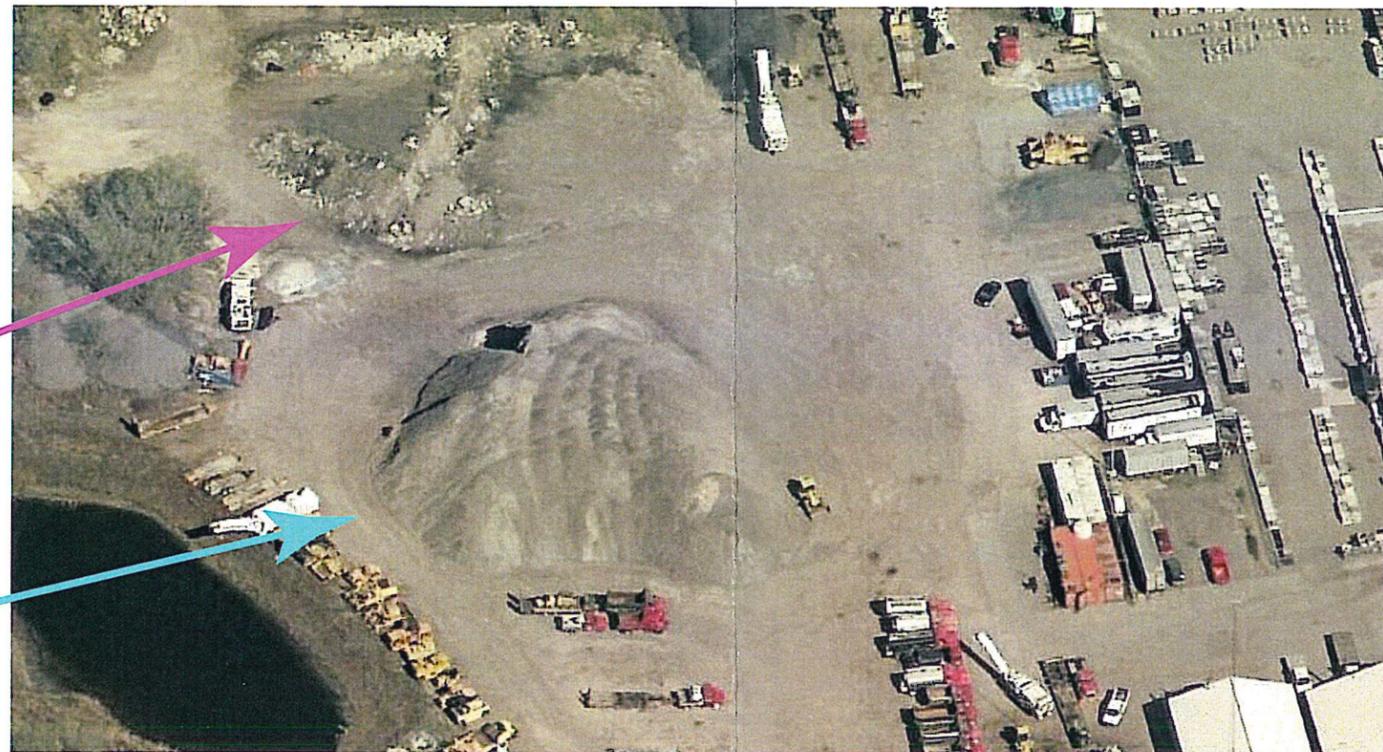
# Heights Development Site and Area Where Gravel Crushing is Conducted



View of completed  
gravel crushing site

Remains of rubble pile

Approx 20,000 tons of  
recycled gravel



**Heights Development**  
7280 Dickman Trail  
Inver Grove Heights, MN 55076  
(651) 755-1023

January 6<sup>th</sup>, 2014

City of Inver Grove Heights,

Heights Development ( T & J Stanton Family LTD PTNSHP ) is a company that owns the industrial land located at 7280 Dickman Trail in Inver Grove Heights. The land provides an operating location for multiple businesses. The primary renter is Ace Blacktop, whose principals have an ongoing financial relationship with Heights Development ownership.

Established in 1968, Ace Blacktop employs approx. 45 employees during peak seasonal activity. Ace Blacktop provides asphalt paving services to residential, commercial, and municipal customers in the south east metro area. Ace Blacktop's daily operations generate construction rubble. Currently the rubble (asphalt chunks and concrete) is stock piled on site and processed into recycled gravel when quantities become economically feasible. Almost all the rubble and recycled gravel is exclusive to Ace Blacktop's contracted work (it is not an open dump site and does not sell gravel for pick up). The permitted on site crushing is a key function to Ace Blacktop's continuing success as an Inver Grove Heights business.

Heights Development, seeks to apply for its second and final Interim Use Permit. The requested permit is for a 25 year period to continue limited onsite gravel crushing and recycling operations as allowed for in current IGH city code. The successful application would allow for the continued operations on the 7280 Dickman Trail property, which has had zero known complaints in the first Interim Use Permit period.

Sincerely,



Thomas V. Stanton

**MEMO**

**CITY OF INVER GROVE HEIGHTS**

TO: Allan Hunting, Associate City Planner

FROM: Steve W. Dodge, P.E., Assistant City Engineer

DATE: January 29, 2014

RE: Plan Review Comments – Engineering Division  
Interim Use Permit - Limited Onsite Gravel Crushing & Recycling Operations  
Heights Development (aka Ace Blacktop)  
7280 Dickman Trail  
City Project No. 14-04IUP

The following is a list of the comments regarding the above referenced submittal:

- 1) The owner is requesting for a continuation of a limited 8-day onsite gravel crushing & recycling operation on an existing site. The stockpiles for the crushing operation are part of an 11 acre site which is mostly disturbed for business equipment and hauling operations.
- 2) The properties are within the MPCA Non-degradation area that drains to the Mississippi River through City storm facilities. Any future impervious surface changes, site improvements, or disturbance will require the addition of a storm water facility meeting the MPCA non-degradation requirement of treating/infiltration 1-inch of run-off from the impervious surface. Additional improvements shall also meet the current City's Water Resources Management Plan requirements.
- 3) A sediment, erosion and control plan approved by the City Engineer is required for the site.
- 4) The owner shall verify if the site is required to have an industrial storm water permit. This permit is determined by the standard industrial code (SIC) for the specified industry. If the site is required to meet NPDES storm water requirements, the owner shall develop a feasible Storm Water Pollution Prevention Plan approved by the City Engineer.

cc: Ryan Stanton, Applicant  
Scott Thureen, Public Works Director  
Tom Kaldunski, City Engineer

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Third Reading of an Ordinance Amendment to Title 11 of the City Code (Subdivision Regulations) to amend Chapter 4 relating to Updating Park Dedication Rates**

Meeting Date: February 24, 2014  
 Item Type: Regular Agenda  
 Contact: Eric Carlson – 651.450.2587  
 Prepared by: Eric Carlson  
 Reviewed by: Tom Link, Mark Borgwardt  
 Allan Hunting, Heather Botten

**Fiscal/FTE Impact:**

<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

The Council is asked to approve the 3<sup>rd</sup> and final reading of the recommended changes to the Park Dedication Ordinance as outlined in the staff report.

**SUMMARY**

The State of Minnesota updated the State Statues related to Park Dedication during the 2012 Legislative Session. The City of Inver Grove Heights last updated the Park Dedication Ordinance in early 2007. Since that time neither the language nor the rates have changed. A committee of employees including the Community Development Director, City Planner, Assistant Planner, Parks Superintendent, and the City Attorney meet several times to discuss the new State Statues and has determined that some updates are necessary.

**Land Dedication**

Zoning	Density per Acre	Proposed Land Dedication	Current Land Dedication
A and E-1, E-2		To be determined by the Council at time of final plat	5%
R-1 and R-2	3 units	9%	10%
R-3A and R-3B	9 units	18%	20%
R-3C	15 units	30%	30%
B-1, B-2, B-3, B-4		4.5%	10%
I-1 and I-2		4.5%	10%
P		4.5%	10%

**Cash Dedication**

Zoning	Density per Acre	Proposed Cash Dedication	Current Cash Dedication
A and E-1, E-2		\$2,850	\$4,011
R-1 and R-2	3 units	\$2,850	\$4,011
R-3A and R-3B	9 units	\$4,000	\$3,950
R-3C	15 units	\$4,900	\$3,950
P		\$7,000 per acre	\$7,000 per acre
B-1, B-2, B-3, B-4		\$7,000 per acre	\$7,000 per acre
I-1, and I-2		\$6,000 per acre	\$5,500 per acre

The Park and Recreation Commission met on Wednesday, January 8<sup>th</sup> and is recommending approval on a unanimous vote.

The Planning Commission met on Tuesday, January 21<sup>st</sup> and is recommending approval on a unanimous vote.

The Local Issue Group of the Chamber of Commerce met on Thursday, February 13<sup>th</sup> and reviewed the proposed rates and did not have any comments/issues.

Also attached is a resolution that outlines the process/calculations that should be used to calculate park dedication fees in the future.

<b>Park Dedication Rate Comparison</b>				
<b>Cash Dedication</b>				
	<b>Single</b>	<b>Multiple</b>	<b>Commercial</b>	<b>Industrial</b>
Inver Grove Heights	\$2,850	\$4,450 (ave)	\$7,000	\$6,000
Apple Valley	\$4,585	\$3,176 (ave)		
Burnsville	\$2,574	\$3,703 (ave)	\$16,000	\$8,000
Eagan	\$3,558	\$3,559 (ave)		
Lakeville	\$4,747	\$4,900	\$7,693 (ave)	\$4,558
Rosemount	\$3,400		\$9,000	\$5,000

**Current  
Park Dedication  
Ordinance**

## Chapter 4

# PARK, TRAIL AND RECREATION DEDICATION OR CASH IN LIEU

### 11-4-1: PURPOSE AND INTENT:

- A. The city council recognizes it is essential to the health, safety and welfare of the residents of the city and persons working in the city that the character and quality of the environment be considered to be of major importance in the planning and development of the city. In this regard, the manner in which land is developed and used is of high priority. The preservation of land for park, playground and public open space purposes as it relates to the use and development of land for residential and commercial/industrial purposes is essential to maintaining a healthful and desirable environment for all citizens of the city. The city must not only provide these necessary amenities for our citizens today, but also be insightful to the needs of future citizens.
- B. The city council recognizes that the demand for park, playground, trail and public open space within a municipality is directly related to the density and intensity of development permitted and allowed within any given area. Urban type developments mean greater numbers of people and higher demands for park, playground and public open space. To disregard this principle is to inevitably overtax existing facilities and thus, diminish the quality of the environment for all.
- C. The city parks and recreation advisory commission has established minimum community criteria for meeting the needs of the residents of the city. In order to meet the community needs for parks, ten (10) acres of park shall be required for each one thousand (1,000) residents. This shall be the standard upon which the city shall establish its park land dedication and parks cash contribution.
- D. It is the policy of the city that the standards and guidelines of this chapter for the dedication of land for park, playground and public open space purposes (or cash contributions in lieu of such dedication) in the subdividing and developing of land within the city shall be directly related to the density and intensity of each subdivision and development.
- E. The state has recognized the importance of providing for parks and open space in Minnesota statutes section 462.358, subdivision 2(b), which clearly gives the right to the

city in its subdivision regulations to require reasonable portions for public use. (Ord. 1157, 6-11-2007)

#### **11-4-2: DEDICATION OR CASH IN LIEU REQUIRED:**

As a prerequisite to subdivision approval, subdividers shall dedicate land for parks, playgrounds, public open spaces, and trails and/or shall make a cash contribution to the park acquisition and development fund as provided by this chapter. Final approval of the park dedication/contribution requirements shall be made by the city council. (Ord. 1157, 6-11-2007)

#### **11-4-3: SUITABILITY OF LAND:**

Dedicated land shall be reasonably suitable for its intended use, and shall be at a location convenient to the people to be served, and shall be consistent with the "Comprehensive Park Plan And Development Guide Plan" used in evaluating the adequacy of proposed park and recreation areas. These factors shall include size, shape, topography, geology, hydrology, tree cover, access and location. Land with dead trees, trash, junk, pollutants and unwanted structures is not acceptable, unless the developer first removes the unacceptable material. (Ord. 1157, 6-11-2007)

#### **11-4-4: GENERAL REQUIREMENTS:**

- A. Parks And Recreation Advisory Commission Recommendation: Prior to the preliminary plat approval, the parks and recreation advisory commission shall recommend to the city council the land and/or cash contribution requirements for proposed subdivision.
  
- B. Change In Density: Any increase in density of a platted or proposed subdivision shall be reviewed by the parks and recreation advisory commission and the council for reconsideration of park land and/or cash contribution requirements.
  
- C. Additional Purchase: When a proposed park, playground, recreation area, or other public ground is indicated in the city's official map or adopted comprehensive plan and is located in whole or in part within a proposed subdivision, it shall be designated as such on the plat. If the subdivider elects not to dedicate an area in excess of the land required

hereunder for such proposed public site, the city may consider acquiring the site through purchase.

- D. Relationship To Other Open Space: The amount of land to be dedicated by a subdivider shall be based on the gross area of the proposed subdivision. The amount of land to be dedicated by a subdivider shall be based on the density of development. Such dedication shall be consistent with the comprehensive plan and "Comprehensive Park Plan And Development Guide Plan" for future parks.
- E. Partial Credit: Where private open space for park and recreation purposes is provided in a proposed subdivision, such areas may be used for partial credit, at the discretion of the city council, against the land or cash dedication requirement for park and recreation purposes, provided the city council finds it is in the public interest to do so.
- F. Change Of Requirements: The city, upon consideration of a particular type of development, may require larger or smaller parcels of land than provided in section 11-4-5 of this chapter to be conveyed to the city if the city determines that present or future residents would require greater or lesser land for park and playground purposes. (Ord. 1157, 6-11-2007)

#### **11-4-5: LAND DEDICATION:**

- A. In a subdivision where a land dedication is required, the following formula will be used as a guide to the park land dedication requirements which shall be made at time of final plat approval:

Zoning District	Land Dedication (Percentage Of Land Subdivided)
A and E	5
R-1 and R-2	10
R-3A and R-3B	20
R-3C	30
B, I and P	10

- B. Land proposed to be dedicated for public purposes shall meet identified needs of the city as contained in the "Comprehensive Park Plan And Development Guide Plan" and the comprehensive plan.
- C. Prior to dedication, the subdivider shall deliver to the city attorney a title insurance commitment and a title insurance policy in favor of the city. The dedicated land shall be conveyed by warranty deed. Such title shall vest in the city good and marketable title, free and clear of any mortgages, liens, encumbrances, assessments and taxes. The conveyance documents shall be in such form acceptable to the city.
- D. The required dedication and/or payment of fees in lieu of land dedication shall be made at the time of final plat approval.
- E. The removal of trees and topsoil, the storage of construction equipment, the burying of construction debris, and stockpiling are strictly forbidden without the written approval of the director of parks and recreation.
- F. Grading and utility plans which may affect or impact the proposed park dedication shall be reviewed and approved by the parks and recreation director prior to dedication, or at such time as reasonably determined by the director of parks and recreation.
- G. 1. To be eligible for park dedication credit, land dedicated must be located outside of drainways, floodplains or ponding areas. Land with grades exceeding twelve percent (12%) or unsuitable for parks development shall be considered for partial dedication.
2. Where ponding has been determined by the city council to have a park function, credit will be given at a rate of fifty percent (50%) of the pond and adjoining land area below the high water level. A minimum of seventy percent (70%) of land above the high water mark shall be dedicated before pond credit is granted. Other city park dedication policies relating to pond dedication must also be complied with.
3. In those cases where the subdividers and developers of land provide significant amenities such as, but not limited to, swimming pools, tennis courts, handball fields, etc., within the development for the benefit of those residing or working therein, and where, in the judgment of the director of parks and recreation, such amenities significantly reduce the demands for public recreational facilities to serve the development, the director of parks and recreation may recommend to the parks and recreation advisory commission and the city council that the amount of land to be dedicated for park, playground, and public open area space (or cash contributions in lieu of such dedication) be reduced by an amount not to exceed twenty five percent (25%) of the amount calculated under this section.

- H. The city may determine that the subdivider create and maintain some form of on site recreation use by the site residents such as tot lots and open play space. This requirement may be in addition to the land or cash dedication requirement.
- I. The subdivider must provide finished grading and ground cover for all park, playground, trail and public open spaces within the development as part of the development contract or site plan approval responsibilities. Landscape screening shall be in accordance with city policy.
- J. The subdivider must establish park boundary corners for the purpose of erecting park limit signs. The developer shall contact the appropriate parks and recreation department personnel for the purpose of identifying park property corners.
- K. The subdivider must provide sufficient public road frontage of not less than three hundred feet (300') for neighborhood parks and additional frontage for community parks. (Ord. 1157, 6-11-2007)

#### **11-4-6: CASH CONTRIBUTION:**

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

<b>Single-Family Detached</b>		
Average Market Value	Units Per 100 Population	Cash Equivalent Per Residential Unit
\$129,362.00	32.25	\$4,011.00

<b>Multi-Family Units (eg., Condominium, Townhome, Apartments)</b>		
Average Market Value	Units Per 100 Population 3x	Cash Equivalent Per Residential Unit
\$216,056.00	54.7	\$3,950.00

B. Commercial (B), Industrial (I) and Institutional (P) Subdivisions: The following cash contribution fees shall be made at the time of final plat approval:

Zoning District	Cash Dedication (Per Acre)
P	\$6,000.00
B	7,000.00
I-1 and I-2	5,500.00
OP	7,000.00

C. Review Of Rates: Cash dedication rates will be reviewed annually and established by ordinance of the city council. (Ord. 1158, 6-11-2007; amd. 2008 Code)

#### **11-4-7: COMBINATION OF CASH AND LAND:**

The city and developer may arrange a combination of cash, land, and/or development of the land for park purposes to fulfill the dedication/contribution requirements. (Ord. 1157, 6-11-2007)

#### **11-4-8: MIXED USES:**

Planned developments with mixed land uses shall make cash and/or land contributions in accordance with this chapter based upon the percentage of land devoted to the various uses. (Ord. 1157, 6-11-2007)

#### **11-4-9: PARK ACQUISITION AND DEVELOPMENT FUND:**

Cash contributions shall be deposited in the city park acquisition and development fund and shall only be used for purposes authorized by state law. Expenditures from the park acquisition and development fund shall be authorized by the city council. The parks and recreation advisory commission may recommend expenditures to the city council. (Ord. 1157, 6-11-2007)

**Proposed  
Park Dedication  
Ordinance**

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

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,  
SECTIONS 11-4-5 AND 11-4-6 RELATING TO PARK DEDICATION AND  
CONTRIBUTION REQUIREMENTS**

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

**Section 1. Amendment.** Section 11-4-5 of the Inver Grove Heights City Code is hereby amended to read as follows:

**11-4-5: LAND DEDICATION:**

A. In a subdivision where a land dedication is required, the following formula will be used as a guide to the park land dedication requirements which shall be made at time of final plat approval:

Zoning District	Land Dedication (Percentage Of Land Subdivided)
A and E	5
R-1 and R-2	10
R-3A and R-3B	20
R-3C	30
B, I and P	10

Zoning District	Land Dedication (Percentage Of Land to be Dedicated to the City)
A and E-1 and E-2	to be determined by Council at time of final plat
R-1 and R-2	9%
R-3A and R-3B	18%
R-3C	30%
B-1, B-2, B-3, B-4	4.5%
I-1 and I-2	4.5%
P	4.5%

Pursuant to Minn. Stat. § 462.358, Subd. 2b(a), the percentages shown above shall be multiplied by the buildable land within the subdivision. For this calculation, the buildable land means the area being subdivided remaining after excluding those portions that are either:

1. Encumbered by right of way for arterial roads as defined in the Inver Grove Heights comprehensive plan;
2. Lying below the ordinary high water level of public waters as identified in the shoreland overlay district (see chapter 13, article B of title 10); or
3. Lying within the boundaries of wetlands delineated according to the Minnesota wetland conservation act; or
4. Bluffs in shoreland overlay districts abutting public waters.

When outlots are part of the subdivision and are intended to be replatted into buildable lots in the future, the percentages of dedication shown above shall not be applied to the land area within the outlots; when the outlots are later replatted into buildable lots, the dedication percentages shall then be applied. If the outlots are not intended to be replatted, but are intended to remain as outlots, the dedication percentages shown above shall be applied to the land area contained in such outlots.

- B. Land proposed to be dedicated for public purposes shall meet identified needs of the city as contained in the "Comprehensive Park Plan And Development Guide Plan" and the comprehensive plan.
- C. Prior to dedication, the subdivider shall deliver to the city attorney a title insurance commitment and a title insurance policy in favor of the city. The dedicated land shall be conveyed by warranty deed. Such title shall vest in the city good and marketable title, free and clear of any mortgages, liens, encumbrances, assessments and taxes. The conveyance documents shall be in such form acceptable to the city.
- D. The required dedication and/or payment of fees in lieu of land dedication shall be made at the time of final plat approval.
- E. The removal of trees and topsoil, the storage of construction equipment, the burying of construction debris, and stockpiling are strictly forbidden without the written approval of the director of parks and recreation.
- F. Grading and utility plans which may affect or impact the proposed park dedication shall be reviewed and approved by the parks and recreation director prior to dedication, or at such time as reasonably determined by the director of parks and recreation.

- | G. 1-~~2~~ To be eligible for park dedication credit, land dedicated must be located outside of drainways, floodplains or ponding areas. Land with grades exceeding twelve percent (12%) or unsuitable for parks development shall be considered for partial dedication.
  
- | 2-~~2~~ Where ponding has been determined by the city council to have a park function, credit will be given at a rate of fifty percent (50%) of the pond and adjoining land area below the high water level. A minimum of seventy percent (70%) of land above the high water mark shall be dedicated before pond credit is granted. Other city park dedication policies relating to pond dedication must also be complied with.
  
- | 3-~~2~~ In those cases where the subdividers and developers of land provide significant amenities such as, but not limited to, swimming pools, tennis courts, handball fields, etc., within the development for the benefit of those residing or working therein, and where, in the judgment of the director of parks and recreation, such amenities significantly reduce the demands for public recreational facilities to serve the development, the director of parks and recreation may recommend to the parks and recreation advisory commission and the city council that the amount of land to be dedicated for park, playground, and public open area space (or cash contributions in lieu of such dedication) be reduced by an amount not to exceed twenty five percent (25%) of the amount calculated under this section.
  
- | H. The city may determine that the subdivider create and maintain some form of on site recreation use by the site residents such as tot lots and open play space. This requirement may be in addition to the land or cash dedication requirement.
  
- | I. The subdivider must provide finished grading and ground cover for all park, playground, trail and public open spaces within the development as part of the development contract or site plan approval responsibilities. Landscape screening shall be in accordance with city policy.
  
- | J. The subdivider must establish park boundary corners for the purpose of erecting park limit signs. The developer shall contact the appropriate parks and recreation department personnel for the purpose of identifying park property corners.
  
- | K. The subdivider must provide sufficient public road frontage of not less than three hundred feet (300') for neighborhood parks and additional frontage for community parks. (Ord. 1157, 6-11-2007)

**Section 2. Amendment.** Section 11-4-6 of the Inver Grove Heights City Code is hereby amended to read as follows:

**11-4-6: CASH CONTRIBUTION:**

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

<b>Single-Family Detached</b>		
Average Market Value	Units Per 100 Population	Cash Equivalent Per Residential Unit
\$129,362.00	32.25	\$4,011.00

<b>Multi-Family Units (eg., Condominium, Townhome, Apartments)</b>		
Average Market Value	Units Per 100 Population 3x	Cash Equivalent Per Residential Unit
\$216,056.00	54.7	\$3,950.00

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

B. Commercial (B), Industrial (I) and Institutional (P) Subdivisions: The following cash contribution fees per acre shall be made at the time of final plat approval:

<b>Zoning District</b>	<b>Cash Dedication (Per Acre)</b>
P	\$6,000.00
B	7,000.00
I-1 and I-2	5,500.00
OP	7,000.00

<b>Zoning District</b>	<b>Cash Dedication (Per Acre)</b>
P	\$7,000.00 per acre
B-1, B-2, B-3, and B-4	\$7,000.00 per acre
I-1 and I-2	\$6,000.00 per acre

Pursuant to Minn. Stat. § 462.358, Subd. 2b(a), the per acre contribution shall be applied to the portion of buildable land in the subdivision; for this calculation, the

buildable land means the area being subdivided remaining after excluding those portions that are either:

1. Encumbered by right of way for arterial roads as defined in the Inver Grove Heights comprehensive plan;
2. Lying below the ordinary high water level of public waters as identified in the shoreland overlay district (see chapter 13, article B of title 10); or
3. Lying within the boundaries of wetlands delineated according to the Minnesota wetland conservation act; or
4. Bluffs in shoreland overlay districts abutting public waters.

C. Review Of Rates: Cash dedication rates will be reviewed annually and established by ordinance of the city council. (Ord. 1158, 6-11-2007; amd. 2008 Code)

D. Already Existing Residential Unit: If the subdivision includes a residential unit that existed prior to the subdivision and if that already existing residential unit previously paid a park contribution or was constructed at a time that the City Code did not require a park contribution fee, then that particular residential unit shall not be subject to the park contribution fee imposed by this Section.

**Section 3. Effective Date.** This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed in regular session of the City Council on the \_\_\_\_\_ day of February, 2014.

**CITY OF INVER GROVE HEIGHTS**

By: \_\_\_\_\_  
George Tourville, Mayor

ATTEST:

By: \_\_\_\_\_  
Melissa Kennedy, Deputy City Clerk

**Resolution Outlining  
Park Dedication  
Methodology**

CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION MEMORIALIZING THE METHODOLOGY USED TO ESTABLISH  
PARK DEDICATION AND CONTRIBUTION FEES**

**WHEREAS**, Minn. Stat. § 462.358, Subd. 2b(a) grants the City the authority to require that a reasonable portion of the buildable land, as defined by City ordinance, of any proposed subdivision be dedicated to the City for parks, recreational facilities as defined by Minn. Stat. § 471.91 and playgrounds.

**WHEREAS**, Minn. Stat. § 462.358, Subd. 2b(c) provides that the City may “accept a cash fee as set by ordinance from the applicant for some or all of the new lots created in the subdivision, based on the average fair market value of the unplatted land for which park fees have not already been paid that is, no later than at the time of final approval or under the city’s adopted comprehensive plan, to be served by municipal sanitary sewer and water service or community septic and private well as authorized by state law. For purposes of redevelopment on developed land, then municipality may choose to accept a cash fee based on fair market value of the land no later than the time of final approval.”

**WHEREAS**, Minn. Stat. § 462.358, Subd. 2c(a) provides as follows:

Subd. 2c. Nexus. (a) There must be an essential nexus between the fees or dedication imposed under subdivision 2b and the municipal purpose sought to be achieved by the fee or dedication. The fee or dedication must bear a rough proportionality to the need created by the proposed subdivision or development.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Inver Grove Heights, Minnesota does hereby memorialize the methodology and computations that the City made in setting the park contribution and dedication fees in or about February, 2014:

1. **Need for Parkland.** Per national standards, the City needs minimum of ten (10) acres of parkland for every 1,000 persons; or one (1) acre for every 100 persons.
2. **Single Family Development-Persons per Household.** Single family development yields about three (3) persons per household.
3. **Multi-Family Development-Persons per Household.** Multi-family development yields about two (2) persons per household.
4. **R-1 and R-2 Zoned Land.** The average fair market value of unplatted land zoned R-1 or R-2 is \$95,000.00 per acre.

R-1 and R-2 zoned land yields about three (3) residential units per acre and approximately nine (9) persons per acre.

The dedication requirement was established at nine (9%) percent of the land being subdivided. The contribution requirement was determined by multiplying \$95,000.00 by nine (9%) percent and then dividing by three (3) units per acre to arrive at a contribution fee of \$2,850.00 per residential unit.

5. **R-3A and R-3B Zoned Land.** The average fair market value of unplatted land zoned R-3A or R-3B is about \$200,000.00 per acre (which is about eighty (80%) percent of R-3C valued land at \$245,000.00 per acre).

R-3A and R-3B zoned land yields about nine (9) residential units per acre and approximately eighteen (18) persons per acre.

The dedication requirement was established at eighteen (18%) percent of the land being subdivided. The contribution requirement was determined by multiplying \$200,000.00 by eighteen (18%) percent and then dividing by nine (9) units per acre to arrive at a contribution fee of \$4,000.00 per residential unit.

6. **R-3C Zoned Land.** The average fair market value of unplatted land zoned R-3C is \$245,000.00 per acre.

R-3C zoned land yields about fifteen (15) residential units per acre and approximately thirty (30) persons per acre.

The dedication requirement was established at thirty (30%) percent of the land being subdivided. The contribution requirement was determined by multiplying \$245,000.00 by thirty (30%) percent and then dividing by fifteen (15) units per acre to arrive at a contribution fee of \$4,900.00 per residential unit.

7. **B-1, B-2, B-3 and B-4 Zoned Land.** The average fair market value of unplatted land zoned B-1, B-2, B-3 or B-4 is \$3.50 per square foot or \$152,460.00 per acre.

Based on 4.5 persons per acre in terms of park need, the per acre contribution amount is \$6,860.70 per acre (rounded to \$7,000.00 per acre) and the dedication amount is 4.5% of land. The dedication amount of 4.5% is about one-half of the impact of single family land.

8. **Industrial (I-1 and I-2) Zoned Land.** The average fair market value of unplatted land zoned I-1 or I-2 is \$3.00 per square foot or \$130,680.00 (say \$130,000.00) per acre.

Industrial land has about one-half the impact of single family land. Industrial land will yield about 4.5 persons per acre in terms of park need. Industrial land is worth about \$3.00 per square foot or \$130,000.00 per acre. The per acre contribution is \$5,850.00 (rounded to \$6,000.00) per acre and the dedication requirements is 4.5% of land.

9. **Institutional ("P") Zoned Land.** The average fair market value of unplatted land zoned P is \$3.50 per square foot or \$152,460.00 per acre.

Based on 4.5 persons per acre in terms of park need, the per acre contribution amount is \$6,860.70 per acre (rounded to \$7,000.00 per acre) and the dedication amount is 4.5% of land. The dedication amount of 4.5% is about one-half of the impact of single family land.

10. **Agricultural and Estate (A, E-1 and E-2) Zoned Land.** For land zoned A, E-1 or E-2, the contribution fee per residential unit was set at the same amount as the contribution fee per residential unit for land zoned R-1, namely the amount of \$2,850.00 per unit.

The dedication requirement will be determined by the Council at the time of final plat.

Adopted by the City Council of Inver Grove Heights this \_\_\_\_ day of February, 2014.

\_\_\_\_\_  
George Tourville, Mayor

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Approval for Awarding a Contract and Funding of the Dakota County Trailhead Project located in Swing Bridge Park**

Meeting Date: February 24, 2014  
 Item Type: Regular Agenda  
 Contact: Eric Carlson – 651.450.2587  
 Prepared by: Eric Carlson  
 Reviewed by: Eric Carlson – Parks & Recreation

**Fiscal/FTE Impact:**

<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

The Council is asked to approve funding for the Swing Bridge Park trailhead improvements in cooperation with Dakota County. The City’s funding comes from the \$1,000,000 State Bonding Grant and is in the amount of \$439,400.

**SUMMARY**

Over the course of the last 8-12 years the City and County have been planning for the Rock Island Swing Bridge, Mississippi River Regional Trail, and Heritage Village Park with a cooperative spirit knowing these improvements will benefit both City and County residents. We have shared resources, planning processes, and provided access to land to accomplish our common vision of constructing these recreational improvements. The County took the lead on the Mississippi River Regional Trail and the City has taken the lead on the re-use of the Rock Island Swing Bridge. Both the City and the County have been cooperating on the trailhead improvements that will bring a parking lot, restroom facility, picnic shelter, and other improvements to Swing Bridge Park that are consistent with the County’s MRRT Master Plan and the City’s Heritage Village Park/Rock Island Swing Bridge Master Plan.

We have entered into a series of agreements that outline the relationship between the City and County which include:

- Easement Agreement
- JPA for the Construction and Cost Contribution
- JPA for the Maintenance, Use and Operation
- Maintenance Agreement

In the fall of 2013 the County received a single bid in the amount of \$1,800,000 for the project which both the County and City agreed was too high and was rejected as outlined in Section 5.2 of the JPA.

Over the winter the project was re-bid as follows:

	Engineer’s Estimate	Black & Dew	Braden	Meisinger	Ebert
Base Bid	\$1,247,405	\$1,329,344.10	\$1,432,061.94	\$1,430,639.25	\$1,491,003.97
Alt 1 (Stairs/Landscaping)	\$62,245	\$64,830.23	\$63,055.56	\$58,949.60	\$79,210.70
Alt 2 (Irrigation)	\$40,000	\$44,940.00	\$7,355	\$23,300	\$32,844
Total	\$1,349,650	\$1,439,114.33	\$1,493,472.50	\$1,512,888.85	\$1,603,058.67

It is recommended that the Council support the bid submitted by Black & Dew in the amount of \$1,439,114.33 and proceed with the base bid and Alt 1 and Alt 2 so that we can complete the project and to ensure that all of the necessary amenities are in place when the project is opened for public use in the fall of 2014 or spring of 2015 depending on the construction schedule/season.

Cost contributions for the project would be as follows:

	<b>Construction</b>	<b>Contingency</b>	<b>Total</b>
City of Inver Grove Heights	\$417,400	\$22,000	\$439,400
Dakota County	\$1,021,715	\$50,000	\$1,071,715

The City's funding for the project comes from the State of Minnesota Bonding Grant we received in March of 2010. A summary of the use of these funds is as follows:

State of Minnesota Bonding Grant	\$1,000,000
2012 65 <sup>th</sup> Street Improvements	\$164,000
2014 Trailhead Improvements	\$439,400
Balance (by December 31, 2015)	\$396,600

The Park and Recreation Commission and City Council can be very excited to complete this project and should be extremely proud of all of the cooperation with the County Board, City Council, Dakota County staff, City staff, and our consultants. These improvements will be used and appreciated by the public for years to come.

The Park and Recreation Commission met on February 12<sup>th</sup> and is recommending approval.

CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING THE  
MRRRT/SWING BRIDGE PARK TRAILHEAD IMPROVEMENTS IN CONJUNCTION WITH  
DAKOTA COUNTY

**WHEREAS**, the City of Inver Grove Heights and Dakota County have been working on the development of the Mississippi River Regional Trail, Heritage Village Park, and the Rock Island Swing Bridge public improvements and share a common vision; and

**WHEREAS**, the City's and County's Master Plans envision a trailhead facility that includes a parking lot, restroom facility, and picnic shelter; and

**WHEREAS**, the County has received a low bid for the project in the amount of \$1,439,114.33; and

**WHEREAS**, the City's share of the project is \$439,400 and the County's share of the project is \$1,071,715; and

**WHEREAS**, the City's contribution towards the project will come from the State of Minnesota Bonding Grant (SG-2010-049); and

**WHEREAS**, the City and County have in place a Joint Powers Agreement that outlines the future maintenance and operations responsibilities for the improvements; and

**NOW, THEREFORE, BE IT RESOLVED** the City of Inver Grove Heights adopts a resolution supporting the trailhead improvements and funding.

Adopted by the City Council of Inver Grove Heights this 24th day of February 2014.

\_\_\_\_\_  
George Tourville, Mayor

ATTEST:

\_\_\_\_\_  
Melissa Rheaume, Deputy City Clerk

**SUMMARY**

# Mississippi River Regional Trailhead

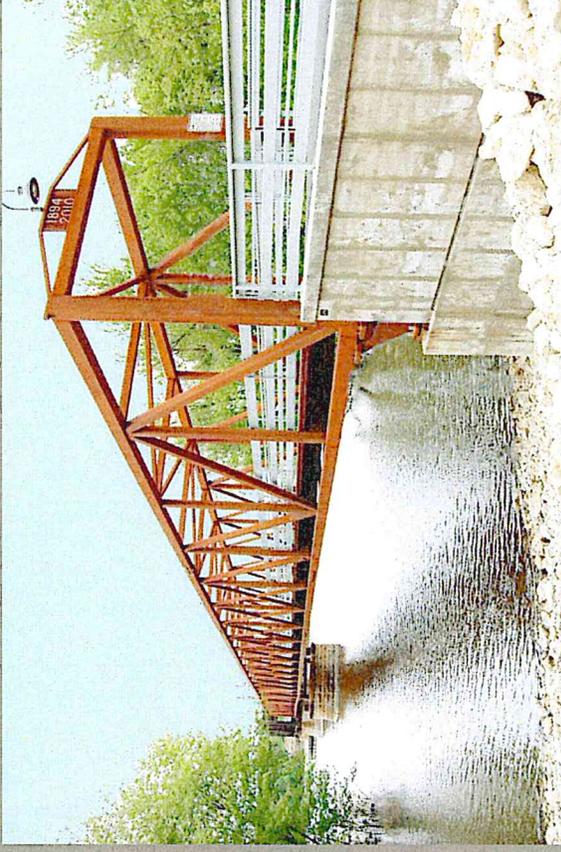
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Swing Bridge Park

4465 - 66<sup>th</sup> St

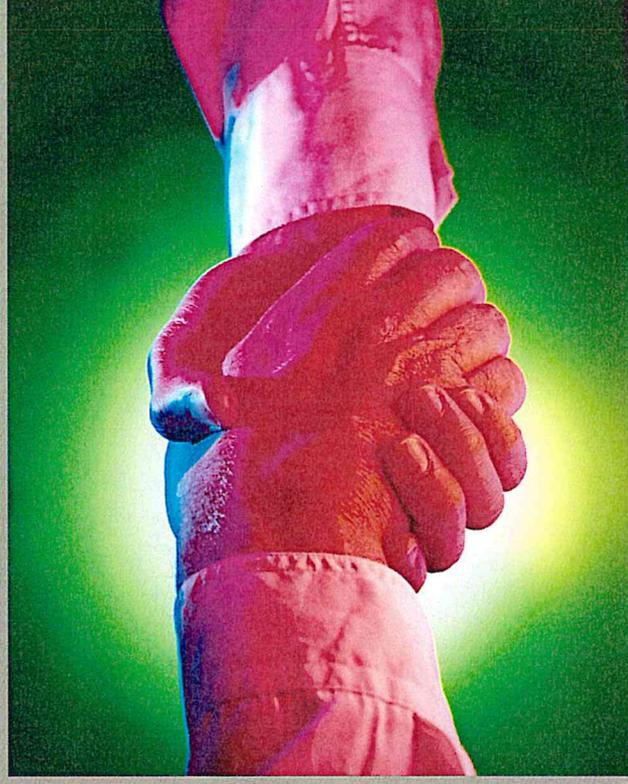
# Swing Bridge Park Improvements

- 2010-11 - Rock Island Swing Bridge Project  
\$2,300,000
- 2012 - 66<sup>th</sup> St Project  
\$1,200,000
- 2014 - Trailhead Project  
\$1,500,000



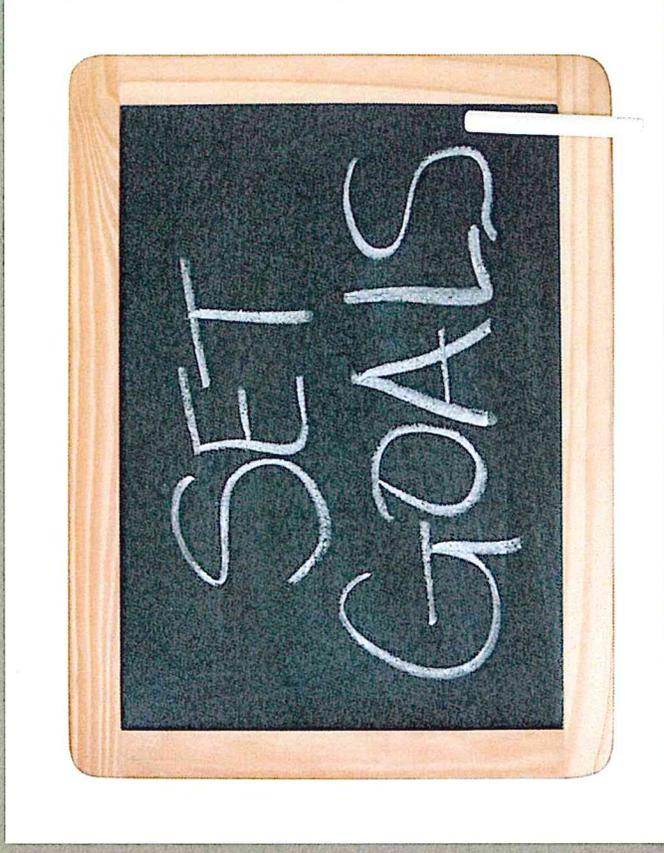
# Trailhead Partners

- Dakota County
- National Park Service
- City of Inver Grove Heights

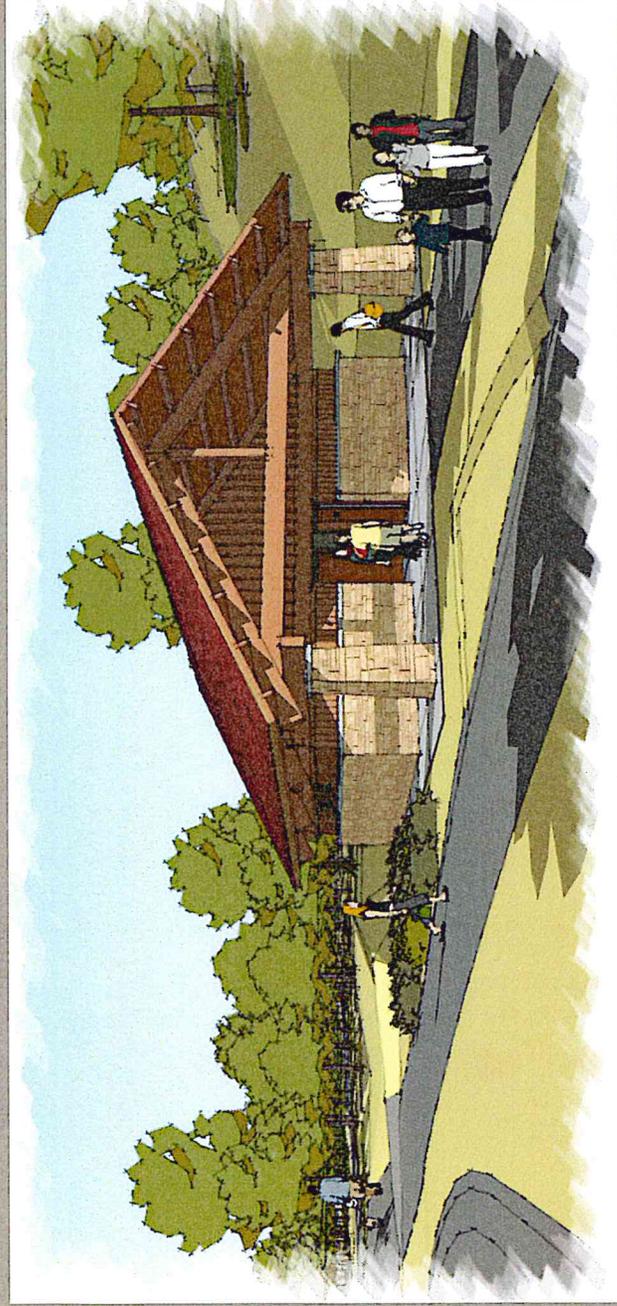


# Project Goals

- Provide for off-street parking
- Provide year round public toilets
- Provide information center and historical interpretation
- Provide for picnic facilities



# Restroom Facility



Men's Restroom

Women's Restroom

Custodial Closet

Water Fountain

Way Finding

Historical  
Information

# Picnic Shelter Near Mississippi River

Seats 50 – 60

River views

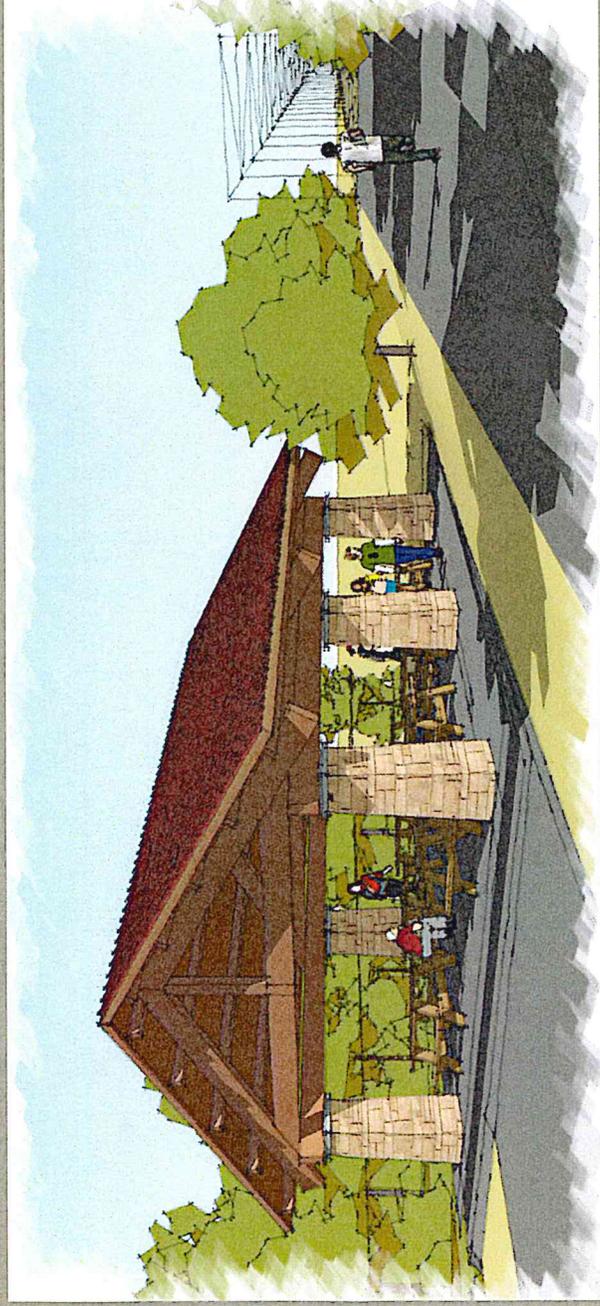
Electrical

Free standing water source

Built in counter

Security lighting

Rentable





# Funding Sources

Source	Amount
Dakota County	\$1,071,715
City of Inver Grove Heights (via State Bonding Grant)	\$439,400
<b>Total</b>	<b>\$1,511,115</b>

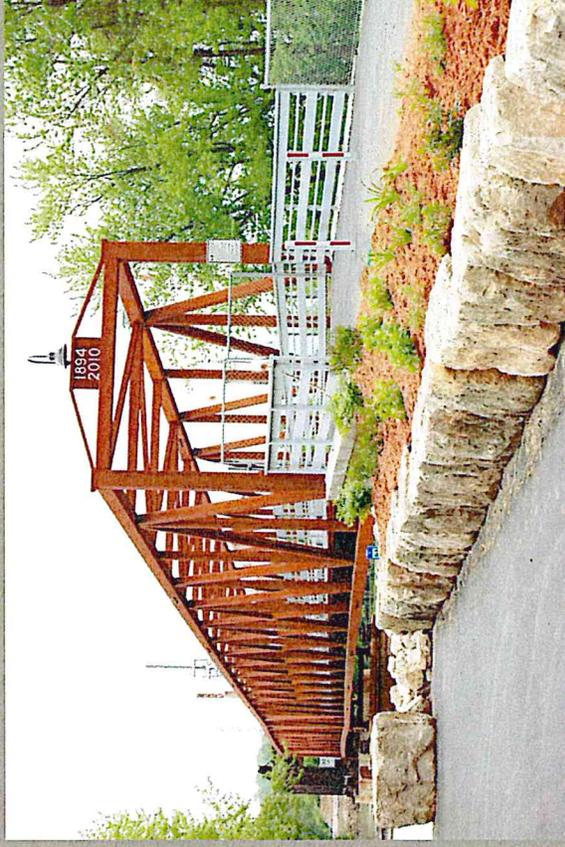
# State Bonding Grant SG 2010-049

- \$1,000,000
- Only used on Rock Island Swing Bridge or Heritage Village Park
- Must be spent by December 2015 or grant money is lost
- Must be used on capital investment, can not be used to purchase land

Purpose	Amount
Phase 1 (66 <sup>th</sup> St 2012)	\$164,000
Phase 2 (Trailhead 2014)	\$439,400
Utilize balance by 12/2015	\$396,600

# Project Highlights

- Park Open 5am – 10pm
- Restrooms open 7-days per week operated by Dakota County Parks
- Picnic shelter rented through the City of Inver Grove Heights
- JPA outlines operations and future maintenance responsibilities



**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**APPROVE CITY’S APPLICATION TO DEED FOR HOST COMMUNITY GRANT FUNDING**

Meeting Date: February 24, 2014  
 Item Type: Regular  
 Contact: JTeppen, Asst City Admin  
 Prepared by:  
 Reviewed by: JLynch, City Administrator  
 TLink, Comm Dev Director  
 KSmith, Finance Director

<b>Fiscal/FTE Impact:</b>	
<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other

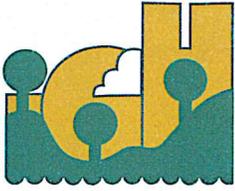
**PURPOSE/ACTION REQUESTED** Approve the City’s application to DEED for Host Community Grant Funding.

**SUMMARY** As a result of new legislation related to the hosting of a landfill within the City, the City is qualified to seek grant funding through the State’s Department of Employment and Economic Development.

The City is seeking the grant finds for both 2014 and 2015 (the biennium that the funds are initially allocated) which totals \$875,000 (\$437,500 each year).

The grant funds would be used towards the Concord Neighborhood Redevelopment Plan, and specifically for the acquisition of property. Currently, there is a property for sale within the Dickman Trail North catalyst site and staff recommends purchasing it with the intention of assembling a larger parcel that would eventually be offered for sale to a developer. The City has acquired various other properties within the Concord Area when they have become available. Again, the long term goal is to acquire properties when they become available and assemble those into a larger area for redevelopment.

Staff recommends that Council approve the application.



# City of Inver Grove Heights

[www.ci.inver-grove-heights.mn.us](http://www.ci.inver-grove-heights.mn.us)

February 19, 2014

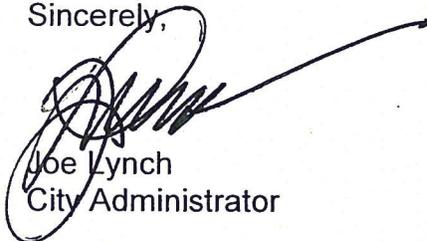
Minnesota Department of Employment and Economic Development  
First National Bank Building  
332 Minnesota Street, Suite E200  
St. Paul, Minnesota 55101  
Office of Brownfields and Redevelopment

Please accept the attached application and supporting materials as the City Of Inver Grove Heights' application for Host Community Grant Economic Development Grant for both 2014 and 2015.

The City has spent considerable time and effort to draft a redevelopment plan for the Concord area. This grant funding will allow the City and the EDA to begin to acquire property that will be a small part of this plan..

If you should have any questions regarding any portion of the application, please don't hesitate to call.

Sincerely,



Joe Lynch  
City Administrator



1st National Bank Building 332 Minnesota Street, Suite E200 St. Paul, MN 55101-1351

## Host Community Economic Development Grant Application

### Cover Page

**Applicant (Host Community):** City of Inver Grove Heights

**Head of Applicant Agency** (e.g. Mayor): George Tourville

Applicant Address: 8150 Barbara Avenue

City: Inver Grove Heights Zip Code: 55077

Please select your city category:

\_\_\_\_\_ Home Rule Charter      X Statutory City

For reference, please give the State Statute number which gives the applicant authority to carry out the activities for which you are requesting grant funds. 412.221

**Project Contact for the Host Community** Joe Lynch, City Administrator

Phone: 651.450.2511

E-mail: [jlynch@invergroveheights.org](mailto:jlynch@invergroveheights.org)

Mailing Address: 8150 Barbara Avenue, Inver Grove Heights, MN 55077

**Project Manager** for this project from the Host Community, in the event of an award

Tom Link, Community Development Director

Project Manager's Phone & email 651.450.2546 [tlink@invergroveheights.org](mailto:tlink@invergroveheights.org)

**Application Author** Joe Lynch, Kristi Smith, Tom Link, Jenelle Teppen

Author's Phone & email 651.450.2512 [jteppen@invergroveheights.org](mailto:jteppen@invergroveheights.org)

## PROJECT AREA INFORMATION

1. Name of Site/Project Area: Concord Boulevard Neighborhood Plan  
 Site/Project Area address or boundaries: Bounded in the north by the Inver Grove Heights city limits at Linden Ave, the Mississippi River to the east, the top of the bluff to the west and the southernmost point of the McPhillips Trucking facility.  
 City: Inver Grove Heights Zip Code: 55077

Total Acreage of Project Area : 285

Minnesota Legislative District # \_\_\_\_A 52 B

(Note: The Minnesota Legislature has a tool to look up legislative district numbers. You must have a precise address and know the zip code of the site. Go to:  
<http://www.gis.leg.mn/OpenLayers/districts/>

2. Describe the current and future ownership of the parcels on which the capital costs are being requested.

A private party owns a specific piece of property within the greater Concord Neighborhood and has contacted the City about acquiring the property. The City intends to purchase it and hold it until such time as further parcels are assembled that would sustain a large-scale redevelopment opportunity.

## MAPS AND SITE FEATURES

3. **Attach** an accurate and legible map of the project area that includes the proposed development or redevelopment project showing locations of prominent and relevant site features such as major roadways, etc. (NOTE: maps shall include property boundaries, a north arrow and bar scale). The map(s) should show the following:
- The current condition of the project area including labeled structures;
  - The proposed development or redevelopment of the project area including labeled structures; and

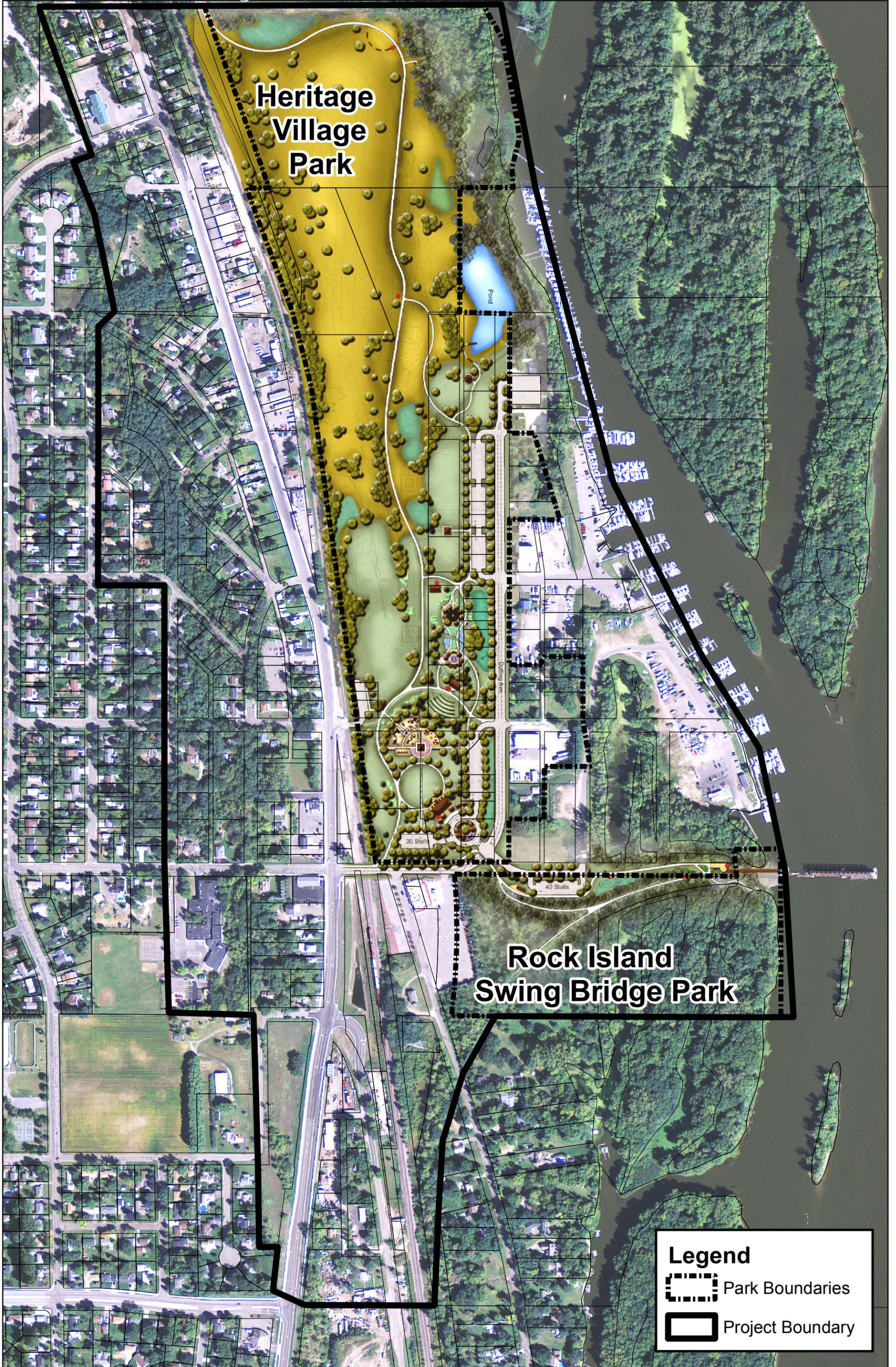
### Attached

Concord Neighborhood Redevelopment Plan Map  
 Concord Boulevard Neighborhood from the City's Comprehensive Plan  
 Site Plan Map of Dickman Trail North and South from the Concord Boulevard Neighborhood Plan - Design Guidelines

# MAP OF PROJECT AREA



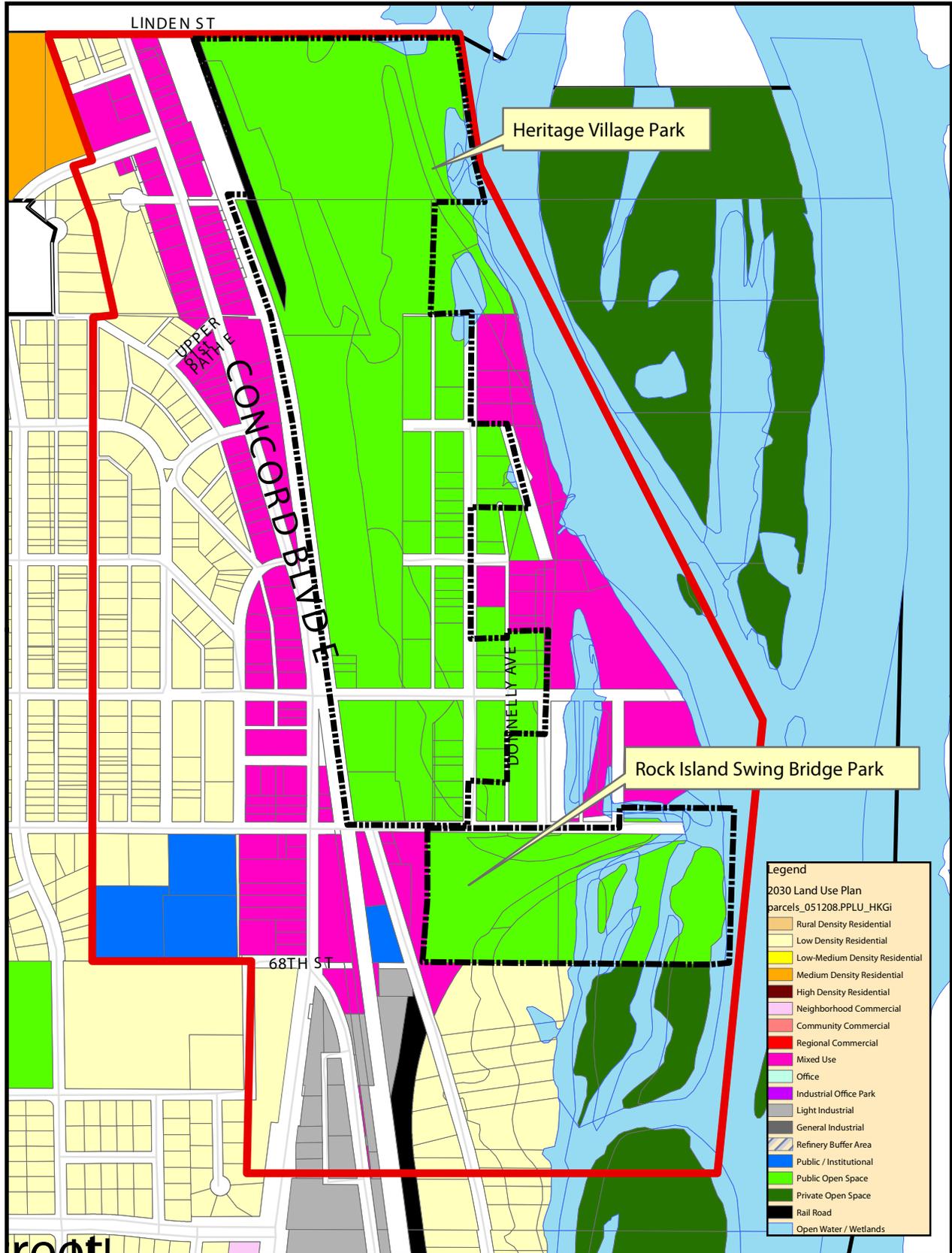
# Concord Boulevard Neighborhood Redevelopment Inver Grove Heights, MN



Heritage Village Park



# Concord Boulevard Neighborhood 2030 Comprehensive Plan

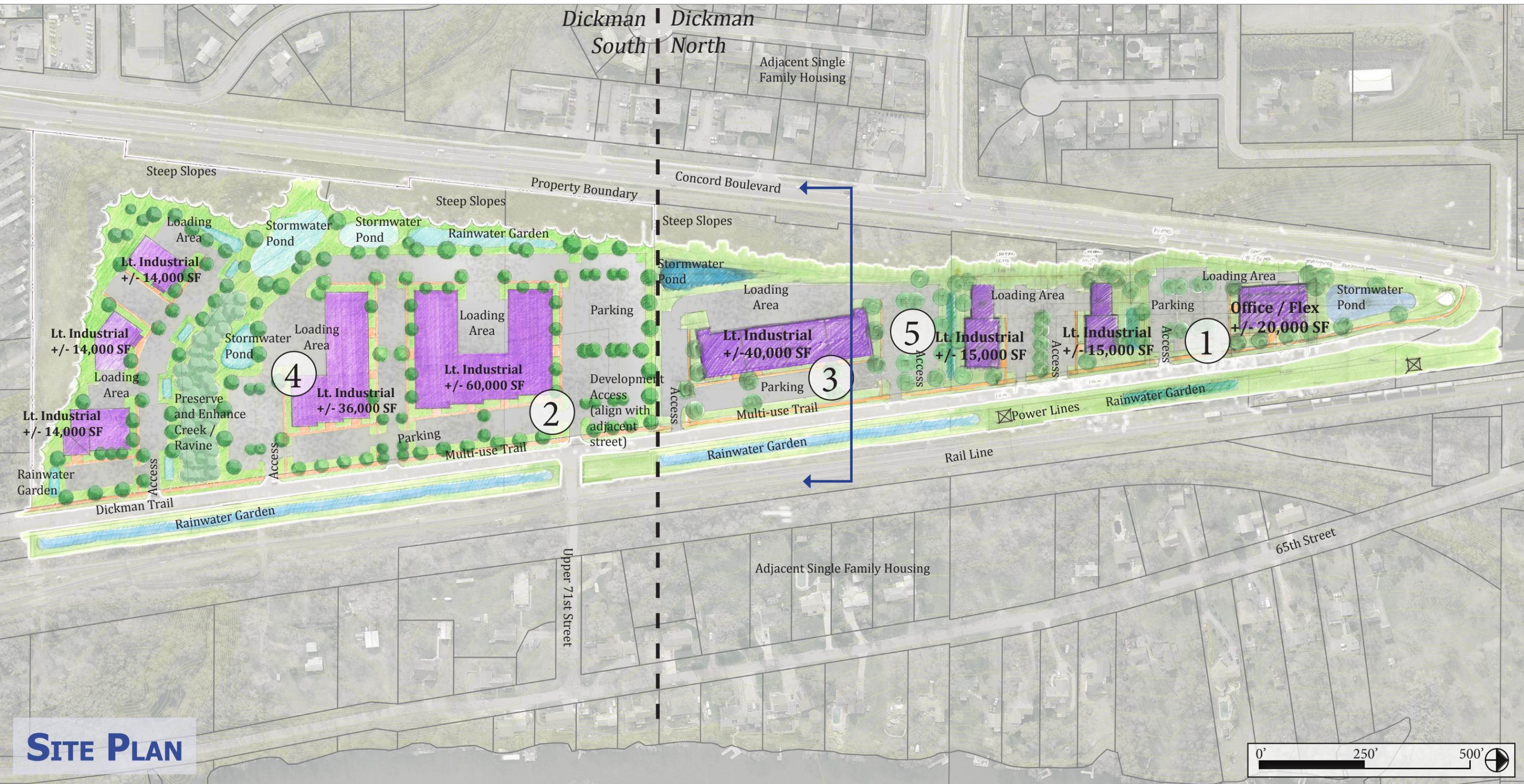


## Dickman Industrial Park (South)

- Multi-Tenant Light Industrial (60,000 Sq. Ft.)
- Multi-Tenant Light Industrial (36,000 Sq. Ft.)
- (3) 1 acre Light Industrial Sites (+/- 14,000 Sq. Ft. for each site)

## Dickman Industrial Park (North)

- 2 story Office / Flex (20,000 Sq. Ft.)
- (2) 1 Acre Light Industrial Sites (+/- 30,000 Sq. Ft.)
- Multi-Tenant Light Industrial (40,000 Sq. Ft.)



**SITE PLAN**



- c) Specifically where and for what activities DEED money will apply.

**DEED funds will be used to purchase a parcel of vacant land containing a gross area of 10.38 acres or 452,153 square feet, with a net usable area of 4.17 acres. The property is zoned I-1, Limited Industry. The property is valued at \$710,000, but has been offered to the City for \$640,000.**

**The City will purchase the property but will turn the asset over to the City's Economic Development Authority until a larger overall parcel can be assembled and offered for sale to a developer.**

**The City has done some preliminary design in this specific area of the greater Concord Neighborhood plan. While no decision has been made, the possible re-development scenarios include Industrial, Commercial and Residential uses.**

4. Please provide current and historic photographs of the project if available.

**Attached**

**Aerial photos 1940 – 2010  
Photos of current conditions**

HISTORIC PHOTOS





[historicalinfo.com](http://historicalinfo.com)

6836 Dickman Trail/6845 Dixie Avenue  
Inver Grove Heights, MN



**2010**

HIG Project # 132461

Client Project # 23046

Approximate Scale 1:6000 (1"=500')





6836 Dickman Trail/6845 Dixie Avenue  
Inver Grove Heights, MN



**1991**

HIG Project # 132461

Client Project # 23046

Approximate Scale 1:6000 (1"=500')





[historicalinfo.com](http://historicalinfo.com)

6836 Dickman Trail/6845 Dixie Avenue  
Inver Grove Heights, MN



**1979**

HIG Project # 132461

Client Project # 23046

Approximate Scale 1:6000 (1"=500')





[historicalinfo.com](http://historicalinfo.com)

6836 Dickman Trail/6845 Dixie  
Avenue  
Inver Grove Heights, MN



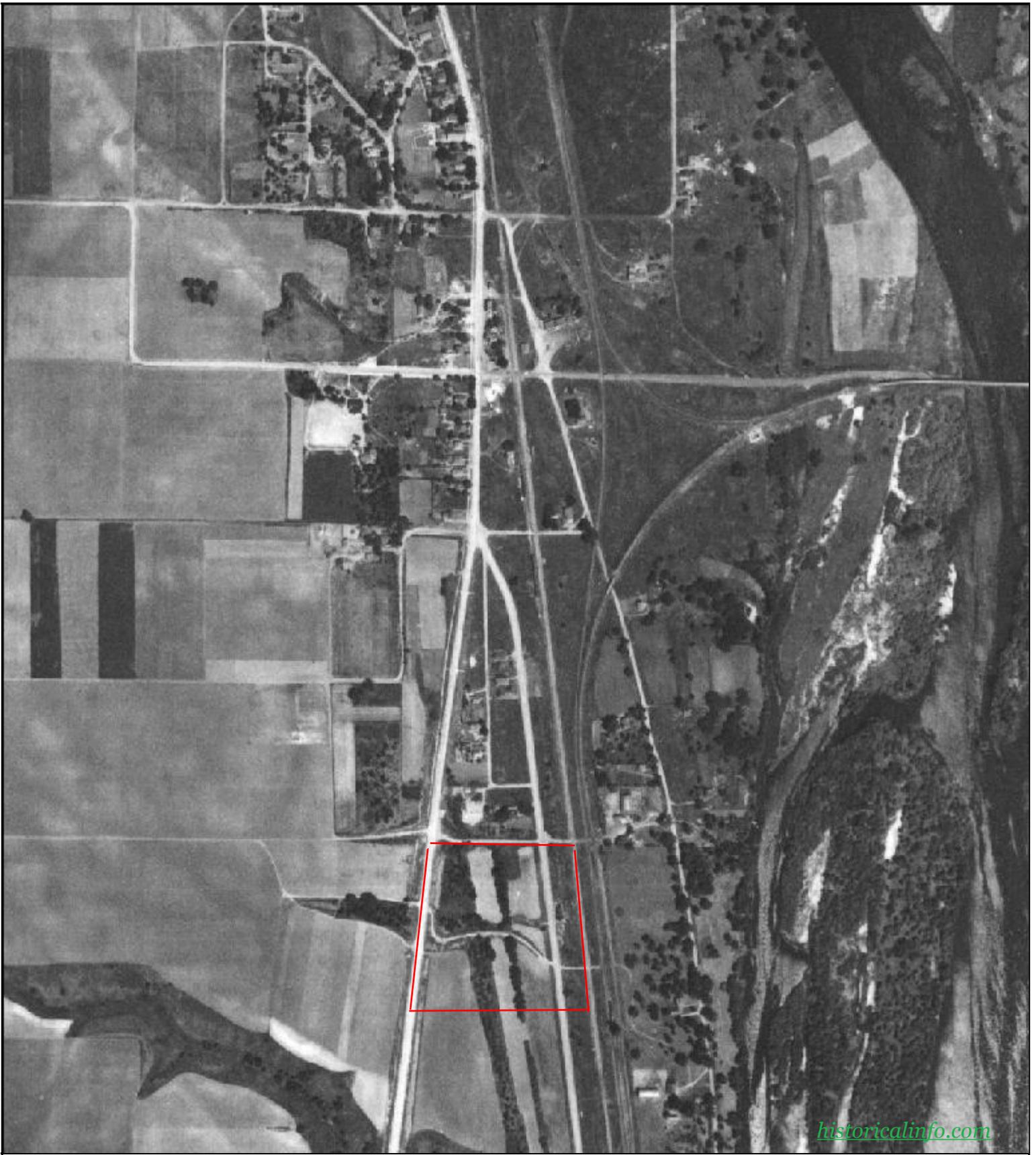
**1957**

HIG Project # 132461

Client Project # 23046

Approximate Scale 1:6000 (1"=500')





[historicalinfo.com](http://historicalinfo.com)

6836 Dickman Trail/6845 Dixie Avenue  
Inver Grove Heights, MN



**1940**

HIG Project # 132461

Client Project # 23046

Approximate Scale 1:6000 (1"=500')



# EXISTING CONDITIONS OF SITE



Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Equipment storage on northern portion of property (view to the south).



Equipment storage on northern portion of the property (view to the west).



Equipment storage on northern portion of the property (view to the west).



Equipment storage on northern portion of the property (view to the northeast from Concord Boulevard).

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Equipment storage on northern portion of property (view to the north).



Black soil pile in central portion of property.



Subject property (view to the south from northern portion).



Metal pole and concrete piping on eastern portion of property.

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Soil pile and storm drainage culvert on eastern portion of property.



Storm drainage culvert cover on eastern portion of property.



Asphalt and concrete debris on southern third of property.



Drum on west side of black soil pile.

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



AST and asphalt and concrete debris on southern third of property.



Oil sheen on surficial stormwater at base of AST.



Oil sheen on surficial stormwater migrating away from AST.



Equipment storage on northern portion of site (view to the northeast from the black soil pile).

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Subject property (view to the east from the black soil pile).



Southern portion of property (view to the southeast from the black soil pile).



Concrete piping and lumber pile on west side of black soil pile.



Asphalt and concrete debris on southern third of property.

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Concrete debris on southern third of property.



Concrete debris on southern third of property.



Southeastern corner of property (view to the southeast).



Subject property (view to the north from southern boundary).

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Soil pile used to block southern access off of Dickman Trail.



Wood debris on southern third of property.



Wood debris along southern boundary of property.



Soil, concrete and asphalt debris near southwest corner of property.

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Lumber pile near southwest corner of property.



Crushed asphalt on northern portion of property along east side of Dickman Trail.



Portion of property along east side of Dickman Trail (view to the south).



Crushed asphalt and metal piping at northern end of property along east side of Dickman Trail.

Photographic Documentation  
Parcel 20-01100-27-012, Inver Grove Heights, MN



Equipment storage on northern portion of property (view to the west from Dickman Trail).



Asphalt in berm along adjoining railroad track to the east.



Railroad tie pile at southern end of property along east side of Dickman Trail.



Portion of property along east side of Dickman Trail (view to the north).



equipment/vehicle storage

concrete piping and lumber debris

black soil stockpile

concrete and asphalt debris

dirt/soil pile

lumber pile

AST

crushed asphalt

asphalt berm

concrete piping and metal debris

stormwater runoff culvert

soil/gravel piles

railroad ties

wood debris

# SYNOPSIS



## **HISTORY/CURRENT USE**

5. Please **attach** a synopsis on the history and general background of the project area. This includes, but is not limited to, a description of the past and current uses of the project area, why development or redevelopment is being planned for the area and any other information that may be helpful in understanding the project area's current use.

Bounded in the north by the Inver Grove Heights city limits at Linden Ave, the Mississippi River to the east, the top of the bluff to the west and the southernmost point of the McPhillips Trucking facility.

Tucked along the banks of the Mississippi River, the Concord Boulevard Neighborhood is the oldest neighborhood in Inver Grove Heights. By 1855 Concord Boulevard had been graded into a road that connects Saint Paul to Hastings. Because it was the main thoroughfare, businesses and housing began appearing along the roadside in the 1870's. The 1880's and 90's brought rail and (and the swing bridge) to the region, and the area began establishing itself as a distinct village. Sometimes referred to as "The Village," the area grew, stimulated by road and rail traffic and in 1909 incorporated as Inver Grove Village. New companies emerged, able to use the rail to ship goods across the country. Other businesses served the rail workers, providing places to eat, drink, and rest. Fishermen and marina owners capitalized on the Mississippi River access. The area was the center of Inver Grove Heights until post WWII. The original city hall still sits in the neighborhood along River Road.

The neighborhood is located in the northeast corner of the community and is the historical settlement point for the city. The area is defined by the border of Inver Grove Heights and South St. Paul in the north, the Mississippi River to the east, the bluff to the west, and includes the land between Concord Boulevard and Dickman Trail in the south.

Existing land uses within the project area include a wide mix of uses. Traditional single family detached homes are found as one moves west of Concord Boulevard and up the bluff in addition to the homes that front directly onto Concord Boulevard. Intermingled throughout the project area are multi-family homes that are often the result of single family homes being converted to multi-family rental dwellings. Commercial uses in the corridor are largely service oriented commercial establishments, manufacturing or marinas. Many commercial establishments are in structures that over time have changed in use and had limited or partial improvements to make the facilities

accommodate the new uses. Some heavier industrial uses are located along Dickman Trail and are land intensive uses. Contractor yards and outside storage dominates many of the more land intensive uses. A demolition debris landfill is located just north of the project area. This use is governed by a Conditional Use Permit that stipulates closure of the landfill by the end of 2017 unless the CUP is amended by the owner and approved by the City. Many of the current land uses in the corridor present challenges to new development/redevelopment. These challenges are associated with the noise, odors, and dusts that are frequently associated with uses such as contractor yards, landfilling, refuse hauling and heavy industry. Redevelopment will need to be coordinated with relocation of incompatible uses or specific design strategies that minimize or mitigate impacts.

NARRATIVE



## DEVELOPMENT OR REDEVELOPMENT PROJECT

6. Please **attach** a detailed narrative of the proposed development or redevelopment project planned for the project area. Please describe and define the project area, discuss the economic development that will be generated as a result of the project, the potential the project has to attract private investment to the area and how the community will benefit from the development or redevelopment project.

Following the 1997 update to the Comprehensive Plan, a new study initiative emerged to take a closer look at the Concord Boulevard Neighborhood. At that time, Concord Boulevard was experiencing significant change, largely due to the rerouting and building of the new US Highway 52 and the pending reconstruction of old Concord Boulevard. The City underwent a planning study and in 1998 adopted the first Concord Boulevard Neighborhood Plan. Significant things have happened since then:

- Concord Boulevard Improvements have been completed.
- A new park (Heritage Village Park) has been planned and implementation is in process.
- The Mississippi River Regional Trail (MRRT) has been constructed connecting the project area to Saint Paul and to Hastings.
- The Rock Island Swing Bridge has been closed, preserved and restored as a public pier.
- Deteriorated housing has been acquired by the Dakota County CDA and cleared to make way for new development opportunities,
- The 1997 Comprehensive Plan has been updated.
- Portions of the floodplain have been restored through the acquisition and clearance of properties with financial assistance from the Minnesota Department of Natural Resources.

The Concord Boulevard Neighborhood Master Plan was completed and approved by the Inver Grove Heights City Council in December of 2012.

Out of the planning study there emerged four development catalyst sites. Land Uses vary in the neighborhood vary significantly, from residential, commercial, industrial, park and marinas. Recent public investments in parkland and roadway improvements have set the stage for future development.

As demonstrated on the attached diagram, four districts have been identified within the

neighborhood in order to more closely examine the opportunities and issues facing each area. Each district contains unique features and presents opportunity to establish unique identities and themes based on the character of each district.

The purchase of the specific parcel for which these funds are sought is located in the "Enterprise Business District," or The Dickman South Trail district. The area south of 68<sup>th</sup> Street along Dickman Trail is an area with a wide mix of uses. Many of the uses are heavy industry that generates significant truck traffic, noise and dust issues. The longevity of some of these uses was questioned through the stakeholder engagement process. A limited number of single family homes are scattered throughout the site. The plan for this area suggests redevelopment over time that would intensify the employment density and building coverage of business uses and moving away from more site intensive uses. Increasing job density in the area will further support retail and professional services and could be an attractive opportunity given the vision for Heritage Village Park and other improvements. An increased tax base would flow as a result. Opportunities to better utilize the land area within this district can be explored through re-platting of the site and reconfiguring development parcels. Uses envisioned in this area might include light manufacturing, research and design, technology companies, assembly, cabinet makers or other light industry.

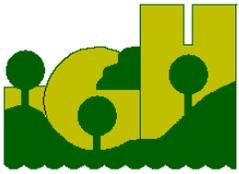
The triangle of industrial and single family homes south of the intersection of Dickman Trail and Concord Boulevard presents an economic development opportunity. Redevelopment of the site would eliminate conflicting land uses and would better utilize available land and infrastructure resources. Redevelopment of this area will include master planning, site acquisition, utility extensions, environmental investigation and clean-up and re-platting.

Significant work has already been completed in the area through assembling various properties and environmental remediation. The attached map shows City or CDA owned properties.

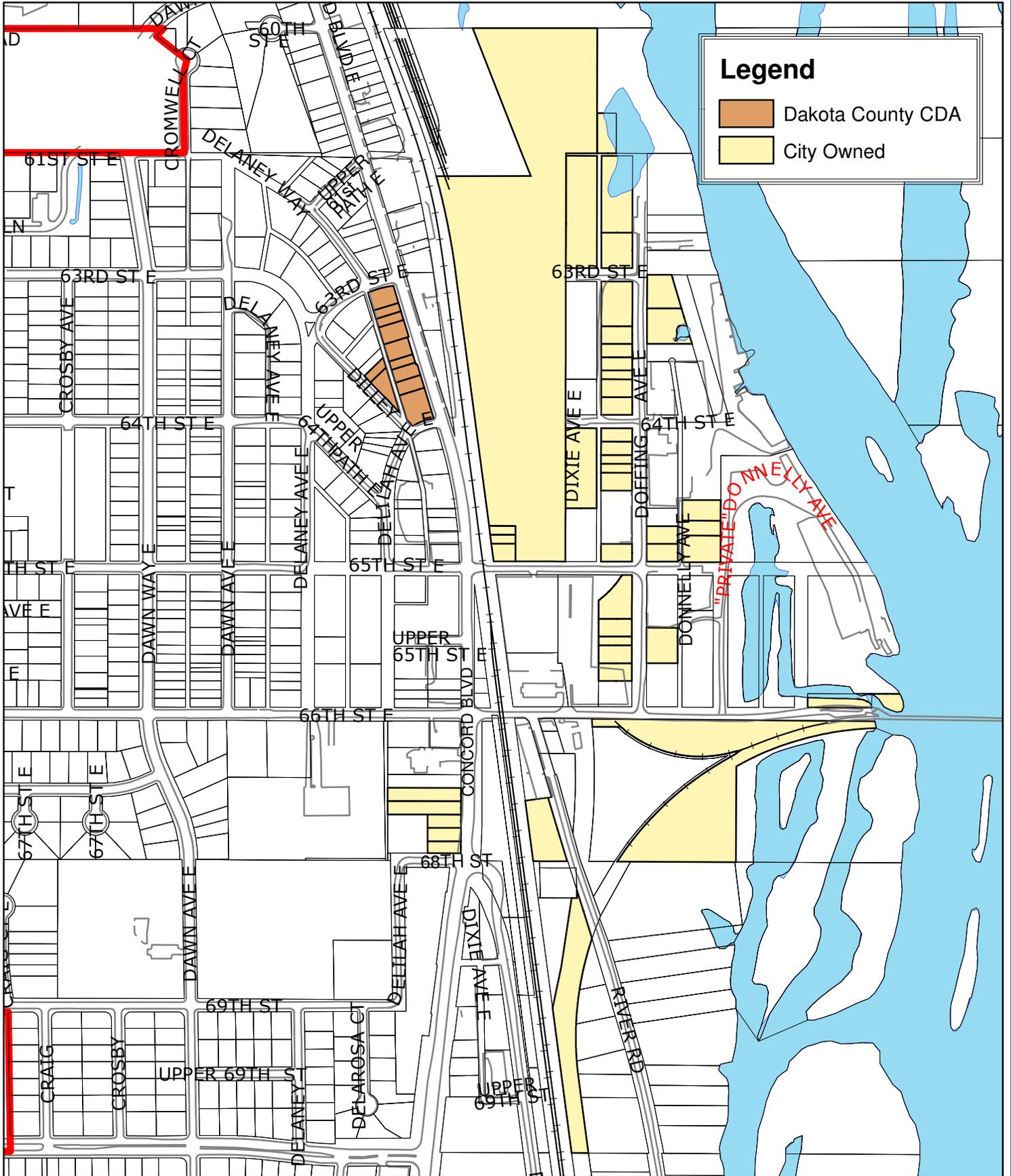
The City will continue to acquire properties as they become available in order to be able to assemble a larger development district.

MAP OF CITY/DC CDA OWNED PROPERTIES





# City and Dakota County CDA Owned Properties in the Concord Boulevard Redevelopment Area



## **ANALYSIS OF DEVELOPMENT OR REDEVELOPMENT PROJECT**

7. Describe how this project will increase the property tax in the project area.

**The City's financial consultant has conducted a financial analysis of the entire redevelopment project area (attached) that indicates that depending on how the property is ultimately developed (Industrial or Residential) that property values will increase accordingly.**

8. What is the projected increase in property taxes after final development or redevelopment in the project area?

**Should the Dickman Trail North area be developed with 90,000 square feet of Industrial uses the property value would increase 318.49%, Based on those calculations the City portion of the property tax generated is estimated at \$49,621.36 (2014 estimated tax rates and before fiscal disparities).**

How was this figure determined?

**The City's financial consultant prepared a financial analysis of the entire redevelopment area which included an estimation of the land assembly costs, what public improvements would be necessary and the associated costs, the total developer price for the land, any excess or gap, and total development valuation.**

### **JOB CREATION**

9. Project the number of new jobs created in the project area after the proposed development or redevelopment of the project area. (Jobs that did not exist in Minnesota prior to development)

**The City's Comprehensive Plan contemplates 1.5 – 2 employees per 2,000 square feet of industrial space which calculates to 45 new jobs for the 90,000 s.f. redevelopment.**

Total New Jobs: **45 FTEs**

EHLERS FINANCIAL ANALYSIS



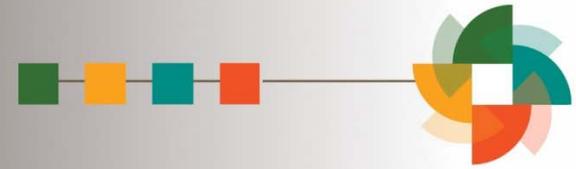


# Financial Feasibility and Gap Analysis

*September 24, 2012*

Stacie Kvilvang – Ehlers

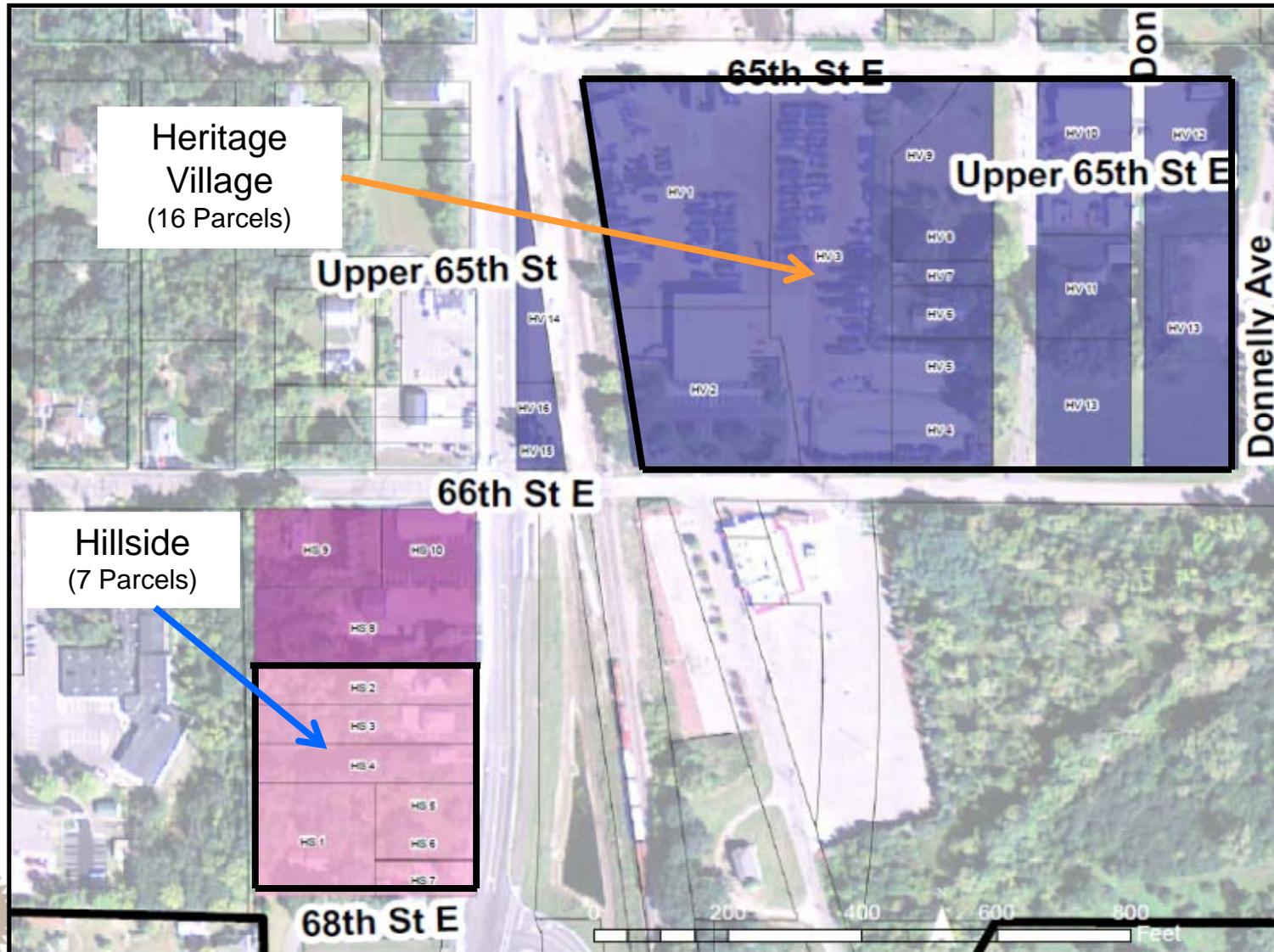
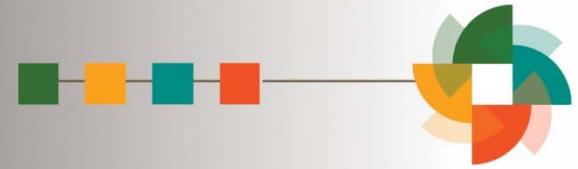
# Assumptions For Analysis



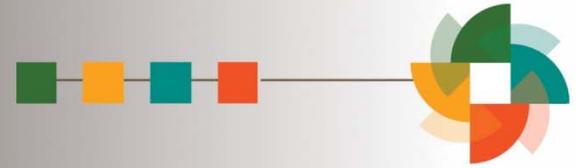
- Always estimate on the conservative side
  - ✓ Assume relocation has to be paid
  
- Land Assembly Costs
  - ✓ Includes acquisition of parcels
    - Range of 125% to 150% of pay 2013 taxable market
  - ✓ Relocations
  - ✓ Abatement/Demo
  - ✓ Soft costs
    - Holding, maintenance, taxes, etc.



# Hillside & Heritage Village



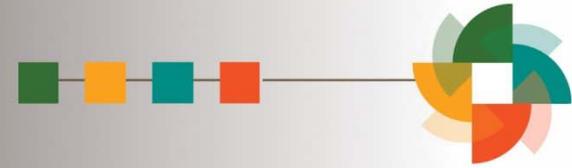
# Hillside



- 2.68 Acres
- Senior Rental Housing
  - ✓ Independent or assisted living
  - ✓ 75 to 80 Units
  - ✓ 30 Units/Acre



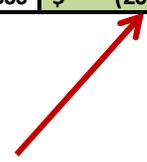
# Gap Analysis - Hillside



- Land assembly includes City costs to date for 4 parcels
  - ✓ Total City investment in 4 parcels is approximately \$313,000
- Land assembly includes cost to acquire remaining 3 parcels
  - ✓ 125% of 2013 taxable market value
  - ✓ Assumes relocation, demolition, remediation and soft/holding costs

Land Assembly Cost (Low - 125% of 2013 Taxable Value)	Public Improvements (68th Street)	End Use	# Units	Use Acreage	Average Per Unit Price for HD Residential	Total Developer Price for Land	Excess or (Gap)
\$ 942,317	\$ 64,000	Sr. HDR	80	2.68	\$ 10,000	\$ 800,000	\$ (206,317)
<b>\$ 942,317</b>	<b>\$ 64,000</b>	<b>Sr. HDR</b>	<b>80</b>	<b>2.68</b>	<b>\$ 10,000</b>	<b>\$ 800,000</b>	<b>\$ (206,317)</b>

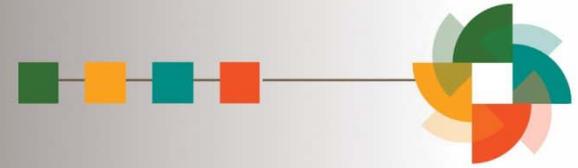
Value per Unit or SF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 95,000	\$ 7,600,000	\$ 694,800	1093.84%
<b>\$ 95,000</b>	<b>\$ 7,600,000</b>	<b>\$ 694,800</b>	<b>1093.84%</b>



No public assistance likely needed due to little to no gap



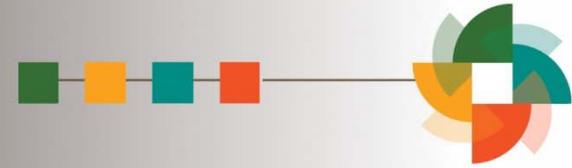
# Heritage Village



- 11.65 Acres
- Rental Housing
  - ✓ 3.46 acres
  - ✓ Independent/non age restricted
  - ✓ 120Units
  - ✓ 35 Units/Acre
- For Sale Town Homes
  - ✓ 8.19 Acres
  - ✓ 47 units
  - ✓ 6 units/acre



# Gap Analysis – Heritage Village



- Land assembly includes City costs to date for 5 parcels
  - ✓ Total City investment in 5 parcels is approximately \$744,580
- Land assembly includes cost to acquire remaining 8 parcels
  - ✓ 150% of 2013 taxable market value
  - ✓ Assumes relocation, demolition, remediation and soft/holding costs

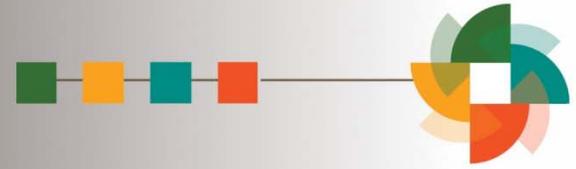
Land Assembly Cost (High - 150% of 2013 Taxable Value)	Public Improvements (New road, 65th & 66th St, Denny and Doffing)	End Use	# Units	Use Acreage	Average Per Unit Price for Residential Land	Total Developer Price for Land	Excess or (Gap)	Value per Unit or SF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 4,874,193	\$ 893,250	HDR	120	3.46	\$ 10,000	\$ 1,200,000	\$ (3,392,443)	\$ 95,000	\$ 11,400,000	\$ 1,113,800	1023.52%
		TH	21	4.38	\$ 25,000	\$ 525,000		\$ 190,000	\$ 3,990,000	\$ 465,900	856.41%
		TH	26	3.81	\$ 25,000	\$ 650,000		\$ 190,000	\$ 4,940,000	\$ 508,900	970.72%
<b>\$ 4,874,193</b>	<b>\$ 893,250</b>	<b>Residential</b>	<b>167</b>	<b>12.12</b>	<b>N/A</b>	<b>\$ 2,375,000</b>	<b>\$(3,392,442.59)</b>	<b>N/A</b>	<b>\$ 20,330,000</b>	<b>\$ 2,164,300</b>	<b>950.22%</b>

High public improvement costs

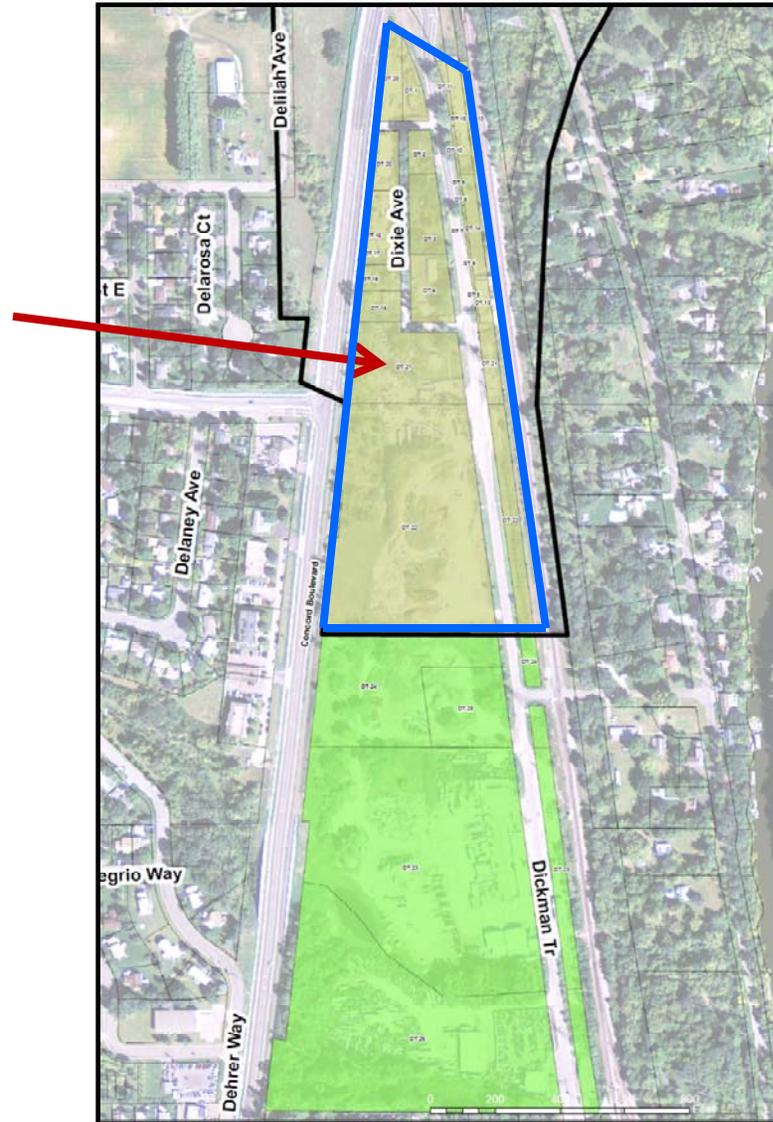
Public assistance likely needed due to gap



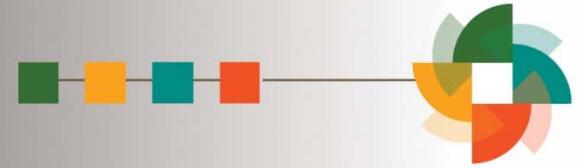
# Dickman Trail



Dickman Trail



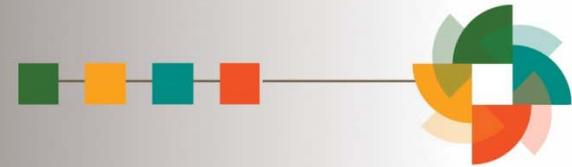
# Dickman Trail - North



- 14.75 Acres
  - ✓ 9.05 acres buildable
  - ✓ 5.07 acres unbuildable
  - ✓ 22 parcels
  
- Industrial development
  - ✓ 80,000 sq/ft



# Gap Analysis – Dickman Trail



- Land assembly includes cost to acquire 22 parcels
  - ✓ 150% of 2013 taxable market value
  - ✓ Assumes relocation, demolition, remediation and soft/holding costs

Land Assembly Costs (High - 150% of 2013 taxable value)	Public Improvements (Dixie Ave, Dickman Trail)	End Use	Sq/Ft	Use Acreage	Average Per SF Price for Industrial Land	Total Developer Price for Land	Excess or (Gap)
\$ 2,884,263	\$ 428,750	Industrial	80,000	9.05	\$ 1.50	\$ 591,588	\$ (2,721,425)
		Stormwater	N/A	1.6	\$ -	\$ -	
		Unbuildable	N/A	4.1	\$ -	\$ -	
<b>\$ 2,884,263</b>	<b>\$ 428,750</b>	<b>Industrial</b>	<b>80,000</b>	<b>14.75</b>	<b>\$ 1.50</b>	<b>\$ 591,588</b>	<b>\$ (2,721,425)</b>

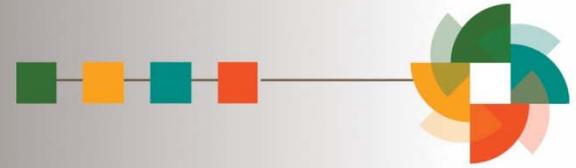
Value per Unit or SF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 60	\$ 4,800,000	\$ 1,695,500	283.10%
<b>\$ 60</b>	<b>\$ 4,800,000</b>	<b>\$ 1,695,500</b>	<b>283.10%</b>

Public improvement costs

Public assistance likely needed due to gap



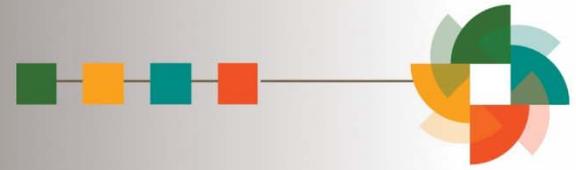
# Next Steps



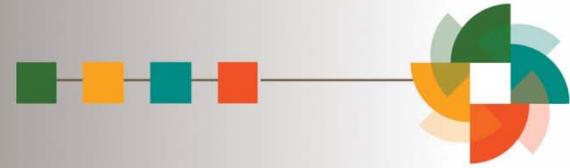
- Refine land assembly costs and assumptions
- Refine public improvement costs and assumptions
- Refine gap analysis based upon Council direction on areas to redevelop and end uses
- Prepare options to fill gap as appropriate



# Questions



# Gap Analysis – Dickman Trail South



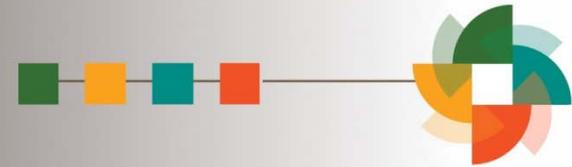
- Land assembly includes cost to acquire 4 parcels
  - ✓ 150% of 2013 taxable market value
  - ✓ Assumes relocation, demolition, remediation and soft/holding costs

Land Assembly Cost (High - 150% of 2013 taxable value)	Public Improvements (Dickman Trail)	End Use	Sq/Ft	Use Acreage	Average Per SF Price for Industrial Land	Total Developer Price for Land	Excess or (Gap)	Value per Unit or SF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 3,046,597	\$ 420,000	Industrial	140,000	15.50	\$ 1.50	\$ 1,012,809	\$ (2,453,788)	\$ 60	\$ 8,400,000	\$ 1,830,900	458.79%
		Stormwater	N/A	2.7	\$ -	\$ -					
		Unbuildable	N/A	7.4	\$ -	\$ -					
<b>\$ 3,046,597</b>	<b>\$ 420,000</b>	<b>Industrial</b>	<b>140,000</b>	<b>25.60</b>	<b>\$ 1.50</b>	<b>\$ 1,012,809</b>	<b>\$ (2,453,788)</b>	<b>\$ 60</b>	<b>\$ 8,400,000</b>	<b>\$ 1,830,900</b>	<b>458.79%</b>

Public assistance likely needed due to gap



# Gap Analysis - KOD



- Land assembly includes cost to acquire 6 parcels
  - ✓ 200% of 2013 taxable market value
  - ✓ Assumes relocation, demolition, remediation and soft/holding costs

Land Assembly Cost (High)	Public Improvements	End Use	# Units or Sq/Ft	Use Acreage	Average Per SF or Per Unit Price for Land	Total Developer Price for Land	Excess or (Gap)
\$ 2,063,600	\$ -	Restaurant	5,000	0.93	\$ 10	\$ 50,000	\$ (2,013,600)
		HDR	80	2.65	\$ 10,000	\$ 800,000	\$ 800,000
		Unbuildable	0	4.25	\$ -	\$ -	\$ -
<b>\$ 2,063,600</b>	<b>\$ -</b>	<b>N/A</b>	<b>N/A</b>	<b>7.83</b>	<b>N/A</b>	<b>\$ 850,000</b>	<b>\$ (1,213,600)</b>

Value per Unit or SF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 150	\$ 750,000	\$ 397,200	188.82%
\$ 95,000	\$ 7,600,000	\$ 462,100	1644.67%
\$ -	\$ -	\$ 92,500	0.00%
<b>N/A</b>	<b>\$ 8,350,000</b>	<b>\$ 951,800</b>	<b>916.74%</b>

Public assistance likely needed due to gap



# City of Inver Grove Heights

## Concord Redevelopment Area Financing Analysis

### Dickman Trail Industrial Park Baseline

90,000 SF Industrial

Land Assembly Costs (High - 150% of 2013 taxable value)	Public Improvements (Dixie Ave, Dickman Trail)	End Use	Sq/Ft	Total Developer Price for Land	Excess or (Gap)	* Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 2,811,663	\$ 428,750	Industrial	90,000	\$ 591,588	\$ (2,648,825)	\$ 433,801	\$ (2,215,024)	\$ 5,400,000	\$ 1,695,500	318.49%
		Stormwater	N/A							
		Unbuildable	N/A							
<b>\$ 2,811,663</b>	<b>\$ 428,750</b>	<b>Industrial</b>	<b>90,000</b>	<b>\$ 591,588</b>	<b>\$ (2,648,825)</b>	<b>\$ 433,800.60</b>	<b>\$ (2,215,024)</b>	<b>\$ 5,400,000</b>	<b>\$ 1,695,500</b>	<b>318.49%</b>

Public Improvements	Activity	Total Cost
Dixie Avenue	Demo	\$ 8,750
Sanitary Swr	Relocate	\$ -
Dickman Tr	Improve	\$ 420,000
Stormwater	Inflt/Retention	\$ -
		<b>\$ 428,750</b>

Note: Assumes two 45,000 sq/ft bldgs. Second one not completed until year 4 of District

### Dickman Trail Industrial Park Expansion

138,000 SF Industrial

Land Assembly Cost (High - 150% of 2013 taxable value)	Public Improvements (Dickman Trail)	End Use	Sq/Ft	Total Developer Price for Land	Excess or (Gap)	* Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 3,046,597	\$ 420,000	Industrial	138,000	\$ 1,012,809	\$ (2,453,788)	\$ 762,170	\$ (1,691,617)	\$ 8,280,000	\$ 1,830,900	452.24%
		Stormwater	N/A							
		Unbuildable	N/A							
<b>\$ 3,046,597</b>	<b>\$ 420,000</b>	<b>Industrial</b>	<b>138,000</b>	<b>\$ 1,012,809</b>	<b>\$ (2,453,788)</b>	<b>\$ 762,170.32</b>	<b>\$ (1,691,617)</b>	<b>\$ 8,280,000</b>	<b>\$ 1,830,900</b>	<b>452.24%</b>

Public Improvements	Activity	Total Cost
Dickman Tr	Improve	\$ 420,000
Stormwater	Inflt/Retention	\$ -
		<b>\$ 420,000</b>

Note: Assumes four 35,000 sq/ft bldgs built over 4 years (1/year)

# City of Inver Grove Heights

## Concord Redevelopment Area Financing Analysis

### Dickman Trail Residential Baseline

66 Apartments and 72 Town Homes

Land Assembly Costs (High - 150% of 2013 taxable value)	Public Improvements (Dixie Ave, Dickman Trail)	End Use	# Units	Total Developer Price for Land	Excess or (Gap)	* Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 2,811,663	\$ 428,750	Apartments	66	\$ 660,000	\$ (780,413)	\$ 1,886,187	\$ 1,105,774	\$ 6,270,000	\$ 1,695,500	1176.64%
		Town Homes	72	\$ 1,800,000				\$ 13,680,000		
		Stormwater	N/A	\$ -				\$ -		
		Unbuildable	N/A	\$ -				\$ -		
<b>\$ 2,811,663</b>	<b>\$ 428,750</b>	<b>Residential</b>	<b>138</b>	<b>\$ 2,460,000</b>	<b>\$ (780,413)</b>	<b>\$ 1,886,187</b>	<b>\$ 1,105,774</b>	<b>\$ 19,950,000</b>	<b>\$ 1,695,500</b>	<b>1176.64%</b>

Public Improvements	Activity	Total Cost
Dixie Avenue	Demo	\$ 8,750
Sanitary Swr	Relocate	\$ -
Dickman Tr	Improve	\$ 420,000
Stormwater	Inft/Retention	\$ -
		<b>\$ 428,750</b>

Note: Assumes apts built in 1st 2 years and 25% of town homes built per year over 4 years

### Dickman Trail Residential Expansion

46 Single Family

Land Assembly Cost (High - 150% of 2013 taxable value)	Public Improvements (Dickman Trail)	End Use	# Units	Total Developer Price for Land	Excess or (Gap)	* Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 3,046,597	\$ 420,000	Single Family	46	\$ 1,840,000	\$ (1,626,597)	\$ 551,736	\$ (1,074,861)	\$ 8,740,000	\$ 1,830,900	477.36%
		Stormwater	N/A	\$ -				\$ -		
		Unbuildable	N/A	\$ -				\$ -		
<b>\$ 3,046,597</b>	<b>\$ 420,000</b>	<b>Residential</b>	<b>46</b>	<b>\$ 1,840,000</b>	<b>\$ (1,626,597)</b>	<b>\$ 551,736.38</b>	<b>\$ (1,074,861)</b>	<b>\$ 8,740,000</b>	<b>\$ 1,830,900</b>	<b>477.36%</b>

Public Improvements	Activity	Total Cost
Dickman Tr	Improve	\$ 420,000
Stormwater	Inft/Retention	\$ -
		<b>\$ 420,000</b>

Note: Assumes 11.5 homes built/year over 4 years

## City of Inver Grove Heights

### Concord Redevelopment Area Financing Analysis

#### Heritage Village Village

130 Units HDR, 25 TH, 27 TH

Land Assembly Cost (High - 150% of 2013 Taxable Value)	Public Improvements (New road, 65th St, Donnelly and Doffing)	End Use	# Units	Total Developer Price for Land	Excess or (Gap)	* Hsg or Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 4,874,193	\$ 673,250	HDR	130	\$ 1,300,000	\$ (2,947,443)	\$ 1,541,463	\$ (725,105)	\$ 12,350,000	\$ 1,113,800	1108.82%
		TH	25	\$ 625,000		\$ 680,874		\$ 4,750,000	\$ 465,900	1019.53%
		TH	27	\$ 675,000				\$ 5,130,000	\$ 617,800	830.37%
		Stormwater	N/A	\$ -		\$ -		\$ -	\$ -	0.00%
<b>\$ 4,874,193</b>	<b>\$ 673,250</b>	<b>Residential</b>	<b>182</b>	<b>\$ 2,600,000</b>	<b>\$ (2,947,443)</b>	<b>\$ 2,222,337</b>	<b>\$ (725,105)</b>	<b>\$ 22,230,000</b>	<b>\$ 2,197,500</b>	<b>986.24%</b>

Public Improvements	Activity	Total Cost
New Road	Build	\$ 211,250
65th St	Improve	\$ 210,000
66th St	Improve	\$ -
Donnelly	Improve	\$ 126,000
Doffing	Improve	\$ 126,000
Stormwater	Infit/Retention	\$ -
		<b>\$ 673,250</b>

Note: Assumes apts built in 1st 2 years and TH construction beginning 5 years later and 25% built/year over 4 years

#### Hillside Senior Hsg

80 Units Senior HDR

Land Assembly Cost (Low - 125% of 2013 Taxable Value)	Public Improvements (68th Street)	End Use	# Units	Total Developer Price for Land	Excess or (Gap)	Hsg or Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 942,317	\$ 64,000	Sr. HDR	80	\$ 800,000	\$ (206,317)	\$ -	\$ (206,317)	\$ 7,600,000	\$ 694,800	1093.84%
<b>\$ 942,317</b>	<b>\$ 64,000</b>	<b>Sr. HDR</b>	<b>80</b>	<b>\$ 800,000</b>	<b>\$ (206,317)</b>	<b>\$ -</b>	<b>\$ (206,317)</b>	<b>\$ 7,600,000</b>	<b>\$ 694,800</b>	<b>1093.84%</b>

Public Improvements	Activity	Total Cost
68th St	Improve	\$ 64,000
		<b>\$ 64,000</b>

Note: It will take approximately 5 years for City to recapture the \$206,000 investment from its portion of the real estate taxes

#### Hillside Expansion

TBD

Cost of Land	Public Improvements (66th Street)	End Use	# Units or SF	Total Developer Price for Land	Excess or (Gap)	Hsg or Redev TIF District	Excess or (Gap) After TIF	Total Development Valuation	Base Value	% Increase in Property Value
\$ 1,012,592	\$ 70,000	Retail	5,000	\$ 50,000	\$ (602,592)	\$ -	\$ (602,592)	\$ 750,000	\$ 669,400	622.95%
		HDR	36	\$ 360,000				\$ 3,420,000		
<b>\$ 1,012,592</b>	<b>\$ 70,000</b>	<b>Varied</b>	<b>36</b>	<b>\$ 360,000</b>	<b>\$ (602,592)</b>	<b>\$ -</b>	<b>\$ (602,592)</b>	<b>\$ 4,170,000</b>	<b>\$ 669,400</b>	<b>622.95%</b>

Public Improvements	Activity	Total Cost
66th St	Improve	\$ 70,000
		<b>\$ 70,000</b>

# City of Inver Grove Heights

## Concord Redevelopment Area Financing Analysis

### KOD

75 Units HDR, 5,000 Sq/Ft Restaurant & 10,000 sq/ft Retail

Land Assembly Cost (High - 200% of 2013 Taxable Value)	Public Improvements	End Use	# Units or Sq/Ft	Total Developer Price for Land	Excess or (Gap)	* Redev TIF District	Excess or (Gap)	Total Development Valuation	Base Value	% Increase in Property Value
\$ 2,063,600	\$ -	Restaurant	5,000	\$ 50,000	\$ (2,013,600)	\$ 1,128,427	\$ (885,173)	\$ 750,000	\$ 172,900	433.78%
		HDR	80	\$ 800,000	\$ 800,000		\$ 800,000	\$ 7,600,000	\$ 304,400	2496.71%
		Retail	10,000	\$ 100,000	\$ 100,000		\$ 100,000	\$ 1,500,000	\$ 382,000	392.67%
		Unbuildable	0	\$ -	\$ -		\$ -	\$ -	\$ 92,500	0.00%
<b>\$ 2,063,600</b>	<b>\$ -</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ 950,000</b>	<b>\$ (1,113,600)</b>	<b>\$ 1,128,427</b>	<b>\$ 14,827</b>	<b>\$ 9,850,000</b>	<b>\$ 951,800</b>	<b>1465.25%</b>

Note: Assumes apts built over 2 years, 5,000 sq/ft restaurant in year 1 and 10,000



11. What are the total costs of the development or redevelopment project expected in the project area? (not including the capital costs) \$0 based on the definition provided all costs are capital costs.

How much is private?

How much is public?

## **CAPITAL COSTS**

12. Describe the capital costs planned for the project area.

Acquisition of the specific piece of property in the project area is approximately \$689,000

13. Total capital costs

For the Dickman Trail North scenario area, capital costs are estimated to be \$3.2 million.

14. How much money are you seeking from DEED?

The City is seeking \$437,500 in 2014 and \$437,500 in 2015 from DEED for a total of \$875,000.

15. How much of the total capital costs will come from private sources?

An estimated \$591,588 will come from private sources for capital costs for the Dickman Trail North Industrial Park project area. This is the recovery of the public investment for the anticipated purchase price of the property.

16. How much of the total capital costs will be paid from local, public dollars? \$252,200 (\$689,700-\$437,500)

17. Fill out the budget table below indicating the sources, uses, and amounts of **all** funds (including DEED requests.) that will be used for eligible capital costs as defined in this application.

Use of Funds (Capital costs)	Amount	Source of Funds	Date Funds Committed
Acquisition (purchase price)	\$640,000	\$437,500 DEED grant \$202,500 local funds	2014
Acquisition appraisal	\$4,000	City funds	Already committed
Acquisition phase one environmental investigation	\$1,700	City funds	Already committed
Acquisition phase two environmental investigation	\$7,000	City funds	2014
Environmental remediation	\$30,000 (estimated)	City funds/potential grant fund	Late 2014/early 2015
Acquisition	\$7,000	City funds	2014

**PROJECT SCHEDULE**

18. Provide a detailed project schedule outlining the individual tasks and schedules of the overall capital costs for the project including development or redevelopment tasks and activities necessary to complete the Project. Indicate on this form the capital costs for the individual tasks involved in the project and the expected completion date (month and year) of the activity. The last task on the project schedule should indicate the date upon which construction of the development or redevelopment will be complete.

**SCHEDULED TASKS BY YEAR AND MONTH**

TASK	YEAR 2013												YEAR 2014												YEAR 2015											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Appraisal								X																												
Phase One EI								X																												
Phase Two EI															X																					
Negotiation																	X																			
Acquisition																				X																
Remediation																																				
Holding																																				
Sale																																				

19. Please list any factors which would change or delay this schedule.

Purchase of other properties within the Dickman Trail North project area are contingent upon willing sellers. Redevelopment will not proceed until other parcels in the Dickman Trail North area are assembled and all environmental remediation has been completed.

**DEVELOPER/THIRD PARTY/COMPANY COMMITMENT**

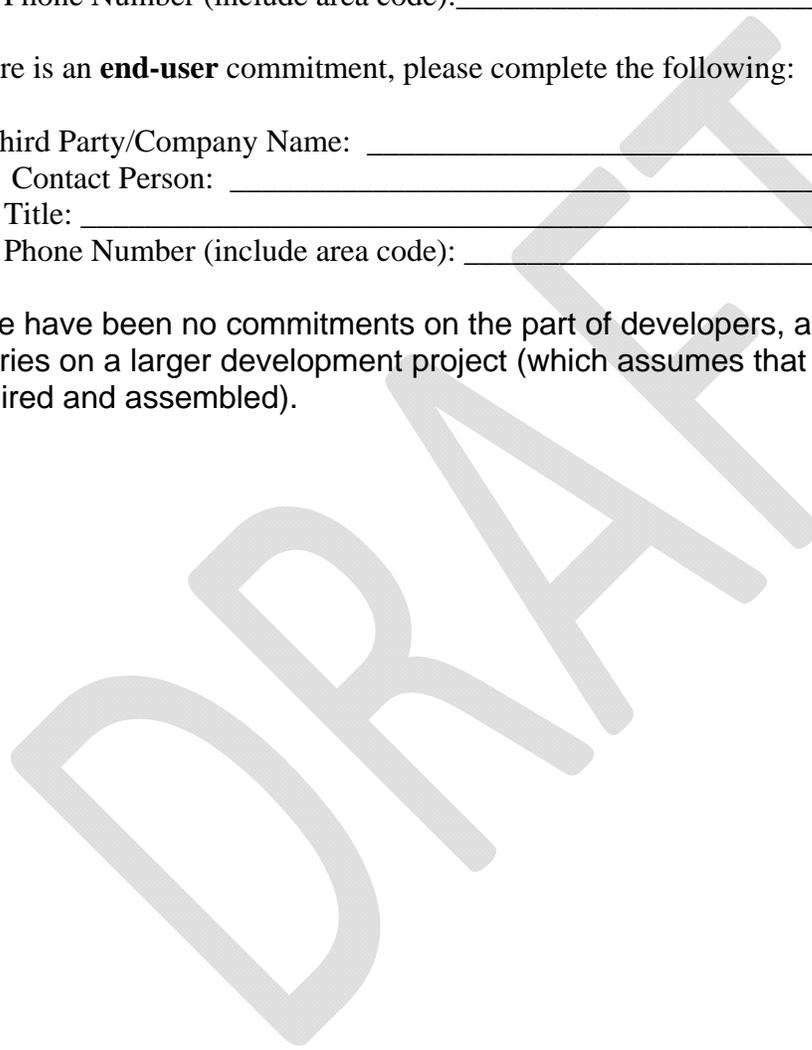
If there is a commitment from a developer or third party owner/tenant for the project area, please complete the following and **attach a letter(s) of commitment**.

- 17. Third Party/Company Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone Number (include area code): \_\_\_\_\_

If there is an **end-user** commitment, please complete the following:

- 18. Third Party/Company Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone Number (include area code): \_\_\_\_\_

There have been no commitments on the part of developers, although there have been inquiries on a larger development project (which assumes that additional properties are acquired and assembled).



## **VI. PAYMENT INFORMATION**

Most grant payments take place through electronic funds transfer (EFT). To ensure proper payment, a Vendor Number assigned by Minnesota Management & Budget is required.

Financial Contact Person: Kristi Smith, Finance Director  
Telephone Number or e-mail: ksmith@invergroveheights.org

**State of Minnesota Vendor Number:** MN Vendor # VN0000197690

If a Minnesota Vendor Number does not exist, please supply:

Minnesota Identification Number: MN ID #8022953

and

Federal Employer Identification Number: Federal EIN #416005255

State Vendor info may be found at:

[https://supplier.swift.state.mn.us/psp/fmssupap/SUPPLIER/ERP/h/?tab=SUP\\_GUEST](https://supplier.swift.state.mn.us/psp/fmssupap/SUPPLIER/ERP/h/?tab=SUP_GUEST)

Vendor number conversions from the old system to the new SWIFT may be found at: -

<http://www.swift.state.mn.us/vendors>

ADOPTED RESOLUTION



## **VII. LOCAL GOVERNMENT RESOLUTION**

**You must attach a resolution approving this application from the governing body of the municipality in which the project is located. A blank resolution has been attached for your convenience. You may chose to re-format this resolution but make sure to include all of the statements that appear in the resolution.**

Applicants must adopt and submit the following resolution. This resolution must be adopted prior to submission of the application package.

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

**RESOLUTION NO. \_\_\_\_\_**

#### **RESOLUTION APPROVING APPLICATION TO MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR HOST COMMUNITY GRANT FUNDS**

WHEREAS, the City of Inver Grove Heights is a Host Community under Minnesota Statute City §116J.548;

NOW THEREFORE BE IT RESOLVED that Mayor George Tourville act as the legal Sponsor for the project contained in the Host Community Grant Program to be submitted on February 25, 2014.

And that Mayor George Tourville is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Inver Grove Heights.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state,

The City of Inver Grove Heights may enter into an agreement with the State of Minnesota for the above referenced project, and that the City of Inver Grove Heights certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk , are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Adopted by the City Council of Inver Grove Heights this 24<sup>th</sup> day of February, 2014.

Ayes:

Nays:

SIGNED:

WITNESSED:

\_\_\_\_\_  
George Tourville

\_\_\_\_\_  
Melissa Kennedy

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Deputy City Clerk

\_\_\_\_\_  
(Date)