

INVER GROVE HEIGHTS CITY COUNCIL AGENDA
MONDAY, SEPTEMBER 22, 2014
8150 BARBARA AVENUE
7:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

3. PRESENTATIONS

A. Fire Department Donation

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 – September 2, 2014 City Council Work Session _____

ii) Minutes – September 8, 2014 Regular City Council Meeting _____

B. Resolution Approving Disbursements for Period Ending September 17, 2014 _____

C. Approve Revision of Fund Balance Policy _____

D. Resolution Accepting Individual Project Order (IPO) NO. 1 for General Planning Services to Assist with Development Reviews _____

E. Resolution Calling for Hearing on Proposed Assessments, Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments for Nuisance Abatement _____

F. Change Order No. 6 and Pay Voucher No. 3 for City Project No. 2014–09D, College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014–06, Blaine Avenue Retaining Wall Replacement _____

G. Approve Custom Grading, Right of Way Easement, and Pedestrian Trail Easement Agreements for 2211 94th Court East (Lot 1, Block 1, Shamrock Oaks) _____

H. Resolution Receiving Professional Services Proposal and Accepting Proposal from Short Elliot and Hendrickson, Inc. (SEH) for City Project No. 2015–09E, 47th Street Neighborhood Street Reconstruction _____

I. Approve VMCC Concession Stand Lease with IGHHA _____

J. Approve Dasher Board Letter of Understanding with the IGHHA _____

K. Approve Amended Start Time for October 6, 2014 City Council Work Session _____

L. 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:**

7. **REGULAR AGENDA:**

FINANCE:

A. **CITY OF INVER GROVE HEIGHTS:** Consider Resolutions Adopting the Proposed Tax Levy for 2015, Adopting the Proposed Budgets for 2015, Adopting the Proposed Watershed Management Taxing Districts Tax Levies for 2015, and Setting the Date and Time of a Regularly Scheduled Meeting where the Budget will be Discussed _____

COMMUNITY DEVELOPMENT:

B. **WOODALE BUILDERS:** Consider Resolution relating to a Conditional Use Permit to Exceed the Maximum Impervious Surface on a Residential Lot Located at 9063 Altman Court _____

C. **PAUL AND STACY MARION:** Consider Resolution relating to a Variance from the Shoreland Setbacks to allow a Deck 61 Feet from the Ordinary High Water Mark whereas 75 Feet is Required for the Property Located at 1905 63rd Street _____

D. **BENNET BENSON;** Consider Resolution relating to a Variance to Allow Two Detached Accessory Structures on a Property whereas One is the Maximum Allowed for the Property Located at 5906 Asher Avenue _____

PUBLIC WORKS:

E. **CITY OF INVER GROVE HEIGHTS:** Consider Authorizing Staff to Secure the Execution of Assessment Waiver Agreements, Order the Project, Accept the Quote, and Award the Contract for City Project No. 2014-16, Bechtel Avenue Backyard Drainage Improvements _____

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

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
TUESDAY, SEPTEMBER 2, 2014 – 8150 BARBARA AVENUE**

1. CALL TO ORDER The City Council of Inver Grove Heights met in work session on Tuesday, September 2, 2014, in the Lower Level Training Room. 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, Community Development Director Link, Public Works Director Thureen, Parks and Recreation Director Carlson, Finance Director Smith, Chief Stanger, Chief Thill, Assistant Chief Bergum and Deputy Clerk Kennedy

2. 2015 BUDGET

Mr. Lynch explained he proposed looking at the budget a little differently than had been done in years past. He stated there were ongoing costs that were part of operations and the Council was asked to consider that the base budget. The department heads would then present each of their requested additions to the base budget. He noted the department head group had already met to present and discuss their desired budgets. The City Administrator and Finance Director then made changes to each department's budget in preparation for presentation to the Council. He stated the department requested additions were divided into three categories: personnel, purchased services and supplies, and professional/technical services.

Chief Thill presented the requested additions for the Fire Department. The first request was to increase the part-time office support position to full time status. She explained the Office Support Specialist currently worked 32 hours per week and the request was to increase the number of hours to 40 per week. The result would be an increase of \$13,700 in wages and benefits. The Office Support Specialist is responsible for tracking 65 firefighters, supporting 3 full-time personnel, 2 records management systems, and entering 1100-1200 calls annually. She noted the workload for the position had increased significantly in recent years and increasing the number of hours would help the department to run more efficiently and provide better customer service.

Chief Thill reviewed the proposed \$1 per hour wage increase for firefighters. She explained the firefighters had not received a wage increase since 2011 and the increase would help the department retain current firefighters and recruit new members of the department.

Councilmember Piekarski Krech agreed that a wage increase was in order. She questioned what was being done to provide incentives for people to stay with the department. She opined that some of the younger firefighters were planning to only serve for ten (10) years. She stated she wanted to find something that would give them a reason to stay.

Chief Thill explained part of that was directly related to the increase in the retirement benefits they now receive. She stated it was also a matter of trying to help the firefighters understand that there would be regular wage increases.

Councilmember Piekarski Krech questioned if a graduate pay scale should be considered that would reward individuals who stay with the department longer and promote longevity.

Chief Thill stated that had been discussed in the past and would continue to be looked at as an option. She noted the proposed wage increase would apply to existing firefighters. The new recruits that are hired would be kept at the current rate of \$11.50 per hour until they successfully complete their probationary period.

Mayor Tourville noted there were also regulations in place at the State level that dictated retirement benefits.

Councilmember Mueller questioned if a firefighter could start collecting retirement benefits at age 50.

Chief Thill explained firefighters could rollover the benefit starting at age 50. She noted firefighters became vested after ten (10) years of service.

Chief Thill presented the request to add a full-time officer beginning July 1, 2015. The proposed position would add \$32,600 to the budget in wages and benefits. She explained the additional staff was proposed in response to the recruitment and retention concerns, potential addition of a new fire station, and potential staffing changes within the department over the next two (2) years.

Councilmember Madden questioned what the new position would be.

Chief Thill stated there was not a title for the new position and no job description in place. She explained the position would be an officer in the department, perhaps with the title of Commander. She stated they wanted to stay ahead of the game in terms of recruitment because it took three (3) years to get an individual fully trained as a firefighter. She reviewed the goals that were outlined in the department's strategic plan. She presented a two (2) year staffing model. In the 2016 budget the department would propose the addition of a duty crew beginning January 1, 2016. She noted that was the second tier of the staffing plan. The first tier was to hire the full-time officer in 2015 as a lower level supervisory position. She explained recruitment and retention issues were starting to create problems with the paid on-call staff as the number of applicants had decreased and existing firefighters struggled to meet the minimum call requirements. She stated the new officer position would help relieve time pressures in other areas. The position would assist with the planning for and implementation of the duty crew in 2016 and would also supervise the duty crew. The new position would also serve as the Public Education Training Coordinator and the EMS Training Coordinator.

Mr. Lynch questioned what the City currently paid for those services.

Chief Thill stated those items, along with several others, cost approximately \$5-6,000. The position would also oversee the Self Contained Breathing Apparatus (SCBA) program and assist the Fire Marshal with moving the company inspection program forward once the duty crew begins. She noted the new officer would also be the main respondent to calls during the day which would allow herself and the Assistant Fire Chief to respond to fewer calls during that time period. She explained the position would also reduce the number of paid on-call staff required for the third fire station through reorganization. She stated the new staffing model would save the department \$8,000 in the first year. She opined that the two-tiered approach to staffing at the third station would help alleviate some of the stress on the paid on-call staff, help establish the duty crew beginning in 2016, and allow the Fire Chief and Assistant Fire Chief to remain in the office more.

Councilmember Piekarski Krech expressed concern that the new officer would not be able to be at a salary of \$75,000 per year given all of the responsibilities that were outlined for the position.

Chief Thill suggested that some of the responsibilities could be balanced out to be commensurate with the starting salary. She noted the idea was to have the position be more of an entry-level officer position, not a chief officer.

Councilmember Piekarski Krech stated with all of the duties listed for the position a comparable worth study would likely show that position at the same level as the Assistant Fire Chief. She added that the list of duties would need to be revised.

Mayor Tourville stated he would like to see a job description for the new position and the expectations and cost for the second year before making a decision to move forward.

Councilmember Piekarski Krech stated it would also be helpful to see what duties would be shifted from the Chief and the Assistant Fire Chief to the new position.

Councilmember Bartholomew questioned how the new position fit into the process of recruitment and retention.

Chief Thill stated in terms of recruitment and retention the new officer would take away some of the auxiliary duties expected of the paid on-call firefighters and officers.

Mayor Tourville stated more information should come back to the Council before a decision is made.

Mr. Lynch stated staff could bring back a job description, an outline of the duties that would be shifted from the Chief and Assistant Fire Chief positions, a detailed report on the projected cost savings, and the cost of the position to the City in the first and second years.

Chief Thill provided an overview of the requested additions under professional/technical services. She stated a majority of the additions were related to training for both recruits and existing personnel.

Mayor Tourville questioned why training was considered an addition to the base budget rather than part of the normal operating costs for the department.

Chief Thill stated it was considered an addition because it was beyond what was included in the 2014 budget.

Councilmember Bartholomew clarified the request was for an additional \$10,000 for training beyond what was included in the base budget.

Chief Thill replied in the affirmative. She noted the training under professional/technical services was for bringing in outside instructors to conduct the training.

Mayor Tourville asked for more detailed information on what training would be provided with the additional funds.

Chief Thill reviewed the requested additions under the category purchased services and supplies. She stated the requested \$39,700 was mainly for repairs. At Fire Station #3 the HVAC system would be replaced as well as the thresholds in the building. She explained some funds were already allocated for roof repairs and an additional \$3,000 was requested because the roof at Fire Station #3 was in very bad condition. A request for \$3,000 was also included to complete the installation of Wi-Fi at both stations. She explained the allocation for training in this category was to send individual firefighters to specific state fire schools and “train the trainer” programs. The request for \$8,300 was for various supplies that needed to be replaced including turnout gear and fire hoses.

Mayor Tourville questioned what the cost was for one set of turnout gear.

Assistant Chief Bergum stated the bunker gear and jacket was approximately \$2,500, a helmet was \$270, and a pair of boots was \$300. He explained the total set, including miscellaneous gear, was \$3,200.

Councilmember Bartholomew questioned what was included in the line item for “supplies-other”.

Chief Thill stated the line item included radio pagers and batteries, new traction splints, smoke detectors, carbon monoxide detectors, and two (2) suction units.

Mayor Tourville questioned if there were capital funds available for the repairs needed at the fire stations.

Mr. Lynch stated money was not set aside for capital improvements of systems at buildings. Funds were set aside for capital equipment and vehicles.

Ms. Smith explained the City Facilities fund was for current operations in general and there were no funds set aside for ongoing maintenance.

Mayor Tourville opined it may be beneficial to set aside money in the City Facilities fund for bigger repair items that are needed such as a new roof.

Councilmember Bartholomew stated as of July the balance in the City Facilities fund was approximately \$1,487,000. He questioned what the harm would be in using that fund for the \$39,000 requested for repairs at the Fire stations.

Mr. Lynch stated staff would have to look at what the other planned obligations were for the fund.

Mr. Thureen reviewed the requested additions for the Engineering division. He stated in the personnel category the addition of an intern was proposed to assist the engineering technicians with stormwater

inspections, erosion control inspections, and to catch up on archival storage of project related documents and agreements. He estimated that the intern would work 500 hours at a rate of \$14.00 per hour. The second addition was related to overtime costs. He explained this figure was cut back significantly in 2014 to make the numbers work within the budget and it was determined that the amount budgeted was not realistic given the workload. He stated staff tried to stagger shifts to cover more hours and they still found that they were not on-site as much as they needed to be with contractors.

Councilmember Piekarski Krech questioned what the increased overtime would cost.

Mr. Thureen stated the increase was estimated to cost approximately \$21,000. He explained under purchased services and supplies there was an item included for notary renewal. He stated the Public Works Support Specialist was a notary and her registration needed to be renewed in 2015. He noted she became a notary to have multiple individuals at City Hall that could provide the service as a convenience to the public and also to handle the volume of internal documents that require notarization.

Councilmember Piekarski Krech suggested that cost should be allocated across departments for all of the notaries on staff City Hall since they provide the service for all departments.

Mr. Lynch stated there were five (5) notaries on staff at City Hall.

Mayor Tourville opined it made more sense to allocate the cost to each individual department because the notary work that was done by each person was typically related to items within their respective department.

Mr. Thureen stated the budget included funds for an underground construction inspector's training course for the engineering technicians.

Councilmember Piekarski Krech questioned how many technicians would receive training.

Mr. Thureen responded three (3) technicians would take the course. He stated the \$8,100 line item encompassed several requests. The primary cost (\$5,000) was for a consultant to help with the set-up of Call Director for the Engineering and Public Works division. He stated the program was already implemented in the Streets, Utilities, and Parks divisions. He noted the program allows the City to track and retain information related to calls for service from customers. The \$1,400 cost for small tools/miscellaneous equipment was to replenish and maintain the division's GIS equipment. An additional \$1,200 was budgeted for consumable supplies during the construction season.

Councilmember Bartholomew questioned what the request for uniform and clothing was for in the Engineering division.

Mr. Kaldunski stated it was typically for hard hats, vests, steel-toe shoes, and rain gear. He noted it was essentially the safety gear the City was required to provide for the Engineering technicians.

Mr. Thureen reviewed the requested additions for the Street Maintenance division. He stated the additional personnel costs were related to hiring an intern during the warm weather months to provide the Streets Superintendent with flexibility to put crews together.

Councilmember Piekarski Krech clarified the intern would be more of a laborer.

Mr. Thureen stated 740 hours were estimated for the position at a rate of \$14.00 per hour. He explained under professional/technical services there was a request for \$700 that was related to the disposal of hazardous waste. Under purchased services and supplies there was a \$200 request for an additional two-way connection phone. The \$82,900 increase was for bituminous and salt. He noted 35% of the City's center line mileage fell into the reconstruction category based on its rating and it was anticipated that additional patching would be required to try to extend the life of some of those roads. \$50,000 of the request was for bituminous mix and the remaining \$32,900 was for salt. He stated last winter the City's salt reserves were drawn way down and the intent was to build the supply back up. He noted the cost of the salt increased by approximately 12%.

Mr. Underdahl stated there were so many bad weather events last winter that the salt supply was heavily used. He explained the request would increase the supply for the upcoming winter.

Mr. Thureen stated the \$10,000 addition under professional/technical services for street lighting was related to the fact that nothing had been budgeted in this category for 2014. He explained the funds would primarily be used for street lights along the boulevard.

Councilmember Madden questioned if staff was still considering implementation of a street light utility.

Mr. Thureen stated the plan was still being worked on by staff. He explained an increase of \$19,900 was requested for the replacement and repair of damaged street lights.

Chief Stanger provided an overview of the requested additions for the Police Department. He stated under personnel an increase of \$99,000 was proposed in order to add two (2) additional sworn personnel. He explained there would be two (2) new patrol officers and one (1) existing officer would be moved to the investigative division. Some of the associated costs included in the request were for the set-up of a new work stations including phones, computers, uniforms and radios. He estimated that the start-up costs to prepare an officer for duty on the street were approximately \$8,200. He stated the City had experienced a population increase of approximately 5,000 people from 2000 to 2010.

Councilmember Piekarski Krech questioned what the ratio of officers was in terms of population.

Chief Stanger stated historically the recommended ratio had been 1 officer per 1,000 people. He noted the department's calls for service had also increased by approximately 4,000 calls from 2005-2013. He explained 79% of those calls were dispatched calls and 21% were officer initiated. He stated that demonstrated that the department had become more reactive over the last ten (10) years. Overall response times had increased by 15%. He explained due to time constraints and lack of personnel the department no longer participated in proactive parking enforcement, fingerprinting services, calls reporting disturbances or suspicious persons who were no longer in the area, and rarely responded to calls for unlocking services. He noted the department was also no longer able to participate in the Junior Police Academy, Safety Camp, or the Half-Pint Safety Camp. He explained in the last ten (10) years temporary assignments were created using patrol staff including the School Resource Officer and Drug Task Force Agent. Those vacancies in patrol staff were not replenished. The traffic unit was eliminated due to budget cuts in recent years. He explained no personnel had been added to the investigative unit in over 20 years. The cases assigned during that period had increased by 60% and felony prosecution had increased by 200% for adults and 160% for juveniles. New businesses in the City have increased the needs for service from the investigative division. In-house evidence processing is handled by investigative staff as well as the drug take-back program.

Councilmember Bartholomew clarified that the net increase would be two (2) patrol officers.

Chief Stanger stated the net increase would be one (1) patrol officer because an existing patrol officer would be assigned to the investigative division.

Councilmember Mueller questioned how many officers were on the street during the day.

Chief Stanger stated they tried to maintain at least three (3) officers on the street per shift.

Mayor Tourville stated the new officers would be hired on April 1st and July 1st. He questioned if the CSO position had been removed.

Chief Stanger stated after internal discussions it was determined that there was a greater need at this time for additional patrol officers.

Councilmember Madden questioned if regular patrol officers responded to animal control calls.

Chief Stanger replied in the affirmative. He stated no increases proposed under the professional/technical services category. An increase of \$21,700 was proposed under purchased services and supplies. Line of business applications for squad equipment accounted for \$12,500 of the proposed increase. He stated they were trying to establish a fund to build up capital for the

replacement of squad car technology. The training budget was proposed to increase by \$3,000. An additional \$6,200 was requested for a GPS Tracker and covert camera system for investigative purposes.

Councilmember Mueller questioned why the overtime costs were so high.

Chief Stanger stated nothing was changed in the overtime budget from 2014 with the exception of accounting for a cost of living increase. He stated overtime was used to cover shortages when officers were out for various reasons such as injuries.

Mr. Link stated the requested additions for the Community Development department totaled \$59,000. Under personnel \$2,500 was for the start of a rental inspection program. \$1,400 would be a salary increase for existing staff to take on the additional work and \$1,100 would be for additional training. He noted the figure assumed that the program would be up and running by July 1, 2015 and that the Code Compliance Officer would handle the rental complaints. He explained the staff within the Inspections division had been cut by more than half over the past several years. He stated construction activity had significantly increased and the reduced staffing levels had reduced customer service levels. In the past the City had offered next-day inspection services and without adequate staff the City was not able to maintain that level of service. Corresponding drops in other service areas such as plan reviews, processing of permits, and responses to customer inquiries were also experienced. He proposed restoring an existing 0.75 FTE to full-time status and hiring a full-time inspector starting April 1st.

Councilmember Piekarski Krech opined the construction season was when the additional staff was needed. She stated there was not a need for three (3) full-time inspectors from November to March.

Mr. Link responded that construction activity did drop in the winter months but not as much as it had in the past. He noted full-time temporary employees were difficult to find.

Mr. Lynch stated the net change was \$34,500.

Mr. Link stated \$3,000 was requested for a planning consultant to assist with development reviews in the Northwest Area. Staff also requested \$800 to install a computer at the front desk to assist customers in viewing maps and other documents within the GIS system.

Councilmember Piekarski Krech opined that a new PC was not needed for the front desk and an existing PC could be utilized.

Mr. Link stated he would check with the Technology division to see if there was a spare computer. He explained \$4,900 was requested to supply the inspectors with iPads and the corresponding electronic codes. This would increase the inspector's efficiency and level of customer service.

Councilmember Piekarski Krech questioned if the inspectors had computers in the field now.

Mr. Link replied in the negative.

Councilmember Piekarski Krech opined that the inspectors may be better served by having a laptop.

Mr. Lynch stated the advantage would be that in the future inspectors would be able to send inspection reports instantaneously.

Mayor Tourville stated the iPad was a better value than a laptop. He questioned why the rental inspection program would not start until July of 2015 and why the cost was so minimal.

Mr. Link stated several options were proposed to the Council and it was determined that the City would proceed with a reactive program using existing staff.

Mayor Tourville clarified that the Code Compliance Inspector would continue to perform their current duties plus the rental housing inspection program.

Mr. Link replied in the affirmative. He stated in the future the demands of the program may require full-time housing inspector. He noted what was proposed was an entry-level program that would be

complaint based.

Mayor Tourville stated the program should be able to get started before July.

Mr. Lynch stated the City needed to adopt an ordinance to implement the program.

Mayor Tourville stated the Code Compliance Inspector could start the process of inventorying properties without an ordinance.

Mr. Link stated he would look into accelerating the process.

Mr. Carlson reviewed the requested addition for the Parks division. He stated \$12,800 was requested for seasonal maintenance staff to assist with Parks maintenance operations. He explained that would add 750 hours of seasonal maintenance staff primarily in the summer months at \$14.00 per hour. He noted the Parks department had experienced an increased work load with the addition of Heritage Village Park and the Rock Island Swing Bridge and would also begin to perform maintenance in conjunction with the Code Compliance division.

Ms. Smith stated the Finance Department requested \$2,800 for the OPEB update to comply with regulatory requirements of GASB 45.

Councilmember Bartholomew questioned where the cost was for the electronic payment program that was previously discussed.

Ms. Smith stated it was included in the line item with the maintenance agreement for Tyler Technologies. She noted it was part of the base budget.

Mr. Lynch stated Administration requested \$2,500 in professional/technical services for ongoing training of senior management and supervisory staff. He noted a reduction in the base budget for Administration would be reflected based on the Council directed reduction in the proposed salary for the Human Resources Manager position.

Councilmember Madden questioned if the increase in property valuations would cover the department requested additions without dramatically increasing taxes.

Mr. Lynch stated taxes would increase as a result of the 6% market value increase.

Mayor Tourville asked for additional information on a potential wage increase for the Council. He suggested a \$100 increase per month for Mayor and Council. The total increase would be \$6,000.

Councilmember Bartholomew suggested calling the \$100 per month increase a stipend for mileage. He stated that would reduce tax liability.

3. ADJOURN

Motion by Madden, second by Bartholomew, to adjourn. The meeting was adjourned by a unanimous vote at 9:38 p.m.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, SEPTEMBER 8, 2014 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular session on Monday, September 8, 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, Community Development Director Link, Finance Director Smith, Chief Stanger, Chief Thill, Public Works Director Thureen, and Deputy Clerk Kennedy

3. PRESENTATIONS: None.

4. CONSENT AGENDA:

Councilmember Mueller removed Item 4F from the Consent Agenda

- A. Minutes – August 25, 2014 Regular City Council Meeting
- B. **Resolution No. 14-136** Approving Disbursements for Period Ending September 3, 2014
- C. Final Pay Voucher No. 4, Final Compensating Change Order No. 2, Engineer's Report of Acceptance and **Resolution No. 14-137** Accepting Work for City Project No. 2012-07, Bohrer Pond NW Pre-Treatment Basin
- D. Approve Custom Grading, Drainage and Utility Easement, and Easement Encroachment Agreements for a New Home to be Built at 4892 Boyd Avenue
- E. **Resolution No. 14-138** Approving Joint Powers Agreement (JPA) with Dakota County for the Preliminary Engineering and Final Design for City Project No. 2014-11, Argenta Trail at Trunk Highway 55
- G. Temporary Liquor License Request – Church of St. Patrick
- H. Personnel Actions

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

Ayes: 5

Nays: 0 Motion carried.

F. Resolution Receiving Professional Services Proposals and Accepting Proposal from Kimley-Horn and Associates, Inc. for City Project No. 2014-11, Argenta Trail at Trunk Highway 55

Councilmember Mueller expressed concerns about the cost differential between the proposals. He stated two (2) of the proposals were very similar in cost and the third proposal was significantly less. He questioned if staff had worked with SRF, Inc. on previous projects.

Mr. Thureen stated the City had previously contracted with each of the firms that submitted a proposal. He opined in this instance one of the firms failed to capture the full scope of the work being requested and that was why their proposal was significantly lower in terms of cost than the other firms. He explained their proposal underestimated the number of hours that would be required to complete key components of the project. He noted Kimley Horn's proposal had a typo and was \$2,000 more than what was listed in the item. He stated the total cost would be \$236,895 and the City would be responsible for 45% of the cost.

Councilmember Piekarski Krech questioned how much Bolton & Menk's proposal was for.

Mr. Thureen stated the total cost of Bolton & Menk's proposal was \$248,500. He explained both County and City staff felt comfortable moving forward with the proposal from Kimley Horn.

Motion by Mueller, second by Madden, to adopt Resolution No. 14-139 Receiving Professional Service Proposals and Accepting Proposal from Kimley-Horn and Associates, Inc. for City Project No. 2014-11, Argenta Trail at Trunk Highway 55

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT:

Matthew Harmoning, 7618 Addisen Path, expressed concern regarding a sidewalk that ran in front of his home and his neighbor's home. He stated the sidewalk spanned the length of both homes and terminated at private property. He explained he understood that there was an ordinance in place for the Northwest Area which required a sidewalk one side of every street. He argued that there were other areas within the same development where there was no sidewalk on either side of the street. He questioned the ordinance requirements were not applied in a uniform manner. He opined that he and his neighbor had to bear the burden of having a sidewalk in their front yard when it did not seem to be required in other parts of the same development. He explained the homes on the same side of Addisen Path that were located across 76th Street did not have a sidewalk.

Mayor Tourville suggested that Mr. Harmoning meet with staff to further discuss and clarify the ordinance requirements for the Northwest Area.

Mr. Link stated there was one anomaly in the development in which there was not a sidewalk on at least one side of the street.

Mr. Carlson reviewed the neighborhood meetings scheduled for Saturday, October 4th at various parks throughout the City to discuss the future of the parks system. The purpose of the meetings was to provide residents with information about the parks system, provide an opportunity for residents to ask questions, and provide residents with an opportunity to provide opinions about what they want in a park, trail, and recreation system. He noted additional information was available on the City's website.

Mayor Tourville advertised for the Harmon Farms Trail Run on Sunday, September 14th at Harmon Park Reserve.

6. PUBLIC HEARINGS: None.

7. REGULAR AGENDA:**COMMUNITY DEVELOPMENT:**

A. THOMAS LEACH: Consider Resolution relating to a Variance to allow Parking with a Zero Foot Setback on the property located at 6426 Cahill Avenue, 6399 Cahill Avenue, and 3095 65th Street

Mr. Link reviewed the location of the property. The request was for a variance from side yard setbacks. The applicant installed five (5) parking spaces on two separate locations of his property. The property lines were not verified and the City was not contacted to check on the setback requirements. The parking spaces extended over two adjacent neighboring properties. The City became aware of the issue upon receiving a complaint. City Code required a setback of five (5) feet from the property line to the parking stalls. Because the parking stalls extended across the property line the setback requirements had not been met. By statute the City would have to identify a practical difficulty in order to grant the variance. A practical difficulty meant that the problem could not be caused by the property owner and it had to be unique in some manner so as not to set a harmful precedent. The variance would be justified if it took away some reasonable use of the property or if it was the only option available. In this case staff found that there were other options for parking besides where the spaces were installed. Planning staff recommended denial of the variance. The Planning Commission also recommended denial on a split vote (4-3).

Tom Leach, 6760 Arkansas Avenue, stated the parking area was somewhat landlocked due to steep topography. He explained he bought the property to the east of the main lot from the car wash. At one point in time he owned the property where five (5) of the stalls were located. He noted when he sold the car wash he also had to sell 20 feet of property from the end of the car wash to the north. He opined it was very important for the tenants of the building that the ten (10) parking stalls in question remained as is.

Councilmember Bartholomew questioned if Mr. Leach had an agreement with the respective landowners to allow him to use the parking stalls.

Mr. Leach replied in the affirmative.

Councilmember Bartholomew questioned if the variance was necessary when the parties involved have an agreement in place to allow the property to continue to be used for parking. He suggested it could be considered a lease of the property and the boundaries could be moved to conform to the setback requirements. He stated Mr. Leach would essentially be leasing or renting the property with an easement over the areas with the parking stalls.

Mr. Link stated that would be a City Council interpretation of the issue. He noted a variance would still be necessary.

Mr. Kuntz explained if the adjoining property owner consented, leased, or granted a license for use of the property it could be a consideration of the variance. He stated a lease could not be used to eliminate all City setback areas. He noted it was not a question of whether or not the applicant had permission to be in the setback area. He explained the property owner's consent did not eliminate the governmental interest in the setback areas.

Councilmember Bartholomew questioned if a temporary easement could be granted for the property.

Mr. Kuntz stated no possessory tools would change the fee ownership parcel boundary. The City Code was setup to measure setbacks by the fee ownership boundary of the parcel.

Councilmember Madden stated he would like to find a way to allow the parking stalls to remain in place because the additional spaces improved the parking and traffic flow for the tenants of the building.

Mayor Tourville questioned if there was a way to stipulate the parking spaces would remain in place as long as the property owners were in agreement. He stated if the property changed ownership in the future the new owner may not want the spaces.

Mr. Leach stated he had an agreement with the landowners that if they wanted the spaces to be removed in the future he would do so within a reasonable amount of time.

Mr. Kuntz stated the agreement did not grant a permanent easement and it was not something that was going to perpetually stay attached to the property. He opined it appeared that the landowners had reserved the right to revoke permission to use the property at any time for any reason. He explained the City did not want to be involved with the enforcement or monitoring of the terms of the agreement. The consenting parties would have to resolve their property rights individually if the permission to use the property was revoked.

Mayor Tourville suggested that the agreement would only have to be monitored if there was an issue. He questioned if there was something that City could keep in a property file that would memorialize the terms of the agreement between the consenting property owners.

Mr. Kuntz stated it would not be unreasonable to attach a condition that if permission or consent for use of the property was withdrawn the parking area would be removed.

Councilmember Piekarski Krech stated it may be a good idea to attach such a condition so as not to set a precedent. She questioned if the City could attach stipulations to a variance.

Mr. Kuntz stated the City could condition a variance.

Councilmember Piekarski Krech suggested a condition that would require written permission from the fee owners of the property for the variance to be in effect.

Mr. Kuntz stated that would be an escalated level of involvement on the part of the City. He explained the most minimal level of involvement would be to attach a condition stating if permission was withdrawn the cars could no longer be parked on the property. He noted such a condition would eliminate enforcement and oversight by the City.

Councilmember Bartholomew suggested the practical difficulty could be that the established businesses in the area do not have enough parking and without the additional parking their businesses would not survive.

Mayor Tourville opined the practical difficulty was that the property was better served with the additional parking spaces. He questioned if the adjacent property owner understood the condition that permission had to be in place in order for the parking spaces to remain as is.

Diane Knuckey, 6399 Cahill Avenue, stated she had no problem with allowing the parking spaces to encroach onto her property. She noted there was a written agreement in place between herself and Mr. Leach.

Motion by Tourville, second by Mueller, to adopt Resolution No. 14-140 approving a Variance to allow Parking with a Zero Foot Setback on the property located at 6426 Cahill Avenue, 6399 Cahill Avenue, and 3095 65th Street with the practical difficulty identified as the property being better served with the additional parking spaces and the added condition that if permission was withdrawn the parking would not occur on the property.

Ayes: 5

Nays: 0 Motion carried.

B. CHS, INC: Consider the following resolutions for property located at 5500 Cenex Drive:

- i) Resolution relating to a Major Site Plan Review to Expand the Parking Lot Facilities
- ii) Resolution relating to a Variance to allow a 10 Foot Front Yard Setback whereas 30 Feet is Required in the B-1, Limited Business District

Mr. Link reviewed the location of the property. He stated the applicant proposed construction of a parking lot on property located across the street from the main headquarters. The parking lot would be for 105 vehicles and would have one (1) access point onto Cenex Drive. The request required a variance from minimum front yard setback requirements. In all commercial zoning districts the front yard setback was ten (10) feet. In the B-1 zoning district the setback was 30 feet. The applicant proposed to move the setback to ten (10) feet in order to save some trees and slopes on the backside. The crosswalk would be moved up to the intersection as there were safety concerns associated with locating a crosswalk in the middle of a block. The application complied with all performance standards and the practical difficulty for the variance was the existing trees and slopes that would be preserved. He noted the stormwater ponding design would be worked out at the staff level with the applicant. Both Planning staff and the Planning Commission recommended approval of the requests.

Councilmember Piekarski Krech questioned if the location of the crosswalk would work best for the applicant.

Ian Ellis, CHS Facilities Manager, stated they were comfortable with the location of the crosswalk.

Councilmember Mueller questioned if the sidewalk continued to the main building.

Mr. Ellis explained it connected to an existing crosswalk located at the property's driveway. He stated the location of the crosswalk from the new parking lot was discussed with the Public Work Director. He noted the only drawback to locating the crosswalk at the intersection was that some employees may attempt to take a shortcut out of the lot and not cross the street at the designated crosswalk. He explained they planned to install landscaping that would make it difficult to take a shortcut to cross the street in order to keep their employees safe and encourage them to cross at the intersection.

Councilmember Piekarski Krech questioned if staff felt it was that big of a safety issue to move the crosswalk to the middle of the block. She opined a majority of the people would probably not walk to the intersection to cross the street.

Mayor Tourville suggested installing pedestrian crossing signs.

Mr. Thureen stated he wanted the crosswalk moved to the intersection. He explained the original design was not safe. Location of the crosswalk mid-block would be back by their driveway given the configuration of Cenex Drive. The prudent design was to locate the crosswalk at the intersection. He opined in terms of the responsible design it made no sense to locate a crosswalk 140 feet from an intersection.

Mr. Ellis noted that staff offered to allow the curbs on either side of the crosswalk to be painted yellow to prevent parking. He stated if someone did choose to cross where they were not supposed to there would be a lot of visibility. He added the existing sidewalk would be realigned to meet up to the crosswalk.

Mr. Thureen stated no parking would be allowed on both sides of the street from the intersection back to the driveway coming from Babcock.

Councilmember Piekarski Krech clarified staff did not want the crosswalk moved to the east where it would line up better with the entrance to the building.

Mr. Thureen replied in the affirmative. He strongly recommended that the Council not approve a design that would locate the crosswalk 140 feet from the intersection.

Mayor Tourville stated it should be designed as safely as possible.

Mr. Ellis stated they understood and agreed with staff's safety concerns regarding right turning and vehicles coming off of Babcock and that is why they revised their plans and moved the crosswalk to the intersection.

Mayor Tourville questioned what would be done about parking along Cenex Drive.

Mr. Thureen stated both sides of Cenex Drive would be striped no parking from Babcock back to the driveway. Parking would be allowed, as it currently is, on the remainder of Cenex Drive.

Mayor Tourville stated the concern was regarding semi-trucks that park along Cenex Drive.

Mr. Link stated the issue related to truck parking along Cenex Drive would be discussed at an upcoming work session. He noted the concerns were also related to truck storage along Cenex Drive.

Mayor Tourville stated his understanding was that CHS did not want parking of trucks to be allowed along Cenex Drive.

Mr. Lynch stated it was a public parking issue related to land use and zoning. He explained the City could not arbitrarily change the regulations without going through a public input and discussion process.

Councilmember Piekarski Krech questioned if on street parking of semi-trucks was allowed in the B-1 zoning district.

Mr. Link replied in the affirmative. He stated it was allowed anywhere in the City except in residential zoning districts. He reiterated the concern in this instance was also related to storage of trailers.

Councilmember Piekarski Krech stated she would be in favor of changing some of the parking regulations. She questioned if there would be a major issue with the stormwater on the property.

Mr. Link stated the applicant simply had to finalize the size of the pond with engineering.

Mayor Tourville questioned how far from the intersection parking of semi-trucks would be prohibited.

Councilmember Piekarski Krech stated visibility for cars entering and exiting the parking lot should also be a consideration.

Mr. Link stated that was an issue that the Council had the authority to address. He explained the City Council could determine if truck parking would be allowed or prohibited in specific areas.

Mr. Lynch suggested that the Council include any agreed upon no parking designation for Cenex Drive as a condition of approval.

Mr. Kuntz stated the imposition of the no parking restriction should be done by resolution.

Motion by Piekarski Krech, second by Mueller, to adopt Resolution No. 14-141 approving a Major Site Plan Review to Expand the Parking Lot Facilities, Resolution No. 14-142 approving a Variance to allow a 10 Foot Front Yard Setback whereas 30 Feet is required in the B-1, Limited Business District, and Resolution No. 14-143 Extending the No Parking Designation to the East Side of the North Driveway on Cenex Drive

Ayes: 5

Nays: 0 **Motion carried.**

C. CITY OF INVER GROVE HEIGHTS: Consider the Second Reading of an Ordinance related to Body Art Establishments

Mr. Kuntz stated staff incorporated the change directed by Council at the first reading to add a requirement that a cell phone number be provided by license applicants. He explained the Deputy City Clerk sent the draft ordinance to the Chamber of Commerce for review and comment. It was anticipated that feedback from the Chamber would be provided at the third reading of the ordinance.

Motion by Piekarski Krech, second by Bartholomew, to approve the Second Reading of an Ordinance related to Body Art Establishments

Ayes: 5

Nays: 0 **Motion carried.**

8. MAYOR & COUNCIL COMMENTS:

Mr. Lynch announced that the City's annual Fall Clean-Up Day was scheduled for Saturday, September 20th from 8:00 am to 11:00 am at the Public Works Maintenance facility. He noted complete details could be found in the most recent issue of Insights and on the City's website.

9. ADJOURN: Motion by Mueller, second by Madden, to adjourn. The meeting was adjourned by a unanimous vote at 8:07 pm

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: September 22, 2014
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Bill Schroepfer, Accountant
 Reviewed by: N/A

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 the attached resolution approving disbursements for the period of September 4, 2014 to September 17, 2014.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending September 17, 2014. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$606,988.14
Debt Service & Capital Projects	178,791.88
Enterprise & Internal Service	235,109.72
Escrows	92,444.54
	<hr/>
Grand Total for All Funds	<u><u>\$1,113,334.28</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 September 4, 2014 to September 17, 2014 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING September 17, 2014**

WHEREAS, a list of disbursements for the period ending September 17, 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	\$606,988.14
Debt Service & Capital Projects	178,791.88
Enterprise & Internal Service	235,109.72
Escrows	92,444.54
 Grand Total for All Funds	 <u><u>\$1,113,334.28</u></u>

Adopted by the City Council of Inver Grove Heights this 22nd day of September, 2014.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk



Expense Approval Report

By Fund

Payment Dates 9/4/2014 - 9/17/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ABC RENTALS INC	230558	09/17/2014	20846	101.44.6000.451.40065	60.04
ACE PAINT & HARDWARE	519550/5	09/05/2014	501126	101.43.5100.442.60040	41.48
ACE PAINT & HARDWARE	521089/5	09/17/2014	501126	101.44.6000.451.40047	21.96
ACE PAINT & HARDWARE	521098/5	09/17/2014	501126	101.44.6000.451.60012	7.78
ACE PAINT & HARDWARE	521129/5	09/17/2014	501126	101.44.6000.451.40047	5.49
ACE PAINT & HARDWARE	521200/5	09/05/2014	501126	101.42.4200.423.60065	14.98
ACE PAINT & HARDWARE	521222/5	09/05/2014	501126	101.42.4200.423.60065	5.48
ACE PAINT & HARDWARE	521243/5	09/17/2014	501126	101.44.6000.451.40040	29.01
AFSCME COUNCIL 5	INV0031709	09/19/2014	UNION DUES (AFSCME FAIR	101.203.2031000	53.68
AFSCME COUNCIL 5	INV0031710	09/19/2014	UNION DUES (AFSCME FULL	101.203.2031000	641.28
AFSCME COUNCIL 5	INV0031711	09/19/2014	UNION DUES (AFSCME FULL	101.203.2031000	75.15
AFSCME COUNCIL 5	INV0031323	09/05/2014	UNION DUES (AFSCME FAIR	101.203.2031000	53.68
AFSCME COUNCIL 5	INV0031324	09/05/2014	UNION DUES (AFSCME FULL	101.203.2031000	641.28
AFSCME COUNCIL 5	INV0031325	09/05/2014	UNION DUES (AFSCME FULL	101.203.2031000	75.15
AGASSIZ SEED & SUPPLY	INV075445	09/17/2014	CITYO55077	101.44.6000.451.60016	2,680.00
AGASSIZ SEED & SUPPLY	INV075445	09/17/2014	CITYO55077	101.44.6000.451.60065	90.00
ANDERSON, ALLISON	9/8/14	09/10/2014	REFUND LONG-TERM DISABII	101.42.4000.421.20630	70.77
APA MN ADMINISTRATORS	9/10/14	09/10/2014	REGISTRATION- ALLAN HUNT	101.45.3200.419.50080	330.00
APWA-MN CHAPTER	SCHOOL REGIS	09/05/2014	3 REGISTRATIONS	101.43.5100.442.50080	1,485.00
ASPEN MILLS	153384	09/05/2014	550771	101.42.4200.423.60045	276.75
ASPEN MILLS	153618	09/10/2014	550771	101.42.4200.423.60045	74.95
AT & T MOBILITY	287237771092X0	09/05/2014	287237771092	101.41.1000.413.50020	113.98
AT & T MOBILITY	287237771092X0	09/05/2014	287237771092	101.43.5100.442.50020	40.08
BARR ENGINEERING COMPANY	23190328.14-25	09/10/2014	6/14/14-7/11/14	101.43.5100.442.30300	3,892.50
BELLEISLE, MONICA	8/29/14	09/10/2014	REIMBURSE-MILEAGE	101.42.4200.423.50065	62.55
CA DEPT OF CHILD SUPPORT SERVICES	INV0031326	09/05/2014	MIGUEL GUADALAJARA FEIN	101.203.2032100	279.69
CENTRAL TURF & IRRIGATION SUPPLY	5051554-00	09/17/2014	112659	101.44.6000.451.40047	152.00
CENTURY LINK	8/19/14 651 455	09/10/2014	651 455 9072 782	101.42.4200.423.50020	42.44
CENTURY LINK	8/22/14 651 457	09/17/2014	651 457 4184 746	101.44.6000.451.50020	58.94
CENTURY LINK	8/22/14 651 457	09/17/2014	651 457 5524 959	101.44.6000.451.50020	64.89
CITY OF MINNEAPOLIS RECEIVABLES	400413005166	09/17/2014	JULY 2014	101.42.4000.421.30700	2,863.80
CITY OF SAINT PAUL	IN00003170	09/10/2014	JULY 2014	101.42.4000.421.40042	32.50
COLLINS ELECTRICAL CONST.	1431354.01	09/10/2014	8/19/14	101.43.5400.445.40042	543.26
COLLINS ELECTRICAL CONST.	1431379.01	09/10/2014	8/19/14	101.43.5200.443.40046	178.50
COLLINS ELECTRICAL CONST.	1431436.01	09/17/2014	8/29/14	101.43.5200.443.40046	370.00
COLLINS ELECTRICAL CONST.	1431575.01	09/17/2014	8/29/14	101.43.5200.443.40046	353.00
COMCAST	8/19/14 8772 10	09/05/2014	8772 10 591 0024732	101.42.4200.423.30700	2.25
CRITICAL FOCUS	1058	09/10/2014	8/25	101.43.5200.443.30700	275.00
CULLIGAN	8/31/14 157-9845	09/17/2014	157-98459100-6	101.42.4200.423.60065	59.15
CULLIGAN	8/31/14 157-9845	09/17/2014	157-98459118-8	101.42.4200.423.60065	60.65
DAKOTA CTY FINANCIAL SVCS	00011899-00011	09/17/2014	EDGE COURSE - DODGE & S	101.43.5100.442.50080	255.00
DAKOTA CTY FINANCIAL SVCS	00012507	09/17/2014	8/27/14	101.44.6000.451.70501	13,016.10
DAKOTA CTY FIRE CHIEFS ASSN	002	09/10/2014	8/20/14	101.42.4200.423.30700	50.00
DAKOTA CTY PROP TAXATION & RECORDE	TNT2014-14	09/17/2014	2014 TRUTH IN TAXATION CO	101.41.2000.415.30700	2,143.43
DAKOTA CTY TECH COLLEGE	AUGUST 2014	09/10/2014	PURSUIT REFRESHER	101.42.4000.421.50080	450.00
DAKOTA ELECTRIC ASSN	109394-7 9/14	09/17/2014	Invoice	101.43.5400.445.40020	1,169.20
DAKOTA ELECTRIC ASSN	246837-9 9/14	09/17/2014	Invoice	101.44.6000.451.40020	5,009.47
DAKOTA ELECTRIC ASSN	250165-8 9/14	09/17/2014	Invoice	101.44.6000.451.40020	664.45
DAKOTA ELECTRIC ASSN	393563-2 9/14	09/17/2014	Invoice	101.44.6000.451.40020	448.05
DAKOTA ELECTRIC ASSN	426713-4 9/14	09/17/2014	Invoice	101.43.5400.445.40020	38.64
DAKOTA ELECTRIC ASSN	443054-2 9/14	09/17/2014	Invoice	101.44.6000.451.40020	10.00
DJ MEDIN ARCHITECTS, INC.	14-026-2	09/17/2014	6/23/14	101.44.6000.451.40040	703.50
EFTPS	INV0031730	09/19/2014	FEDERAL WITHHOLDING	101.203.2030200	39,817.82
EFTPS	INV0031732	09/19/2014	MEDICARE WITHHOLDING	101.203.2030500	11,247.38
EFTPS	INV0031733	09/19/2014	SOCIAL SECURITY WITHHOLI	101.203.2030400	34,949.82
EFTPS	INV0031347	09/05/2014	FEDERAL WITHHOLDING	101.203.2030200	41,367.87
EFTPS	INV0031349	09/05/2014	MEDICARE WITHHOLDING	101.203.2030500	11,366.56
EFTPS	INV0031350	09/05/2014	SOCIAL SECURITY WITHHOLI	101.203.2030400	34,283.28
EFTPS	INV0031351	09/05/2014	FEDERAL WITHHOLDING	101.203.2030200	7.83
EFTPS	INV0031353	09/05/2014	MEDICARE WITHHOLDING	101.203.2030500	11.70
EFTPS	INV0031354	09/05/2014	SOCIAL SECURITY WITHHOLI	101.203.2030400	50.00
EMMONS & OLIVIER RESOURCES	00095-0044-5	09/10/2014	00095-0044	101.43.5100.442.30300	750.50

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ENGSTROM, NELS	8/27/14	09/10/2014	REIMBURSE-FOOD/LODGE	101.42.4000.421.50075	143.50
FAHRNER ASPHALT SEALERS LLC	28256	09/05/2014	4559400	101.44.6000.451.40046	1,332.00
FIRST IMPRESSION GROUP, THE	58747-P	09/05/2014	8/26/14	101.41.1100.413.50032	2,455.00
FIRSTSCRIBE	2463434	09/10/2014	8/1/14	101.43.5100.442.40044	250.00
FIRSTSCRIBE	2463707	09/17/2014	9/1/14	101.43.5100.442.40044	250.00
FOLMAR, SEAN	8/4/14	09/10/2014	REIMBURSE-UNIFORM	101.42.4000.421.60045	67.50
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0031714	09/19/2014	HSA ELECTION-FAMILY	101.203.2032500	2,985.07
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0031715	09/19/2014	HSA ELECTION-SINGLE	101.203.2032500	2,596.34
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0031328	09/05/2014	HSA ELECTION-FAMILY	101.203.2032500	2,985.07
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0031329	09/05/2014	HSA ELECTION-SINGLE	101.203.2032500	2,646.34
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.41.1100.413.30550	5.21
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.41.2000.415.30550	20.58
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.42.4000.421.30550	78.15
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.43.5000.441.30550	5.21
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.43.5100.442.30550	20.84
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.43.5200.443.30550	5.21
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.44.6000.451.30550	17.40
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.45.3000.419.30550	4.69
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	101.45.3300.419.30550	10.42
GOODPOINTE TECHNOLOGY, INC.	7030	09/17/2014	9/4/14	101.43.5100.442.40044	681.50
GOODPOINTE TECHNOLOGY, INC.	7031	09/17/2014	9/4/14	101.44.6000.451.40046	336.00
GREAT RIVER GREENING	1900	09/17/2014	8/19/14	101.44.6000.451.40047	750.00
HOME DEPOT CREDIT SERVICES	8/13/14 6035 322	09/05/2014	6035 3225 0255 4813	101.42.4200.423.60018	69.39
HORTICULTURE SERVICES LLC	18060	09/05/2014	104	101.44.6000.451.40047	143.20
ICMA RETIREMENT TRUST - 457	INV0031716	09/19/2014	ICMA-AGE <49 %	101.203.2031400	4,455.53
ICMA RETIREMENT TRUST - 457	INV0031717	09/19/2014	ICMA-AGE <49	101.203.2031400	4,325.00
ICMA RETIREMENT TRUST - 457	INV0031718	09/19/2014	ICMA-AGE 50+ %	101.203.2031400	1,100.21
ICMA RETIREMENT TRUST - 457	INV0031719	09/19/2014	ICMA-AGE 50+	101.203.2031400	4,762.87
ICMA RETIREMENT TRUST - 457	INV0031720	09/19/2014	ICMA (EMPLOYER SHARE AD	101.203.2031400	73.67
ICMA RETIREMENT TRUST - 457	INV0031728	09/19/2014	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	587.70
ICMA RETIREMENT TRUST - 457	INV0031330	09/05/2014	ICMA-AGE <49 %	101.203.2031400	4,774.83
ICMA RETIREMENT TRUST - 457	INV0031331	09/05/2014	ICMA-AGE <49	101.203.2031400	4,325.00
ICMA RETIREMENT TRUST - 457	INV0031332	09/05/2014	ICMA-AGE 50+ %	101.203.2031400	1,207.32
ICMA RETIREMENT TRUST - 457	INV0031333	09/05/2014	ICMA-AGE 50+	101.203.2031400	4,762.87
ICMA RETIREMENT TRUST - 457	INV0031334	09/05/2014	ICMA (EMPLOYER SHARE AD	101.203.2031400	73.67
ICMA RETIREMENT TRUST - 457	INV0031344	09/05/2014	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	587.70
INFINITY WIRELESS	35638	09/05/2014	8/20/14	101.42.4200.423.40042	157.00
INFINITY WIRELESS	35711	09/10/2014	8/29/14	101.42.4200.423.40042	105.00
INSIGHT EDGE	7/22/14	09/17/2014	AUGUST COACHING	101.41.1100.413.30700	1,000.00
INSIGHT EDGE	1372	09/10/2014	9/2/14	101.42.4000.421.50080	1,000.00
INVER GROVE FORD	8/25/14 94917	09/10/2014	8/25/14	101.42.4000.421.70300	267.81
IUOE	INV0031335	09/05/2014	UNION DUES IUOE	101.203.2031000	1,132.51
KENISON, TERRI	AUGUST 2014	09/10/2014	AUGUST 2014	101.42.4200.423.30700	850.00
LEAGUE OF MN CITIES	202052	09/10/2014	2014-2015	101.41.1000.413.50070	21,542.00
LEAGUE OF MN CITIES	203097	09/17/2014	9/3/14	101.42.4000.421.50080	30.00
LELS	INV0031336	09/05/2014	UNION DUES (LELS)	101.203.2031000	1,300.00
LELS SERGEANTS	INV0031345	09/05/2014	UNION DUES (LELS SGT)	101.203.2031000	225.00
LEVANDER, GILLEN & MILLER P.A.	7/31/14 92000E	09/05/2014	92000E	101.42.4000.421.30410	17,747.54
LOCAL GOVERNMENT INFORMATION SYST	38810	09/05/2014	106325	101.42.4000.421.70501	1,609.00
LOCAL GOVERNMENT INFORMATION SYST	38850	09/05/2014	111541	101.42.4200.423.30700	49.50
LOWE'S	9/2/14 821 3124	09/17/2014	821 3124 019951 8	101.44.6000.451.60066	43.88
M & J SERVICES, LLC	1112	09/05/2014	7/29-7/31	101.44.6000.451.30700	3,920.00
MADISON NATIONAL LIFE INSURANCE CON	1140784	09/05/2014	101243900000000	101.203.2031700	2,487.88
MERRIAM PARK REPAIR	31596	09/05/2014	41025	101.44.6000.451.60040	1,420.00
METROPOLITAN COUNCIL ENVIRON SRVC	9/4/14	09/17/2014	AUGUST 2014 SAC	101.41.0000.3414000	(124.25)
MIKE'S SHOE REPAIR, INC.	9022014	09/17/2014	9/2/14	101.42.4200.421.30700	44.00
MINNESOTA DEPARTMENT OF HUMAN SER	INV0031327	09/05/2014	JUSTIN PARRANTO FEIN/TAX	101.203.2032100	495.61
MN DEPT OF LABOR & INDUSTRY	AUGUST 2014	09/12/2014	AUGUST 2014 SURCHARGE	101.207.2070100	3,622.93
MN DEPT OF LABOR & INDUSTRY	AUGUST 2014	09/12/2014	AUGUST 2014 SURCHARGE	101.41.0000.3414000	(72.46)
MN DEPT OF REVENUE	INV0031731	09/19/2014	STATE WITHHOLDING	101.203.2030300	16,922.32
MN DEPT OF REVENUE	INV0031337	09/05/2014	LETTER ID: L0937545088 - RE	101.203.2031900	205.02
MN DEPT OF REVENUE	INV0031348	09/05/2014	STATE WITHHOLDING	101.203.2030300	17,396.51
MN DEPT OF REVENUE	INV0031352	09/05/2014	STATE WITHHOLDING	101.203.2030300	8.41
MN LIFE INSURANCE CO	SEPTEMBER 20	09/05/2014	#0027324	101.203.2030900	3,035.01
MN MAYOR'S ASSN	2014 MEMBERSH	09/10/2014	GEORGE TOURVILLE	101.41.1000.413.50070	30.00
MN NCPERS LIFE INSURANCE	SEPTEMBER 20	09/05/2014	SEPTEMBER 2014	101.203.2031600	336.00
MN SHERIFF'S ASSOCIATION	062960	09/17/2014	JEFF LUNDBLAD	101.42.4000.421.50080	140.00
MTI DISTRIBUTING CO	981346-00	09/17/2014	91180	101.44.6000.451.40047	968.24
NATURE CALLS, INC.	20933	09/17/2014	7/31/14	101.44.6000.451.40065	2,549.00
NFPA	6199215X	09/05/2014	1 YEAR MEMBERSHIP - J. SCI	101.42.4200.423.50070	165.00
NORTHSTAR CHAPTER AMERICAN PAYROL	5397561	09/05/2014	REGISTRATION-CARRIE ISSA	101.41.2000.415.50080	250.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
OLD WORLD PIZZA	8/27/14	09/05/2014	8/27/14	101.44.6000.451.50075	50.00
OXYGEN SERVICE COMPANY, INC	03272431	09/05/2014	04394	101.42.4000.421.60065	24.80
OXYGEN SERVICE COMPANY, INC	03275684	09/17/2014	04394	101.42.4000.421.60065	24.80
PERA	INV0031722	09/19/2014	PERA COORDINATED PLAN	101.203.2030600	30,061.08
PERA	INV0031723	09/19/2014	EMPLOYER SHARE (EXTRA P	101.203.2030600	2,404.86
PERA	INV0031724	09/19/2014	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0031725	09/19/2014	EMPLOYER SHARE (PERA DE	101.203.2030600	57.69
PERA	INV0031726	09/19/2014	PERA POLICE & FIRE PLAN	101.203.2030600	11,291.04
PERA	INV0031727	09/19/2014	EMPLOYER SHARE (POLICE &	101.203.2030600	16,936.52
PERA	INV0031338	09/05/2014	PERA COORDINATED PLAN	101.203.2030600	30,025.96
PERA	INV0031339	09/05/2014	EMPLOYER SHARE (EXTRA P	101.203.2030600	2,402.04
PERA	INV0031340	09/05/2014	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0031341	09/05/2014	EMPLOYER SHARE (PERA DE	101.203.2030600	57.69
PERA	INV0031342	09/05/2014	PERA POLICE & FIRE PLAN	101.203.2030600	12,246.29
PERA	INV0031343	09/05/2014	EMPLOYER SHARE (POLICE &	101.203.2030600	18,369.37
PETTY CASH	9/17/14	09/17/2014	PETTY CASH REQUEST 9/17/'	101.41.2000.415.50065	75.55
PETTY CASH	9/17/14	09/17/2014	PETTY CASH REQUEST 9/17/'	101.45.3300.419.50080	8.00
PETTY CASH	FALL CLEAN UP	09/17/2014	FALL CLEAN UP REQUEST	101.100.1010400	300.00
PETTY CASH - POLICE	9/10/14	09/10/2014	9/10/14	101.42.4000.421.50075	17.64
PETTY CASH - POLICE	9/10/14	09/10/2014	9/10/14	101.42.4000.421.60065	31.99
PINE BEND PAVING, INC.	14-509	09/10/2014	8/12/14	101.43.5200.443.60016	2,000.55
PLUNKETT'S PEST CONTROL	3742791	09/17/2014	2086226	101.42.4200.423.30700	266.76
RIVARD STONE, INC.	83350	09/17/2014	95952	101.44.6000.451.40047	242.70
S & T OFFICE PRODUCTS	AUGUST 2014	09/10/2014	AUGUST 2014	101.41.1100.413.60070	36.48
S & T OFFICE PRODUCTS	AUGUST 2014	09/10/2014	AUGUST 2014	101.41.2000.415.60040	355.99
S & T OFFICE PRODUCTS	AUGUST 2014	09/10/2014	AUGUST 2014	101.45.3000.419.60010	40.23
SAFE-FAST, INC.	INV143444	09/14/2014	INVERGRV01	101.43.5200.443.60045	74.50
SCHROEPFER, WILLIAM	AUGUST 2014	09/10/2014	REIMBURSE-BANK RUNS	101.41.2000.415.50065	35.06
SHAPCO PRINTING	310098	09/10/2014	0585	101.44.6000.451.60010	250.00
SHERWIN-WILLIAMS	7770-8	09/17/2014	6682-5453-5	101.44.6000.451.40047	4.29
SOLBERG AGGREGATE CO	12884	09/10/2014	7/16/14	101.43.5200.443.60016	582.66
STRAIGHT RIVER MEDIA	1285	09/05/2014	SEPT-OCT 2014	101.41.1100.413.50032	900.00
T MOBILE	8/8/14 49410368	09/10/2014	49410368	101.43.5100.442.50020	49.99
TOP OF THE LINE LAWN & LANDSCAPE, INC(4121		09/10/2014	2685 79TH CT E.	101.45.3000.419.30700	168.75
TOP OF THE LINE LAWN & LANDSCAPE, INC(4122		09/10/2014	3780 71ST ST	101.45.3000.419.30700	202.50
TOP OF THE LINE LAWN & LANDSCAPE, INC(4123		09/10/2014	5971 CAHILL AVE	101.45.3000.419.30700	135.00
TOP OF THE LINE LAWN & LANDSCAPE, INC(4124		09/10/2014	2400 78TH ST E	101.45.3000.419.30700	101.25
TOP OF THE LINE LAWN & LANDSCAPE, INC(4197		09/10/2014	2144 67TH ST	101.45.3000.419.30700	67.50
TOP OF THE LINE LAWN & LANDSCAPE, INC(4198		09/10/2014	3780 71ST E	101.45.3000.419.30700	67.50
TOP OF THE LINE LAWN & LANDSCAPE, INC(4199		09/10/2014	0116335190	101.45.3000.419.30700	84.38
TOP OF THE LINE LAWN & LANDSCAPE, INC(4200		09/10/2014	4580 BACON	101.45.3000.419.30700	67.50
TOP OF THE LINE LAWN & LANDSCAPE, INC(4201		09/10/2014	5030 BRENT	101.45.3000.419.30700	67.50
TOTAL CONSTRUCTION & EQUIP.	61342	09/17/2014	CIT001	101.44.6000.451.40040	240.13
TOTAL CONSTRUCTION & EQUIP.	61474INV003186	09/17/2014	CIT001	101.44.6000.451.40040	168.65
TRACTOR SUPPLY CREDIT PLAN	8/21/14 6035 301	09/17/2014	6035 3012 0018 3679	101.44.6000.451.60040	52.49
TREE TRUST	14409	09/17/2014	CIIGH	101.44.6000.451.30700	5,366.60
TREE TRUST	14409	09/17/2014	CIIGH	101.44.6000.451.70501	967.80
TWIN CITIES OCCUPATIONAL HEALTH PC	6512387	09/05/2014	8/19/14	101.41.1100.413.30500	205.00
TWIN SOURCE SUPPLY	00440217	09/10/2014	8/18/14	101.43.5200.443.60045	66.07
U OF M - CCE REGISTRATION	11/19/14-11/21/14	09/17/2014	REGISTRATION-S. DODGE &	101.43.5100.442.50080	790.00
UNIFIRST CORPORATION	090 0216003	09/10/2014	1051948	101.43.5200.443.60045	34.09
UNIFIRST CORPORATION	090 0216003	09/10/2014	1051948	101.44.6000.451.60045	24.68
UNIFIRST CORPORATION	090 0216892	09/10/2014	1051948	101.43.5200.443.60045	29.89
UNIFIRST CORPORATION	090 0216892	09/10/2014	1051948	101.44.6000.451.60045	28.58
UNIFIRST CORPORATION	090 0217786	09/17/2014	1051948	101.43.5200.443.60045	29.89
UNIFIRST CORPORATION	090 0217786	09/17/2014	1051948	101.44.6000.451.60045	28.58
UNIFORMS UNLIMITED	214679	09/05/2014	I14866	101.42.4000.421.60045	102.59
UNITED WAY	INV0031729	09/19/2014	UNITED WAY	101.203.2031300	105.00
UNITED WAY	INV0031346	09/05/2014	UNITED WAY	101.203.2031300	105.00
USA MOBILITY WIRELESS INC	X03174091	09/17/2014	03174049-1	101.42.4000.421.50020	4.89
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.42.4000.421.50020	1,141.00
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.42.4200.423.50020	676.43
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.43.5000.441.50020	52.06
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.43.5100.442.50020	304.50
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.43.5200.443.50020	267.24
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.44.6000.451.50020	490.66
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.45.3000.419.50020	50.75
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	101.45.3300.419.50020	156.18
WHAT WORKS INC	IGH ED2-001	09/05/2014	8/21/14	101.44.6000.451.30700	630.00
XCEL ENERGY	425953486	09/17/2014	Invoice	101.43.5200.443.40020	261.30
XCEL ENERGY	425953486	09/17/2014	Invoice	101.43.5400.445.40020	9,727.32

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
XCEL ENERGY	425972392	09/17/2014	Invoice	101.42.4200.423.40010	182.90
XCEL ENERGY	425972392	09/17/2014	Invoice	101.42.4200.423.40020	1,444.06
XCEL ENERGY	425973723	09/17/2014	Invoice	101.43.5400.445.40020	726.71
XCEL ENERGY	426692572	09/17/2014	Invoice	101.44.6000.451.40010	126.85
XCEL ENERGY	426692572	09/17/2014	Invoice	101.44.6000.451.40020	1,779.75
XCEL ENERGY	426699105	09/17/2014	Invoice	101.42.4000.421.40042	42.01
ZEE MEDICAL SERVICE	54402481	09/17/2014	001279	101.44.6000.451.60045	76.25
ZENSEN, JOHN	PR 08/22 ACH R	09/05/2014	PR ACH RTN	101.41.1200.414.10300	170.00
ZENSEN, MARY	PR 08/22 ACH R	09/05/2014	PR ACH RTN	101.41.1200.414.10300	264.00
ZIEGLER INC	K8859301	09/10/2014	4069900	101.43.5200.443.40050	4,130.00

Fund: 101 - GENERAL FUND

525,094.83

GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	204.44.6100.452.30550	2.24
GOPHER SPORT	8810188	09/05/2014	404658	204.44.6100.452.60009	53.90
GOPHER SPORT	8849710	09/10/2014	404658	204.44.6100.452.60009	119.50
IGH SENIOR CLUB	9/4/14	09/17/2014	SENIOR LUNCH/MEMBERSHIP	204.227.2271000	396.00
IGH/SSP COMMUNITY EDUCATION	9/4/14	09/17/2014	SENIOR TRIP/UCARE DISCOL	204.227.2271000	1,122.00
MAYER ARTS INC	8/13/14	09/05/2014	8/13/14	204.44.6100.452.30700	3,456.00
OLD WORLD PIZZA	8/27/14	09/05/2014	8/27/14	204.44.6100.452.60009	50.00
PONY PARTIES EXPRESS, LLC	1407	09/05/2014	IGH DAYS	204.44.6100.452.30700	485.00
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	204.44.6100.452.60009	10.93
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	204.44.6100.452.60009	112.88
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	204.44.6100.452.60009	10.92
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6570 2540	204.44.6100.452.60009	56.72
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6570 2540	204.44.6100.452.60009	13.76
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6570 2540	204.44.6100.452.60009	15.50
SPECIAL FORCES PAINTBALL LLC	0175	09/05/2014	9/7/14 - 4 HOURS	204.44.6100.452.30700	750.00
SWANK MOTION PICTURE INC	RG 1958871	09/05/2014	0259507002	204.44.6100.452.60009	453.15
TAHO SPORTSWEAR	14TF1444	09/05/2014	8/11/14	204.44.6100.452.60045	252.00
TAHO SPORTSWEAR	14TF1478	09/05/2014	8/19/14	204.44.6100.452.60045	343.20
TAHO SPORTSWEAR	14TF1531	09/05/2014	8/21/14	204.44.6100.452.60045	305.92
TAHO SPORTSWEAR	14TF1524	09/10/2014	8/25/14	204.44.6100.452.60045	660.00
TAHO SPORTSWEAR	14TF1555	09/10/2014	8/25/14	204.44.6100.452.60045	606.68
TAHO SPORTSWEAR	14TF1574	09/10/2014	8/25/14	204.44.6100.452.60045	77.79
TAHO SPORTSWEAR	14TF1575	09/10/2014	8/25/14	204.44.6100.452.60045	177.93
TARGET BANK	8/18/14 00028954	09/05/2014	00028954117	204.44.6100.452.60009	96.61
TWIN CITIES INFLATABLES, INC.	4223	09/10/2014	10/24/14	204.44.6100.452.40065	170.00
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	204.44.6100.452.50020	75.94
ZERO GRAVITY ENTERTAINMENT	288625	09/10/2014	223778	204.44.6100.452.30700	300.00

Fund: 204 - RECREATION FUND

10,174.57

ACE PAINT & HARDWARE	518928/5	09/05/2014	501126	205.44.6200.453.60016	23.93
ACE PAINT & HARDWARE	518931/5	09/05/2014	501126	205.44.6200.453.60016	3.98
ACE PAINT & HARDWARE	521269/5	09/10/2014	501126	205.44.6200.453.60016	9.63
AIM ELECTRONICS	37679	09/10/2014	8/27/14	205.44.6200.453.40040	375.20
ARMAGH HARDWOOD FLOORING, LLC	048TP0114	09/10/2014	8/30/14	205.44.6200.453.40040	5,676.00
BODSBERG, KYLE	9/8/14	09/17/2014	REIMBURSE-MIAMA	205.44.6200.453.50065	193.95
BY THE YARD INC.	43187	09/05/2014	7/30/14	205.44.6200.453.40040	3,601.20
COCA COLA BOTTLING COMPANY	0128261711	09/10/2014	8/20/14	205.44.6200.453.76100	216.00
CRARY, AMY	8/14/14	09/10/2014	REIMBURSE-MEMBERSHIP	205.44.6200.453.60065	11.94
DURA PRO PAINTING LLC	1513 B	09/05/2014	DOWN PAYMENT 1513	205.44.6200.453.80200	17,645.00
FIRST IMPRESSION GROUP, THE	58577	09/10/2014	3022	205.44.6200.453.50030	1,160.00
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	205.44.6200.453.30550	22.04
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	205.44.6200.453.30550	5.21
GRAINGER	9521875915	09/10/2014	806460150	205.44.6200.453.60016	37.90
HAWKINS, INC.	3640105	09/10/2014	108815	205.44.6200.453.60024	1,283.18
HAWKINS, INC.	3640106	09/17/2014	108815	205.44.6200.453.60024	1,191.27
HEIMEL, GEORGE	5/7/14	05/14/2014	REIMBURSE-LOW ENROLLME	205.44.0000.3493501	10.00
HILLYARD INC	601293512	09/17/2014	274069	205.44.6200.453.60011	337.12
HILLYARD INC	601293512	09/17/2014	274069	205.44.6200.453.60011	337.11
HUEBSCH SERVICES	3316217	09/10/2014	92965	205.44.6200.453.40040	69.32
HUEBSCH SERVICES	3316217	09/10/2014	92965	205.44.6200.453.40040	168.22
INSIGHT CONCRETE DESIGN	8/26/14	09/05/2014	DOWN PAYMENT	205.44.6200.453.40040	950.00
INSIGHT CONCRETE DESIGN	8/26/14	09/05/2014	DOWN PAYMENT	205.44.6200.453.40040	950.00
KRECH IRON WORKS	6544	09/10/2014	8/27/14	205.44.6200.453.40040	567.00
MENARDS - WEST ST. PAUL	63016	09/10/2014	30170270	205.44.6200.453.40040	44.88
MENARDS - WEST ST. PAUL	63016	09/10/2014	30170270	205.44.6200.453.40042	5.28
MN DISTANCE RUNNING ASSOCIATION	JULY/AUG 2014	09/05/2014	ADVERTISING JULY/AUG 2014	205.44.6200.453.50025	240.00
NAC MECHANICAL & ELECTRICAL SERVICE	106204	09/10/2014	8712-1	205.44.6200.453.40040	1,337.80
PETTY CASH	9/17/14	09/17/2014	PETTY CASH REQUEST 9/17/14	205.44.6200.453.60065	3.21
PETTY CASH	9/17/14	09/17/2014	PETTY CASH REQUEST 9/17/14	205.44.6200.453.60065	10.49

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PETTY CASH	9/17/14	09/17/2014	PETTY CASH REQUEST 9/17/14	205.44.6200.453.60065	6.42
PREMIER ELECTRICAL CORPORATION	60781	09/10/2014	72718	205.44.6200.453.40040	198.00
R & R SPECIALTIES OF WI, INC.	0055362-IN	09/17/2014	IGHVET	205.44.6200.453.40042	34.50
RICE SOUND & SERVICE INC	04-2528	09/10/2014	9/2/14	205.44.6200.453.40042	200.00
ROACH, RICK	AUGUST 2014	09/10/2014	REIMBURSE-MILEAGE	205.44.6200.453.50065	10.08
ROACH, RICK	AUGUST 2014	09/10/2014	REIMBURSE-MILEAGE	205.44.6200.453.50065	56.28
SAFE-WAY BUS COMPANY	5050	09/05/2014	8/14/14	205.44.6200.453.70610	1,814.74
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	205.44.6200.453.40042	10.65
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	205.44.6200.453.60065	191.03
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	205.44.6200.453.60065	9.28
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6160 6950	205.44.6200.453.76050	28.92
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6570 2540	205.44.6200.453.60065	585.72
SAM'S CLUB	8/23/14 7715 090	09/05/2014	7715 0900 6570 2540	205.44.6200.453.76100	6.92
SCHINDLER ELEVATOR CORPORATION	8103819586	09/10/2014	1077364	205.44.6200.453.40040	278.49
SPRUNG SERVICES	64984	09/17/2014	89026	205.44.6200.453.40040	630.50
SPRUNG SERVICES	64985	09/17/2014	89026	205.44.6200.453.40040	630.50
TARGET BANK	8/18/14 00028954	09/05/2014	00028954117	205.44.6200.453.60065	95.10
VANCO SERVICES LLC	00006318897	09/10/2014	AUGUST 2014	205.44.6200.453.70600	58.15
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	205.44.6200.453.50020	23.90
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	205.44.6200.453.50020	23.98
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	205.44.6200.453.50020	47.76
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	205.44.6200.453.50020	95.53
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	205.44.6200.453.50020	95.52
VIKING ELECTRIC SUPPLY	8581127	09/10/2014	1376	205.44.6200.453.60016	88.20
XCEL ENERGY	426692572	09/17/2014	Invoice	205.44.6200.453.40010	3,046.94
XCEL ENERGY	426692572	09/17/2014	Invoice	205.44.6200.453.40010	1,657.15
XCEL ENERGY	426692572	09/17/2014	Invoice	205.44.6200.453.40020	10,199.34
XCEL ENERGY	426692572	09/17/2014	Invoice	205.44.6200.453.40020	15,107.76
Fund: 205 - COMMUNITY CENTER					71,718.22
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	290.45.3000.419.30550	0.52
Fund: 290 - EDA					0.52
METROPOLITAN COUNCIL ENVIRON SRVC	9/4/14	09/17/2014	AUGUST 2014 SAC	404.217.2170000	12,425.00
Fund: 404 - SEWER CONNECTION FUND					12,425.00
SUNRAM CONSTRUCTION INC	PAY VO. NO. 4	09/05/2014	CITY PROJECT NO. 2012-07	432.73.5900.732.80300	14,098.54
Fund: 432 - 2012 IMPROVEMENT FUND					14,098.54
AMERICAN ENGINEERING TESTING, INC.	63104	09/10/2014	INV001	440.74.5900.740.30300	2,777.75
AMERICAN ENGINEERING TESTING, INC.	63285	09/10/2014	INV001	440.74.5900.740.30300	10,000.00
AMERICAN ENGINEERING TESTING, INC.	63458	09/17/2014	INV001	440.74.5900.740.30340	4,381.00
GORMAN SURVEYING, INC	8547	09/10/2014	5/16/14	440.74.5900.740.30300	410.00
GORMAN SURVEYING, INC	8655	09/10/2014	7/25/14	440.74.5900.740.30300	6,443.75
GORMAN SURVEYING, INC	8720E	09/10/2014	8/28/14	440.74.5900.740.30300	250.00
GORMAN SURVEYING, INC	8702E	09/10/2014	8/7/14	440.74.5900.740.30300	375.00
MIDDLE ENGLISH INCORPORATED	2696	09/17/2014	7/23/14	440.74.5900.740.30700	325.00
Fund: 440 - PAVEMENT MANAGEMENT PROJ					24,962.50
SPECIALIZED ENVIRONMENTAL TECH INC	15911	09/10/2014	7/31/14	441.74.5900.741.40066	500.00
Fund: 441 - STORM WATER MANAGEMENT					500.00
FAHRNER ASPHALT SEALERS LLC	28256	09/05/2014	4559400	444.74.5900.744.40047	115,000.00
Fund: 444 - PARK CAPITAL REPLACEMENT					115,000.00
EMMONS & OLIVIER RESOURCES	00095-0043-7	09/10/2014	00095-0043	446.74.5900.746.30300	978.34
EMMONS & OLIVIER RESOURCES	00095-0043-8	09/10/2014	00095-0043	446.74.5900.746.30300	4,703.50
Fund: 446 - NW AREA					5,681.84
BARR ENGINEERING COMPANY	23190218.00	09/11/2014	PINE BEND LANDFILL	451.75.5900.751.30700	5,124.00
INVER HILLS COMMUNITY BAND	2014 CONCERTS	09/10/2014	8/25/14	451.75.5900.751.70600	1,000.00
Fund: 451 - HOST COMMUNITY FUND					6,124.00
ACE PAINT & HARDWARE	521185/5	09/05/2014	501126	501.50.7100.512.60016	14.95
ACE PAINT & HARDWARE	521202/5	09/05/2014	501126	501.50.7100.512.60016	8.98
CITY OF BLOOMINGTON	8/1/14-8/31/14	09/17/2014	8/1/14-8/31/14	501.50.7100.512.30700	430.50
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	501.50.7100.512.30550	15.12
GOPHER STATE ONE-CALL	124418	09/17/2014	MN00435	501.50.7100.512.30700	752.75
GRAINGER	9534355053	09/17/2014	806460150	501.50.7100.512.60016	36.40
HAWKINS, INC.	3637568	09/17/2014	108816	501.50.7100.512.60019	271.79
HD SUPPLY WATERWORKS LTD	C888947	09/17/2014	099872	501.50.7100.512.40043	1,527.74

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HD SUPPLY WATERWORKS LTD	C888927	09/17/2014	099872	501.50.7100.512.40043	1,124.73
HOME DEPOT CREDIT SERVICES	8/13/14 6035 322	09/05/2014	6035 3225 0269 1268	501.50.7100.512.60016	243.33
M & J SERVICES, LLC	1120	09/17/2014	001279	501.50.7100.512.40046	365.00
MN DEPT OF HEALTH	7/1/14-9/30/14	09/10/2014	1190014	501.207.2070100	11,985.00
MN GLOVE & SAFETY, INC.	282001	09/17/2014	CTINVE	501.50.7100.512.60045	35.99
MN GLOVE & SAFETY, INC.	281969	09/17/2014	CTINVE	501.50.7100.512.60045	99.99
SHANK CONSTRUCTORS, INC.	3174	09/17/2014	3174	501.50.7100.512.40043	3,613.00
SHAPCO PRINTING	310098	09/10/2014	0585	501.50.7100.512.60016	250.00
TKDA	002014002648	09/05/2014	0014026.007	501.50.7100.512.30700	1,419.91
VALLEY-RICH CO, INC	20522	09/17/2014	R14636	501.50.7100.512.40043	2,936.93
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	501.50.7100.512.50020	215.74
XCEL ENERGY	425968221	09/17/2014	Invoice	501.50.7100.512.40010	869.56
XCEL ENERGY	425968221	09/17/2014	Invoice	501.50.7100.512.40020	28,649.10
Fund: 501 - WATER UTILITY FUND					54,866.51
DAKOTA CTY TREASURER	9/4/14	09/17/2014	AUGUST 2014	502.207.2070100	200.00
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	502.51.7200.514.30550	10.85
XCEL ENERGY	425968221	09/17/2014	Invoice	502.51.7200.514.40010	26.85
XCEL ENERGY	425968221	09/17/2014	Invoice	502.51.7200.514.40020	1,212.57
Fund: 502 - SEWER UTILITY FUND					1,450.27
ACE PAINT & HARDWARE	519709/5	09/05/2014	501126	503.52.8000.521.60065	76.25
ACE PAINT & HARDWARE	520199/5	09/05/2014	501126	503.52.8400.525.40041	52.96
ACE PAINT & HARDWARE	521126/5	09/05/2014	501126	503.52.8600.527.60035	19.96
ACE PAINT & HARDWARE	521218/5	09/05/2014	501126	503.52.8400.525.40041	34.76
ACE PAINT & HARDWARE	521311/5	09/10/2014	501126	503.52.8500.526.40040	6.99
ACE PAINT & HARDWARE	521323/5	09/17/2014	501126	503.52.8600.527.60020	35.97
ARAMARK UNIFORM SERVICES	629-8053241	09/05/2014	792502342	503.52.8600.527.60045	68.77
ARAMARK UNIFORM SERVICES	629-8062225	09/17/2014	792502342	503.52.8300.524.60065	68.77
COLLEGE CITY BEVERAGE	325886	09/05/2014	3592	503.52.8300.524.76150	587.35
COLLEGE CITY BEVERAGE	325953	09/10/2014	3592	503.52.8300.524.76150	388.75
COVERALL OF THE TWIN CITIES INC	7070205107	09/10/2014	707-2469	503.52.8500.526.40040	1,124.81
DAKOTA ELECTRIC ASSN	201360-5 9/14	09/17/2014	Invoice	503.52.8600.527.40020	244.91
DEX MEDIA EAST	8/20/14 11036061	09/10/2014	110360619	503.52.8500.526.50025	48.00
EAGLE ONE GOLF PRODUCTS	INV14-18670	09/17/2014	INV0001	503.52.8600.527.60050	416.40
GARY'S PEST CONTROL	49301	09/17/2014	9/8/14	503.52.8500.526.40040	74.99
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	503.52.8000.521.30550	10.42
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	503.52.8600.527.30550	5.21
GRAINGER	9532229581	09/17/2014	855256939	503.52.8500.526.60065	68.21
GRANDMA'S BAKERY	471503	09/17/2014	24400	503.52.8300.524.76050	34.04
GRANDMA'S BAKERY	471799	09/17/2014	24400	503.52.8300.524.76050	50.20
GRANDMA'S BAKERY	472086	09/17/2014	24400	503.52.8300.524.76050	40.39
GRANDMA'S BAKERY	472323	09/17/2014	24400	503.52.8300.524.76050	34.03
GRANDMA'S BAKERY	473258	09/17/2014	24400	503.52.8300.524.76050	44.99
GRANDMA'S BAKERY	483478	09/05/2014	24400	503.52.8300.524.76050	41.88
GRANDMA'S BAKERY	483850	09/05/2014	24400	503.52.8300.524.76050	41.87
GRANDMA'S BAKERY	484173	09/05/2014	24400	503.52.8300.524.76050	41.88
GRANDMA'S BAKERY	484479	09/05/2014	24400	503.52.8300.524.76050	39.56
GRANDMA'S BAKERY	484739	09/05/2014	24400	503.52.8300.524.76050	36.78
GRANDMA'S BAKERY	485030	09/05/2014	24400	503.52.8300.524.76050	66.75
GRANDMA'S BAKERY	485328	09/05/2014	24400	503.52.8300.524.76050	39.54
GRANDMA'S BAKERY	485689	09/10/2014	24400	503.52.8300.524.76050	36.75
GRANDMA'S BAKERY	485998	09/10/2014	24400	503.52.8300.524.76050	28.56
GRANDMA'S BAKERY	486324	09/10/2014	24400	503.52.8300.524.76050	39.54
GRANDMA'S BAKERY	487112	09/10/2014	24400	503.52.8300.524.76050	39.60
GRANDMA'S BAKERY	487120	09/10/2014	24400	503.52.8300.524.76050	39.60
GRANDMA'S BAKERY	487163	09/10/2014	24400	503.52.8300.524.76050	39.60
GRANDMA'S BAKERY	487462	09/10/2014	24400	503.52.8300.524.76050	22.49
GRANDMA'S BAKERY	487754	09/10/2014	24400	503.52.8300.524.76050	22.49
GRANDMA'S BAKERY	488068	09/17/2014	24400	503.52.8300.524.76050	24.39
GRANDMA'S BAKERY	488675	09/17/2014	24400	503.52.8300.524.76050	42.52
GRANDMA'S BAKERY	488996	09/17/2014	24400	503.52.8300.524.76050	30.18
GRANDMA'S BAKERY	489249	09/17/2014	24400	503.52.8300.524.76050	21.54
HEGGIES PIZZA	1087798	09/05/2014	1708	503.52.8300.524.76050	66.30
JJ TAYLOR DIST. COMPANY OF MN	2267844	09/10/2014	00834	503.52.8300.524.76150	655.20
LENTNER, GLEN	8/19/14	09/17/2014	REIMBURSE-PARTS	503.52.8600.527.40042	25.75
LENTNER, GLEN	8/19/14	09/17/2014	REIMBURSE-PARTS	503.52.8600.527.80300	505.09
M. AMUNDSON LLP	180909	09/17/2014	902858	503.52.8300.524.76050	120.64
M. AMUNDSON LLP	1825337	09/17/2014	07176	503.52.8300.524.76100	207.00
MANSFIELD OIL COMPANY	770954	09/05/2014	24129-04-770954	503.52.8600.527.60021	1,484.31
MANSFIELD OIL COMPANY	837284	09/05/2014	24129-04-837284	503.52.8600.527.60021	1,335.91

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MANSFIELD OIL COMPANY	861708	09/10/2014	24129-04-861708	503.52.8400.525.60021	1,365.29
MANSFIELD OIL COMPANY	799639	09/05/2014	24129-01-799639	503.52.8600.527.60021	2,361.84
MANSFIELD OIL COMPANY	799652	09/05/2014	24129-03-799652	503.52.8600.527.60021	3,072.89
MANSFIELD OIL COMPANY	799658	09/05/2014	24129-04-799658	503.52.8600.527.60021	1,259.81
METRO CASH REGISTER SYSTEMS	76392	09/10/2014	8/28/14	503.52.8000.521.60010	174.05
MIDWAY PARTY RENTAL	41655	09/10/2014	34346	503.52.8500.526.50025	990.16
MTI DISTRIBUTING CO	978506-00	09/17/2014	402307	503.52.8600.527.60020	807.73
MTI DISTRIBUTING CO	981253-00	09/17/2014	402307	503.52.8600.527.40042	1,256.40
MTI DISTRIBUTING CO	981253-01	09/17/2014	402307	503.52.8600.527.40042	32.06
MTI DISTRIBUTING CO	976192-00	09/17/2014	402307	503.52.8600.527.60020	263.36
MTI DISTRIBUTING CO	976667-00	09/17/2014	402307	503.52.8600.527.40042	1,044.70
MTI DISTRIBUTING CO	976667-01	09/17/2014	402307	503.52.8600.527.40042	32.20
NATURE CALLS, INC.	20911	09/17/2014	JULY 2014	503.52.8600.527.40065	115.70
PIONEER PRESS	0814520544	09/17/2014	520544	503.52.8500.526.50025	300.00
PLAISTED COMPANIES, INC.	55156	09/17/2014	INW1	503.52.8600.527.60020	826.77
R.J.'S GOLF CARTS	8/24/14	09/05/2014	8/24/14	503.52.8400.525.40065	700.00
RJ'S GOLF CARTS INC	10733	09/17/2014	9/3/14	503.52.8400.525.40065	700.00
SHAMROCK GROUP	1796282-A	09/10/2014	07176	503.52.8300.524.76100	67.00
SHAMROCK GROUP	1821413	09/05/2014	07176	503.52.8300.524.76100	132.00
SHAMROCK GROUP	1821792	09/05/2014	07176	503.52.8300.524.76100	197.50
SHAMROCK GROUP	1823354	09/10/2014	07176	503.52.8300.524.76050	139.50
SHAMROCK GROUP	1825609	09/17/2014	07176	503.52.8300.524.76100	57.50
TITLEIST	0068400	09/05/2014	008363/1243 062177/1243 001C	503.52.8200.523.76450	111.84
TITLEIST	0117327	09/17/2014	008363/1243 062177/1243 001C	503.52.8200.523.76450	710.07
US FOODSERVICE	4114191 B	09/17/2014	03805983 SHORT PAID	503.52.8300.524.76050	27.27
US FOODSERVICE	4114191	09/05/2014	03805983	503.52.8300.524.76050	1,389.23
US FOODSERVICE	4169061	09/05/2014	03805983	503.52.8300.524.76050	66.56
US FOODSERVICE	4264797	09/10/2014	03805983	503.52.8300.524.76050	772.35
US FOODSERVICE	5935578	09/17/2014	03805983	503.52.8300.524.76050	(16.46)
US FOODSERVICE	4390419	09/17/2014	03805983	503.52.8300.524.76050	643.86
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	503.52.8500.526.50020	233.78
WINFIELD SOLUTIONS, LLC	000059640619	09/05/2014	156650	503.52.8600.527.60035	1,560.20
WINFIELD SOLUTIONS, LLC	000059640620	09/05/2014	156650	503.52.8600.527.60035	607.78
WINFIELD SOLUTIONS, LLC	0000596460617	09/05/2014	156650	503.52.8600.527.60030	1,903.98
WINFIELD SOLUTIONS, LLC	000059665954	09/17/2014	156650	503.52.8600.527.60035	365.95
WINZER CORPORATION	5139787	09/17/2014	177723	503.52.8600.527.40042	508.35
WIRTZ BEVERAGE MN BEER INC	1090275816	09/05/2014	75606	503.52.8300.524.76150	457.60
WIRTZ BEVERAGE MN BEER INC	1090279700	09/10/2014	75606	503.52.8300.524.76150	457.60
XCEL ENERGY	425627240	09/17/2014	Invoice	503.52.8500.526.40010	40.47
XCEL ENERGY	425627240	09/17/2014	Invoice	503.52.8500.526.40020	1,712.28
XCEL ENERGY	425627240	09/17/2014	Invoice	503.52.8600.527.40010	26.72
XCEL ENERGY	425627240	09/17/2014	Invoice	503.52.8600.527.40020	3,997.68
YAMAHA GOLF & UTILITY, INC.	01-133091	09/17/2014	INVERWOOD	503.52.8400.525.40041	270.47
YAMAHA GOLF & UTILITY, INC.	01-133138	09/17/2014	INVERWOOD	503.52.8400.525.40041	23.26

Fund: 503 - INVER WOOD GOLF COURSE

40,400.15

GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	602.00.2100.415.30550	0.26
KENNEDY & GRAVEN	121549	09/05/2014	NV125-00045	602.00.2100.415.30420	2,358.90
LEAGUE OF MN CITIES INS TRUST	28218	09/17/2014	VL00037016	602.00.2100.415.50018	1,233.00
LEAGUE OF MN CITIES INS TRUST	28180	09/17/2014	0200037030	602.00.2100.415.50009	73,688.50

Fund: 602 - RISK MANAGEMENT

77,280.66

1800 RADIATOR INC	72649728	09/10/2014	500165660	603.00.5300.444.40041	287.00
1800 RADIATOR INC	72654325	09/10/2014	500165660	603.00.5300.444.40041	269.00
ACE PAINT & HARDWARE	521194/5	09/10/2014	501126	603.00.5300.444.60012	17.48
ACE PAINT & HARDWARE	521241/5	09/10/2014	501126	603.00.5300.444.40041	6.40
BOYER TRUCKS - PARTS DISTRIBUTION	877171	09/10/2014	C20390	603.00.5300.444.40041	175.95
BOYER TRUCKS - PARTS DISTRIBUTION	877171X1	09/10/2014	C20390	603.00.5300.444.40041	5.92
BOYER TRUCKS - PARTS DISTRIBUTION	883456	09/10/2014	C20390	603.00.5300.444.40041	97.13
BOYER TRUCKS - PARTS DISTRIBUTION	877171X2	09/10/2014	C20390	603.00.5300.444.40041	1,153.51
BOYER TRUCKS - PARTS DISTRIBUTION	CM877171	09/10/2014	C20390	603.00.5300.444.40041	(169.16)
BOYER TRUCKS - PARTS DISTRIBUTION	CM877171X1	09/10/2014	C20390	603.00.5300.444.40041	(5.92)
CDW GOVERNMENT INC	NL14071	09/10/2014	2394832	603.00.5300.444.80700	1,913.28
DOWNTOWNER DETAIL CENTER	00002-008491	09/17/2014	14090900008491	603.00.5300.444.40041	300.00
FLEETPRIDE	63251358	09/10/2014	8/21/14	603.00.5300.444.40041	2,055.43
FLEETPRIDE	63451963	09/17/2014	9/2/14	603.00.5300.444.40041	41.30
FORCE AMERICA, INC.	01431453	09/17/2014	366100	603.140.1450050	48.94
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	603.00.5300.444.30550	5.21
GOPHER BEARING	6040466	09/17/2014	0782358	603.00.5300.444.40041	112.89
INVER GROVE FORD	5153459	09/10/2014	8/20/14	603.00.5300.444.40041	347.46
INVER GROVE FORD	5153613	09/17/2014	8/21/14	603.00.5300.444.40041	278.36

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INVER GROVE FORD	5153846	09/10/2014	8/25/14	603.00.5300.444.40041	17.70
INVER GROVE FORD	5154083	09/17/2014	8/27/14	603.00.5300.444.40041	53.86
INVER GROVE FORD	5154084	09/10/2014	8/27/14	603.00.5300.444.40041	(17.70)
INVER GROVE FORD	5154236	09/17/2014	8/28/14	603.00.5300.444.40041	4.76
INVER GROVE FORD	5154508	09/17/2014	9/2/14	603.00.5300.444.40041	101.38
I-STATE TRUCK CENTER	R242062915:01	09/17/2014	13468	603.00.5300.444.40041	762.51
KIMBALL MIDWEST	3748202	09/17/2014	222006	603.00.5300.444.60012	164.12
METRO JANITORIAL SUPPLY INC	11013042	09/10/2014	8/18/14	603.00.5300.444.60012	121.23
MTI DISTRIBUTING CO	980341-00	09/10/2014	91180	603.00.5300.444.40041	364.64
O'REILLY AUTO PARTS	1767-102148	09/10/2014	1578028	603.00.5300.444.40041	87.87
O'REILLY AUTO PARTS	1767-102166	09/10/2014	1578028	603.00.5300.444.40041	41.06
O'REILLY AUTO PARTS	1767-102342	09/10/2014	1578028	603.00.5300.444.40041	265.68
O'REILLY AUTO PARTS	1767-102700	09/17/2014	1578028	603.00.5300.444.40041	337.62
O'REILLY AUTO PARTS	1767-102732	09/10/2014	1578028	603.00.5300.444.40041	68.24
O'REILLY AUTO PARTS	1767-103438	09/10/2014	1578028	603.00.5300.444.40041	10.82
O'REILLY AUTO PARTS	1767-103788	09/10/2014	1578028	603.00.5300.444.40041	2.19
O'REILLY AUTO PARTS	1767-103881	09/17/2014	1578028	603.00.5300.444.40041	319.21
O'REILLY AUTO PARTS	1767-103965	09/17/2014	1578028	603.00.5300.444.40041	3.73
O'REILLY AUTO PARTS	1767-103965	09/17/2014	1578028	603.00.5300.444.60012	16.80
O'REILLY AUTO PARTS	1767-104034	09/17/2014	1578028	603.00.5300.444.60012	17.57
O'REILLY AUTO PARTS	1767-104189	09/17/2014	1578028	603.00.5300.444.60012	32.98
O'REILLY AUTO PARTS	1767-102759	09/10/2014	1578028	603.00.5300.444.40041	(68.24)
O'REILLY AUTO PARTS	1767-104778	09/17/2014	1578028	603.00.5300.444.40041	301.88
O'REILLY AUTO PARTS	1767-104781	09/17/2014	1578028	603.00.5300.444.60012	6.99
O'REILLY AUTO PARTS	1767-104795	09/17/2014	1578028	603.00.5300.444.60012	60.75
O'REILLY AUTO PARTS	1767-104807	09/17/2014	1578028	603.00.5300.444.40041	16.30
POMP'S TIRE SERVICE, INC.	980010547	09/10/2014	4502557	603.00.5300.444.60014	1,335.04
POMP'S TIRE SERVICE, INC.	980003485	09/05/2014	4502557	603.00.5300.444.60014	724.87
POMP'S TIRE SERVICE, INC.	980003627	09/05/2014	4502557	603.00.5300.444.60014	643.35
R & R SPECIALTIES OF WI, INC.	0054875-IN	09/10/2014	061887	603.00.5300.444.40041	128.00
R & R SPECIALTIES OF WI, INC.	9/3/14	09/10/2014	IGHVET	603.00.5300.444.40041	1.92
SCHARBER & SONS	P50670	09/10/2014	INVER001	603.00.5300.444.40041	1,102.32
SHAPCO PRINTING	310098	09/10/2014	0585	603.00.5300.444.60010	250.00
UNIFIRST CORPORATION	090 0216003	09/10/2014	1051948	603.00.5300.444.40065	111.95
UNIFIRST CORPORATION	090 0216003	09/10/2014	1051948	603.00.5300.444.60045	27.42
UNIFIRST CORPORATION	090 0216892	09/10/2014	1051948	603.00.5300.444.40065	111.95
UNIFIRST CORPORATION	090 0216892	09/10/2014	1051948	603.00.5300.444.60045	27.42
UNIFIRST CORPORATION	090 0217786	09/17/2014	1051948	603.00.5300.444.40065	27.42
UNIFIRST CORPORATION	090 0217786	09/17/2014	1051948	603.00.5300.444.40065	111.95
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	603.00.5300.444.50020	103.84
WESTERN PETROLEUM COMPANY	97193818-41801	09/17/2014	112741	603.140.1450050	1,408.67
XCEL ENERGY	425953486	09/17/2014	Invoice	603.00.5300.444.40010	65.23
XCEL ENERGY	425953486	09/17/2014	Invoice	603.00.5300.444.40020	1,475.28
ZIEGLER INC	SW050222362	09/10/2014	4069900	603.00.5300.444.40040	470.16
Fund: 603 - CENTRAL EQUIPMENT					18,160.92
COORDINATED BUSINESS SYSTEMS	260976592	09/17/2014	923425	604.00.2200.416.40050	209.29
OFFICE DEPOT	8/17/14 6011 568	09/05/2014	6011 5685 1008 8883	604.00.2200.416.60005	119.81
OFFICE DEPOT	8/17/14 6011 568	09/05/2014	6011 5685 1008 8883	604.00.2200.416.60010	64.51
S & T OFFICE PRODUCTS	AUGUST 2014	09/10/2014	AUGUST 2014	604.00.2200.416.60005	427.80
S & T OFFICE PRODUCTS	AUGUST 2014	09/10/2014	AUGUST 2014	604.00.2200.416.60010	116.68
S & T OFFICE PRODUCTS	AUGUST 2014	09/10/2014	AUGUST 2014	604.00.2200.416.60010	1,955.50
US BANCORP EQUIPMENT FINANCE, INC.	260996376	09/17/2014	923425	604.00.2200.416.40050	4,738.07
Fund: 604 - CENTRAL STORES					7,631.66
CULLIGAN	8/31/14 157-9850	09/17/2014	157-98503022-8	605.00.7500.460.60011	62.32
DANNER LANDSCAPING	11066	09/05/2014	20 YARDS DIRT	605.00.7500.460.60016	240.00
HILLYARD INC	601297660	09/17/2014	274069	605.00.7500.460.60016	61.16
HORWITZ NS/I	C003430	09/05/2014	CTYOFIGH	605.00.7500.460.40040	2,658.00
HORWITZ NS/I	W32274	09/05/2014	CTYOFIGH	605.00.7500.460.40040	3,468.33
HORWITZ NS/I	W32396	09/10/2014	CTYOFIGH	605.00.7500.460.40040	3,619.53
HORWITZ NS/I	W32397	09/10/2014	CTYOFIGH	605.00.7500.460.40040	399.65
HUEBSCH SERVICES	3316218	09/05/2014	100075	605.00.7500.460.40065	139.07
HUEBSCH SERVICES	3324038	09/17/2014	100075	605.00.7500.460.40065	139.07
INVER GROVE FORD	54184441	09/17/2014	9/5/14	605.00.7500.460.60045	184.75
J.H. LARSON COMPANY	S100691759.001	09/10/2014	29039	605.00.7500.460.60065	3.35
J.H. LARSON COMPANY	S100728803.001	09/10/2014	29039	605.00.7500.460.60065	15.76
LONE OAK COMPANIES	64312	09/10/2014	8/21/14	605.00.7500.460.50035	507.24
XCEL ENERGY	425953486	09/17/2014	Invoice	605.00.7500.460.40020	6,924.14
Fund: 605 - CITY FACILITIES					18,422.37

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ADVANCED TECHNOLOGY SYSTEMS, INC.	74312	09/10/2014	8/20/14	606.00.1400.413.60010	102.94
AT & T MOBILITY	287237771092X0	09/05/2014	287237771092	606.00.1400.413.50020	67.65
CDW GOVERNMENT INC	NM27789	09/10/2014	2394832	606.00.1400.413.60010	55.53
CDW GOVERNMENT INC	NV57163	09/10/2014	2394832	606.00.1400.413.80620	10,087.50
CDW GOVERNMENT INC	NM98127	09/10/2014	2394832	606.00.1400.413.60010	989.05
CDW GOVERNMENT INC	NN05037	09/10/2014	2394832	606.00.1400.413.60010	311.66
CDW GOVERNMENT INC	NP33798	09/10/2014	2394832	606.00.1400.413.60010	298.69
CIVICPLUS	150274	09/10/2014	QUARTERLY FEE 10/1/14-12/3	606.00.1400.413.30700	2,370.06
EASTON, DIANE	8/29/14	09/10/2014	REIMBURSE-MILEAGE	606.00.1400.413.50065	12.32
GENESIS EMPLOYEE BENEFITS, INC	25188	09/05/2014	8/25/14	606.00.1400.413.30550	5.21
INSIGHT PUBLIC SECTOR	1100379643	09/10/2014	10063412	606.00.1400.413.30700	1,702.82
INTEGRA TELECOM	12265915	09/05/2014	645862	606.00.1400.413.50020	843.00
VERIZON WIRELESS	9730926656 - Au	09/17/2014	Invoice	606.00.1400.413.50020	50.75
Fund: 606 - TECHNOLOGY FUND					16,897.18
BARR ENGINEERING COMPANY	23190328.14-26	09/10/2014	7/12/14-8/8/14	702.229.2307001	3,350.00
BEBEL, ALAN	8/27/14	09/10/2014	11749 ARNOLD AVENUE STO	702.229.2305201	1,500.00
BOULDER IMAGES INC.	8/27/14	09/05/2014	E BAUMAN LAP LOC RELEAS	702.229.2308401	10,000.00
D.T. CARLSON CO	8/25/14	09/05/2014	9172 DALTON COURT ESCRO	702.229.2283201	9,000.00
DAKOTA COUNTY	8/27/14	09/05/2014	ESCROW FUND REFUND	702.229.2289601	6,110.00
DAKOTA CTY SHERIFF'S DEPT.	201453935	09/17/2014	THOMAS GORE	702.229.2291000	280.00
DAKOTA CTY SHERIFF'S DEPT.	201452521	09/10/2014	DREW ALAN BARN	702.229.2291000	300.00
EMMONS & OLIVIER RESOURCES	00095-0044-4	09/10/2014	00095-0044	702.229.2298301	651.17
EMMONS & OLIVIER RESOURCES	00095-0044-4	09/10/2014	00095-0044	702.229.2303201	3,844.75
EMMONS & OLIVIER RESOURCES	00095-0044-4	09/10/2014	00095-0044	702.229.2303201	5,004.50
EMMONS & OLIVIER RESOURCES	00095-0044-4	09/10/2014	00095-0044	702.229.2303201	3,913.80
EMMONS & OLIVIER RESOURCES	00095-0044-4	09/10/2014	00095-0044	702.229.2306201	8,687.18
EMMONS & OLIVIER RESOURCES	00095-0045-3	09/10/2014	00095-0045	702.229.2282200	89.00
EMMONS & OLIVIER RESOURCES	00095-0045-3	09/10/2014	00095-0045	702.229.2298301	5,991.10
EMMONS & OLIVIER RESOURCES	00095-0045-4	09/10/2014	00095-0045	702.229.2298301	2,924.71
EMMONS & OLIVIER RESOURCES	00095-0044-5	09/10/2014	00095-0044	702.229.2303201	9,921.61
EMMONS & OLIVIER RESOURCES	00095-0044-5	09/10/2014	00095-0044	702.229.2303201	3,404.25
EMMONS & OLIVIER RESOURCES	00095-0044-5	09/10/2014	00095-0044	702.229.2303201	3,492.75
EMMONS & OLIVIER RESOURCES	00095-0044-5	09/10/2014	00095-0044	702.229.2305101	111.25
EMMONS & OLIVIER RESOURCES	00095-0044-5	09/10/2014	00095-0044	702.229.2306201	5,397.48
HENNEPIN COUNTY DISTRICT COURT	13420943	09/05/2014	JOHN MICHAEL LESLIE	702.229.2291000	300.00
PETTY CASH - POLICE	9/10/14	09/10/2014	9/10/14	702.229.2291000	91.00
PULTE HOMES	90067	09/05/2014	REFUND ESCROW 8714 CRIS	702.229.2299800	2,500.00
RECHTZIGEL, KURT	8/26/14	09/05/2014	ESCROW FUND REFUND	702.229.2305001	163.08
ROBERT THOMAS HOMES	95638	09/10/2014	7630 ADDISEN PATH	702.229.2299800	2,500.00
ROBERT THOMAS HOMES	96932	09/17/2014	7649 ADDISEN PATH	702.229.2299800	2,500.00
SHELLEY TUDINO	8/26/14	09/05/2014	9172 DALTON COURT ESCRO	702.229.2283701	416.91
Fund: 702 - ESCROW FUND					92,444.54
Grand Total					1,113,334.28

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Revision of Fund Balance Policy

Meeting Date: September 22, 2014
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Kristi Smith, Finance Director
 Reviewed by: N/A

Kristi Smith

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 revision of Fund Balance Policy.

SUMMARY

City Council reviewed the Fund Balance Policy at the September 8, 2014 work session. At that time recommendation was made to modify the Minimum Fund Balance Policy from 40% of property tax levy and stated aids anticipated to 40-45% of expenditures. References to City Manager have also been modified to City Administrator.

The City would be in compliance with the modified policy for 2015 under the Base Budget or Base Budget plus Additions, as presented in August 2014.

I recommend approval of the revised Fund Balance Policy.

CITY OF INVER GROVE HEIGHTS, MN
FUND BALANCE POLICY
ADMINISTRATIVE CODE CHAPTER LVIII

ADOPTED: June 22, 1998

REVISED: December 12, 2011

REVISED: September 22, 2014

POLICY

The City of Inver Grove Heights is accountable to its citizens to carefully account for public funds, to manage municipal finances prudently and to plan the adequate funding of City services including the provision and maintenance of public facilities and services. The City is also accountable for its short-term and long-term financial stability. The City must insure that it is capable of, and will continue to be capable of, adequately funding and providing local government services needed by the community. This fiscal policy provides the framework for the overall fiscal management of the fund balance of the City's General Fund.

I. PURPOSE

The purpose of this policy is to establish specific guidelines the City of Inver Grove Heights, MN will use to maintain an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

The purpose of this policy is to also establish specific guidelines the City of Inver Grove Heights, MN will use to classify fund balances into a categories based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in these funds can be spent.

II. CLASSIFICATION OF FUND BALANCE/PROCEDURES

1. Nonspendable

- This category includes fund balance that cannot be spent because it is either (i) not in spendable form or (ii) is legally or contractually required to be maintained intact. Examples include inventories and prepaid amounts.

2. Restricted

- Fund balance should be reported as restricted when constraints placed on those resources are either (i) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (ii) imposed by law through constitutional provisions or enabling legislation.

II. CLASSIFICATION OF FUND BALANCE/PROCEDURES – CONTINUED

3. Committed

- Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
- The City's highest level of decision making authority (City Council) will annually or as deemed necessary commit specific revenue sources for specified purposes by resolution. This formal action must occur prior to the end of the reporting period, however, the amount to be subject to the constraint, may be determined in the subsequent period.
- To remove the constraint on specified use of committed resources the City Council shall pass a resolution

4. Assigned

- Amounts that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General fund includes amounts that are intended to be used for specific purposes.
- The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the City Manager.

5. Unassigned

- Unassigned fund balance represents the residual classification for the General fund. Includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.

Minimum Fund Balance Policy

The City has a target unassigned fund balance in the General fund of 40-45% of expenditures in the subsequent year's budget of the General Fund. This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

If spending unrestricted fund balance in designated circumstances has reduced unrestricted fund balance to a point below the minimum targeted level, as noted above, the replenishment will be reviewed by the City Administrator and a recommendation will be brought forward to Council.

III. MONITORING AND REPORTING

The City Administrator shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the development of the annual budget.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1.) committed 2.) assigned and 3.) unassigned.

A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General fund.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Accepting Individual Project Order for General Planning Services to assist with development reviews.

Meeting Date: September 22, 2014
 Item Type: Consent Agenda
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

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: Development Escrow Funds

PURPOSE/ACTION REQUESTED

Resolution Accepting Individual Project Order for General Planning Services to assist with development reviews.

SUMMARY

The Planning Department is experiencing an increase in the number of applications for development. The current applications being processed are very complicated and consuming much of staff's time.

We have received an application in the Northwest Area for a Comprehensive Plan Amendment for the property on the northeast corner of Hwy. 3 and 70th Street. Staff is recommending that the plan review and planning report be prepared by Hoisington Koezler Group, Inc. (HKGi) They have a significant amount of background and expertise to review this application.

All work done by HKGi would be funded by development review escrows. The developers are informed of the escrow amount and required to provide funds with the City for these services. Total cost of plan review would be \$3,000.

Attachments: Resolution Accepting Individual Project
 HKGi Proposal

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

RESOLUTION NO. _____

RESOLUTION ACCEPTING INDIVIDUAL PROJECT ORDER FOR GENERAL PLANNING SERVICES TO ASSIST WITH DEVELOPMENT REVIEWS.

WHEREAS, City Staff has requested, and received a proposal for professional services from HKGi for assistance in preparing a planning report for planning application Case No. 14-34PA

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

1. The proposal from HKGi for preparation of planning report for Case No. 14-34PA is accepted and staff is authorized to direct HKGi to begin work.
2. The work will be funded by the escrow deposits received from the developers.

Adopted by the City Council of Inver Grove Heights this 22nd day of September, 2014.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Melissa Kennedy, Deputy Clerk

MEMORANDUM

Hoisington Koegler Group Inc.



To: Allan Hunting
From: Brad Scheib, AICP, Vice President
Subject: Comprehensive Plan Amendment for IMH Financial Corporation
Date: 5 September 2014

Hoisington Koegler Group Inc. offers the following proposal for providing professional services related to the need to process a comprehensive plan amendment for IMH Financial Corporation:

1. Review application materials and proposed development project.
2. Evaluate development projections relative to NW Area Planning assumptions and projections for the subject property and identify gap or surplus development magnitude.
3. Evaluate larger geographic area determine potential impacts of proposed development.
4. Coordinate with staff, applicant, and other consultants (financial, engineering) to define the proposed project impacts.
5. Prepare Comprehensive Plan Amendment Submittal package including necessary documentation per Metropolitan Council review requirements.
6. Prepare Planning Commission and City Council reports for formal review process. City staff to facilitate PC and CC meetings.
7. Assist City Staff with agency and stakeholder meeting coordination.
8. Attend and participate in up to three meetings with client, consultants, and city staff to prepare necessary reports and documentation.

Key Deliverables:

1. Metropolitan Council submittal materials in pdf format.
2. Draft and final comprehensive plan amendment text, maps, and tables in a report format and electronic pdf file format. It is assumed that the amendment will be reflected as a stand-alone report.

Professional fees for services listed above will be completed for a fee not to exceed \$3,000. Attendance at additional meetings not identified above is estimated at approximately \$300 per meeting inclusive of meeting preparations and travel time.

Expenses including mileage for meeting attendance, printing, plotting, or postage is not included in the proposed fee.

The above mentioned services can be completed within a 2 to 3 month time frame to account for necessary meeting notices and review timelines.

Please feel free to contact me if you have any questions for these services.

123 North Third Street, Suite 100, Minneapolis, MN 55401-1659
Ph (612) 338-0800 Fx (612) 338-6838 www.hkgi.com
Direct (612) 252-7122 Email Brad@hkgi.com

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Calling for Hearing on Proposed Assessments and Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments for Nuisance Abatement 2013 and 2014

Meeting Date: September 22, 2014
 Item Type: Consent Agenda
 Contact: Nicole Cook, Code Compliance Specialist, 450-2491
 Prepared by: Nicole Cook, Code Compliance Specialist, 450-2491
 Reviewed by: Thomas J. Link, Community Development 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 type="checkbox"/>	Other

PURPOSE/ACTION REQUESTED

The City Council is to consider:

- 1) A Resolution Declaring Costs to be Assessed and Ordering the Preparation of the Proposed Assessments for 2013 Nuisance Abatement, and 2014 Nuisance Abatement
- 2) A Resolution Calling for a Hearing on Proposed Special Assessments

BACKGROUND

Costs to be assessed pertain to the City having to cut grass and remove garbage and refuse in order to abate a nuisance. City Code stipulates the grass height cannot exceed 8 inches in height. The property owners have been given the opportunity to submit payment for the work but have not done so.

When a complaint is received, an inspection is performed and the property owner is contacted and given seven (7) days in which to cut their grass and remove garbage and refuse. If the work is not done by the property owner, the City will cut the grass and assess the property.

There is a total of \$1,615.11 in assessments for 2013 and a total of \$2,217.26 in assessments for 2014. Staff inadvertently missed the County deadline for recording 2013 assessments and is proposing to assess them this year

Staff recommends adopting the attached:

- 1) Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments
- 2) A Resolution Calling for a Hearing on Proposed Special Assessments

Enc: Resolutions (2)

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

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

CITY PROJECT NUISANCE ABATEMENT 2013, 2014
RESOLUTION NO. _____

WHEREAS, the City Clerk was directed to prepare proposed assessments of the costs of the improvements as follows:

2013, 2014 Nuisance Abatement

WHEREAS, the total final project cost is \$3,832.37

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

1. The amount to be specially assessed for City Project Nuisance Abatement 2013 is hereby declared to be \$1,615.11
2. The amount to be specially assessed for the City Project Nuisance Abatement 2014 is hereby declared to be \$2,217.26
3. The City Clerk, with the assistance of the Community Development Director, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall be filed in the City Clerk's office for public inspection.

Adopted by the City Council of Inver Grove Heights, Minnesota this 22nd day of September 2014.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION CALLING FOR HEARING ON SPECIAL ASSESSMENTS

CITY PROJECT NUISANCE ABATEMENT 2013 AND 2014

RESOLUTION NO. _____

WHEREAS, by a resolution of the City Council on September 22, 2014, the City Clerk was directed to prepare proposed assessments of the costs of abatement as follows:

2013 and 2014 Abatements

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

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

1. A hearing shall be held on October 27, 2014 in the City Council Chambers, 8150 Barbara Avenue at 7:00 p.m. to consider upon the proposed assessments; and, at such time and place, all persons owning property affected by such improvements shall be given an opportunity to be heard with reference to such assessments.
2. The City Clerk is hereby directed to cause a notice of hearing on the proposed assessments to be published once in the official newspaper and be mailed to the owner of each parcel described in the assessment roll.

Adopted by the City Council of Inver Grove Heights, Minnesota this 22nd day of September 2014.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Change Order No. 6 and Pay Voucher No. 3 for City Project No. 2014-09D – College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement

Meeting Date: September 22, 2014
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

TJK
SB *SDT*

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 Fund, Special Assessments, MSA Funds, Water Fund, Sewer Fund, DCSWCD Grant

PURPOSE/ACTION REQUESTED

Consider Change Order No. 6 and Pay Voucher No. 3 for City Project No. 2014-09D – College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement.

SUMMARY

The improvements were ordered as part of the 2014 Pavement Management Program. The contract was awarded in the amount of \$2,769,496.10 to S.M. Hentges and Sons, Inc., on May 27, 2014 for City Project No. 2014-09D College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement.

Change order No. 6, in the amount of \$10,565.72, is for various additional work requests needed for College Trail and Blaine Avenue. The change order items related to valve box replacement and watermain disposal will be funded by the Water Utility Fund (\$1,779.42). The change order items related to box culvert removal along College Trail and fencing for Blaine Avenue will be funded through the Contingency Funds (\$8,786.30).

I recommend approval of Change Order No. 6, in the amount of \$10,565.72 (for a revised contract amount of \$2,984,535.00), and Pay Voucher No. 3, in the amount of \$582,831.23, for work on City Project No. 2014-09D – College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement.

TJK/jds

Attachments: Change Order No. 6
 Pay Voucher No. 3

CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAY VOUCHER

ESTIMATE NO: 3 (Three)
DATE: September 22, 2014
PERIOD ENDING: August 31, 2014
CONTRACT: 2014 Pavement Management Program
PROJECT NO: 2014-09D – College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 – Blaine Avenue Retaining Wall Replacement

TO: S.M. Hentges and Sons, Inc.
650 Quaker Ave.
Jordan, MN 55352

Original Contract Amount \$2,769,496.10
Total Addition (Change Order No. 2, 3, 4, 5, and 6)..... \$215,038.90
Total Deduction \$0.00
Total Contract Amount..... \$2,984,535.00
Total Value of Work to Date..... \$1,574,332.74
Less Retained (5%) \$78,716.64
Less Previous Payment..... \$912,784.87
Total Approved for Payment this Voucher..... \$582,831.23
Total Payments including this Voucher \$1,495,616.10

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above stated amount for work performed through August 31, 2014.

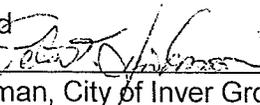
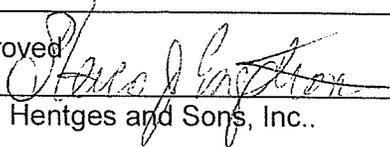
Signed by: Thomas J. Kaldunski September 22, 2014
Thomas J. Kaldunski, City Engineer
Signed by: Steven J. Hentges 9/16/2014
S.M. Hentges, Inc. Date
Signed by: _____ September 22, 2014
George Tourville, Mayor

CHANGE ORDER NO. 6

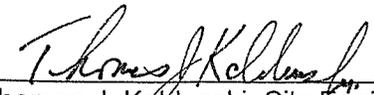
2014 PAVEMENT MANAGEMENT PROGRAM
 CITY PROJECT NO. 2014-09D AND 2014-06
 COLLEGE TRAIL STREET RECONSTRUCTION, BARBARA AVE PARTIAL STREET
 RECONSTRUCTION, AND BLAINE AVENUE RETAINING WALL REPLACEMENT

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077	Date of Issuance: September 22, 2014
Contractor: S.M. Hentges and Sons, Inc. 650 Quaker Ave. Jordan, MN 55352	Engineer: Kimley-Horn and Associates

PURPOSE OF CHANGE ORDER: See attached.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$2,769,496.10	Original Contract Time:
Previous Change Orders \$204,473.18	Net Change from Previous Change Orders
Contract Price Prior to this Change Order \$2,973,969.28	Contract Time Prior to this Change Order
Net Increase of this Change Order \$10,565.72	Net Increase (Decrease) of Change Order
Contract Price with all Approved Change Orders \$2,984,535.00	Contract Time with Approved Change
Recommended By:  Pete Hindman, City of Inver Grove Heights	Approved By:  S.M. Hentges and Sons, Inc..

Approved By:


Thomas J. Kaldunski, City Engineer

Approved By:

George Tourville, Mayor

Date of Council Action:

September 22, 2014

ATTACHMENT TO CHANGE ORDER NO. 6

**CITY PROJECT NO. 2014-09D AND 2014-06
COLLEGE TRAIL STREET RECONSTRUCTION AND BARBARA AVE PARTIAL STREET
RECONSTRUCTION, AND BLAINE AVENUE RETAINING WALL REPLACEMENT**

Description of Changes:

Fencing along Blaine Avenue (CP 2014-06)

A temporary chain link fence was requested by residents as a substitute to the proposed temporary orange construction fence to provide a sturdier barrier for their pets from the construction zone. The temporary chain link fence was installed and the materials were paid for with an agreed price of \$2,000.00.

The total Linear Foot contract unit price for the temporary orange construction fence will not be paid, so this change will result in a net \$1,625 additional cost to the project.

Residents requested adding gates to the proposed wooden fence along the top of the Blaine Avenue Retaining Wall for access. The materials cost to add a wooden gate at each residential property was paid for with an agreed price of \$3,400.00

Total cost to perform the fence work = \$5,670.00

Watermain Disposal (CP 2014-06)

This work was needed as a result of radioactive contamination readings on the existing watermain removed from Blaine Avenue. The watermain segment had to be disposed of at a landfill at an additional cost. The work to haul and dispose of the watermain was paid for with an agreed price of \$1,625.42.

Total cost to perform the watermain disposal work = \$1,625.42

Box Culvert Removal (CP 2014-09D)

This work was needed as part of the removal of 2 existing box culverts crossing College Trail. The box culverts were assumed to be segmented but were discovered to be cast-in-place. The Contractor needed to mobilize a hammer and perform additional work to remove the box culverts. This work was done on a time and materials basis with an agreed price of \$3,116.30.

Total additional cost to remove the box culverts = \$3,116.30

Valve Box Replacement (CP 2014-09D)

This work was needed to replace cracked valve box sections discovered during excavation. The valve boxes were paid for with an agreed price of \$154.00.

Total additional cost purchase the valve boxes = \$154.00

Total Cost of Change Order No. 6 = \$10,565.72

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Custom Grading, Right of Way Easement, and Pedestrian Trail Easement Agreements for 2211 94th Court East (Lot 1, Block 1, Shamrock Oaks)

Meeting Date: September 22, 2014
 Item Type: Consent
 Contact: Thomas J. Kaldunski, City Engineer *TJK*
 Prepared by: Thomas J. Kaldunski, 651.450.2572
 Reviewed by: Scott D. Thureen, Public Works Director *ST*

Fiscal/FTE Impact:	
<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

Approve Custom Grading, Right of Way Easement, and Pedestrian Trail Easement Agreements for a new home to be built at 2211 94th Court East (Lot 1, Block 1, Shamrock Oaks).

SUMMARY

The owners of 2211 94th Court East are affected by the City Ordinance Title 9, Chapter 5, Section 9-5-5. This Ordinance requires lots of record which do not have recorded contracts or agreements with the City to provide information to ensure the Development meets current City standards for grading, erosion control and storm water management.

The lot is located within the Shamrock Oaks development. The Shamrock Oaks development contract requires the execution of a custom grading agreement and a 20 foot pedestrian trail easement agreement for this lot. Engineering also requested a 5 foot right of way easement to expand the right of way from the existing 55 foot width to a standard 60 foot width. The owners, Brandon Merrill and Amy Christopherson Merrill, have provided the required grading and erosion control plans and easement descriptions. They have also signed the Custom Grading, Right of Way Easement, and Pedestrian Trail Easement Agreements (attached). An engineering escrow of \$5,000 has been provided to cover any costs incurred by the City for review and inspection of the site grading. The owner has applied for a building permit and will provide a \$10,000 LOC or cash surety prior to permit issuance.

It is recommended that the City Council approve the Custom Grading, Right of Way Easement, and Pedestrian Trail Easement Agreements for 2211 94th Court East (Lot 1, Block 1, Shamrock Oaks).

TJK/jds
 Attachments: Custom Grading Agreement
 Right of Way Easement Agreement
 Pedestrian Trail Easement Agreement

CUSTOM GRADING AGREEMENT
FOR
2211 94TH COURT EAST
LOT 1, BLOCK 1, SHAMROCK OAKS
INVER GROVE HEIGHTS, MINNESOTA
DAKOTA COUNTY, MINNESOTA

CUSTOM GRADING AGREEMENT

THIS CUSTOM GRADING AGREEMENT, made and entered into on the 22nd day of September, 2014, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (City), and the Owner identified herein.

RECITALS:

WHEREAS, the Owner has applied to the City for approval of the Development Plans and a building permit for the Property;

WHEREAS, in conjunction with the granting of these approvals, the City requires that the Lot be improved with grading, drainage and erosion control facilities and with landscaping;

WHEREAS, the Council has agreed to approve the Development Plans on the following conditions:

1. That the Owner enter into this Custom Grading Agreement, which contract defines the work which the Owner undertakes to complete; and

2. The Owner shall provide an irrevocable letter of credit in the amount and with conditions satisfactory to the City, providing for the actual construction and installation of such Improvements within the period specified by the City.

WHEREAS, the Owner has filed four (4) complete sets of the Development Plans with the City;

WHEREAS, the Development Plans have been prepared by a registered professional engineer and have been approved by the Director of PWD.

NOW, THEREFORE, subject to the terms and conditions of this Custom Grading Agreement and in reliance upon the representations, warranties and covenants of the parties herein contained, the City and Owner agree as follows:

ARTICLE 1 DEFINITIONS

1.1 **TERMS.** The following terms, unless elsewhere defined specifically in the Custom Grading Agreement, shall have the following meanings as set forth below.

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

1.3 **OWNER.** "Owner" means Brandon K. Merrill and Amy L. Christopherson Merrill, husband and wife..

1.4 **DEVELOPMENT PLANS.** "Development Plans" means all those plans, drawings, specifications and surveys identified on the attached Appendix 1.

1.5 **CUSTOM GRADING AGREEMENT.** "Custom Grading Agreement" means this instant contract by and between the City and Owner.

1.6 **COUNCIL.** "Council" means the Council of the City of Inver Grove Heights.

1.7 **PWD.** "PWD" means the Public Works Department of the City of Inver Grove Heights.

1.8 **DIRECTOR OF PWD.** "Director of PWD" means the Director of the Public Works Department of the City of Inver Grove Heights and his delegates.

1.9 **COUNTY.** "County" means Dakota County, Minnesota.

1.10 **OTHER REGULATORY AGENCIES.** "Other Regulatory Agencies" means and includes the following:

- a.) Minnesota Department of Transportation
- b.) Dakota County
- c.) Water Management Organization
- d.) State of Minnesota
- e.) Minnesota Department of Natural Resources
- f.) any other regulatory or governmental agency or entity affected by, or having jurisdiction over the Improvements.

1.11 **UTILITY COMPANIES.** "Utility Companies" means and includes the following:

- a.) utility companies, including electric, gas and cable
- b.) pipeline companies.

1.12 **PRIOR EASEMENT HOLDERS.** "Prior Easement Holders" means and includes all holders of any easements or other property interests which existed prior to the grant or dedication of any public easements transferred by the Plat or transferred pursuant to this Custom Grading Agreement.

1.13 **IMPROVEMENTS.** "Improvements" means and includes, individually and collectively, all the improvements identified in Article 3 and on the attached Appendix 2.

1.14 OWNER DEFAULT. "Owner Default" means and includes any of the following or any combination thereof:

- a.) failure by the Owner to timely pay the City any money required to be paid under this Custom Grading Agreement;
- b.) failure by the Owner to timely construct the Improvements according to the Development Plans and the City standards and specifications;
- c.) failure by the Owner to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Custom Grading Agreement;
- d.) breach of the Owner Warranties.

1.15 FORCE MAJEURE. "Force Majeure" means acts of God, including, but not limited to floods, ice storms, blizzards, tornadoes, landslides, lightning 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 failures, and fires or explosions.

1.16 OWNER WARRANTIES. "Owner Warranties" means that the Owner hereby warrants and represents the following:

- A. **AUTHORITY.** Owner has the right, power, legal capacity and authority to enter into and perform its obligations under this Custom Grading Agreement; no approvals or consents of any persons are necessary in connection with the authority of Owner to enter into and perform its obligations under this Custom Grading Agreement.
- B. **FULL DISCLOSURE.** None of the representatives and warranties made by Owner or made in any exhibit hereto or memorandum or writing furnished or to be furnished by Owner or on its behalf contains or will contain any untrue statement of material fact or omit any material fact the omission of which would be misleading.
- C. **PLAN COMPLIANCE.** The Development Plans comply with all City, County, metropolitan, state and federal laws and regulations, including but not limited to subdivision ordinances, zoning ordinances and environmental regulations.
- D. **FEE TITLE.** The Owner owns fee title to the Property.

E. WARRANTY ON PROPER WORK AND MATERIALS. The Owner warrants all work required to be performed by it under this Custom Grading Agreement against defective material and faulty workmanship for a period of two (2) years after its completion. During the warranty period the Owner shall be solely responsible for all costs of performing repair work required by the City within thirty (30) days of notification. All trees, grass, and sod shall be warranted to be alive, of good quality, and disease free for one year after planting. Any replacements shall be similarly warranted for one year from the time of planting. In addition, the warranty period for drainage and erosion control improvements shall be for two (2) years after completion; the warranty for the drainage and erosion control improvements shall also include the obligation of the Owner to repair and correct and damage to or deficiency with respect to such improvements.

1.17 CITY WARRANTIES. "City Warranties" means that the City hereby warrants and represents as follows:

- A. ORGANIZATION.** City is a municipal corporation duly incorporated and validly existing in good standing under the laws of the State of Minnesota.
- B. AUTHORITY.** City has the right, power, legal capacity and authority to enter into and perform its obligations under this Custom Grading Agreement.

1.18 FORMAL NOTICE. "Formal Notice" means notices given by one party to the other if 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 and postal charges prepaid, addressed as follows:

If to CITY:
City of Inver Grove Heights
Attention: City Administrator
Inver Grove Heights City Hall
8150 Barbara Avenue
Inver Grove Heights, MN 55077

If to Owner:
Brandon K. Merrill and Amy L. Christopherson Merrill
8804 Brunell Way
Inver Grove Heights, MN 55076

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.

1.19 PROPERTY. Property means the real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described as follows:

Lot 1, Block 1, Shamrock Oaks, Dakota County, Minnesota.

ARTICLE 2 **APPROVAL OF DEVELOPMENT PLANS**

2.1. APPROVAL OF DEVELOPMENT PLANS. Subject to the terms and conditions of this Custom Grading Agreement, the recitals above, and all other applicable City Code provisions the City hereby approves the Development Plans.

2.2 RECORDING. This Custom Grading Agreement shall be recorded with the County Recorder within thirty (30) days from the date of this Custom Grading Agreement. No building permits shall be issued unless the Owner shows evidence to the City that this Custom Grading Agreement has been recorded with the County Recorder.

ARTICLE 3 **IMPROVEMENTS**

3.1 IMPROVEMENTS. The Owner shall install, at its own cost, the Improvements in accord with the Development Plans. The Owner Improvements shall be completed by the dates shown on Appendix 2, except as completion dates are extended by subsequent written action of the Director of PWD. Failure of the City to promptly take action to enforce this Custom Grading Agreement after expiration of time by which the Improvements are to be completed shall not waive or release any rights of the City; the City may take action at any time thereafter, and the terms of this contract shall be deemed to be automatically extended until such time as the Improvements are completed to the City's satisfaction.

3.2 GROUND MATERIAL. The Owner shall insure that adequate and suitable ground material shall exist in the areas of private driveways and utility improvements and shall guarantee the removal, replacement or repair of substandard or unstable material. The cost of removal, replacement or repair is the responsibility of the Owner.

3.3 GRADING/DRAINAGE PLAN. The Owner shall construct drainage facilities in accord with the Development Plans. The grading and drainage plan shall include lot and building elevations, drainage swales to be sodded, storm sewer, catch basins, erosion control structures and ponding areas necessary to conform with the overall City storm sewer plan. The grading of the site shall be completed in conformance with the Development Plans.

3.4 BOULEVARD AND AREA RESTORATION. The Owner shall seed or lay cultured sod in all boulevards within 30 days of the completion of street related improvements and restore all other areas disturbed by the development grading operation in accordance with the approved erosion control plan. Upon request of the PWD, the Owner shall remove the silt fences after grading and construction have occurred.

3.5 STREET MAINTENANCE, ACCESS AND REPAIR. The Owner shall clear, on a daily basis, any soil, earth or debris from the streets and wetlands within or adjacent to the Plat resulting from the grading or building on the land within the Plat by the Owner or its agents, and shall repair to the City's specifications any damage to bituminous surfacing resulting from the use of construction equipment.

3.6 LANDSCAPING. Site landscaping shall be in accordance with the Development Plans.

3.7 EROSION CONTROL. The Owner shall provide and follow a plan for erosion control and pond maintenance in accord with the Best Management Practices (BMP) as delineated in the Minnesota Pollution Control Agency handbook titled Water Quality in Urban Areas. Such plan shall be detailed on the Development Plans and shall be subject to approval of the Director of PWD. The Owner shall install and maintain such erosion control structures as appear necessary under the Development Plans or become necessary subsequent thereto. The Owner shall be responsible for all damage caused as the result of grading and excavation within the Plat including, but not limited to, restoration of existing control structures and clean-up of public right-of-way, until the Lot is final graded and Improvements are completed. As a portion of the erosion control plan, the Owner shall re-seed or sod any disturbed areas in accordance with the Development Plans. The City reserves the right to perform any necessary erosion control or restoration as required, if these requirements are not complied with after Formal Notice by the City as stated in Article 9. The Owner shall be financially responsible for payment for this extra work.

3.8 GRADING/DRAINAGE PLAN AND EASEMENTS. The Developer shall construct drainage facilities adequate to serve the Plat in accord with the Development Plans. The Owner and Developer agree to grant to the City all necessary easements for the preservation of the drainage system, for drainage basins, and for utility service. All such easements required by the City shall be on the Plat or in writing, in recordable form, and on the standard easement form of the City, and on such other terms and conditions as the City shall determine; such easements shall be delivered to the City contemporaneously with execution of this Development Contract. The grading and drainage plan shall include lot and building elevations, drainage swales to be sodded, storm sewer, catch basins, erosion control structures and ponding areas necessary to conform with the overall City storm sewer plan. The grading of the site shall be completed in conformance with the Development Plans. In the event that the Developer fails to complete the grading of the site in conformance with the Development Plans by the stipulated date, the City may declare the Developer in default pursuant to Article 9.

3.9 AS BUILT INFORMATION. One (1) copy, on paper, of the detailed record plan "as built" drawings of the Improvements shall be provided by the Owner in accord with City standards no later than 90 days after completion of the Improvements, unless otherwise approved in writing by the PWD. As-built information shall also be submitted in an electronic Adobe PDF file format. Note: All corrected links, grades, and elevations shall have a line drawn through the original text and new information placed nearby; the original information or text shall not be erased.

ARTICLE 4
OTHER PERMITS

4.1 **PERMITS.** The Owner shall obtain all necessary approvals, permits and licenses from the City, the Other Regulatory Agencies, the Utility Companies, and the Prior Easement Holders. Major design requirements of any such entities shall be determined prior to completion and incorporated into the Development Plans. All costs incurred to obtain the approvals, permits and licenses, and also all fines or penalties levied by any agency due to the failure of the Owner to obtain or comply with conditions of such approvals, permits and licenses, shall be paid by the Owner. The Owner shall defend and hold the City harmless from any action initiated by the Other Regulatory Agencies, the Utility Companies and the Prior Easement Holders resulting from such failures of the Owner.

ARTICLE 5
RESPONSIBILITY FOR COSTS

5.1 **IMPROVEMENT COSTS.** The Owner shall pay for the Improvements; that is, all costs of persons doing work or furnishing skills, tools, machinery or materials, or insurance premiums or equipment or supplies and all just claims for the same; and the City shall be under no obligation to pay the contractor or any subcontractor any sum whatsoever on account thereof, whether or not the City shall have approved the contract or subcontract.

5.2 **CITY MISCELLANEOUS EXPENSES.** The Owner shall reimburse the City for all engineering, administrative, legal and other expenses incurred or to be incurred by the City in connection with this Custom Grading Agreement. Bills not paid within thirty (30) days shall accrue interest at the rate of eight percent per year.

5.3 **ENFORCEMENT COSTS.** The Owner shall pay the City for costs incurred in the enforcement of this Custom Grading Agreement, including engineering and attorneys' fees.

5.4 **TIME OF PAYMENT.** The Owner shall pay all bills from the City within thirty (30) days after billing. Bills not paid within thirty (30) days shall bear interest at the rate of 8% per year.

ARTICLE 6
OWNER WARRANTIES

6.1 **STATEMENT OF OWNER WARRANTIES.** The Owner hereby makes and states the Owner Warranties.

ARTICLE 7
CITY WARRANTIES

7.1 **STATEMENT OF CITY WARRANTIES.** The City hereby makes and states the City Warranties.

ARTICLE 8
INDEMNIFICATION OF CITY

8.1 INDEMNIFICATION OF CITY. Owner shall indemnify, defend and hold the City, its Council, agents, employees, attorneys and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to:

- a.) breach by the Owner of the Owner Warranties;
- b.) failure of the Owner to timely construct the Improvements according to the Development Plans and the City ordinances, standards and specifications;
- c.) failure by the Owner to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Custom Grading Agreement;
- d.) failure by the Owner to pay contractors, subcontractors, laborers, or material;
- e.) failure by the Owner to pay for materials;
- f.) approval by the City of the Development Plans;
- g.) failure to obtain the necessary permits and authorizations to construct the Improvements;
- h.) construction of the Improvements;
- i.) delays in construction of the Improvements;
- j.) all costs and liabilities arising because building permits were issued prior to the completion and acceptance of the Improvements.

ARTICLE 9
CITY REMEDIES UPON OWNER DEFAULT

9.1 CITY REMEDIES. If a Owner Default occurs, that is not caused by Force Majeure, the City shall give the Owner Formal Notice of the Owner Default and the Owner shall have ten (10) business days to cure the Owner Default. If the Owner, after Formal Notice to it by the City, does not cure the Owner Default within ten (10) business days, then the City may avail itself of any remedy afforded by law and any of the following remedies:

- a.) the City may specifically enforce this Custom Grading Agreement;

- b.) the City may collect on the irrevocable letter of credit or cash deposit pursuant to Article 13 hereof;
- c.) the City may suspend or deny building and occupancy permits for buildings within the Lot;
- d.) the City may, at its sole option, perform the work or improvements to be performed by the Owner, in which case the Owner shall within thirty (30) days after written billing by the City reimburse the City for any costs and expenses incurred by the City.

9.2 NO ADDITIONAL WAIVER IMPLIED BY ONE WAIVER. In the event any agreement contained in this Custom Grading Agreement is breached by the Owner and thereafter waived in writing by the City, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder. All waivers by the City must be in writing.

9.3 NO REMEDY EXCLUSIVE. No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under the Custom Grading Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the City to exercise any remedy reserved to it, it shall not be necessary to give notice, other than the Formal Notice.

9.4 EMERGENCY. Notwithstanding the requirement contained in Section 9.1 hereof relating to Formal Notice to the Owner in case of a Owner Default and notwithstanding the requirement contained in Section 9.1 hereof relating to giving the Owner a ten (10) business day period to cure the Owner Default, in the event of an emergency as determined by the Director of PWD, resulting from the Owner Default, the City may perform the work or improvement to be performed by the Owner without giving any notice or Formal Notice to the Owner and without giving the Owner the ten (10) day period to cure the Owner Default. In such case, the Owner shall within thirty (30) days after written billing by the City reimburse the City for any and all costs incurred by the City.

ARTICLE 10
ESCROW DEPOSIT

10.1 ESCROW REQUIREMENT. Contemporaneously herewith, the Owner shall deposit with the City an irrevocable letter of credit, or cash deposit for the amount of \$10,000.

The bank and form of the irrevocable letter of credit, or cash deposit shall be subject to approval by the City Finance Director and City Attorney and shall continue to be in full force and effect until released by the CITY. The irrevocable letter of credit shall be for a term ending December 31, 2016. In the alternative, the letter of credit may be for a one year term provided it is automatically renewable for successive one year periods from the present or any future expiration dates with a final expiration date of December 31, 2016, and further provided that the irrevocable letter of credit states that at least sixty (60) days prior to the expiration date the bank will notify the City that if the bank elects not to renew for an additional period. The irrevocable letter of credit shall secure compliance by the Owner with the terms of this Custom Grading Agreement. The City may draw down on the irrevocable letter of credit or cash deposit, without any further notice than that provided in Section 9.1 relating to a Owner Default, for any of the following reasons:

- a.) a Owner Default; or
- b.) upon the City receiving notice that the irrevocable letter of credit will be allowed to lapse before December 31, 2016.

The City shall use the escrow proceeds to reimburse the City for its costs and to cause the Improvements to be constructed to the extent practicable; after the Director of PWD determines that such Improvements have been constructed and after retaining 10% of the proceeds for later distribution pursuant to Section 10.2, the remaining proceeds shall be distributed to Owner.

With City approval, the irrevocable letter of credit or cash deposit may be reduced pursuant to Section 10.2 from time to time as financial obligations are paid.

10.2 ESCROW RELEASE AND ESCROW INCREASE.

Periodically, upon the Owner's written request and upon completion by the Owner and acceptance by the City of any specific Improvements, ninety percent (90%) of that portion of the irrevocable letter of credit, or cash deposit covering those specific completed improvements only shall be released. The final ten percent (10%) of that portion of the irrevocable letter of credit, or cash deposit, for those specific completed improvements shall be held until acceptance by the City and expiration of the warranty period under Section 1.17 hereof; in the alternative, the Owner may post a bond satisfactory to the City with respect to the final ten percent (10%).

10.3 ENGINEERING ESCROW AMOUNT. In addition to the Escrow Amount, the Owner shall also deposit \$5,000 in cash with the City (hereafter "Engineering Escrow Amount") contemporaneously with execution of this Agreement.

The Engineering Escrow Amount shall be used to pay the City for engineering review

and inspection expenses, attorney's fees, consultant fees, erosion and sediment control expenses, staff review time associated with coordination, review, design, preparation and inspection of the Development Plans, the Improvements, and this Agreement and other associated City costs. Fees will be calculated at the City's standard rates charged for such tasks.

The Engineering Escrow Amount shall also be available to the City to pay for deficiencies and problems related to grading, drainage and erosion control and landscaping on the Owner Property in the event such problems and deficiencies arise. The City may also use the Engineering Escrow Amount to correct any such deficiencies or problems or to protect against further deficiencies or problems.

The City shall return to the Owner any remaining Engineering Escrow Amount when all the following events have occurred:

- a.) all of the landscaping and vegetation has been established to the sole satisfaction of the City.

To the extent the engineering inspection charges or the amount needed to correct the deficiencies and problems relating to grading, drainage, erosion control, or landscaping exceed the initially deposited \$5,000 Engineering Escrow Amount, the Owner is responsible for payment of such excess within thirty (30) days after billing by the City.

ARTICLE 11 **MISCELLANEOUS**

11.1 CITY'S DUTIES. The terms of this Custom Grading Agreement shall not be considered an affirmative duty upon the City to complete any Improvements.

11.2 NO THIRD PARTY RECOURSE. Third parties shall have no recourse against the City under this Custom Grading Agreement.

11.3 VALIDITY. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Custom Grading Agreement is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Custom Grading Agreement.

11.4 RECORDING. Within 30 days from the date of this Custom Grading Agreement, the Custom Grading Agreement shall be recorded by the Owner with the County Recorder and the Owner shall provide and execute any and all documents necessary to implement the recording.

11.5 BINDING AGREEMENT. The parties mutually recognize and agree that all terms and conditions of this recordable Custom Grading Agreement shall run with the land and shall be binding upon the heirs, successors, administrators and assigns of the Owner.

11.6 ASSIGNMENT. The Owner may not assign this Custom Grading Agreement without the written permission of the Council. The Owner's obligations hereunder shall continue in full force and effect, even if the Owner sells the Lot.

11.7 AMENDMENT AND WAIVER. The parties hereto may by mutual written agreement amend this Custom Grading Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Custom Grading Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Custom Grading Agreement, waive compliance by another with any of the covenants contained in this Custom Grading Agreement, waive performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Custom Grading Agreement. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the provisions of this Custom Grading Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

11.8 GOVERNING LAW. This Custom Grading Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

11.9 COUNTERPARTS. This Custom Grading 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.

11.10 HEADINGS. The subject headings of the paragraphs and subparagraphs of this Custom Grading Agreement are included for purposes of convenience only, and shall not affect the construction of interpretation of any of its provisions.

11.11 INCONSISTENCY. If the Development Plans are inconsistent with the words of this Custom Grading Agreement or if the obligation imposed hereunder upon the Owner are inconsistent, then that provision or term which imposes a greater and more demanding obligation on the Owner shall prevail.

11.12 ACCESS. The Owner hereby grants to the City, its agents, employees, officers, and contractors a license to enter the Lot to perform all work and inspections deemed appropriate by the City during the installation of Improvements.

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IN WITNESS WHEREOF, the parties have executed this Custom Grading Agreement.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

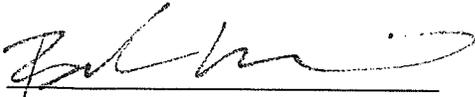
Melissa Kennedy, Deputy City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 22nd day of September, 2014, before me a Notary Public within and for said County, personally appeared George Tourville and Melissa Kennedy to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and Deputy City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipality by authority of its City Council and said Mayor and Deputy City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

OWNER:



Brandon K. Merrill

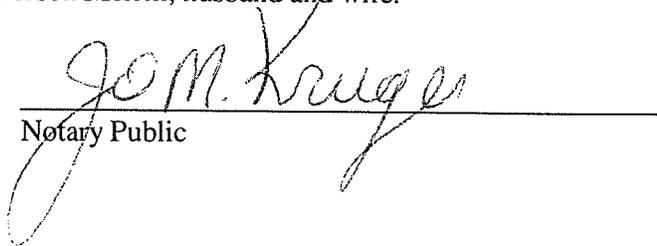


Amy L. Christopherson Merrill

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

The foregoing instrument was acknowledged before me this 12th day of September, 2014, by Brandon K. Merrill and Amy L. Christopherson Merrill, husband and wife.





Notary Public

THIS INSTRUMENT DRAFTED BY:
LeVander, Gillen, & Miller, P.A.
633 South Concord Street, Suite 400
South St. Paul, MN 55075
(651) 451-1831

**AFTER RECORDING, PLEASE
RETURN DOCUMENT TO:**
LeVander, Gillen & Miller, P.A.
633 South Concord Street, Suite 400
South St. Paul, MN 55075
(651) 451-1831

APPENDIX 1
LIST OF DEVELOPMENT PLANS

<u>PLAN</u>	<u>DATE OF PLAN PREPARATION</u>	<u>PREPARED BY</u>
1.) Lot Certificate	September 10, 2014	Rehder & Associates Inc.

Approved by the City Engineer on September 12, 2014.

APPENDIX 2
IMPROVEMENTS

The items checked with an "X" below are the Improvements.

<u>CHECKED</u>	<u>COMPLETION DATE</u>	<u>IMPROVEMENT</u>
<u>X</u>	Prior to obtaining building permit	grading, drainage, and sediment & erosion control
<u>X</u>	Prior to Certificate of Occupancy	As-built Certificate of Survey
<u>X</u>	Within 6 months after Certificate of Occupancy	landscaping

PERMANENT PUBLIC STREET EASEMENT

THIS PERMANENT PUBLIC STREET EASEMENT (Easement) is made, granted and conveyed this 22nd day of September, 2014, between Brandon K. Merrill and Amy L. Christopherson Merrill, husband and wife, hereinafter collectively referred to as the "Landowner" and the City of Inver Grove Heights, a municipal corporation organized under the laws of the State of Minnesota, hereinafter referred to as the "City."

The Landowner owns the real property situated within Dakota County, Minnesota as described on the attached **Exhibit A** (hereinafter "**Landowner's Property**").

The Landowner in consideration of the sum of One Dollar and other good and valuable consideration to it in hand paid by the City, the receipt and sufficiency of which is hereby acknowledged, does hereby grant and convey unto the City, its successors and assigns, the following:

A permanent easement for public street and all such purposes ancillary, incident or related thereto (hereinafter "**Permanent Street Easement**") under, over, across, through and upon that real property legally described on **Exhibit B** (hereinafter the "**Permanent Street Easement Area**") attached hereto and incorporated herein by reference.

The Permanent Street Easement rights granted herein are forever and shall include, but not be limited to, the construction, maintenance, repair and replacement of any public street and all facilities and improvements ancillary, incident or related thereto, under, over, across, through and upon the Permanent Street Easement Area.

EXEMPT FROM STATE DEED TAX

The rights of the City also include the right of the City, its contractors, agents and servants:

- a.) to enter upon the Permanent Street Easement Area at all reasonable times for the purposes of construction, reconstruction, inspection, repair, replacement, grading, sloping, and restoration relating to the purposes of this Easement; and

- b.) to maintain the Permanent Street Easement Area, any City improvements and any underground pipes, conduits, or mains, together with the right to excavate and refill ditches or trenches for the location of such pipes, conduits or mains; and
- c.) to remove from the Permanent Street Easement Area trees, brush, herbage, aggregate, undergrowth and other obstructions interfering with the location, construction and maintenance of the pipes, conduits, or mains and to deposit earthen material in and upon the Permanent Street Easement Area; and
- d.) to remove or otherwise dispose of all earth or other material excavated from the Permanent Street Easement Area as the City may deem appropriate.

The City shall not be responsible for any costs, expenses, damages, demands, obligations, penalties, attorneys' fees and losses resulting from any claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, petroleum, pollutants, and contaminants which may have existed on, or which relate to, the Permanent Street Easement Area or the Landowner's Property prior to the date hereof.

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

The Landowner, for themselves and their successors and assigns, do hereby warrant to and covenant with the City, its successors and assigns, that they are well seized in fee of the Landowner's Property described on Exhibit A and the Permanent Street Easement Area described on Exhibit B and have good right to grant and convey the Permanent Street Easement herein to the City.

[the remainder of this page intentionally left blank]

IN TESTIMONY WHEREOF, the Landowner and the City have caused this Easement to be executed as of the day and year first above written.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

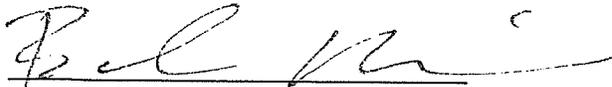
Melissa Kennedy, Deputy City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

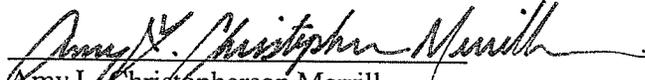
On this 22nd day of September, 2014, before me a Notary Public within and for said County, personally appeared George Tourville and Melissa Kennedy, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and Deputy City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and Deputy City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

LANDOWNER



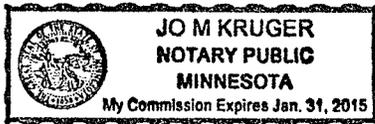
Brandon K. Merrill

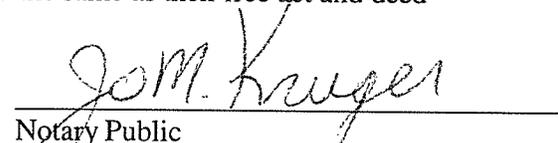


Amy L. Christopherson Merrill

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 12th day of September, 2014, before me a Notary Public within and for said County, personally appeared Brandon K. Merrill and Amy L. Christopherson Merrill, husband and wife, to me personally known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as their free act and deed





Notary Public

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

After recording, please return to:
Timothy J. Kuntz
LeVander, Gillen & Miller
633 South Concord Street, Suite 400
South St. Paul, Minnesota 55075
(651)451-1831

EXHIBIT A
LEGAL DESCRIPTION OF LANDOWNER'S PROPERTY

Real Property located in the City of Inver Grove Heights, Dakota County, Minnesota, described as follows:

Lot 1, Block 1, Shamrock Oaks, Dakota County, Minnesota.

Abstract Property

EXHIBIT B
LEGAL DESCRIPTION OF
PERMANENT STREET EASEMENT AREA

Real Property located in the City of Inver Grove Heights, Dakota County, Minnesota, described as follows:

The east 5.00 feet of Lot 1, Block 1, Shamrock Oaks, Dakota County, Minnesota.

PEDESTRIAN TRAIL EASEMENT
FOR LOT 1, BLOCK 1, SHAMROCK OAKS
DAKOTA COUNTY, MINNESOTA

THIS PEDESTRIAN TRAIL EASEMENT (Easement) is made, granted and conveyed this 22nd day of September, 2014, between Brandon K. Merrill and Amy L. Christopherson Merrill, husband and wife, hereinafter collectively referred to as the "Landowner", and the City of Inver Grove Heights, a municipal corporation organized under the laws of the State of Minnesota, hereinafter referred to as the "City".

The Landowner in consideration of the sum of One Dollar and other good and valuable consideration to it in hand paid by the City, the receipt and sufficiency of which is hereby acknowledged, does grant and convey to the City, its successors and assigns, forever, a **permanent easement and right-of-way for a trail (including, without limitation, the construction, maintenance, repair and use of a trail)** over, under, across, through and upon the following described premises (the "Easement Area") situated within Dakota County, Minnesota, to-wit:

See the attached **Exhibit A**, incorporated herein by reference.

EXEMPT FROM STATE DEED TAX

The Easement Area shall be for use as a pedestrian and non-motorized recreational trail shall include such activities as walking, running, biking, skiing, in-line skating, roller skating, skateboarding, the walking of household pets and other forms of similar non-motorized pedestrian use. In addition, public emergency motorized vehicles, electric personal assistive devices, vehicles that may be required by the Americans with Disabilities Act and motorized vehicles used by the City for maintenance, law enforcement or other public uses may be used in the Easement Area. The Easement Area will not be used by other motorized vehicles, or by all-terrain vehicles, or by snowmobiles, and the Easement Area will not be used for horseback riding. No structures, signs, obstructions or fences shall be allowed in the Easement Area unless written approval is granted by the City.

The easement rights herein granted to the City include the rights of the City, its contractors, agents, and servants to enter upon the Easement Area at all reasonable times to construct, reconstruct, inspect, repair and maintain the trail and related improvements, over, under, across, through and

upon the Easement Area together with the right to remove from the Easement Area trees, brush, herbage, undergrowth and other obstructions, as well as the right to deposit earthen material in and upon the permanent Easement Area.

The City shall not be responsible for any costs, expenses, damages, demands, obligations, penalties, attorney's fees, and losses resulting from any claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, petroleum, pollutants, or contaminants which may have existed on, or which relate to, the Easement Area or property prior to the date hereof.

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

Landowner, for themselves and their successors and assigns, do warrant to and covenant with the City, its successors and assigns, that they are well seized in fee of the lands and premises aforesaid and have good right to grant and convey the easement herein to the City.

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

IN TESTIMONY WHEREOF, the Landowner and City have caused this Easement to be executed as of the day and year set forth above.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 22nd day of September, 2014, before me a Notary Public within and for said County, personally appeared George Tourville and Melissa Kennedy, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and Deputy City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and Deputy City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

EXHIBIT A
LEGAL DESCRIPTION OF EASEMENT AREA

Real Property located in the City of Inver Grove Heights, Dakota County, Minnesota, described as follows:

The west 20.00 feet of the east 25.00 feet of Lot 1, Block 1, Shamrock Oaks, Dakota County, Minnesota.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Receiving Professional Services Proposal and Accepting Proposal from Short Elliot and Hendrickson, Inc. (SEH) for City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction

Meeting Date: September 22, 2014
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

STJ

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 Fund, Special Assessments, Water and Sewer Fund

PURPOSE/ACTION REQUESTED

Resolution receiving professional services proposal and accepting proposal from SEH for City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction.

SUMMARY

At the August 11, 2014 City Council meeting, a resolution receiving the petition and ordering the preparation of a feasibility report for City Project No. 2015-03 was approved. Subsequently the City determined that Pavement Management funds should be used; therefore the project number needs to be changed to City Project No. 2015-09E.

The City received a petition signed by forty-three (43) property owners indicating their support for the street improvements. Some additional neighborhood streets were added to the scope to allow the City to reconstruct all streets in the neighborhood. A map of the project area is attached.

A proposal for the preliminary engineering was requested from a member of the City's consulting engineer pool. The proposal from SEH was received on September 15, 2014. The proposal was reviewed by staff.

The Engineering Division recommends that the proposal from SEH be accepted based on their project approach, their understanding of the project scope of work, the expertise of their project team, the proposed cost of their services and their knowledge of the City's street standards. SEH has done similar projects of this nature such as City Project No. 2011-08 – 66th Street Improvements.

It is recommended that the City Council adopt the resolution accepting the SEH proposal dated September 15, 2014 in the amount of \$86,500 and authorize staff to execute a supplemental letter agreement in accordance with the agreement for professional services between the City and SEH dated January 10, 2011 and addendum no. 1 to that agreement.

TJK/kf
 Attachments: Resolution
 Proposals
 Map

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

**RESOLUTION RECEIVING PROFESSIONAL SERVICES PROPOSAL AND ACCEPTING
PROPOSAL FROM SHORT ELLIOT AND HENDRICKSON, INC. (SEH) FOR CITY PROJECT
NO. 2015-09E – 47TH STREET NEIGHBORHOOD STREET RECONSTRUCTION**

RESOLUTION NO. _____

WHEREAS, the City of Inver Grove Heights and have received a petition signed by forty-three (43) property owners seeking improvements to the streets in their neighborhood; and

WHEREAS, a valid petition was received by the City Council on August 11, 2014; and

WHEREAS, at the August 11, 2014 Council meeting the Council ordered the preparation of a feasibility report for City Project No. 2015-03 – 47th Street Neighborhood Street Reconstruction; and

WHEREAS, It has been determined that this project will use pavement management funding; therefore the project number needs to be changed to City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction; and

WHEREAS, the City requested and received a proposal from a member of its engineering consulting pool for preliminary engineering for City Project No. 2015-09E; and

WHEREAS, the proposal from SEH provided a strong project approach, a thorough understanding of the required scope of work, presented a project team with the appropriate expertise that has done similar projects in the City and provided a reasonable cost for the proposed services.

NOW, THEREFORE, BE IT RESOLVED that City Council of Inver Grove Heights receives and accepts the proposal from SEH and authorizes staff to execute a supplemental letter agreement in accordance with the agreement for professional services dated January 10, 2011 and addendum no. 1 to that agreement for the requested work.

BE IT ALSO RESOLVED that City Project No. 2015-03 – 47th Street Neighborhood Street Reconstruction will be changed to City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction.

Approved by the City Council of Inver Grove Heights this 22nd day of September 2014

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk



Building a Better World
for All of Us®

September 15, 2014

RE: City of Inver Grove Heights, Minnesota
47th Street and Neighborhood Street
Reconstruction
SEH No. INVER 127255 14.00

Mr. Tom Kaldunski
City Engineer
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077-3410

Dear Mr. Kaldunski:

SEH appreciates the opportunity to provide professional services to the City of Inver Grove Heights (City) for the 47th Street and Neighborhood Street Reconstruction project. The City has requested a proposal and scope of work that includes project management, topographic surveying, the preparation of a feasibility study and preliminary design. This letter proposal serves as our Supplemental Letter Agreement in accordance with the Agreement for Professional Services between the City and SEH dated January 10, 2011 and Addendum #1 to that agreement.

Our project understanding, proposed scope of services, schedule and estimated fee and expenses are detailed below:

PROJECT UNDERSTANDING

The City received a petition from forty three (43) property owners along 47th Street, Bower Path, Bower Circle and Boyd Avenue requesting improvements to their streets. At their August 11, 2014 meeting the City Council ordered the preparation of a feasibility report for the improvements. City staff proposed project area added a few streets to complete the entire neighborhood as one project. The streets to be included in this study include: Bower Court, Bower Path, 46th Street, 46th Court, 47th Street, from South St. Paul to Blaine, 49th from Brent Avenue to South St. Paul, Brent Avenue and Bryce Avenue.

SCOPE OF WORK

Task 1 – Project Management/Public Involvement

SEH will coordinate with the City's project manager on a regular basis to discuss design decision and progress throughout the project. We will provide project management of the day to day activities and tasks throughout the project and prepare monthly billing invoices.

We will attend two (2) public open house meetings to discuss the project. We assumed that these meetings will be with project residents and occur during the preparation of the feasibility report.

We will assist City staff with correspondence and coordination with residents within the project area. We have assumed this will include up to five (5) field visits with property owners and the preparation of a resident/property survey letter which will be mailed to residents to gather unique site/property information (ie irrigation systems, invisible fences, unique landscaping) that will need consideration during final design

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196
SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

and construction. The letter will also provide the residents with project information. We will coordinate the mailings, provide postage and mail the letters to up to 120 residents. We have assumed the City will provide the property owner addresses.

Task 2 – Preliminary Survey

SEH will provide preliminary surveying services of the project area. The survey will include obtaining horizontal control and gather topographic, profile and cross-section information. The survey will also locate existing property irons, underground utilities (coordinate a Gopher One Call) and survey sanitary, storm and water main structures.

The topographic survey will also extend approximately 10 feet beyond the street right-of-way to gather existing topographic features such as trees and landscaping as well as a center line profile on each private driveway from the curb line to the garage.

Task 3 – Geotechnical Investigation

The City had a geotechnical investigation completed by Braun for several projects in the pavement management plan and it include this project area. That investigation only focused on pavement replacement recommendations as the borings only went to just below the aggregate base in most areas. Given the large amount of CIP water main, we are proposing addition soil borings and a report that would include borings to below the water main main depth and recommendations on pipe bedding. The pipe bedding and replacement backfill recommendations are a concern given the existing soils believed to be in portions of the project area and their impact on the existing CIP water main.

Task 4 – Feasibility Report

4a. Preliminary Stormwater Analysis

We will complete a preliminary analysis of the stormwater management system within the project area and adjacent areas that are directly connected to the street reconstruction area. We understand that Barr Engineering is completing an analysis and refinement of the modeling in the H1 and H2 Drainage Areas and that information, including the actual model, will be provided to SEH when completed (target date of September 2014). We will review the analysis and results of that study, review as-built plans and survey data for the project area prior to completing a field review of the project area. As part of our field review, we will identify potential problems areas and look for opportunities to incorporate water quality treatment systems into the project.

We will refine the Barr modeling (to be provided by the City) and/or develop an XP-SWMM model for areas not addressed in the Barr model to evaluate potential deficiencies in the conveyance system relative to City design standards. We will identify upgrades and new improvements to the drainage system and prepare a preliminary layout and pipe sizes for the storm sewer system. We will identify potential locations for stormwater treatment (infiltration or filtration) practices to meet the City's 1-inch treatment goal. We will identify potential treatments system both on a small scale such as good locations for the City's rain water garden program, and on a larger scale where opportunities may exist adjacent to a trunk storm sewer system. We will review the results and recommendations for the improvements in the area south of 50th Street East (i.e., the Ullrich Site) and provide input to City staff on additional measures or modifications that we identify for the area that would help address existing drainage issues and that could provide treatment for the portions of Bryce and Brent Avenues that drain to the Ullrich Site.

For the Feasibility Report, we will identify the permits and critical permit application schedules that will apply to the proposed improvements. We will also review possible treatment system options with the Dakota County SWCD to assess the potential for cost share funds to be used on the project.

4b. Proposed Improvements

The feasibility report will identify the proposed street, sanitary sewer, water main and drainage improvements to be included in the project design. It isn't clear at this point what the extent of the

sanitary sewer and water main improvements will be. As part of the feasibility report, we will perform the following analysis:

Sanitary Sewer Mains

The existing sanitary sewer in the project area are believed to be a combination of PVC, VCP and DIP pipe. As part of the feasibility report effort a television inspection of all the sanitary sewer mains in the project area will be completed. SEH will coordinate the television inspection with a sub-contractor and the City public works staff. We will review the results of the televising and make improvement recommendations to staff on which mains need replacement and which mains can remain in place. Replacement of sanitary sewer main would include replacement of the service laterals to the property line.

Water Main

The existing water main system in the project area has experienced issues in the past including a large break this past winter. The existing underlying soils can have an impact on the existing water main. The geotechnical investigation proposed to be completed will also provide recommendations with respect to the existing water main materials to identify any areas of concern due to the underlying soils. As part of the feasibility report effort we will review the existing as-builts and identify areas concern/issues that may need replacement as part of the improvements.

Storm Sewer

The preliminary stormwater analysis will identify improvements that will be included in the feasibility report. In areas of sanitary sewer and/or water main replace, impacts to the existing storm sewer will be reviewed and improvements needed will be included in the feasibility report.

A quantity takeoff will be completed and a preliminary engineer's estimate of probable construction costs for the improvements identified as part of the study. City staff will then prepare the preliminary assessment role based on the preliminary cost estimate. We assume the City will also hire the appraiser to define sustainable assessments by property.

Once the preliminary assessment role is prepared we will prepare the feasibility report detailing the results of the work task outlined above. We will provide the City with three (3) copies of the draft report and fifteen (15) copies of the final report. We will also provide the City with an electronic copy of the final report. We have assumed attending two (2) meetings with City staff to discuss the study results prior to finalizing the feasibility report. We have also assumed attending one (1) informational meeting with staff and residents, and one (1) city council meeting to present the feasibility report.

PRELIMINARY DESIGN/PRIVATE UTILITY COORDINATION

During the preparation of the feasibility report, we will coordinate with private utilities following the City's seven step Utility Coordination Sheet. Once proposed improvements are identified for the feasibility report we will coordinate a meeting with private utilities to discuss the project and any relocates/improvements of their facilities that will need to be completed prior to start of construction of the City Improvements. The information available at the utility meeting would include which streets will be a full reconstruction (replacement of sanitary sewer, water main and/or storm sewer) and which streets will involve only pavement replacement.

SCHEDULE

The following is a summary of the proposed schedule for the project:

Authorization to proceed with feasibility report September 22, 2014
Draft feasibility report to city staff..... November 7, 2014
Neighborhood feasibility meeting.....mid November
City Council receives feasibility report December 8, 2014
 Order Improvement hearing
 Authorize preparation of plans & specs

Neighborhood Information meeting..... mid January, 2015
 Public Improvement Hearing..... January 19, 2015
 Bid Opening March 2015
 City Council awards contract..... March 23, 2015
 Start construction May 18, 2015
 Construction complete October 2015

COMPENSATION

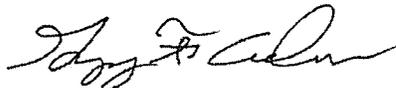
SEH proposes to complete all the services listed in this scope of work on an hourly basis. Compensation will be based on the hourly cost of personnel plus reimbursable expenses, including reproductions, mileage and equipment. The following is a summary of our estimated costs for the scope of services:

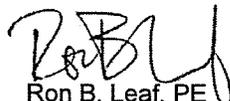
	Work Task	Estimated Fee
1.	Project Management / Public Involvement	\$5,500
2.	Topographic Survey	\$14,500
3.	Geotechnical Investigation	\$16,500
4.	Sewer Televising and Review	\$17,500
5.	Feasibility Study and Report	\$32,500
	Total Estimated Fees	\$86,500

Our total estimated cost for the scope of services included in the letter proposal is \$86,500 including all labor and reimbursable expenses. Since the scope of the project construction, blocks of full street & utility reconstruction vs blocks of pavement only replacement is not known at this time our scope only goes through preparation of the feasibility report and into preliminary design. We will provide a separate letter proposal for final design and construction services once the feasibility report is accepted by the council and the improvements are ordered. At that time, the project scope will be better defined.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.


 Greg F. Anderson, PE
 Project Manager


 Ron B. Leaf, PE
 Client Service Manager

ah
 s:\f\inver\common\47th street proposal\gh tom k itr agmt 2014 sept 15.docx

Approved this ___ day of _____, 2014

City of Inver Grove Heights, Minnesota

By: _____

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of VMCC Concession Stand Lease with IGHHA

Meeting Date: September 22, 2014
 Item Type: Consent 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

Approve the execution of an agreement between the City of Inver Grove Heights and the Inver Grove Youth Hockey Association (IGHHA) to operate the concession stand located in the VMCC.

SUMMARY

It is recommended that the IGHHA operate the VMCC concession stand under the terms of the attached agreement. Highlights of the terms include:

- IGHHA takes on all responsibilities of administering the concession operation
- IGHHA staffs the concessions stand
- IGHHA orders and pays for all supplies
- IGHHA responsible for repairs of equipment with the exception of the mechanical, HVAC, plumbing, and electrical systems
- IGHHA will pay the City \$9,600 for use of the concession stand between (October-March)
- The length of the agreement is from October 1, 2014 – April 30, 2015

Allowing the IGHHA to operate the concession stand provides an opportunity for the association to earn some revenue that will help the IGHHA to make hockey a little more affordable for people in the community. It is in the city's best interest to have the IGHHA continue to be a viable association for the long term success of the VMCC. The Park and Recreation Commission reviewed this issues at their September 10th meeting and is recommending approval.

**INVER GROVE HEIGHTS
VETERANS MEMORIAL COMMUNITY CENTER CONCESSION
INDEPENDENT CONTRACTOR AGREEMENT**

THIS INDEPENDENT CONTRACTOR AGREEMENT is made by and between the **City of Inver Grove Heights**, a Minnesota municipal corporation (the “City”) and Inver Grove Heights Youth Hockey Association (IGHHA), a Minnesota non-profit corporation (the “Contractor”) (City and Contractor sometimes mutually referred to herein as the “Parties”).

RECITALS

WHEREAS, City owns and operates an ice arena which contains a concession stand located at 8055 Barbara Ave, Inver Grove Heights, Minnesota 55077 (the “Ice Arena Concession Stand”); and

WHEREAS, Contractor, Inver Grove Heights Youth Hockey Association (IGHHA) is a non-profit corporation who will manage and operate a concession operation located in the Ice Arena; and

WHEREAS, City desires to engage the services of Contractor to provide certain operation and management functions regarding the Ice Arena Concession Stand pursuant to the terms and conditions of this Agreement; and

WHEREAS, Contractor is willing to provide these services of operating and managing the Ice Arena Concession Stand as an independent contractor pursuant to the terms and conditions of this Agreement; and

WHEREAS, Contractor’s services will eliminate the need for any City staff to operate or manage the Ice Arena Concession Stand.

NOW, THEREFORE, in consideration of the undertakings, promises, respective covenants and commitments contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

**ARTICLE 1.
Scope of Work**

1.1. The Work to be performed by Contractor regarding the Ice Arena Concession Stand shall be comprised of the following tasks:

- a.** Contractor shall provide sufficient, trained personnel necessary to sell to the general public various concession merchandise from the Ice Arena Concession Stand at all times mutually acceptable to City and Contractor;

b. Personnel provided by Contractor shall serve on a volunteer basis without expectation of pay from either City or Contractor and shall be identified herein as “Personnel”;

c. Contractor and City shall periodically and mutually prepare a schedule of events and dates at which Contractor will employ Personnel to operate the Ice Arena Concession Stand. This schedule will include all gate events and may be changed only by the written agreement of both Parties;

d. Contractor agrees to maintain the Ice Arena Concession Stand in a clean and orderly condition during operation and at the end of each event at which the Ice Arena Concession Stand is open for business;

e. Contractor agrees to comply with any requests by the City to exclude from events any Personnel deemed unsuitable by the City;

f. Contractor agrees all Personnel working at the Ice Arena Concession Stand will be sixteen (16) years of age or older.

ARTICLE 2.
Performance of Work

2.1. Contractor shall operate and manage the Ice Arena Concession Stand pursuant to the schedule of events and dates mutually agreed to by Contractor and City.

2.2. If Contractor fails or neglects to proceed diligently, timely, or competently with the Work and in a professional manner, City may terminate this Agreement.

ARTICLE 3.
Term

3.1. The term of this Agreement shall be effective on October 1, 2014 and terminate on April 30, 2015 (the “Term”). At the end of the Term all provisions and conditions of this Agreement, including fees, may be renewed and negotiated by the Parties, subject to mutual agreement of the Parties.

ARTICLE 4.
Terms of Payment

4.1. During the Term Contractor will pay City a fee to lease the Ice Arena Concession Stand in the amount of nine thousand six hundred and 00/100 Dollars (\$9,600.00) annually in equal payments of \$1,920.00 per month (November – March) (the “Fee”). Contractor will be required to pay this Fee monthly regardless of its profit from sales. Monthly payments are due on the 10th of the month following (i.e. January’s payment is due February 10th, February’s

payment is due March 10th, and March payment is due April 10th). Contractor will only be entitled to revenue from concession sales above and beyond the Fee.

4.2. Contractor agrees to provide monthly financial reports in a form acceptable to the City in the City's sole discretion which are due with monthly payment following the reporting month which set forth all income and expenses of operation of the Ice Arena Concession Stand.

ARTICLE 5.
Expenses and Equipment

5.1. Contractor shall be solely responsible for all expenses incurred by performing the Work under this Agreement. This includes but is not limited to permits, license fees, costs of supplies, insurance premiums and compensation, if any, paid to Personnel used by Contractor

5.2. During the Term, all repair and maintenance of any and all equipment not provided by a vendor will be the sole responsibility of Contractor. City will not facilitate repairs to any equipment, including that which may be vendor provided.

5.3. Contractor shall be solely responsible for all collection and payment of applicable sales tax to the State of Minnesota.

ARTICLE 6.
Vendor Contracts

6.1. City has entered into a contract with Coca Cola to provide Coca Cola products. Contractor agrees to accept an assignment of this or any other future vendor contract and assumption of all obligations set forth in a contract. Per the City's contract with a beverage company Contractor agrees it will only sell that company's products from the concession stands.

ARTICLE 7.
Insurance

7.1 The Contractor shall submit to the City a certificate of insurance on a Standard Form C.I.C.C.-701 or an ACORD 25 form, showing the following insurance coverage and listing the City as a loss payee under the policies:

- | | | |
|----|--|-------------------|
| a. | Comprehensive General Liability (CGL): | \$1,500,000.00 |
| b. | Workman's Compensation: | Statutory Amounts |

This certificate must provide for the above coverage's to be in effect on the date of the contract and must provide the insurance coverage will not be canceled or not renewed by the insurance company without 30 days written notice to the City of intent to cancel or intent not to renew. The certificate must further provide that the Contractor's insurance coverage is primary coverage notwithstanding any insurance coverage carried by the City that may apply to Contractor's operation and management of the Inver Grove Heights Ice Arena concession stand. The required CGL coverage amount may be provided by primary coverage or a combination of primary and excess liability coverage.

ARTICLE 8.
Compliance with Labor Laws

8.1. Contractor warrants and represents it will comply with all federal and state child labor laws and all federal and state nondiscrimination and employment laws. Contractor shall indemnify and defend the City and its respective officials and employees and hold them harmless against any and all liability, loss, damages, costs or expenses, including attorney's fees, which City may incur, suffer, or be required to pay in connection with the defense and/or settlement or any action, suit or proceeding based upon general liability, or any other claims brought by any person, entity or organization arising out of any negligent or other wrongful act or omission by Contractor or its Personnel.

ARTICLE 9.
Indemnity

9.1. Contractor assumes full responsibility for its own actions and for any business invitees including but not limited to Personnel and agrees to indemnify, defend and hold and save City and its respective officials and employees harmless from and against any claim, demand, action or cause of action which may be asserted by any person arising out of any property damage, injury or death caused or suffered by acts, omissions or defaults of contractor, its personnel, and any of Contractor's business invitees, including Contractor itself, including, but not limited to third party actions for property damage or for injury or death otherwise covered under applicable workmen's compensation laws, regardless of actual or alleged negligence of City.

9.2. Contractor agrees to indemnify and hold City harmless from any and all losses or damage which City may sustain on account of any claim, demand or suit made or brought against City, including reasonable attorneys' fees, resulting from conduct of Contractor or its personnel or business invitees. Contractor further agrees to protect and indemnify and defend City against any loss or damage suffered by anyone arising through negligence of Contractor or its personnel or business invitees and to bear any expense which City may have by reason thereof, or on account of being charged therewith, including reasonable attorney's fees.

ARTICLE 10.
Independent Contractor Status

10.1. It is expressly understood and intended by the Parties that Contractor, in performing the Work to be performed pursuant to this Agreement, shall be acting as an independent contractor and not as an employee of City, and that City shall not be obligated to furnish Contractor with anything other than the use of the Ice Arena Concession Stand and equipment for purposes of selling concessions and equipment (listed on Exhibit A) and shall not be obligated to furnish Consultant with supplies or any customary employee benefits or compensation plans.

10.2. Contractor and City agree to the following rights consistent with an independent contractor relationship:

- a.** Contractor has the right to perform the Work for others during the Term of this Agreement;
- b.** Contractor has the sole right to control and direct the means, manner and method by which the Work required by this Agreement will be performed except as otherwise provided herein;
- c.** City will secure storage area to Contractor to provide the Work required by this Agreement;
- d.** Contractor will furnish all products and materials to provide the Work required by this Agreement.
- e.** Any relocation of equipment by Contractor must be approved in advance by City;
- f.** Contractor has the right to hire Personnel to provide the Work required by this Agreement;
- g.** Contractor or Contractor's Personnel shall perform the Work required by this Agreement; City shall not hire, supervise or pay any individuals to assist Contractor;
- h.** Neither Contractor nor Contractor's Personnel shall receive any training from City in the skills necessary to perform the Work required by this Agreement;
- i.** City shall not require Contractor's Personnel to devote full time to performing the Work required by this Agreement;
- j.** City-managed vending machines will be operational during hours of operation of the Ice Arena Concession Stand throughout the Term of the Agreement;
- k.** Any special concessions brought in for any event must be approved in advance by Contractor and City;

l. Any concession products sold in Ice Arena Concession Stand by Contractor must be approved by City in advance of sale;

m. Contractor is responsible for handling and managing all Ice Arena Concessions Stand related monies. Contractor will provide its own bank deposits, change fund and safe or storage of money; and

n. Contractor will be responsible for security of product and monies.

10.3. Business Permits, Certificates, Licenses and Training. Contractor is solely responsible for compliance with all federal, state and local laws requiring business permits, certificates and licenses required to carry out the Work to be performed under this Agreement. Contractor is solely responsible for compliance with all requirements for training of Personnel.

10.4. State and Federal Taxes. Contractor will pay all taxes incurred while performing the Work under this Agreement. Contractor shall be solely responsible for all collection and payment of applicable sales tax to the State of Minnesota. Upon demand, Contractor will provide City with proof that such payments have been made. City will not:

a. Withhold FICA from Contractor's payments or make FICA payments on Contractor's behalf;

b. Make State or Federal Unemployment Compensation contributions on Contractor's behalf; or

c. Withhold State or Federal Income Tax from Contractor's payments.

10.5. Fringe Benefits. Contractor understands that neither Contractor nor Contractor's Personnel are eligible to participate in any employee pension, health, vacation pay, sick pay or other fringe benefit plan of City.

ARTICLE 11. **Liability to Third Parties**

11.1. It is agreed that neither of the Parties shall act as the agent of the other party without an express written authorization to act as an agent, and any act by a party as an agent without proper authorization will create a separate liability solely in the party acting as to any and all third parties affected thereby.

11.2. Any contract entered into by a party that is outside the scope of this Agreement will not be binding on the other party, and only the party entering that contract shall be liable thereby to third parties.

ARTICLE 12.
Termination of Agreement

12.1. If Contractor breaches any terms of this Agreement, City may terminate this Agreement by giving Contractor thirty (30) days' written notice of its intent to terminate. The required notice shall be made in accordance with paragraph 13 of this Agreement. If City breaches any terms of this Agreement, Contractor may withdraw from and terminate its participation in this Agreement by providing the City thirty (30) days' written notice of its intention to terminate in accordance with paragraph 13 of this Agreement. In the event Contractor withdraws and terminates its participation in this Agreement, Contractor acknowledges and agrees it will pay the City its fee as provided in paragraph 4.1 of this Agreement for the entire month in which the termination becomes effective. Contractor further acknowledges and agrees it will make no separate claim for payment from the City under this Agreement.

12.2. In the event that the Inver Grove Heights Arena is closed or no longer operational, the agreement and all future obligations of the Contractor are concurrently terminated.

ARTICLE 13.
Notices

13.1. Any notice, demand or request which either party hereto may desire or may be required to give to the other party shall be in writing. Any such notice shall be sent to the respective party's address as set forth below or to such other party may, by notice in writing, designate as its address. Any such notice shall be deemed received and shall constitute service of notice hereunder three (3) days after the mailing thereof.

If to City: City of Inver Grove Heights
 Attn: Eric Carlson, Park & Recreation Director
 8055 Barbara Ave
 Inver Grove Heights, MN 55077
 Phone: 651.450.2588

If to Contractor: Inver Grove Heights Youth Hockey Association (IGHHA)
 Attn: _____ (name)
 _____ (address)
 _____ (city, state, zip code)
 Phone: _____

Any party from time to time, upon at least ten (10) days' written notice thereof, may change its respective address for notice to any other deliverable address within the State of Minnesota.

ARTICLE 14.

General

14.1. Assignment. Contractor may not assign this agreement or any part thereof or any of its obligations. Contractor shall not sublet the Work, either in whole or in part, without the prior written consent of City. Any subcontract under this Agreement approved by City will be subject to the provisions of the contract documents and this Agreement, but shall create no contractual relationship with City.

14.2. Applicable Law. This Agreement shall be construed in accordance with the laws of the State of Minnesota.

14.3. Entire Agreement. This Agreement does not constitute an offer by City and it shall not be effective until signed by all of the Parties. This Agreement, along with attached Schedules, Exhibits, any Appendix and any documents referred to herein, constitutes the entire agreement between the Parties with respect to the subject matter hereof and merges all prior and contemporaneous communications. This Agreement shall not be modified except by a written agreement signed by the Parties.

14.4. Waiver. Failure at any time to enforce any provisions of this Agreement shall in no way be constituted as a waiver of such provision and shall not affect the right of either party thereafter to enforce each and every provision of the Agreement in accordance with its terms.

14.5. Severability. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be held to be prohibited by or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of this Agreement.

14.6. No Partnership. This Agreement does not create a partnership relationship between Contractor and City. Contractor does not have authority to enter into contracts on City's behalf.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the _____ day of October 2014.

CITY:

CITY OF INVER GROVE HEIGHTS

By: _____
Eric Carlson
Its: City PARKS DIRECTOR

CONTRACTOR:

INVER GROVE HEIGHTS YOUTH HOCKEY ASSOCIATION (IGHHA)

By: _____

— Its: _____

By: _____

— Its: _____

Exhibit A Equipment

The City of Inver Grove Heights will maintain the plumbing, electrical and HVAC systems that serve the concession stand and storage area. The City will not be responsible for loss of service or product should one of these systems fail. The City will make reasonable effort to repair a failed system as quickly as possible.

The City of Inver Grove Heights owns and will maintain the following equipment:

- Telephone
- Sink(s)

The City of Inver Grove Heights will allow the IGHHA to use City owned equipment. The IGHHA is responsible to make and pay for all necessary repairs. Once the equipment has reached the end of its useful life it is the responsibility of the IGHHA to pay for the replacement of the equipment as needed at the discretion of the IGHHA. Once replaced the equipment becomes the property of the IGHHA. Before disposing of City owned equipment, approval from the City is required. . The list may include:

- Coffee Machine
- Popcorn machine
- Ice machine
- Hot Dog Roller
- Warmer unit
- Single door fridge

The following equipment is borrowed/leased from a vendor. The IGHHA can choose to continue to use the vendor that supplies the equipment or they can seek their own vendor at their discretion (exception is Coke products):

Coke:

- 2 door display cooler
- 1 door display cooler
- Fountain machine

1st Line Group:

- Slushie Machine

Al's Coffee:

- Hot Chocolate/Cap. Machine

Vistar:

- 2-microwaves
- Cheese machine

The City will not supply cash registers or POS system(s) for the operation of the concession stand.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of Dasher Board Agreement with Inver Grove Heights Youth Hockey

Meeting Date: September 22, 2014
Item Type: Consent
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 type="checkbox"/>	Other

PURPOSE/ACTION REQUESTED

Approve the attached letter of agreement between the City and the Inver Grove Heights Hockey Association for the purposes of selling dasher boards at the Veterans Memorial Community Center ice arena.

SUMMARY

The Inver Grove Heights Youth Hockey Association is one of our largest users of ice time at the VMCC and the City recognizes the importance of a youth hockey program in the community. The association would like to continue to have the ability to sell dasher board advertising so that they can attempt to keep the cost of hockey affordable for the members of their association which are predominately residents of Inver Grove Heights. Virtually any proceeds gained by the association will used to help reduce the cost of ice time at the VMCC.

The City previously had the same agreement with the hockey association but it expired in August 2014. The Park and Recreation Commission is recommending approval.

CITY OF
INVER GROVE HEIGHTS

and

INVER GROVE HEIGHTS
YOUTH HOCKEY ASSOCIATION

LETTER OF AGREEMENT

The following Letter of Agreement is made between the City of Inver Grove Heights "City" and the Inver Grove Heights Youth Hockey Association "IGHHA".

WHERE AS, the City recognizes the importance of a youth hockey program in the community and desires to partner with the IGHHA to help the IGHHA remain a viable association.

WHERE AS, the City currently sells dasher board advertising to local businesses to generate revenue for the VMCC/Grove and 100% of the revenue is deposited with the City.

WHERE AS, the IGHHA wishes to sell dasher board advertising to local business to generate revenue for the IGHHA and VMCC/Grove and 90% of the gross revenue would be kept by the IGHHA and 10% of the gross revenue would be paid to the City by the IGHHA.

WHERE AS, the IGHHA agrees not to approach any existing advertisers currently under contract with the City.

WHERE AS, the IGHHA will be solely responsible for marketing, ad production and maintenance of ads, revenue collection and providing City share to the City in a timely manner.

WHERE AS, there are a total of 32 dasher board locations.

WHERE AS, the City will maintain the ability to refuse any advertiser if the product or service is not in the best interest of the VMCC/Grove, City and/or Community.

WHERE AS, the City will install any dasher board within one week of receiving the panel and the IGHHA will pay the City \$50 for installation costs.

WHERE AS, the proposal will expire on August 31, 2016 unless both parties renew the terms of the agreement.

FOR THE CITY:

FOR THE IGHHA:

Parks & Recreation Director Date

President Date

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Amend Start Time for October 6, 2014 City Council Work Session

Meeting Date: September 22, 2014
Item Type: Consent
Contact: 651.450.2513
Prepared by: Melissa Kennedy
Reviewed by: N/A

Fiscal/FTE Impact:

- | | |
|-------------------------------------|------------------------------------|
| <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:

Amend start time for October 6, 2014 City Council work session to 6:00 pm

SUMMARY:

At the Council's special meeting on September 15th staff was directed to amend the start time for the regularly scheduled Council work session on October 6, 2014 to 6:00 pm. The first hour of the meeting would be dedicated to a discussion regarding the proposed fire station. Staff will properly notice the change in start time for the meeting.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: September 22, 2014
Item Type: Consent
Contact: Joe Lynch, City Administrator
Prepared by: Amy Jannetto, H.R. Coordinator
Reviewed by: n/a

Fiscal/FTE Impact:

- | | |
|-------------------------------------|------------------------------------|
| <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 Staff requests that the Council approve the personnel actions listed below:

Please confirm the seasonal/temporary employment of: Golf – Brennen Grinnell, Recreation – Dylan Hochule, Nicholas Crary, Kristin McGuire, Darina Korn, Fitness – Gretchen Vavrosky.

Please confirm the termination of seasonal/temporary employment of: Kids Rock – Emilie Scott, Gabby Haselmann, Megan Hooper, Nora Nankivel, Ben Nelson, Alicia Triviski, Cassie Hansen, Jill Cotone, Jessica Salo, Anna Dzieweczynski, Ashley Smith, Katie Rooney, Jordan Zimmel, Emily Kuhn, Hailey Thompson.

Please confirm the separation of employment of: Brandon Furry, Firefighter.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolutions Adopting the Proposed Tax Levy for 2015, Adopting the Proposed 2015 Budgets, Adopting the Proposed Watershed Management Taxing Districts' Tax Levies for 2015, and Set the Date and Time for the Regularly Scheduled Meeting where the Budget will be Discussed

Meeting Date: September 22, 2014
 Item Type: Regular Agenda
 Contact: Kristi Smith 651-450-2521
 Prepared by: Kristi Smith, Finance Director
 Reviewed by: Joe Lynch, City Administrator

K. Smith

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 – 2015 Budget

PURPOSE/ACTION REQUESTED

To approve resolutions adopting the proposed 2015 budgets and tax levies and set the date and time for the regularly scheduled meeting where the budget will be discussed.

SUMMARY

The City must adopt the proposed 2015 tax levies and proposed budgets on or before September 30, 2014. The tax levies and the date for the regularly schedule public meeting where the budget will be discussed must be certified to Dakota County by the same date.

The budgets at this time are still proposed and may change during the forthcoming budget meetings and prior to final adoption in December. The tax levies can be reduced, but not increased after the proposed levies have been certified.

- The proposed 2015 Base Budget Plus Additions includes a 3.98% increase to the tax rate.
- Taxable market values are up 7.5% and net tax capacity is up 6.4% (without new construction increases are 6.32% and 5.34%, respectively).
- The General Fund Base Budget is a 2.33% increase from the 2014 amended budget. The Base Budget Plus Additions is an 8.36% increase from the 2014 amended budget.
- The General Fund budget relies on a transfer from the Host Community Fund. We are trying to reduce the reliance on other funds as they are not sustainable long-term.

The proposed budget was distributed to the City Council on August 1, 2014 and the first study session regarding the 2015 budget was held on August 4, 2014. The following changes have been incorporated into the 2015 budget:

- 2010B debt levy increased \$22,700. This addresses the 65th Street decisions on assessments.
- General Fund Revenues
 - Current Property Tax Revenue decrease in the Base Budget of \$79,500 and decrease in the Department Requested Additions of \$32,200
 - Police State Aid increase in the Base Budget of \$20,000

- General Fund Expenditures-net impact to 2015 Base Budget, decrease \$9,500; net impact to Department Requested Additions, decrease \$82,200.
 - Mayor and Council personnel costs (10100 and 20xxx) for Mayor \$200/month Council Members \$100/month (wages, taxes and benefits), Department Requested Addition increase \$8,000
 - Administration-Personnel costs (10300 and 20xxx) for change from HR Director to HR Manager, Base Budget decrease \$9,400.
 - Community Development-Other Professional Services (30700) reduced for change in nuisance mowing, Base Budget decrease \$5,000 offset by Parks-Personnel costs (10300 and 20xxx) Base Budget increase \$5,000 and Parks-Personnel (10300 and 20xxx) Department Requested Addition reduced \$5,000
 - Planning-Small Tools & Misc Equipment (60040) for computer, Department Requested Addition decrease \$800.
 - Fire-Repair & Maintenance-Buildings (40040) for roof, HVAC & apron, Department Requested Addition decrease \$29,000 repairs will be paid by Host Community Fund.
 - Street Lights-Other Professional Services (30700) for new street lights, Department Requested Addition decrease \$10,000.
 - Parks-Small Tools & Misc Equipment (60040) for computer, Department Requested Addition decrease \$1,000.
 - Contingency (70650) Base Budget decrease \$50,000
- Risk Management-Worker's compensation rates have been received and allocations for worker's compensation have been reduced. Changes will impact allocations and funds with personnel costs, decrease \$100.
- Sewer-Sewer Utility Services (40015) MCES charges for 2015 have been received, decrease \$129,700.
- Central Equipment-Capital Outlay (80xxx) costs have been included based on information provided at the September 8, 2014 work session, \$693,300.

The following exhibits are included: Exhibit A, 2015 Budget Calendar; Exhibit B, Market Value and Net Tax Capacity Comparisons; Exhibit C, Proposed Tax Levy under the 2015 Base Budget Only scenario; Exhibit D which calculates the estimated tax rate; and Exhibits F and G which show the impact to mean, median and business properties. Also attached are the Summary pages for each of the funds budgeted.

In addition to approving the resolutions for the 2015 proposed budgets and tax levies the Council also needs to determine the time and place of the regularly scheduled meeting at which the budget and levy will be discussed and the final budget and levy determined. This meeting must be held after 6:00 p.m. between November 25 and December 30. The public must be allowed to speak. We are proposing this be done at the regularly scheduled meeting on December 8th, 2014.

We will be discussing these budgets at study session meetings between now and the regularly scheduled public meeting where the budget will be discussed.

Staff recommends setting the regularly scheduled meeting where the budget will be discussed as Monday, December 8, 2014 at 7:00 p.m. and approval of the following resolutions:

- Resolution adopting the proposed 2015 budgets
- Resolution adopting the proposed property tax levy for 2015
- Resolution adopting the proposed watershed management taxing districts' tax levies for 2015

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

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PROPOSED 2015 BUDGETS

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

The following proposed funds' expense/expenditure budgets for the City of Inver Grove Heights for fiscal year 2015 are hereby approved:

General Fund	\$18,326,300
Recreation Fund	625,800
Community Center Fund	3,110,800
EDA Fund	84,000
Storm Water Fund	309,800
Storm Water – NWA Fund	0
ADA Fund	33,800
Water Fund	2,693,000
GO Water Rev Ref 2012A Fund	25,000
Water Rev Ref 2012A Fund	59,500
Water Connection Fund	214,000
Water System Improvement Fund	0
Water – NWA Fund	0
Sewer Fund	3,351,900
GO Sewer Rev 2007C Fund	202,400
Sewer Rev 2010A Fund	218,000
Sewer Connection Fund	55,000
Sewer – NWA Fund	894,600
Golf Course Fund	1,651,900
Risk Management Fund	792,700
Central Equipment Fund	1,782,200
Central Stores Fund	93,000
City Facilities Fund	835,500
Technology Fund	620,200

Adopted this 22nd day of September, 2014, by the City Council of Inver Grove Heights.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy
Deputy Clerk

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

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PROPOSED TAX LEVY FOR 2015

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

There is a proposed tax levied upon taxable property in the City of Inver Grove Heights payable in 2015 for the following purposes in the following amounts:

General Operating Fund	\$14,922,000
Bond Retirement:	
MN Armory Building Commission	\$63,735
City Share of Special Assessments	233,023
G.O. Improvement Bonds, 2007B (Levy of \$150,000 less transfer from Closed Bond Fund of \$27,500)	122,500
G.O. Improvement Bonds, 2008A (Levy of \$250,000 less transfer from Closed Bond Fund of \$27,500)	222,500
G.O. Capital Improvement Bonds, 2009A (Levy of \$559,800 less transfer from Closed Bond Fund of \$200,000)	359,800
G.O. Improvement Bonds, 2010B	172,700
PIR Refunding Bonds, 2010C	56,308
G.O. Improvement Refunding Bonds, 2011A	<u>175,000</u>
Total Bond Retirement	<u>1,405,566</u>
Total Levy	<u>\$16,327,566</u>

Adopted this 22nd day of September, 2014, by the City Council of Inver Grove Heights.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy
Deputy Clerk

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PROPOSED WATERSHED MANAGEMENT
TAXING DISTRICTS' TAX LEVIES FOR THE YEAR 2015

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

There is a proposed special property tax levied upon the taxable property within each of the following respective Watershed Management Taxing Districts (W.M.T.D.) in the City of Inver Grove Heights payable in 2015 for the following purposes in the following amounts:

Bond Retirement

Cuneen Trail W.M.T.D. G.O. Storm Water Refunding Bonds 2005D (Project No. 9501, Arbor Pointe Area Stormwater Pump/Lift)	\$109,095
Simley Lake W.M.T.D. G.O. Storm Water Bonds 2002A (Project No. 1993-27, Cahill Ave.)	\$45,683

Adopted this 22nd day of September, 2014, by the City Council of Inver Grove Heights.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy
Deputy Clerk

**CITY OF INVER GROVE HEIGHTS
2015 BUDGET CALENDAR - Modified 9-3-14**

June 2, 2014	Budget Work Session Initial discussion, review/revise calendar, establish direction
August 4, 2014	Budget Work Session Introduction of preliminary 2015 General Fund budget
September 2, 2014 (Tuesday)	Budget Work Session Department Head presentations of requested budget additions
September 8, 2014 6:00 p.m.	Budget Work Session Cash balances, fund balances and reserves CIP and Central Equipment replacement
September 22, 2014	City Council Adopt 2015 Proposed Tax Levies & Budgets
September 30, 2014	Final Date to Certify Proposed Tax Levies & Budgets to Dakota County **If a special meeting is held September 29th any recommended changes will not be incorporated into the proposed levy as there would not be enough time to update the budgets and certify timely.
October 6, 2014	Budget Work Session Water, Sewer, Storm Water and Internal Service Funds CIP Final, if no major revisions necessary
November 3, 2014	Budget Work Session Debt Service, EDA, Recreation, Community Center, Golf, ADA and TIF Funds
Between 11/10 and 11/24	Dakota County mails out Parcel Specific Notices for Budget Meeting
December 1, 2014	Budget Work Session Final review of 2015 budget and tax levy
December 8, 2014	City Council Truth-in-Taxation Public Hearing Adopt Pay 2015 Final Tax Levies & Budget
December 30, 2014	Final Date to Certify Final Tax Levies & Budgets to Dakota County

**CITY OF INVER GROVE HEIGHTS
2015 BUDGET**

MARKET VALUE COMPARISON

	<u>2014</u>	<u>%</u>	<u>Preliminary 2015</u>	<u>%</u>	<u>\$ Change</u>	<u>% Change</u>	<u>New Construction</u>	<u>% Change w/o New</u>
Residential	2,017,847,861	72.11%	2,217,549,640	73.72%	199,701,779	9.9%	32,292,400	8.30%
Commercial	313,201,400	11.19%	312,481,600	10.39%	(719,800)	-0.2%	0	-0.23%
Industrial	67,901,400	2.43%	68,727,000	2.28%	825,600	1.2%	392,700	0.64%
Utility	74,251,300	2.65%	74,251,300	2.47%	0	0.0%	0	0.00%
Agricultural	19,320,657	0.69%	20,625,548	0.69%	1,304,891	6.8%	0	6.75%
Rural Vacant	8,718,900	0.31%	8,727,000	0.29%	8,100	0.1%	0	0.09%
Apartments	251,320,400	8.98%	260,263,300	8.65%	8,942,900	3.6%	126,800	3.51%
Railroads	9,653,200	0.34%	9,188,300	0.31%	(464,900)	-4.8%	0	-4.82%
	<u>2,762,215,118</u>		<u>2,971,813,688</u>		<u>209,598,570</u>	<u>7.6%</u>	<u>32,811,900</u>	<u>6.40%</u>
Personal Prop.	35,959,900	1.29%	36,138,800	1.20%	178,900	0.5%	0	0.50%
	<u>2,798,175,018</u>	<u>100.00%</u>	<u>3,007,952,488</u>	<u>100.00%</u>	<u>209,777,470</u>	<u>7.5%</u>	<u>32,811,900</u>	<u>6.32%</u>

NET TAX CAPACITY COMPARISON

	<u>2014</u>	<u>%</u>	<u>Preliminary 2015</u>	<u>%</u>	<u>\$ Change</u>	<u>% Change</u>	<u>New Construction</u>	<u>% Change w/o New</u>
Residential	20,372,671	60.82%	22,404,298	62.85%	2,031,627	10.0%	353,089	8.24%
Commercial	6,068,792	18.12%	6,057,101	16.99%	(11,691)	-0.2%	0	-0.19%
Industrial	1,332,707	3.98%	1,349,219	3.78%	16,512	1.2%	7,854	0.65%
Utility	1,484,276	4.43%	1,484,151	4.16%	(125)	0.0%	0	-0.01%
Agricultural	173,867	0.52%	186,506	0.52%	12,639	7.3%	0	7.27%
Rural Vacant	79,002	0.24%	78,567	0.22%	(435)	-0.6%	0	-0.55%
Apartments	3,080,811	9.20%	3,190,282	8.95%	109,471	3.6%	1,585	3.50%
Railroads	193,064	0.58%	183,766	0.52%	(9,298)	-4.8%	0	-4.82%
	<u>32,785,190</u>		<u>34,933,890</u>		<u>2,148,700</u>	<u>6.6%</u>	<u>362,528</u>	<u>5.45%</u>
Personal Prop.	711,742	2.12%	715,224	2.01%	3,482	0.5%	0	0.49%
	<u>33,496,932</u>	<u>100.00%</u>	<u>35,649,114</u>	<u>100.00%</u>	<u>2,152,182</u>	<u>6.4%</u>	<u>362,528</u>	<u>5.34%</u>

2015 Preliminary per Dakota County updated 8/7/14

CITY OF INVER GROVE HEIGHTS
2015 BUDGET
PRELIMINARY TAX LEVY - Base Budget Only

	2011 Adopted	2012 Adopted	2013 Adopted	2014 Adopted	2015 Preliminary	2014 - 2015	
						\$ Change as Percentage	\$ Change
Operating Levies -							
General Tax Levy (subject to Levy Limit)	9,550,561	13,672,400	13,093,012	13,518,400	14,002,700 *	3.58%	484,300
Levy Reductions:							
<i>Community Projects Fund</i>	(65,000)	(65,000)	-	-	-		
<i>City Facilities Fund</i>	(50,000)	(50,000)	-	-	-		
<i>Host Community Fund</i>	(60,000)	(60,000)	-	-	-		
<i>WMO costs to Storm Water Utility</i>	-	-	-	-	-		
General Fund Surplus	(313,500)	-	-	-	-		
Levies Outside of Levy Limits -							
Police & Fire Salary & Benefits	4,779,900	-	-	-	-		
PERA Employer Contribution	79,000	-	-	-	-		
2008 Aid Unallotment	-	-	-	-	-		
2009 Aid Unallotment	-	-	-	-	-		
2010 Aid Unallotment	612,485	-	-	-	-		
Subtotal Operating Levies	14,533,446	13,497,400	13,093,012	13,518,400	14,002,700	3.58%	484,300
Debt Levies							
326 MN Armory Bldg Comm.	63,735	63,735	63,735	63,735	63,735	0.00%	-
City Share of Assessments	61,632	109,912	96,944	127,828	233,023	82.29%	105,195
335 2002A PIR Bonds	6,300	-	-	-	-		
346 2006A G.O. Improvement Bonds	85,300	85,600	-	-	-		
101 2007 G.O. Public Safety Revenue	81,309	81,848	78,908	80,719	-	-100.00%	(80,719)
348 2007A Certificates of Indebtedness	147,420	-	-	-	-		
349 2007B G.O. Improvements Bonds	-	75,000	150,000	150,000	150,000	0.00%	-
<i>(Contribution from Closed Bond Fund for Reduction to 2007B Debt Levy)</i>	-	-	(65,000)	(65,000)	(27,500)	-57.69%	37,500
351 2008B Certificates of Indebtedness	94,533	97,217	-	-	-		
352 2008A G.O. Improvement Bonds	4,582	75,000	150,000	200,000	250,000	25.00%	50,000
<i>(Contribution from Closed Bond Fund for Reduction to 2008A Debt Levy)</i>	-	-	(65,000)	(65,000)	(27,500)	-57.69%	37,500
353 2009A G.O. Capital Improvement Bonds	577,400	584,500	590,400	600,300	559,800	-6.75%	(40,500)
<i>(Contribution from Closed Bond Fund for Reduction to 2009A Debt Levy)</i>	(179,861)	(200,000)	(200,000)	(200,000)	(200,000)	0.00%	-
355 2010B G.O. Improvement Bonds	-	283,332	283,044	282,755	172,700	-38.92%	(110,055)
356 2010C PIR Refunding Bonds	-	48,144	51,303	56,985	56,308	-1.19%	(677)
358 2011A G.O. Improvement Refunding Bonds	-	-	170,000	150,000	175,000	16.67%	25,000
Subtotal City-wide Debt Levies	942,350	1,304,288	1,304,334	1,382,322	1,405,566	1.68%	23,244
City-Wide Levies	15,475,796	14,801,688	14,397,346	14,900,722	15,408,266	3.41%	507,544
WMTD Levies							
357 2010C Storm Water Bonds Simley Lake	43,600	41,903	41,168	44,843	45,683	1.87%	840
360 2012A Storm Water Refunding Bonds Cuneen Trail/College Trail	113,400	115,100	113,295	111,195	109,095	-1.89%	(2,100)
	157,000	157,003	154,463	156,038	154,778	-0.81%	(1,260)
Total	15,632,796	14,958,691	14,551,809	15,056,760	15,563,044	3.36%	506,284
* Levy Limit Amount	9,550,561	N/A	N/A	13,902,322	N/A		

Exhibit D

CITY OF INVER GROVE HEIGHTS
2015 BUDGET
COMPARISON OF 2012, 2013, 2014 ACTUALS, AND 2015 ESTIMATED
CITY TAX CAPACITY RATES

	FINAL PAY 2012	FINAL PAY 2013	FINAL PAY 2014	CONSTANT TAX RATE Estimated Tax Levy With Change to Levies To Keep Tax Rate the Same as 2014 ESTIMATED PAY PAY 2015	BASE BUDGET Estimated Tax Levy With Change to Levies To Include the Base Budget Only ESTIMATED PAY PAY 2015	BASE PLUS ADDITIONS Estimated Tax Levy With Change to Levies Base Budget Plus Additions ESTIMATED PAY PAY 2015
TOTAL TAX CAPACITY (1)	\$34,262,270	\$32,565,031	\$33,496,932	\$35,649,114	\$35,649,114	\$35,649,114
LESS: TAX INCREMENT (2)	(1,867,795)	(1,776,961)	(1,631,509)	(1,807,016)	(1,807,016)	(1,807,016)
LESS: FISCAL DISPARITIES CONTRIBUTION VALUE (3)	(3,690,824)	(3,664,298)	(3,679,163)	(3,757,226)	(3,757,226)	(3,757,226)
NET CITY TAX CAPACITY	\$28,703,651	\$27,123,772	\$28,186,260	\$30,084,872	\$30,084,872	\$30,084,872
GROSS CITY-WIDE TAX LEVY	\$14,801,688	\$14,397,346	\$14,900,722	\$15,774,063	\$15,408,266	\$16,327,566
LESS CITY-WIDE FISCAL DISPARITIES DISTRIBUTION (4)	(1,984,933)	(1,900,473)	(1,919,017)	(1,898,088)	(1,898,088)	(1,898,088)
CITY-WIDE TAX LEVY	\$12,816,755	\$12,496,873	\$12,981,705	\$13,875,975	\$13,510,178	\$14,429,478
CITY TAX CAPACITY RATE	0.44883	0.46312	0.46128	0.46128	0.44907	0.47963
RATE INCREASE (DECREASE)	0.03126	0.01429	-0.00184	0.00000	-0.01221	0.01835
PERCENT INCREASE (DECREASE) IN RATE	7.49%	3.18%	-0.40%	0.00%	-2.65%	3.98%
CHANGE FROM 2014 TAX LEVY				\$873,341	\$507,544	\$1,426,844

ASSUMPTIONS:

- (1) THE ESTIMATE OF TAX CAPACITY FOR 2015 IS DAKOTA COUNTY'S DATA AS OF 8/7/14.
- (2) THE TAX INCREMENT INFORMATION IS FROM DAKOTA COUNTY AS OF 11/13/13.
- (3) THE FISCAL DISPARITIES INFORMATION IS FROM DAKOTA COUNTY AS OF 6/16/14.
- (4) THE FISCAL DISPARITIES INFORMATION IS FROM DAKOTA COUNTY AS OF 8/11/14.

CITY OF INVER GROVE HEIGHTS
Residential Mean and Median Market Value Comparisons
TAX COMPARISON 2014 VS 2015 CITY TAXES ONLY - BASE BUDGET ONLY

MEAN	
RESIDENTIAL HOMESTEAD VALUE = \$	214,600
2014 TAXABLE MARKET VALUE = \$	195,167
2014	
Tax Capacity -	
1.00% of \$ 195,167 =	1,952
Tax Capacity	1,952
x 2014 Rate	0.46128
2014 City Tax	\$900.27
RESIDENTIAL HOMESTEAD VALUE = \$	228,944
6.68% Increase in value	
2015 TAXABLE MARKET VALUE = \$	210,836
2015	
Tax Capacity -	
1.00% \$ 210,836 =	2,108
Tax Capacity	2,108
x Est. 2015 Rate	0.44907
Est. 2015 City Tax	\$946.80
Difference	\$46.53
Percent change	5.17%

MEDIAN	
RESIDENTIAL HOMESTEAD VALUE = \$	180,500
2014 TAXABLE MARKET VALUE = \$	158,797
2014	
Tax Capacity -	
1.00% of \$ 158,797 =	1,588
Tax Capacity	1,588
x 2014 Rate	0.46128
2014 City Tax	\$732.50
RESIDENTIAL HOMESTEAD VALUE = \$	194,000
7.48% Increase in value	
2015 TAXABLE MARKET VALUE = \$	173,675
2015	
Tax Capacity -	
1.00% of \$ 173,675 =	1,737
Tax Capacity	1,737
x Est. 2015 Rate	0.44907
Est. 2015 City Tax	\$779.92
Difference	\$47.42
Percent change	6.47%

BUSINESS VALUE = \$ 583,200	
2014	
Tax Capacity -	
1.5% of 1st \$ 150,000 =	2,250
2.0% of \$ 433,200 =	8,664
Tax Capacity	10,914
Less Fiscal Disparities	(4,102)
	6,812
x 2014 Rate	0.46128
2014 City Tax	\$3,142.24
BUSINESS VALUE = \$ 583,200	
No Change in value	
2015	
Tax Capacity -	
1.5% of 1st \$ 150,000	2,250
2.0% of \$ 433,200	8,664
Tax Capacity	10,914
Less Fiscal Disparities Est.	(4,102)
	6,812
x Est. 2015 Rate	0.44907
Est. 2015 City Tax	\$3,059.07
Difference	(\$83.17)
Percent change	-2.65%

BUSINESS VALUE = \$ 3,080,800	
2014	
Tax Capacity -	
1.5% of 1st \$ 150,000 =	2,250
2.0% of \$ 2,930,800 =	58,616
Tax Capacity	60,866
Less Fiscal Disparities	(22,874)
	37,992
x 2014 Rate	0.46128
2014 City Tax	\$17,524.96
BUSINESS VALUE = \$ 3,080,800	
No Change in value	
2015	
Tax Capacity -	
1.5% of 1st \$ 150,000	2,250
2.0% of \$ 2,930,800	58,616
Tax Capacity	60,866
Less Fiscal Disparities Est.	(22,874)
	37,992
x Est. 2015 Rate	0.44907
Est. 2015 City Tax	\$17,061.08
Difference	(\$463.88)
Percent change	-2.65%

CITY OF INVER GROVE HEIGHTS
Residential Mean and Median Market Value Comparisons
TAX COMPARISON 2014 VS 2015 CITY TAXES ONLY - BASE BUDGET PLUS ADDITIONS

MEAN	
RESIDENTIAL HOMESTEAD VALUE = \$	214,600
2014 TAXABLE MARKET VALUE = \$	195,167
2014	
Tax Capacity -	
1.00% of \$ 195,167 =	1,952
Tax Capacity	1,952
x 2014 Rate	0.46128
2014 City Tax	\$900.27
RESIDENTIAL HOMESTEAD VALUE = \$	228,944
6.68% Increase in value	
2015 TAXABLE MARKET VALUE = \$	210,836
2015	
Tax Capacity -	
1.00% \$ 210,836 =	2,108
Tax Capacity	2,108
x Est. 2015 Rate	0.47963
Est. 2015 City Tax	\$1,011.23
Difference	\$110.97
Percent change	12.33%

MEDIAN	
RESIDENTIAL HOMESTEAD VALUE = \$	180,500
2014 TAXABLE MARKET VALUE = \$	158,797
2014	
Tax Capacity -	
1.00% of \$ 158,797 =	1,588
Tax Capacity	1,588
x 2014 Rate	0.46128
2014 City Tax	\$732.50
RESIDENTIAL HOMESTEAD VALUE = \$	194,000
7.48% Increase in value	
2015 TAXABLE MARKET VALUE = \$	173,675
2015	
Tax Capacity -	
1.00% of \$ 173,675 =	1,737
Tax Capacity	1,737
x Est. 2015 Rate	0.47963
Est. 2015 City Tax	\$833.00
Difference	\$100.50
Percent change	13.72%

BUSINESS VALUE = \$	583,200
2014	
Tax Capacity -	
1.5% of 1st \$ 150,000 =	2,250
2.0% of \$ 433,200 =	8,664
Tax Capacity	10,914
Less Fiscal Disparities	(4,102)
	6,812
x 2014 Rate	0.46128
2014 City Tax	\$3,142.24
BUSINESS VALUE = \$	583,200
No Change in value	
2015	
Tax Capacity -	
1.5% of 1st \$ 150,000	2,250
2.0% of \$ 433,200	8,664
Tax Capacity	10,914
Less Fiscal Disparities Est.	(4,102)
	6,812
x Est. 2015 Rate	0.47963
Est. 2015 City Tax	\$3,267.24
Difference	\$125.00
Percent change	3.98%

BUSINESS VALUE = \$	3,080,800
2014	
Tax Capacity -	
1.5% of 1st \$ 150,000 =	2,250
2.0% of \$ 2,930,800 =	58,616
Tax Capacity	60,866
Less Fiscal Disparities	(22,874)
	37,992
x 2014 Rate	0.46128
2014 City Tax	\$17,524.96
BUSINESS VALUE = \$	3,080,800
No Change in value	
2015	
Tax Capacity -	
1.5% of 1st \$ 150,000	2,250
2.0% of \$ 2,930,800	58,616
Tax Capacity	60,866
Less Fiscal Disparities Est.	(22,874)
	37,992
x Est. 2015 Rate	0.47963
Est. 2015 City Tax	\$18,222.11
Difference	\$697.15
Percent change	3.98%

**City of Inver Grove Heights
Adopted General Fund Budget Summary
For Fiscal Year 2015**

Account Description	Actual 2012	Actual 2013	2014		2015 Base Budget	2015 Dept Additions	2016 Preliminary Budget
			Approved Budget	Amended Budget			
GENERAL FUND REVENUES							
TAX REVENUE	13,624,213	13,212,090	13,528,400	13,528,400	14,012,700	919,300	14,584,600
LICENSES AND PERMITS	750,482	949,138	713,900	713,900	1,072,000		1,072,000
INTERGOVERNMENTAL	607,945	613,903	444,200	444,200	561,800		561,800
CHARGES FOR SERVICES	1,231,719	1,044,032	944,000	944,000	1,040,500		1,040,500
FINES & PENALTIES	125,163	148,113	120,000	120,000	120,000		120,000
MISC. REVENUES	366,759	257,069	315,500	315,500	300,000		300,000
OTHER SOURCES	1,813,000	815,339	602,000	602,000	200,000	100,000	300,000
TOTAL GENERAL FUND REVENUES	18,519,281	17,039,684	16,668,000	16,668,000	17,307,000	1,019,300	17,678,900
GENERAL FUND EXPENDITURES							
MAYOR-COUNCIL	147,801	146,463	151,600	151,600	135,800	8,000	138,500
ADMINISTRATION	673,610	662,799	650,700	650,700	666,000	2,500	688,300
ELECTIONS	53,144	4,038	60,000	60,000	30,000	-	60,500
FINANCE	785,015	807,855	848,300	848,300	875,900	2,800	896,200
COMMUNITY DEVELOPMENT	340,882	333,502	347,800	347,800	350,100	2,600	356,900
PLANNING	366,721	305,082	295,600	322,700	341,700	3,000	348,400
INSPECTIONS	534,203	560,671	500,300	500,300	508,700	52,700	573,900
POLICE	5,763,637	5,756,217	6,123,600	6,177,600	6,392,200	123,100	6,519,400
FIRE	1,874,519	2,008,745	1,896,400	1,954,400	2,017,400	163,500	2,033,600
PUBLIC WORKS	224,925	251,211	236,400	236,400	234,400	-	240,100
ENGINEERING	883,997	885,946	909,000	925,000	933,400	35,600	952,100
STREETS	2,178,601	2,098,995	2,278,500	2,322,900	2,378,800	97,300	2,426,400
STREET LIGHTING	184,620	182,710	154,800	154,800	167,300	19,900	170,600
PARKS	1,631,753	1,567,823	1,766,700	1,726,600	1,791,600	8,300	1,820,300
CONTINGENCY	23,741	-	-	-	-	-	-
TRANSFERS	1,915,573	644,532	478,600	533,700	483,700	500,000	483,700
TOTAL GENERAL FUND EXPENDITURES	17,582,742	16,216,589	16,698,300	16,912,800	17,307,000	1,019,300	17,708,900
NET REVENUES OVER EXPENDITURES	936,539	823,095	(30,300)	(244,800)	-	-	(30,000)

**In 2012 MVHC was replaced with HMVE and the impact to the city was not passed to taxpayers

***In 2013 the \$500,000 transfer in from Host Community Fund (HCF) and the \$1,200,000 transfer out to Pavement Management (PMP) were removed.

City of Inver Grove Heights Proposed 2015 Budget

Recreation Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	4,667	-963	3,500	5,994	5,100	0	0	5,200
	Intergovernmental	3,500	0	0	0	0	0	0	0
	Charges For Services	256,500	238,770	241,700	85,528	242,700	0	0	247,600
	Miscellaneous Revenues	6,401	10,470	5,000	5,250	6,000	0	0	6,100
	Other Financing Sources	427,002	379,100	328,100	82,025	333,200	0	0	338,900
	Total Revenue	698,071	627,377	578,300	178,796	587,000	0	0	597,800
	Personnel	473,617	378,826	405,000	91,727	422,300	0	0	430,500
	Prof/Tech Services	34,540	39,666	33,500	1,750	36,900	0	0	37,600
	Purch Svcs - Prop/Equip	46,882	46,071	59,700	12,250	60,400	0	0	61,600
	Other Purchased Services	26,991	27,534	29,700	3,506	27,300	0	0	27,800
	Supplies	83,280	78,691	76,300	12,659	73,900	0	0	75,400
	Other Expenses/Expenditures	12,359	7,467	5,100	988	5,000	0	0	5,100
	Total Expense	677,669	578,254	609,300	122,882	625,800	0	0	638,000
	Revenue Over (Under) Expense	20,402	49,123	(31,000)	55,914	(38,800)	0	0	(40,200)
	Increase (Decrease) In Cash	20,402	49,123	(31,000)	55,914	(38,800)	0	0	(40,200)

City of Inver Grove Heights Proposed 2015 Budget

Community Center Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	500	318	0	0	0	0	0	0
	Intergovernmental	0	1,420	0	4,580	0	0	0	0
	Charges For Services	2,031,196	2,168,770	2,054,000	656,223	2,194,300	0	0	2,238,200
	Miscellaneous Revenues	138,834	131,777	130,200	17,141	130,000	0	0	132,600
	Other Financing Sources	702,829	703,918	879,500	0	786,500	0	0	789,100
	Total Revenue	2,873,359	3,006,203	3,063,700	677,944	3,110,800	0	0	3,159,900
	Personnel	1,497,394	1,532,746	1,575,800	337,646	1,643,100	0	0	1,662,900
	Prof/Tech Services	6,577	91,529	7,200	589	7,200	0	0	7,300
	Purch Svcs - Prop/Equip	628,155	731,593	644,700	170,857	706,300	0	0	720,400
	Other Purchased Services	95,835	94,527	116,100	22,933	96,700	0	0	98,600
	Supplies	207,792	209,253	222,300	44,807	224,000	0	0	228,500
	Other Expenses/Expenditures	23,551	25,246	27,500	5,439	27,500	0	0	28,100
	Purchases	5,360	6,862	6,100	890	6,000	0	0	6,100
	Capital Outlay	347,683	309,746	464,000	0	400,000	0	0	408,000
	Other	53,855	1,096	0	0	0	0	0	0
	Total Expense	2,866,202	3,002,596	3,063,700	583,161	3,110,800	0	0	3,159,900
	Revenue Over (Under) Expense	7,157	3,608	0	94,783	0	0	0	0
	Increase (Decrease) In Cash	7,157	3,608	0	94,783	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

EDA Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	05/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	1,947	(242)	3,500	2,817	2,300	0	0	500
	Other Financing Sources	1,000,052	339,578	500	0	500	0	0	500
	Total Revenue	1,001,999	339,336	4,000	2,817	2,800	0	0	1,000
	Personnel	15,015	19,603	15,300	3,541	15,600	0	0	15,900
	Prof/Tech Services	15,681	90,215	17,800	3,821	33,800	0	0	34,500
	Purch Svcs - Prop/Equip	0	283	400	108	500	0	0	500
	Other Purchased Services	25,576	26,105	27,200	16,949	34,100	0	0	34,800
	Supplies	0	0	200	0	0	0	0	0
	Capital Outlay	604,310	180,758	0	5,000	0	0	0	0
	Total Expense	660,582	316,964	60,900	29,419	84,000	0	0	85,700
	Revenues Over (Under) Expenditures	341,417	22,372	(56,900)	(26,602)	(81,200)	0	0	(84,700)
	Additional Receipts of Cash:								
	Loan from Host Community Fund	1,000,000	0	0	0	0	0	0	0
	Additional Outlays of Cash:								
	Land Available for Sale	1,000,000	138,500	0	0	0	0	0	0
	Increase (Decrease) in Cash	348,420	116,826	(56,900)	(26,602)	(81,200)	0	0	(84,700)

City of Inver Grove Heights

Proposed 2015 Budget

Storm Water Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Charges For Services									
		145,287	286,578	309,800	54,814	309,800	0	0	316,100
	Miscellaneous Revenues	0	0	0	404	0	0	0	0
	Other Financing Sources	0	10,661	0	0	0	0	0	0
	Total Revenue	145,287	297,239	309,800	55,218	309,800	0	0	316,100
Prof/Tech Services									
		29,369	29,369	0	0	65,000	0	0	66,300
	Purch Svcs - Prop/Equip	42,490	84,694	209,200	0	98,200	0	0	100,200
	Other Purchased Services	0	0	32,800	375	38,800	0	0	39,600
	Other Expenses/Expenditures	178	6,881	67,800	392	97,800	0	0	99,800
	Capital Outlay	0	0	0	0	10,000	0	0	10,200
	Other	85,507	240,839	0	0	0	0	0	0
	Total Expense	157,544	361,783	309,800	767	309,800	0	0	316,100
	Revenue Over (Under) Expense	(12,257)	(64,544)	0	54,451	0	0	0	0
	Increase (Decrease) In Cash	(12,257)	(64,544)	0	54,451	0	0	0	0

City of Inver Grove Heights Proposed 2015 Budget

Storm Water - NWA Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues		(4,250)		6,935	5,900	0	0	5,900
	Charges For Services		252,558		0	306,700	0	0	306,700
	Special Assessments		1,582		0	1,400	0	0	1,300
	Other Financing Sources		410,351		0	0	0	0	0
	Total Revenue		660,241		6,935	314,000	0	0	313,900
	Prof/Tech Services		1,027		0	0	0	0	0
	Other Expenses/Expenditures		0		0	0	0	0	0
	Other		67,467		0	0	0	0	0
	Total Expense		68,493		847	0	0	0	0
	Revenues Over (Under) Expenses		591,748		6,088	314,000	0	0	313,900
	Increase (Decrease) in Cash		591,748		6,088	314,000	0	0	313,900

City of Inver Grove Heights

Proposed 2015 Budget

ADA Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	0	(35)	0	61	0	0	0	0
	Other Financing Sources	0	36,600	41,100	0	33,800	0	0	36,600
	Total Revenue	0	36,565	41,100	61	33,800	0	0	36,600
	Purch Svcs - Prop/Equip	0	13,034	64,700	1,840	33,800	0	0	36,600
	Total Expense	0	13,034	64,700	1,840	33,800	0	0	36,600
	Revenue Over (Under) Expense	0	23,531	(23,600)	(1,779)	0	0	0	0
	Increase (Decrease) In Cash	0	23,531	(23,600)	(1,779)	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

Water Summary

Act Number	Account Description	2012	Actual 2013	Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	100,813		(17,792)	90,000	115,650	123,000	0	0	123,500
	Special Assessments	3,310		3,115	0	0	24,100	0	0	24,600
	Utility Revenues	3,296,353		2,969,350	2,845,900	572,427	2,902,600	0	0	2,960,700
	Other Financing Sources	286,807		377,019	0	0	0	0	0	(103,600)
	Total Revenue	3,687,284		3,331,692	2,935,900	688,076	3,049,700	0	0	3,007,200
	Personnel	459,507		451,828	518,100	103,813	546,800	0	0	583,000
	Prof/Tech Services	76,694		84,260	82,300	29,251	87,100	0	0	88,800
	Purch Svcs - Prop/Equip	793,433		740,536	924,600	245,700	733,100	0	0	747,800
	Other Purchased Services	40,302		42,806	63,200	11,211	44,700	0	0	45,600
	Supplies	130,058		103,018	124,700	16,524	132,000	0	0	134,600
	Other Expenses/Expenditures	1,090,424		1,092,391	1,177,800	293,830	1,144,100	0	0	1,167,000
	Costs Of Sales	17,575		35,878	8,000	898	5,200	0	0	5,300
	Total Expense	2,607,993		2,550,717	2,898,700	701,227	2,693,000	0	0	2,772,100
	Revenues Over (Under) Expenses	1,079,290		780,975	37,200	(13,150)	356,700	0	0	235,100
	Additional Cash Outlays:									
	Capital Outlay	0		0	0	0	230,500	0	0	235,100
91100	OPERATING TRANSFERS OUT	958,149		2,682,865	695,600	180,791	894,900	0	0	898,600
	Increase (Decrease) in Cash	928,461		(1,348,583)	279,900	40,633	134,900	0	0	23,100

City of Inver Grove Heights
Proposed 2015 Budget

GO Water Rev Ref 2012A Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	1	0	0	0	0	0	0	0
	Total Revenue	1	0	0	0	0	0	0	0
	Debt Service	0	2,135		23,650	25,000	0	0	40,700
	Total Expense	0	2,135		23,650	25,000	0	0	40,700
	Revenues Over (Under) Expenses	1	(2,135)		(23,650)	(25,000)	0	0	(40,700)
	Additional Cash Receipts:								
	Other Financing Sources	32	0		0	499,100	0	0	529,800
	Additional Cash Outlays:								
	90100 PRINCIPAL PAYMENTS	0	0		450,000	465,000			480,000
	Increase (Decrease) In Cash	33	(23,799)		(473,650)	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

Water Rev Ref 2012A Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	2	1		0	0	0	0	0
	Total Revenue	2	1		0	0	0	0	0
	Debt Service	0	(22,770)		0	59,500	0	0	42,700
	Expense Total	0	(22,770)		0	59,500	0	0	42,700
	Revenues Over (Under) Expenses	2	22,770		0	(59,500)	0	0	(42,700)
	Additional Cash Receipts:								
	Other Financing Sources	320	0		0	406,600	0	0	394,800
	Additional Cash Outlays:								
	90100 PRINCIPAL PAYMENTS	0	0		0	340,000			345,000
	Increase (Decrease) In Cash	323	(23,799)		0	0	0	0	0

City of Inver Grove Heights Proposed 2015 Budget

Water Connection Fund Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	103,647	81,121		794	4,400	0	0	4,400
	Charges For Services	65,116	225,910		104,390	209,600	0	0	213,800
	Special Assessments	1,212	377		0	0	0	0	0
	Total Revenue	169,976	307,409		105,184	214,000	0	0	218,200
	Revenue Over (Under) Expenses	169,976	307,409		105,184	214,000	0	0	218,200
	Additional Cash Receipts:								
3911000	OPERATING TRANSFERS IN	0	9,614		0	0			0
	Additional Cash Outlays:								
91100	OPERATING TRANSFERS OUT	572,832	2,309,152		180,791	0			0
	Increase (Decrease) In Cash	(138,543)	(102,040)		(75,607)	214,000	0	0	218,200

City of Inver Grove Heights
Proposed 2015 Budget

Water System Impr. Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	11,914	(6,937)	0	20,121	29,000	0	0	29,000
	Total Revenue	11,914	(6,937)	0	20,121	29,000	0	0	29,000
	Revenue Over (Under) Expenses	11,914	(6,937)		20,121	29,000	0	0	29,000
	Additional Cash Receipts:								
3911000	OPERATING TRANSFERS IN	3,054,618	1,400,000		0	0			0
	Additional Cash Outlays:								
91100	OPERATING TRANSFERS OUT	2,037,408	0		0	0			0
	Increase (Decrease) In Cash	(302,160)	2,005,700		20,121	29,000	0	0	29,000

City of Inver Grove Heights

Proposed 2015 Budget

Water - NWA Summary

Account Description	2012 Actual	2013 Actual	2014 Amended Budget	09/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Miscellaneous Revenues		(5,223)		9,420	14,300	0	0	13,600
Charges For Services		219,206		26,430	41,400	0	0	161,100
Special Assessments		7,913		0	0	0	0	0
Other Financing Sources		542,980		0	0	0	0	0
Total Revenue		764,875		35,850	55,700	0	0	174,700
Prof/Tech Services		1,027		267	0	0	0	0
Total Expense		1,027		267	0	0	0	0
Revenues Over (Under) Expenses		763,849		35,583	55,700	0	0	174,700
Additional Cash Receipts:								
Bond Proceeds					3,300,000			
Special Assessment Principal					18,800			18,800
Additional Cash Outlays:								
Capital Outlay					3,290,700			286,500
91100 Operating Transfers Out								
Increase (Decrease) In Cash		763,849		35,583	83,800	0	0	(93,000)

City of Inver Grove Heights

Proposed 2015 Budget

Sewer Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	63,765	(15,083)	60,000	82,313	76,000	0	0	77,500
	Intergovernmental	0	0	0	0	0	0	0	0
	Miscellaneous Revenues	40	568	0	0	0	0	0	0
	Special Assessments	0	0	0	0	39,600	0	0	40,400
	Utility Revenues	2,875,850	3,016,134	2,999,100	749,255	3,104,000	0	0	3,166,100
	Other Financing Sources	45,929	330,032	0	0	0	0	0	139,200
	Total Revenue	2,985,584	3,331,651	3,059,100	831,568	3,219,600	0	0	3,423,200
	Personnel	277,719	309,291	327,900	68,575	344,700	0	0	355,900
	Prof/Tech Services	22,342	695	300	45	300	0	0	300
	Purch Svcs - Prop/Equip	1,619,237	1,951,957	1,999,000	577,115	2,099,100	0	0	2,141,100
	Other Purchased Services	7,273	5,500	18,300	4,800	31,100	0	0	31,700
	Supplies	20,185	18,060	36,000	6,491	35,900	0	0	36,600
	Other Expenses/Expenditures	846,558	850,121	846,800	211,899	840,800	0	0	857,600
	Total Expense	2,793,314	3,135,624	3,228,300	868,925	3,351,900	0	0	3,423,200
	Revenues Over (Under) Expenses	192,270	196,027	(169,200)	(37,357)	(132,300)	0	0	0
	Additional Cash Outlays:								
	Capital Outlay	0	0	20,000	0	0	0	0	0
	91100 OPERATING TRANSFERS OUT	213,736	15,830	0	0	0	0	0	0
	Increase (Decrease) in Cash	491,139	310,758	421,300	115,268	471,200	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

GO Sewer Rev 2007C Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Prof/Tech Services	5,000	0	0	0	0	0	0	0
	Debt Service	229,075	216,942	216,942	107,909	202,400	0	0	192,800
	Total Expense	234,075	216,942	216,942	107,909	202,400	0	0	192,800
	Revenues Over (Under) Expenses	(234,075)	(216,942)	(216,942)	(107,909)	(202,400)	0	0	(192,800)
	Additional Cash Receipts:								
3911000	OPERATING TRANSFERS IN	459,075	455,565	455,565	352,909	457,400			457,800
	Additional Cash Outlays:								
90100	PRINCIPAL PAYMENTS	225,000	0	0	245,000	255,000			265,000
	Increase (Decrease) In Cash	0	0	0	0	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

Sewer Rev 2010A Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	09/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Taxes	0	0	0	(278)	0	0	0	0
	Miscellaneous Revenues	1	0	0	0	0	0	0	0
	Total Revenue	1	0	0	(278)	0	0	0	0
	Prof/Tech Services	2,000	0	0	0	0	0	0	0
	Debt Service	224,575	224,575	0	112,088	218,000	0	0	213,500
	Total Expense	226,575	224,575	0	112,088	218,000	0	0	213,500
	Revenues Over (Under) Expenses	(226,574)	(224,575)	0	(112,365)	(218,000)	0	0	(213,500)
	Additional Cash Receipts:								
3911000	OPERATING TRANSFERS IN	226,574	224,575	0	332,365	438,000			438,500
	Additional Cash Outlays:								
90100	PRINCIPAL PAYMENTS	0	0	0	220,000	220,000			225,000
	Increase (Decrease) In Cash	0	0	0	0	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

Sewer Connection Fund Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Miscellaneous Revenues	1,153	(3,545)		9,440	8,200	0	0	8,200
	Charges For Services	21,710	77,892		31,155	46,800	0	0	47,700
	Special Assessments	688	532		0	0	0	0	0
	Total Revenue	23,550	74,879		40,595	55,000	0	0	55,900
	Revenue Over (Under) Expenses	23,550	74,879		40,595	55,000	0	0	55,900
	Additional Cash Receipts:								
3911000	OPERATING TRANSFERS IN	0	626,016		0	0			0
	Additional Cash Outlays:								
91100	OPERATING TRANSFERS OUT	0	13,957		0	0			0
	Increase (Decrease) In Cash	22,240	710,741		40,595	55,000	0	0	55,900

City of Inver Grove Heights

Proposed 2015 Budget

NWA - Sewer Summary

Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Charges For Services		264,479		29,610	67,000	0	0	264,600
Special Assessments		12,984		0	0	0	0	0
Other Financing Sources		69,263		0	0	0	0	0
Total Revenue		346,725		29,610	67,000	0	0	264,600
Prof/Tech Services		1,027		267	0	0	0	0
Other Expenses/Expenditures		0		0	0	0	0	0
Other		680,140		685,274	894,600	0	0	1,196,000
Total Expense		681,167		685,540	894,600	0	0	1,196,000
Revenues Over (Under) Expenses		(334,441)		(655,930)	(827,600)	0	0	(931,400)
Additional Cash Receipts:								
Bond Proceeds					3,460,000			
Special Assessment Principal					30,900			30,900
Additional Cash Outlays:								
Capital Outlay					3,463,500			
Increase (Decrease) In Cash		(334,441)	0	(655,930)	(800,200)	0	0	(900,500)

City of Inver Grove Heights Proposed 2015 Budget

Golf 503 Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Charges For Services									
		1,560,687	1,407,594	1,586,600	2,453	1,540,000	0	0	1,570,800
	Miscellaneous Revenues	1,260,580	0	0	268	0	0	0	0
	Other Financing Sources	177,259	3,044,069	100,000	0	100,000	0	0	100,000
	Total Revenue	2,998,526	4,446,663	1,686,600	2,720	1,640,000	0	0	1,670,800
Personnel									
		962,145	888,599	862,500	98,679	892,200	0	0	910,000
	Prof/Tech Services	5,968	2,568	500	860	300	0	0	300
	Purch Svcs - Prop/Equip	131,018	84,420	103,800	14,022	100,600	0	0	102,600
	Other Purchased Services	111,880	91,506	74,700	18,444	41,000	0	0	41,800
	Supplies	204,873	178,361	206,600	13,014	212,600	0	0	216,900
	Other Expenses/Expenditures	308,975	303,256	303,100	95,143	295,700	0	0	301,600
	Costs Of Sales	104,803	104,013	109,500	0	109,500	0	0	111,700
	Purchases	0	-747	0	32,577	0	0	0	0
	Debt Service	96,733	1,272	4,300	0	0	0	0	0
	Total Expense	1,926,395	1,653,247	1,665,000	272,738	1,651,900	0	0	1,684,900
	Revenues Over (Under) Expenses	1,072,131	2,793,416	21,600	(270,017)	(11,900)	0	0	(14,100)
Additional Cash Receipts:									
	Interfund Loan Receipt	671,832	64,863	0	0	0	0	0	0
Additional Cash Outlays:									
	Capital Outlay	0	0	135,000	0	199,000	0	0	0
	Debt Service	24,000	25,200	26,400	0	27,700	0	0	29,100
	Interfund Loan Repayments	63,551	2,994,470	26,000	0	26,000	0	0	26,000
	Increase (Decrease) In Cash	0	5,901	95,600	(204,667)	(8,900)	0	0	(69,200)

City of Inver Grove Heights

Proposed 2015 Budget

Risk Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Charges For Services	610,700	603,300	713,900	178,475	725,400	0	0	733,000
	Miscellaneous Revenues	151,814	64,020	79,900	9,133	67,300	0	0	67,300
	Other Financing Sources	0	0	0	0	0	0	0	0
	Total Revenue	762,514	667,320	793,800	187,608	792,700	0	0	800,300
	Personnel	13,168	15,840	16,200	3,634	16,800	0	0	17,100
	Prof/Tech Services	58,158	51,315	0	421	0	0	0	0
	Purch Svcs - Prop/Equip	0	0	600	150	0	0	0	0
	Other Purchased Services	755,276	635,063	726,500	215,077	725,900	0	0	733,200
	Supplies	0	0	500	0	0	0	0	0
	Other Expenses/Expenditures	21,584	57,726	50,000	1,679	50,000	0	0	50,000
	Capital Outlay	0	0	0	0	0	0	0	0
	Other	0	78,874	0	0	0	0	0	0
	Contributions to Retained Earnings	0	0	0	0	0	0	0	0
	Total Expense	848,185	838,819	793,800	220,961	792,700	0	0	800,300
	Revenue Over (Under) Expense	(85,671)	(171,498)	0	(33,353)	0	0	0	0
	Increase (Decrease) In Cash	(57,612)	(195,107)	0	(33,353)	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

Central Equipment Summary

Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Charges For Services	2,192,300	2,192,300	2,280,400	570,100	2,390,700	0	0	3,227,800
Miscellaneous Revenues	139,111	23,350	124,700	142,956	115,000	0	0	117,300
Other Financing Sources	15,489	0	0	0	0	0	0	672,000
Total Revenue	2,346,900	2,215,650	2,405,100	713,056	2,505,700	0	0	3,345,100
Personnel	305,466	314,950	336,100	75,321	345,400	0	0	350,800
Prof/Tech Services	108	626	300	32	300	0	0	300
Purch Svcs - Prop/Equip	353,140	354,610	297,000	73,265	350,500	0	0	357,500
Other Purchased Services	15,991	12,911	12,300	3,088	12,200	0	0	12,400
Supplies	352,682	369,269	420,700	61,536	415,000	0	0	423,300
Other Expenses/Expenditures	612,910	682,306	539,200	134,800	658,800	0	0	672,000
Costs Of Sales	0	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0	0
Other	0	0	202,000	0	0	0	0	0
Contributions to Retained Earnings	0	0	0	0	0	0	0	0
Other	188,000	1,177,569	0	0	0	0	0	0
Total Expense	1,828,297	2,912,241	1,807,600	348,043	1,782,200	0	0	1,816,300
Revenue Over (Under) Expense	518,602	(696,591)	597,500	365,013	723,500	0	0	1,528,800
Additional Cash Receipts:								
Interfund Loan Receipt	63,591	63,591	21,600	0	21,600	0	0	21,600
Additional Cash Outlays:								
Capital Outlay	991,937	0	682,300	0	693,300	0	0	0
Interfund Loan Disbursement	0	64,863	0	0	0	0	0	0
Increase (Decrease) In Cash	319,643	(884,156)	476,000	499,813	710,600	0	0	1,550,400

City of Inver Grove Heights

Proposed 2015 Budget

Central Stores Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
	Charges For Services	151,200	82,900	82,500	20,625	88,200	0	0	90,100
	Miscellaneous Revenues	5,704	(955)	4,900	6,337	4,800	0	0	4,800
	Other Financing Sources	0	0	0	0	0	0	0	0
	Total Revenue	156,904	81,945	87,400	26,962	93,000	0	0	94,900
	Personnel	715	0	0	0	0	0	0	0
	Prof/Tech Services	0	402	0	0	0	0	0	0
	Purch Svcs - Prop/Equip	53,370	62,985	53,600	10,076	63,000	0	0	64,300
	Other Purchased Services	0	0	0	0	0	0	0	0
	Supplies	27,625	27,037	33,800	4,102	30,000	0	0	30,600
	Other Expenses/Expenditures	0	0	0	0	0	0	0	0
	Capital Outlay	0	0	0	0	0	0	0	0
	Other	50,000	78,874	0	0	0	0	0	0
	Contributions to Retained Earnings	0	0	0	0	0	0	0	0
	Total Expense	131,709	169,298	87,400	14,178	93,000	0	0	94,900
	Revenue Over (Under) Expense	25,195	(87,353)	0	12,784	0	0	0	0
	Increase (Decrease) In Cash	23,162	(87,717)	0	12,784	0	0	0	0

City of Inver Grove Heights

Proposed 2015 Budget

City Facilities Summary

Acct Number	Account Description	2012 Actual	2013 Actual	2014 Amended Budget	09/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Charges For Services									
		340,900	340,900	319,800	79,950	353,800	0	0	360,500
	Miscellaneous Revenues	34,218	(465)	4,000	3,708	2,800	0	0	2,900
	Total Revenue	375,118	340,435	323,800	83,658	356,600	0	0	363,400
Personnel									
		70,608	71,416	73,400	16,274	75,800	0	0	76,900
	Prof/Tech Services	26,247	40,834	2,000	7	4,200	0	0	4,300
	Purch Svcs - Prop/Equip	193,687	233,871	157,500	43,377	195,300	0	0	199,200
	Other Purchased Services	86,728	50,486	65,700	15,932	63,700	0	0	65,000
	Supplies	114,610	33,866	25,200	2,250	17,600	0	0	18,000
	Other Expenses/Expenditures	92,804	92,824	491,700	122,925	464,200	0	0	473,500
	Capital Outlay	0	0	0	0	0	0	0	0
	Other	198,285	14,400	11,700	0	14,700	0	0	16,300
	Contributions to Retained Earnings	0	0	0	0	0	0	0	0
	Total Expense	782,970	537,696	827,200	200,766	835,500	0	0	853,200
	Revenue Over (Under) Expense	(407,852)	(197,261)	(503,400)	(117,108)	(478,900)	0	0	(489,800)
	Additional Cash Outlays:								
	Capital Outlay	12,307	0	0	0	0	0	0	0
	Increase (Decrease) In Cash	(314,593)	(111,713)	(11,700)	5,817	(14,700)	0	0	(16,300)

City of Inver Grove Heights

Proposed 2015 Budget

Technology Summary

Account Description	2012 Actual	2013 Actual	2014 Amended Budget	03/31/14 Actual	2015 Department Request	2015 City Admin Recommended	2015 City Council Adopted	2016 Department Request
Charges For Services	520,400	657,500	761,400	190,350	749,300	0	0	753,100
Miscellaneous Revenues	2,105	5,773	2,500	5,948	5,200	0	0	5,200
Other Financing Sources	29,005	200,000	0	0	0	0	0	0
Total Revenue	551,510	863,273	763,900	196,298	754,500	0	0	758,300
Personnel	250,525	278,931	295,300	66,627	307,400	0	0	313,500
Prof/Tech Services	102,531	81,393	71,100	19,046	70,100	0	0	71,500
Purch Svcs - Prop/Equip	10,206	15,531	37,900	3,200	27,000	0	0	27,500
Other Purchased Services	19,430	74,542	119,400	9,274	126,400	0	0	128,900
Supplies	32,685	62,324	48,000	4,318	35,200	0	0	35,900
Other Expenses/Expenditures	100,255	92,718	49,500	12,375	54,100	0	0	55,200
Total Expense	515,633	605,439	621,200	114,840	620,200	0	0	632,500
Revenues Over (Under) Expenses	35,878	257,834	142,700	81,458	134,300	0	0	125,800
Additional Cash Outlays:								
Capital Outlay	10,867	64,624	82,900	6,948	35,500	0	0	36,200
Increase (Decrease) in Cash	95,631	281,303	109,300	86,885	152,900	0	0	144,800

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Wooddale Builders, Inc. - Case No. 14-30C

Meeting Date: September 22, 2014
 Item Type: Regular Agenda
 Contact: Heather Botten 651.450.2554
 Prepared by:  Heather Botten, Associate Planner
 Reviewed by:

Fiscal/FTE Impact:	
<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 a **Conditional Use Permit (CUP)** to allow impervious surface above the maximum amount but within the additional 10% of lot area allowed with a CUP for property located at 9063 Altman Court.

- Requires 4/5th's vote.
- 60-day deadline: September 27, 2014 (first 60-days)

SUMMARY

The applicants are requesting a CUP to exceed the impervious surface allowed on the property. They have already received a custom grading agreement and are currently building a new home and infiltration system on the property. The applicants are requesting a maximum of 26,000 square feet of hard surface to be allowed on the property. They have calculated what their future needs would be for the property and are requesting that amount as it is easier to install stormwater features during the construction phase rather than building the house and adding stormwater treatment at a later date. Impervious surface can be increased by up to 10% of the lot area with a CUP; on this specific lot 10% of lot area would allow an additional 10,992 square feet of hard surface. The applicants are proposing 9,665 square feet of additional hard surface for a maximum total of 26,000 square feet, complying with code requirements.

Engineering has been working with the applicant on stormwater plans to treat all of the impervious surface on the property. A stormwater maintenance agreement is required assuring continual maintenance of the stormwater features on the property.

RECOMMENDATION

City Staff: Based on the information provided and the conditions listed in the attached resolution, staff is recommending **approval** of the Conditional Use Permit to allow additional impervious surface on the property.

Planning Commission: Recommended **approval** of the request at their September 2, 2014 meeting with the conditions listed in the attached resolution (7-0).

Attachments: Conditional Use Permit Resolution
 Planning Commission Recommendation
 Planning Report

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW IMPERVIOUS
SURFACE ABOVE THE MAXIMUM AMOUNT BUT WITHIN THE ADDITIONAL 10%
ALLOWED WITH A CONDITIONAL USE PERMIT**

Wooddale Builders, Inc.
Case No. 14-30C

WHEREAS, an application for Conditional Use Permit (CUP) has been submitted for the property located at 9063 Altman Court and legally described as:

The East 396.72 feet of the West 1190.15 feet of the North 270.08 feet of the North $\frac{1}{2}$ of the Northeast $\frac{1}{4}$ of Section 19, Township 27, Range 22, Dakota County, Minnesota, except that part that lies Northeasterly of the following described line: Beginning at a point on the North side of the above described parcel, distant 92.55 feet West of the Northeast corner, thereof; thence Southeasterly to a point on the East line of said parcel, distant 124.87 feet South of said Northeast corner and said line there terminating.

WHEREAS, the request is to allow an additional 9,665 square feet of impervious coverage on the property, which is within the additional 10% allowed by a CUP;

WHEREAS, the aforescribed property is zoned PUD, Planned Unit Development;

WHEREAS, the request has been reviewed against Title 10, Chapter 3, Article A, Section 10-3A-5 regarding the criterion for a Conditional Use Permit such as consistency with the Comprehensive Plan, conformity with the Zoning Ordinance and compatibility with adjacent properties among other criteria, the request meets all of the minimum standards;

WHEREAS, a public hearing concerning the conditional use permit was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statute, Section 462.357, Subdivision 3 on September 2, 2014;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a Conditional Use Permit to exceed the impervious coverage maximum is hereby approved subject to the following conditions:

1. A storm water facilities maintenance agreement shall be prepared by the City Attorney and executed by both the City and the property owner to ensure long term maintenance of the facilities.
2. Prior to any work being done on the site, an Engineering cash escrow and letter of credit shall be submitted to the City to ensure the proper construction of the improvements and to review the drainage modeling.

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.

Adopted by the City Council of Inver Grove Heights this 22nd day of September, 2014.

AYES:

NAYS:

ATTEST:

George Tourville, Mayor

Melissa Kennedy, Deputy Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights

FROM: Planning Commission

DATE: September 2, 2014

SUBJECT: WOODDALE BUILDERS, INC – CASE NO. 14-30C

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a conditional use permit to exceed the maximum impervious surface allowed on a property, for the property located at 9063 Altman Court. 58 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant is requesting a CUP to exceed the impervious surface allowed on the property. The applicant is currently building a new home and infiltration system on the property. The applicant is requesting a maximum of 26,000 square feet of hard surface to be allowed on the property. The applicants have calculated what their maximum future needs would be for the property and are requesting that amount as it is easier to install stormwater features during the construction process rather than building the house and adding them later on. Impervious surface can be increased by up to 10% of the lot area with a CUP; on this specific lot the 10% would allow an additional 10,992 square feet of hard surface. The applicants are proposing 9,665 square feet of additional hard surface. Staff recommends approval of the request with the conditions listed in the report. Staff heard from one neighboring property owner who had general questions.

Commissioner Klein noted that the lot was heavily wooded and asked if the existing trees would likely provide screening between the proposed house and the abutting home on Altman Court.

Ms. Botten replied in the affirmative.

Opening of Public Hearing

Steve Schwieters, Wooddale Builders, advised he was available to answer any questions.

Chair Hark asked the applicant if he read and understood the report.

Mr. Schwieters replied in the affirmative.

Chair Hark asked why the applicants did not ask for the maximum amount of impervious surface.

Mr. Schwieters replied that the storm water management systems were complicated and they wanted to ensure they did not exceed the maximum.

Recommendation to City Council
September 2, 2014
Page 2

Chair Hark closed the public hearing.

Planning Commission Recommendation

Motion by Commissioner Klein, second by Commissioner Wippermann, to approve the request for a conditional use permit to exceed the maximum impervious surface allowed on a property, for the property located at 9063 Altman Court, with the conditions listed in the report.

Motion carried (7/0). This item goes to the City Council on September 22, 2014.

PLANNING REPORT CITY OF INVER GROVE HEIGHTS

REPORT DATE: August 26, 2014 **CASE NO.:** 14-30C
HEARING DATE: September 2, 2014
APPLICANT: Wooddale Builders, Inc.
PROPERTY OWNER: Sam and Tiffany Anderson
REQUEST: A Conditional Use Permit to allow additional impervious surface on a residential lot
LOCATION: 9063 Altman Court (20-01900-08-010)
COMPREHENSIVE PLAN: RDR, Rural Density Residential
ZONING: PUD, Planned Unit Development
REVIEWING DIVISIONS: Planning **PREPARED BY:** Heather Botten
 Engineering Associate Planner



BACKGROUND

The applicant is requesting a Conditional Use Permit to exceed the allowed impervious surface amount on the property. The applicant is currently building a new home and an infiltration system on the property to meet stormwater requirements. The applicants decided to size the infiltration system to their maximum impervious surface need now as it is more cost effective then altering the system later. The total impervious coverage proposed would be the maximum allowed on the property that could be used for the house, garage, driveway, sidewalk, patios, sport courts, walkways around pool, etc...

	Square Feet	Allowed Impervious Coverage (sq. ft)
Lot Size	2.52 acres	16,335
Allowed additional impervious coverage by CUP	10% of lot area	10,992
Additional impervious surface requested	9,665	-
Total impervious coverage requested	26,000	

The applicant is requesting a maximum of 26,000 square feet of hard surface to be allowed on the property. The applicants have calculated what their maximum future needs would be for the property and is requesting that amount as it is easier to install stormwater features during the construction process rather than building the house and adding them later on. The applicant is proposing two infiltration basins on the property, one located behind the house to the northeast and the other on the southern part of the property.

SPECIFIC REQUEST

A **Conditional Use Permit** to allow impervious surface above the maximum amount but within the additional 10% of lot area allowed with a conditional use permit.

SURROUNDING USES:

The subject site is surrounded by the following uses:

- North - Residential; zoned PUD, single-family; guided RDR, Rural Density Residential
- West - Residential; zoned PUD, single-family; guided RDR, Rural Density Residential
- South - Residential; zoned PUD, single-family; guided RDR, Rural Density Residential
- East - Residential; zoned PUD, single-family; guided RDR, Rural Density Residential

EVALUATION OF REQUEST:

GENERAL CUP CRITERIA

Section 10-3A-5 of the Zoning Regulations lists criteria to be considered with all conditional use permit requests. This criterion generally relates to the Comprehensive Plan and Zoning consistency, land use impacts such as setbacks, drainage, and aesthetics, environmental impacts, and public health and safety impacts.

The proposed conditional use permit meets the above criteria. As shown in Exhibit A, the surrounding properties are all single-family residential homes. The proposed home and driveway aesthetically fit in with the neighborhood. Additionally, the applicant has agreed to comply with the storm water treatment conditions, which help maintain the drainage and storm water runoff on the applicant's property.

IMPERVIOUS SURFACE CUP CRITERIA

The zoning ordinance sets a maximum impervious surface allowed on each lot in the city based on lot size categories. Impervious surface can be increased by up to 10% of the lot area with a conditional use permit provided the following criteria are met:

- a) A Storm Water Management System shall be constructed within the property that meets the Best Management Practices design criteria as set forth in the Northwest Area Ordinances and Storm Water Manual.
- b) The Storm Water Management System and Grading Plan (including necessary details for construction, showing proper location, material, size, and grades) shall be approved by the Engineering Division prior to ground disturbance or installation of the facility.
- c) The Storm Water Management System is considered a private system and the responsibility of maintenance is that of the owner.
- d) The design of the facility shall provide storage and treatment for the 100-year event volume as it relates to the additional impervious surface being considered with a conditional use application.
- e) A storm water facilities maintenance agreement shall be entered into between the applicant and City to address responsibilities and maintenance of the storm water system.
- f) An escrow or fee, to be determined by the City Engineer, shall be submitted to the City with the Storm Water Management System submittal. The final amount and submittal process shall be determined by the City by the time the Owners are ready

to submit the Storm Water Management System and Grading Plan. Surety shall be provided to ensure construction of the system according to the plans approved by the City Engineer.

- g) The soils shall be tested to determine the infiltration capacity at and below the stormwater facility to ensure the stormwater management facility performs and functions within the assumed design parameters. A three (3) foot separation shall be maintained from seasonal high water levels and the bottom of any facility.

ENGINEERING REVIEW

The Engineering Department has reviewed and approved the stormwater and grading plans. The applicant's lot is an unplatted piece of property therefore a custom grade agreement was required between the City and property owner before construction could begin. Engineering has made recommendations on conditions that are included at the end of this report. The applicant shall continue to work with the City to secure final approval of the construction plans.

ALTERNATIVES

The Planning Commission has the following alternatives available for the requested action:

A. Approval If the Planning Commission finds the requests to be acceptable, the Commission should recommend approval of the request with at least the following conditions:

- Approval of the Conditional Use Permit to allow an additional 9,665 square feet of impervious surface subject to the following conditions:
 1. A storm water facilities maintenance agreement shall be prepared by the City Attorney and executed by both the City and the property owner to ensure long term maintenance of the facilities.
 2. Prior to any work being done on the site, an Engineering cash escrow and letter of credit shall be submitted to the City to ensure the proper construction of the improvements and to review the drainage modeling.
 3. The developer shall meet all the conditions outlined in the City Engineers review letters and subsequent correspondence.

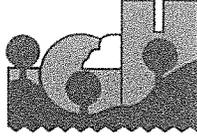
B. Denial If the Planning Commission does not favor the proposed Conditional Use Permit, the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

RECOMMENDATION

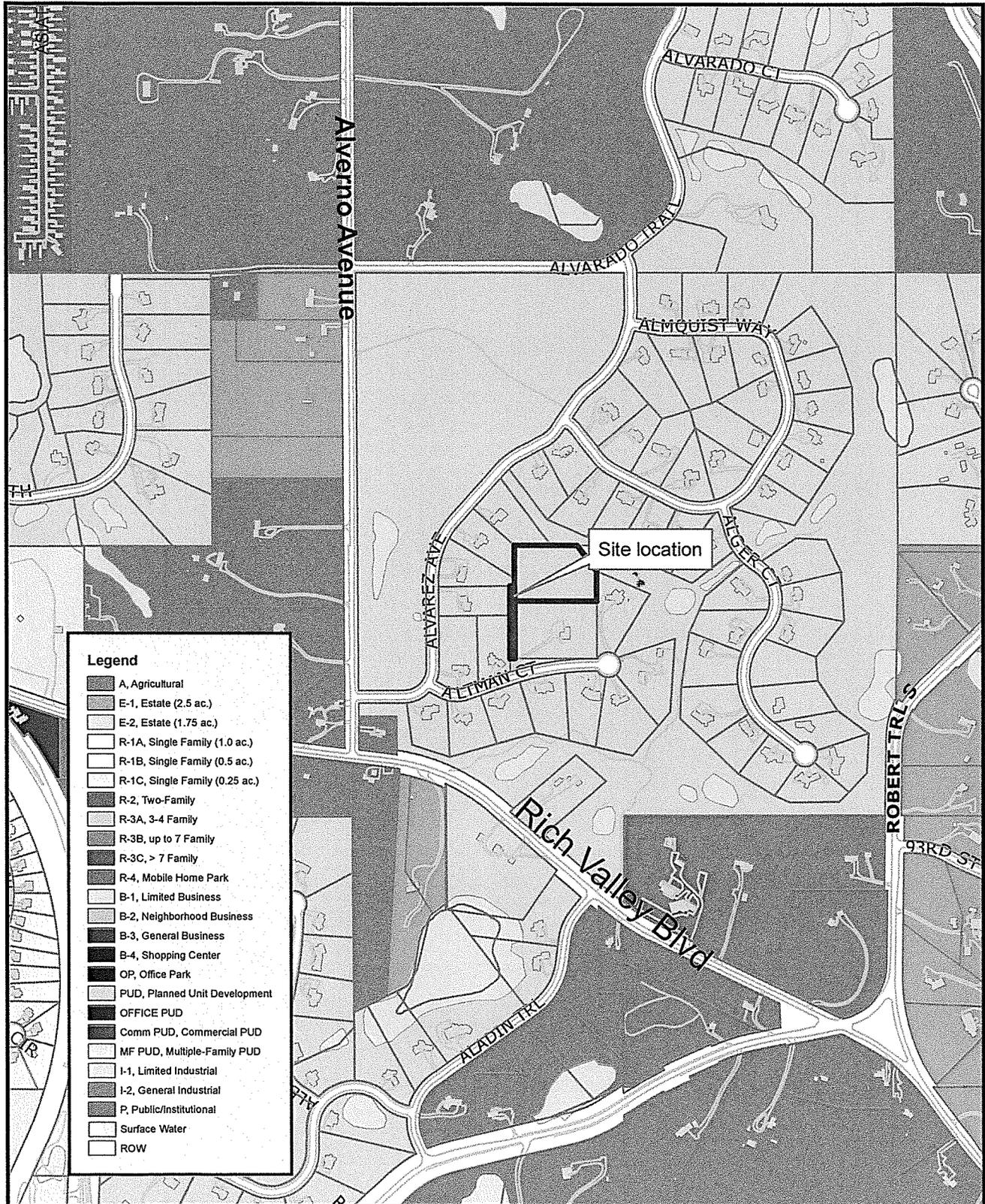
Based on the information in the preceding report and the conditions listed in Alternative A, staff is recommending approval of the conditional use permit.

Attachments: Exhibit A - Location/Zoning Map
Exhibit B - Applicant Narrative
Exhibit C - Site Plan

Map not to scale

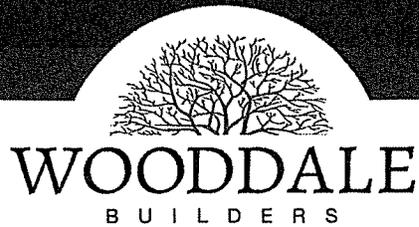


Wooddale Builders Case No. 14-30C



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is to be used for reference purpose only. The City of IGH is not responsible for any inaccuracies herein contained.

Exhibit A
Zoning and Location Map



July 28, 2014

To: City of Inver Grove Heights
8150 Barbara Ave.
Inver Grove Heights, MN 55077

From: Wooddale Builders, Inc
6117 Blue Circle Drive, Suite 101
Minnetonka, MN 55343

Subject: Conditional Use Permit Request for 9063 Altman Court

Standard for this lot is 16,335 sqft
We are requesting 26,000 sqft
Sqft over standard is 9,665

Reason for our request is that the access to the property is off Altman Court and the actual building pad sets back 330 ft , that alone is 3,960 sqft of an overage and clients would like a sport court. The sport court sqft is 1,092 and the driveway and sport court total 5,052 sqft.

Thank you for your time and consideration for this request.

Sincerely,

Steve Schwieters, President
Wooddale Builders, Inc.

CERTIFICATE OF SURVEY

~for~ Wooddale Builders
 ~of~ Sam and Tiffany Anderson Residence

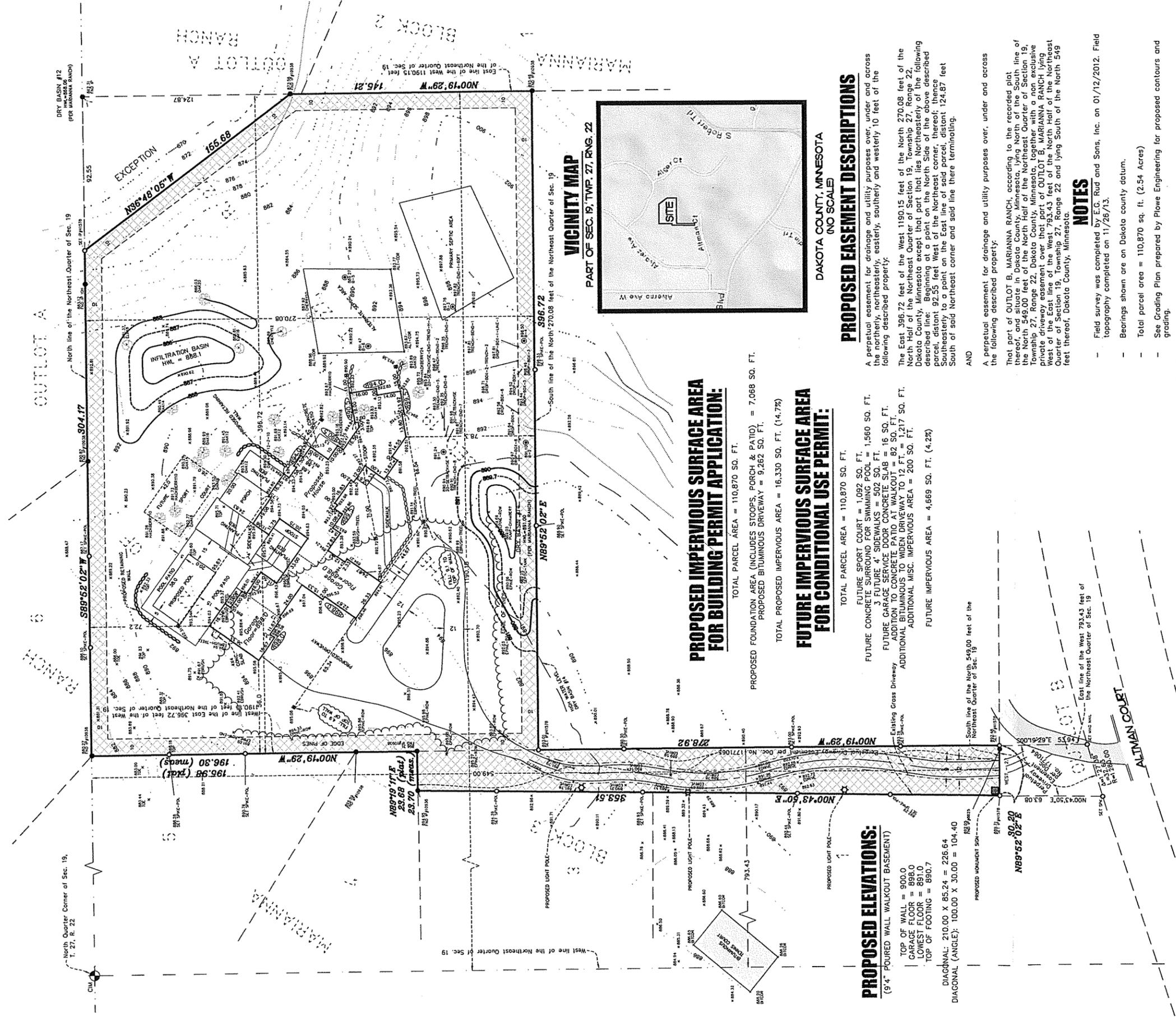
PROPERTY DESCRIPTION

The East 396.72 feet of the West 1190.15 feet of the North 270.08 feet of the North Half of the Northeast Quarter of Section 19, Township 27, Range 22, Dakota County, Minnesota except that part that lies northeasterly of the following described line: Beginning at a point on the North Side of the above described parcel, distant 92.55 feet West of the Northeast corner thereof; thence southeasterly to a point on the East line of said parcel, distant 124.87 feet South of said Northeast corner and said line there terminating.

AND

That part of OUTLOT B, MARIANNA RANCH, according to the recorded plat thereof, and situate in Dakota County, Minnesota, lying North of the South line of the North 549.00 feet of the North Half of the Northeast Quarter of Section 19, Township 27, Range 22, Dakota County, Minnesota, together with a non exclusive private driveway easement over that part of OUTLOT B, MARIANNA RANCH lying West of the East line of the West 793.43 feet of the North Half of the Northeast Quarter of Section 19, Township 27, Range 22 and lying South of the North 549 feet thereof, Dakota County, Minnesota.

NORTH



PROPOSED IMPERVIOUS SURFACE AREA FOR BUILDING PERMIT APPLICATION:

TOTAL PARCEL AREA = 110,870 SQ. FT.
 PROPOSED FOUNDATION AREA (INCLUDES STOOPS, PORCH & PATIO) = 7,068 SQ. FT.
 PROPOSED BITUMINOUS DRIVEWAY = 9,262 SQ. FT.
 TOTAL PROPOSED IMPERVIOUS AREA = 16,330 SQ. FT. (14.7%)

FUTURE IMPERVIOUS SURFACE AREA FOR CONDITIONAL USE PERMIT:

TOTAL PARCEL AREA = 110,870 SQ. FT.
 FUTURE SPORT COURT = 1,092 SQ. FT.
 FUTURE CONCRETE SURROUND FOR SWIMMING POOL = 1,560 SQ. FT.
 3 FUTURE 4' SIDEWALKS = 502 SQ. FT.
 FUTURE GARAGE SERVICE DOOR CONCRETE SLAB = 16 SQ. FT.
 ADDITION TO CONCRETE PATIO AT WALKOUT = 82 SQ. FT.
 ADDITIONAL BITUMINOUS TO WIDEN DRIVEWAY TO 12 FT. = 1,217 SQ. FT.
 ADDITIONAL MISC. IMPERVIOUS AREA = 200 SQ. FT.
 FUTURE IMPERVIOUS AREA = 4,669 SQ. FT. (4.2%)

PROPOSED ELEVATIONS:

(9.4" POURED WALL WALKOUT BASEMENT)
 TOP OF WALL = 900.0
 GARAGE FLOOR = 898.0
 LOWEST FLOOR = 891.0
 TOP OF FOOTING = 890.7

DIAGONAL: 210.00 X 85.24 = 226.64
 DIAGONAL (ANGLE): 100.00 X 30.00 = 104.40

PROPOSED EASEMENT DESCRIPTIONS

A perpetual easement for drainage and utility purposes over, under and across the northerly, northeasterly, easterly, southerly and westerly 10 feet of the following described property:

The East 396.72 feet of the West 1190.15 feet of the North 270.08 feet of the North Half of the Northeast Quarter of Section 19, Township 27, Range 22, Dakota County, Minnesota except that part that lies northeasterly of the following described line: Beginning at a point on the North Side of the above described parcel, distant 92.55 feet West of the Northeast corner thereof; thence southeasterly to a point on the East line of said parcel, distant 124.87 feet South of said Northeast corner and said line there terminating.

AND

A perpetual easement for drainage and utility purposes over, under and across the following described property:

That part of OUTLOT B, MARIANNA RANCH, according to the recorded plat thereof, and situate in Dakota County, Minnesota, lying North of the South line of the North 549.00 feet of the North Half of the Northeast Quarter of Section 19, Township 27, Range 22, Dakota County, Minnesota, together with a non exclusive private driveway easement over that part of OUTLOT B, MARIANNA RANCH lying West of the East line of the West 793.43 feet of the North Half of the Northeast Quarter of Section 19, Township 27, Range 22 and lying South of the North 549 feet thereof, Dakota County, Minnesota.

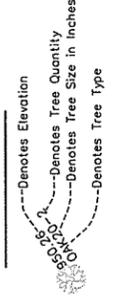
NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 01/12/2012. Field topography completed on 11/28/13.
- Bearings shown are on Dakota county datum.
- Total parcel area = 110,870 sq. ft. (2.54 Acres)
- See Grading Plan prepared by Plowe Engineering for proposed contours and grading.

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET MARKED RLS# 41578
- DENOTES DAKOTA COUNTY CAST IRON MONUMENT
- DENOTES BITUMINOUS SURFACE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING 2 FOOT CONTOUR INTERVALS
- DENOTES TREE LINE
- DENOTES PROPOSED DRAINAGE AND UTILITY EASEMENT

TREE DETAIL



BENCHMARK

Flared end section invert at common corner of Lots 1 and 2, Block 3, MARIANNA RANCH, Elevation = 877.95 per record plan dated 2/24/00.

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

JASON F. BUD
 Date: 8/4/2014 License No. 41578

E.G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com

DRAIN BY: MUD	JOB NO. 122105	DATE 07/18/12	
CHECK BY: JGR <td>SCANNED</td> <td></td>	SCANNED		
5	8/16/14	REVISE DRIVEWAY	
6	7/11/14	ADD PROP. BASHES, LIGHTS AND SIGN	
7	7/21/14	ADD PROP. DAM EASEMENTS	
8	7/22/14	REVISE IMPERVIOUS CALCS.	
9	7/24/14	ADDITIONAL UTILITY IMPROVEMENTS	
10	8/4/14	ADD STAINING SHOTS 9 DRIVEWAY	
NO.	DATE	DESCRIPTION	BY



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PAUL & STACY MARION – Case No. 14-36V

Meeting Date: September 22, 2014
 Item Type: Regular
 Contact:  Heather Botten 651.450.2569
 Prepared by: Heather Botten, Associate Planner
 Reviewed by:

Fiscal/FTE Impact:	
<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"/>	Other

PURPOSE/ACTION REQUESTED

Consider a resolution relating to a **Variance** from the shoreland setbacks to allow a 61' setback where 75' is required for the property located at 1905 63rd Street.

- Requires a 3/5ths vote.
- 60-day deadline: October 18, 2014 (first 60-days)

SUMMARY

The applicants would like to replace their existing deck and add an additional two feet onto the back of the deck. The deck is currently located about 63 feet from the Ordinary High Water mark (OHW). Adding the two feet being requested would move the deck about 61 feet from the OHW whereas 75 feet is required. The two foot expansion would not require any additional footings. Shoreland requirements are in place to minimize the impact to the shoreland and protect water bodies. The deck already encroaches into the setback, so approving the variance would intensify the existing impact. The request was sent to the DNR and has been reviewed by the City's Engineering Department; neither had any concerns or comments.

Variations may be granted when the applicant establishes there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

Staff believes the variance request to intensify the shoreland encroachment could set a precedent for similar requests. The zoning code requirements do not preclude the homeowner from reasonable use of the property as they already have an existing deck and increasing the size of the deck is more of a convenience to the applicant.

Planning Staff: Staff believes the applicant did not identify a practical difficulty. Based on the information provided staff recommends denial of the variance with the findings listed in the attached resolution.

Planning Commission: Recommended **approval** of the request at their September 16, 2014 meeting with the practical difficulty being that no additional footings will be added thus not encroaching any further into the setback. (9-0)

Attachments: Denial Resolution
 Planning Commission Recommendation
 Planning Staff Report

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

RESOLUTION NO. _____

**RESOLUTION DENYING A VARIANCE TO ALLOW A DECK 61 FEET FROM THE
ORDINARY HIGH WATER MARK WHEREAS 75 FEET IS REQUIRED**

**CASE NO. 14-36V
Marion**

WHEREAS, an application for a Variance has been submitted for the property located at 1905 63rd Street and legally described as:

**Lot 6, Block 6, Salem Hills Farm, according to the recorded plat, Dakota County,
Minnesota**

WHEREAS, an application has been received for a Variance from the shoreland requirements to allow a deck addition to be located 61' from the OHW whereas 75' is required;

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

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

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on September 16, 2014 in accordance with City Code Section City Code 10-3-3: C;

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

1. The conditions of the property are not so limiting or unique that the property could not be used in a reasonable manner without the variance. The property would still function as a residential use.
2. Approval of the variance could set a precedent for other shoreland encroachments.
3. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance; allowing an expansion to the existing deck is considered a convenience to the applicant, not a practical difficulty.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a 61 foot setback from the OHW whereas 75 feet is required is hereby denied.

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.

Adopted by the City Council of Inver Grove Heights this 22nd day of September, 2014.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Melissa Kennedy, Deputy Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: September 16, 2014
SUBJECT: PAUL AND STACY MARION – CASE NO. 14-36V

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a variance to allow a deck addition to be located about 61 feet from the Ordinary High Water (OHW) whereas 75 feet is the required setback, for the property located at 1905 – 63rd Street. 5 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the subject property is zoned R-1C, Single-Family Residential. The applicant would like to replace their existing deck and add an additional two feet onto the back of the deck. The deck is currently located about 63 feet from the Ordinary High Water mark (OHW). Adding the two feet being requested would move the deck about 61 feet from the OHW whereas 75 feet is required. The two foot expansion would not require any additional footings. Shoreland requirements are in place to minimize the impact to the shoreland and protect water bodies. The deck already encroaches into the setback, so approving the variance would intensify the existing impact. The request was sent to the DNR and has been reviewed by the City's Engineering Department; neither had any concerns or comments. Staff recommends denial of the request due to the lack of a practical difficulty. Staff has not heard from any neighboring property owners.

Opening of Public Hearing

Paul Marion, 1905 – 63d Street East, advised he was available to answer any questions.

Chair Hark asked if the applicant read and understood the report.

Mr. Marion replied in the affirmative. He advised that there are decks in his neighborhood that are closer to the water than what he is proposing, and that updating the deck would bring the deck and railings into compliance with current building codes and would allow him to move his grill two feet further from the house. He advised that many of the codes refer to a 'recreational lake' and 'public waters'; however, the water body behind his home was actually more of a drainage ditch.

Commissioner Simon asked the applicant when his house was built.

Mr. Marion replied 1991.

Chair Hark closed the public hearing.

Planning Commission Discussion

Commissioner Wippermann asked if the shoreline setback requirements were based on DNR recommendations.

Mr. Hunting replied in the affirmative, stating that local jurisdictions adopt their regulations based on the setbacks established by the DNR and are not allowed to adopt something less than the DNR established minimums.

Commissioner Wippermann stated that apparently the DNR was not concerned about what was being proposed as they made no comment.

Ms. Botten replied in the affirmative.

Commissioner Gooch stated in his mind they were not encroaching any further into the setback since they would be using the existing footings.

Commissioner Klein stated that the two feet being requested was so minimal that he had no issue with the request.

Planning Commission Recommendation

Motion by Commissioner Klein, second by Commissioner Lissarrague, to approve the request for a variance to allow a deck addition to be located about 61 feet from the Ordinary High Water (OHW) whereas 75 feet is the required setback, for the property located at 1905 – 63rd Street .

Motion carried (9/0). This item goes to the City Council on September 22, 2014.

PLANNING REPORT CITY OF INVER GROVE HEIGHTS

REPORT DATE: September 11, 2014 **CASE NO.:** 14-36V

HEARING DATE: September 16, 2014

APPLICANT AND PROPERTY OWNER: Paul and Stacy Marion

REQUEST: A variance from the shoreland setback

LOCATION: 1905 63rd Street

COMP PLAN: LDR, Low Density Residential

ZONING: R-1C, Single Family Residential

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner 

BACKGROUND

The applicant would like to replace their existing deck and add an additional two feet onto the back of the deck. The deck is currently located about 63 feet from the ordinary high water (OHW) mark, when you include the requested expansion the deck would be about 61 feet from the OHW. City Code states that lots abutting a recreational development lake shall have a 75 foot structure setback from the ordinary high water mark.

The existing deck encroaches into the required setback. The deck was installed with the original home construction. The two foot expansion would not require additional footings and is a small addition but it is increasing the size of the non-conformity.

SPECIFIC REQUEST

The following specific application is being requested:

- 1) A variance from the shoreland setback to add an addition onto an existing deck 61 feet from the OHW whereas 75 feet is required.

DNR REVIEW

The variance request was sent to the DNR for review; they responded no comment or concern.

ENGINEERING REVIEW

The Engineering Department has no comment on the variance since it meets impervious surface requirements and does not adversely affect drainage.

SURROUNDING USES: The subject site is surrounded by the following uses:

North – Water

South, West and East - Single Family Residential; zoned R-1C; guided Low Density Residential

EVALUATION OF REQUEST:

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

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

The shoreland requirements are in place to regulate the subdivision, use and development of shorelands of public waters to preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for wise use of waters and related land resources. Although the addition is relatively small it does not meet the intent of the zoning ordinance; the deck already encroaches into the setback about 12 feet.

The request is in harmony with the intent of the comprehensive plan as the lot is being utilized as residential.

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

Shoreland requirements are in place to minimize the impact to the shoreland and protected water bodies. The deck already encroaches into the setback, approving the variance would intensify the impact. Additionally, the setback standards are not precluding the property owner from reasonable use of the property as there is already an existing deck and increasing the size of the deck is more of a convenience to the applicant.

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

This situation is not unique as there are other instances throughout the city where properties are located along lakes or the river that have structures that may encroach into the setback area.

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

One of the functions of setbacks is to maintain consistency of structure placement and aesthetic qualities from lake, street, and neighboring views. Even though no additional footings would be required a precedent could be set for other non-conforming expansions.

5. *Economic considerations alone do not constitute an undue hardship.*
Economic considerations do not appear to be a basis for this request.

ALTERNATIVES

The Planning Commission has the following alternatives available for the requested action:

A. Approval If the Planning Commission finds the setback variance to be acceptable, the Commission should recommend approval of the request with at least the following conditions:

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

B. Denial If the Planning Commission does not favor the proposed request, it should be recommended for denial, which could be based on the following rationale:

1. Denying the variance request does not preclude the applicant from reasonable use of the property.
2. Approval of the variance could set a precedent for other shoreland encroachments.
3. The variance request is out of a convenience to the applicant.

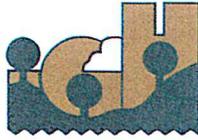
RECOMMENDATION

Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

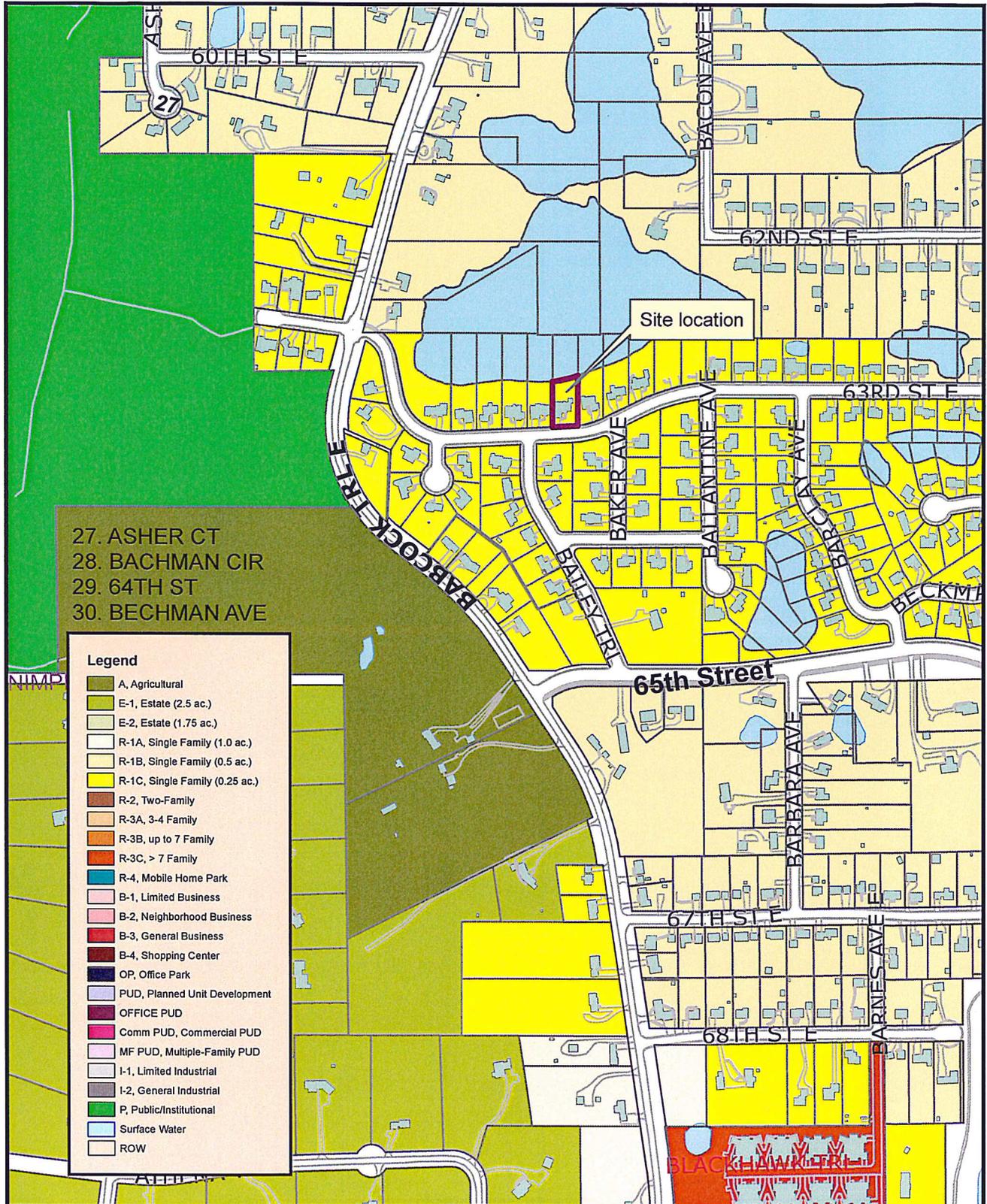
Staff believes the applicant did not identify practical difficulties to comply with the ordinance. For the reasons listed in alternative B staff is recommending denial of the proposed request.

Attachments: Exhibit A - Location/Zoning Map
Exhibit B - Applicant Narrative
Exhibit C - Site Plan
Exhibit D - Picture of existing deck

Map not to scale



Paul & Stacy Marion Case No. 14-36V



- 27. ASHER CT
- 28. BACHMAN CIR
- 29. 64TH ST
- 30. BECHMAN AVE



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is to be used for reference purpose only. The City of IGH is not responsible for any inaccuracies herein contained.

Exhibit A
Zoning and Location Map

Variance request to add 2 foot extension to existing deck.

Variance required due to not meeting the 75 feet from the high water line from the little lake we are on.

The deck extension by 2 feet would enable us to use the existing deck structure without major structural changes. We want to keep the angled deck the same due to the structure of the house, the lay out of the windows & because the lot is low & that area seems to stay wetter & requires more sunlight to stay drier.

Variance would not impact the neighbors view of lake or in anyway take away from the beauty or integrity of the water. By reusing the existing foundation supports for the 2 foot overhang we will minimize the footprints on the lake lot.

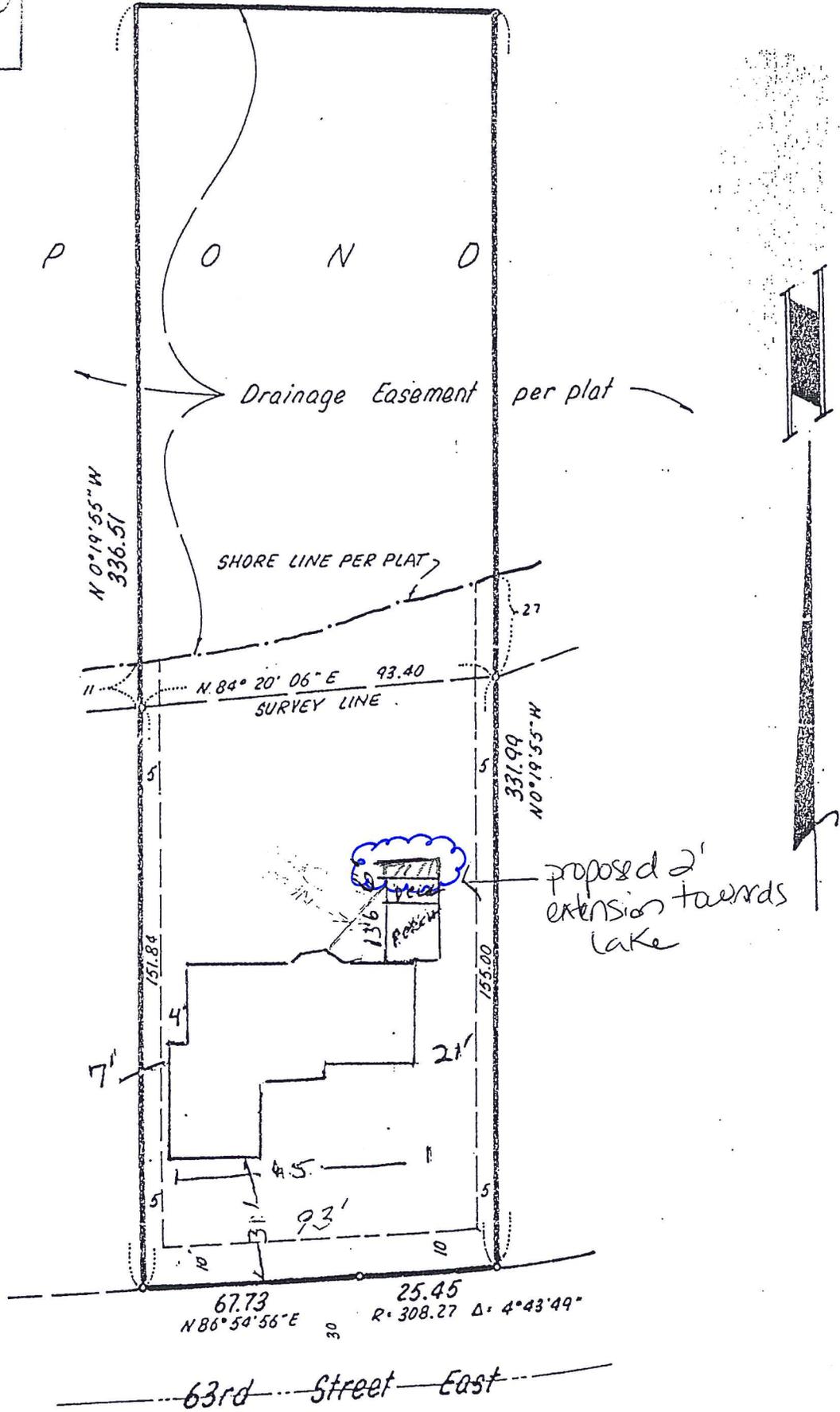
B

JUL 31 2014

N 89° 03' 04" E
93.01

DESCRIPTION

Lot 6, Block 6, SALEM HILLS FARM, according to the recorded plat thereof on file in the office of the Registrar of Titles, Dakota County, Minnesota.



--- Drainage & Utility Easement per plat (width as shown)

o Denotes 3/4" iron pipe set, marked No 16099

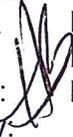
C



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

BENNETT BENSON – Case No. 14-33V

Meeting Date: September 22, 2014
 Item Type: Regular
 Contact: Heather Botten 651.450.2569
 Prepared by: Heather Botten, Associate Planner
 Reviewed by: 

Fiscal/FTE Impact:	
<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"/>	Other

PURPOSE/ACTION REQUESTED

Consider a resolution relating to a **Variance** to allow two detached accessory structures on a property whereas one is the maximum allowed for the property located at 5906 Asher Avenue.

- Requires a 3/5ths vote.
- 60-day deadline: October 14, 2014 (first 60-days)

SUMMARY

The property is zoned R-1B, Single-Family Residential and .46 acres in size. The applicant is requesting to allow two detached accessory buildings on the property whereas one is the maximum allowed. The property currently has an attached garage and a 12' x 12' detached shed. The applicants are in the process of constructing a new, larger accessory building on the property and they would like to keep the existing shed. The applicant's property is located in a developed neighborhood with trees surrounding the property. Both accessory buildings are located along the northern property line. If the existing shed was 120 square feet or less it would be exempt from building code and the maximum number of accessory buildings allowed on a property. In this case the structure is 144 square feet in size thus not meeting the intent of zoning code requirements.

Variances may be granted when the applicant establishes there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

Staff believes the variance request to allow two accessory buildings could set a precedent for other similar requests. The zoning code requirements do not preclude the homeowner from reasonable use of the property as they have an attached garage and are allowed an accessory building up to 1,000 square feet in size.

Planning Staff: Staff believes the applicant did not identify a practical difficulty. Based on the information provided staff recommends denial of the variance with the findings listed in the attached resolution.

Planning Commission: At the September 16, 2014 public hearing, the Planning Commission moved the request forward without a motion. A motion to approve the variance failed on a 4/5 vote.

- Attachments:
- Denial Resolution
 - Planning Commission Recommendation
 - Approval from the neighbor to the north
 - Planning Staff Report

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

RESOLUTION NO. _____

**RESOLUTION DENYING A VARIANCE TO ALLOW TWO DETACHED ACCESSORY
BUILDINGS ON A RESIDENTIAL PROPERTY WHEREAS ONE
IS THE MAXIMUM ALLOWED**

**CASE NO. 14-33V
Benson**

WHEREAS, an application for a Variance has been submitted for the property located at 5906 Asher Avenue and legally described as:

**Lot 2 Block 2, Knollwood Heights, according to the recorded plat, Dakota County,
Minnesota**

WHEREAS, an application has been received for a Variance to allow two detached accessory buildings whereas one is allowed in the R-1 districts;

WHEREAS, the aforescribed property is zoned R-1B, Single-family residential;

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

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on September 16, 2014 in accordance with City Code Section City Code 10-3-3: C;

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

1. The conditions of the property are not so limiting or unique that the property could not be used in a reasonable manner without the variance. The property would still function as a residential use.
2. Approval of the variance could set a precedent for the number of accessory buildings allowed on an R-1 property.
3. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance; allowing two accessory buildings may be considered a convenience to the applicant, not a practical difficulty. Additionally, the applicants have an attached garage and are allowed an accessory building up to 1,000 square feet in size.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow two detached accessory buildings is hereby denied. The 12'x12' shed shall be removed or reduced to 120 square feet or less, thus being exempt from code.

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.

Adopted by the City Council of Inver Grove Heights this 22nd day of September, 2014.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Melissa Kennedy, Deputy Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: September 16, 2014
SUBJECT: **BENNETT BENSON – CASE NO. 14-33V**

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a variance to allow two detached accessory buildings on the property whereas one detached accessory building is allowed, for the property located at 5906 Asher Avenue. 6 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the property is zoned R-1B, Single-Family Residential. The applicant is requesting to allow two detached accessory buildings on the property whereas one is allowed. The property currently has an attached garage and a 12' x 12' detached shed. The applicants are in the process of constructing a new, larger accessory building on the property and they would like to keep the existing shed. The applicant's property is located in a developed neighborhood with trees surrounding the property; both sheds are located along the northern property line. If the existing shed was 120 square feet or less it would be exempt from building codes and the maximum number of accessory buildings allowed on a property. In this case the structure is 144 square feet in size. Staff recommends denial of the request due to lack of a practical difficulty. Staff received two letters of support from residents living across the street from the subject property.

Commissioner Simon asked staff to discuss impervious surface.

Ms. Botten advised that the applicant would not be exceeding the maximum impervious surface allowed, even with the second accessory structure.

Commissioner Robertson asked if staff received any feedback from the neighbor to the north.

Ms. Botten replied they had not.

Commissioner Scales asked if a variance to allow a second accessory structure would not have been necessary had the applicant's existing shed been 10' x 12' rather than 12' x 12'.

Ms. Botten replied in the affirmative.

Commissioner Robertson asked when this home was built, stating the Planning Commission recently heard a similar request regarding a home in an older residential area.

Ms. Botten replied that she was unsure of when the house was built; however, she believed the

request being referred to was different as it did not have an attached garage.

Opening of Public Hearing

Bennett Benson, 5906 Asher Avenue, advised he was available to answer any questions.

Chair Hark asked if the applicant if he read and understood the report.

Mr. Benson replied in the affirmative. He presented a letter of support from his neighbor to the north who would be most impacted by the request.

Chair Hark received the letter.

Mr. Benson stated that the existing shed tied in with his fence and was an integral part of enclosing his dogs in his back yard. Also, the existing shed was built on a cement pad and the structures would be mostly hidden by trees on the north, east, and south and only minimally visible from the east.

Commissioner Gooch asked where the driveway to the new garage would be located.

Mr. Benson replied that he did not plan on installing a driveway as he would not be driving vehicles into the building, with the exception of lawn mowers and motorcycles.

Commissioner Robertson asked the applicant if he planned on having an entry to the new garage.

Mr. Benson replied in the affirmative, stating he planned to have a 4' x 15' slab in front of the new shed.

Commissioner Robertson asked if the additional impervious surface for the entry would affect the maximum impervious surface.

Ms. Botten replied that the entry slab would factor into the total amount of impervious surface on the property; however, they would still be under the 5,100 square feet of hard surface allowed.

Commissioner Maggi asked the applicant how long he had lived in his home.

Mr. Benson replied that the house was built in 1961 and he has lived there since 1997.

Commissioner Simon asked the applicant how he got to his shed, stating she saw vehicle tracks.

Mr. Benson replied that there was a gate between the house and the existing shed, and the tracks were from the construction vehicles.

Chair Hark closed the public hearing.

Planning Commission Discussion

Chair Hark stated this was a difficult request because had the shed been only two feet smaller a variance would not be necessary; however, the zoning code required a practical difficulty.

Commissioner Robertson was concerned about the precedent this would set; especially when she was aware that this type of request may arise again and the fact that the City had codes in place to address them.

Commissioner Scales stated that he supported the request and did not think the intent of the code was to force a homeowner to remove a shed because of two extra feet. He advised that the Planning Commission recently recommended approval of a similar request for two detached structures on a smaller lot.

Commissioner Lissarrague stated it was a bigger nuisance to have the homeowner remove the existing shed, leaving only a slab, than to leave the shed in place.

Planning Commission Recommendation

Motion by Commissioner Scales, second by Commissioner Klein, to approve the request for a variance to allow two detached accessory buildings on the property whereas one detached accessory building is allowed, for the property located at 5906 Asher Avenue.

Commissioner Wippermann was concerned about the precedent this would set and the potential for the variance requests to get larger.

Motion failed (4/5 – Maggi, Wippermann, Robertson, Simon, Hark). This item goes to the City Council on September 22, 2014.

To Our Neighbors surrounding 5906 Asher Ave, Inver Grove Heights, MN 55077

From Bennett Benson & Charlie Fenick

Re: Variance request from City of Inver Grove Heights, MN

Hello Neighbors,

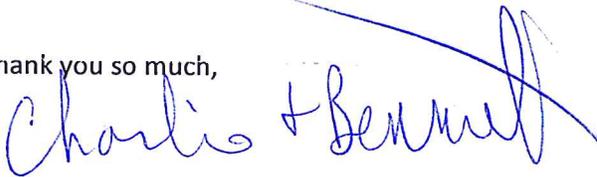
Bennett & I are having a 24' X 36' 2 story garage/storage building built in the NE corner of our ½ acre property. It is strictly for our personal use, and no business use.

We want to keep the existing small 12'X12' shed where it is, so we have to apply for a variance from the city. We are to make the surrounding neighbors aware of our plans, and to be sure there are no objections.

We would appreciate it if you could write a short note addressed to the City of IGH, letting them know that you have no objections. You can give those to us to bring to the city or send it to them directly.

Please let Bennett or I know if you have any questions or objections, so we can address them.

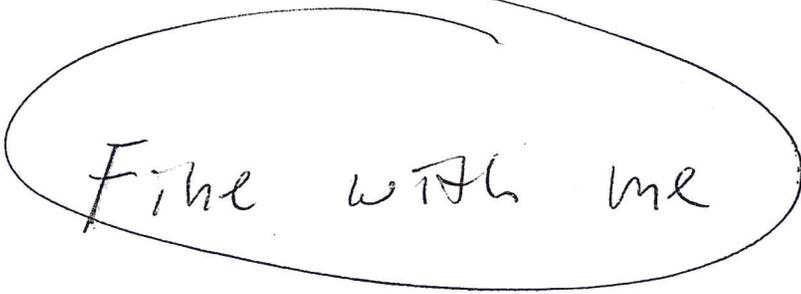
Thank you so much,



Charlie & Bennett

5906 Asher Ave

IGH, MN 55077



Fine with me

Ken Preiner

5880 Asher Ave (Next door neighbor)
to the north

PLANNING REPORT CITY OF INVER GROVE HEIGHTS

REPORT DATE: September 10, 2014 **CASE NO.:** 14-33V

HEARING DATE: September 16, 2014

APPLICANT AND PROPERTY OWNER: Bennett Benson

REQUEST: Variance to allow two accessory buildings on the property whereas one is allowed by code

LOCATION: 5906 Asher Avenue

COMP PLAN: LDR, Low Density Residential

ZONING: R-1B, Single-family Residential

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner

BACKGROUND

The applicant is requesting to allow two detached accessory buildings on the property whereas one is allowed by code in the R-1 district. The property currently has a 12'x12' detached shed. The applicants are constructing a new, larger accessory building on the property and they would like to keep the existing shed. The applicants recently received a building permit for an 864 square foot garage to be located on the property with the condition that a variance be requested and if it is denied the existing shed would have to be removed or reduced to 120 square feet or less, thus being exempt from the code.

SPECIFIC REQUEST

The following specific application is being requested:

- A.) A **Variance** to allow two detached accessory buildings whereas one is allowed by code

SURROUNDING USES: The subject site is surrounded by the following uses:

North, South, West and East-

Single-family; zoned R-1B; guided LDR,
Low Density Residential

EVALUATION OF REQUEST:

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

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

The existing shed would be exempt from the total number of structures allowed on a property if it was 120 square feet or less; in this case the structure is 144 square feet which does not meet the intent of the zoning ordinance. The accessory buildings on the property would meet all other setback and zoning requirements including building materials and impervious surface. The request is in harmony with the intent of the comprehensive plan as the lot is being utilized as residential.

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

The number of accessory buildings allowed on the property is not precluding the homeowner from reasonable use of the land as the property has an attached garage and is allowed one accessory building up to 1,000 square feet in size.

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

The property is not unique; the single-family lot is .46 acres in size. The code allow for lots larger than 5 acres in have more than one accessory building. The property has an attached garage and is allowed one detached structure up to 1,000 square feet.

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

The applicants' property is located in a developed neighborhood with mature trees surrounding the property. The location of both sheds would be along the northern property line, behind the attached garage, screened from most views.

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

Economic considerations do appear to be a basis for this request. The property owner would have to remove the shed or reduce the size by 24 square feet to comply with ordinance requirements.

ALTERNATIVES

The Planning Commission has the following alternatives available for the requested action:

A. Approval If the Planning Commission finds the variance to allow two accessory buildings to be acceptable, the Commission should recommend approval of the request subject to the following conditions:

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
2. The accessory structures shall not be used for commercial uses or storage related to a commercial use.

B. Denial If the Planning Commission does not favor the proposed request, it should be recommended for denial, which could be based on the following rationale:

1. Denying the variance request does not preclude the applicant from reasonable use of the property.
2. Approval of the variance could set a precedent for the number of accessory buildings allowed on an R-1 property.
3. Staff does not believe there are practical difficulties in complying with the official control as the applicants have an attached garage and are allowed an accessory building up to 1,000 square feet in size.

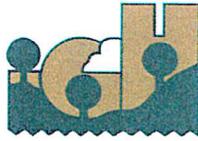
RECOMMENDATION

Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

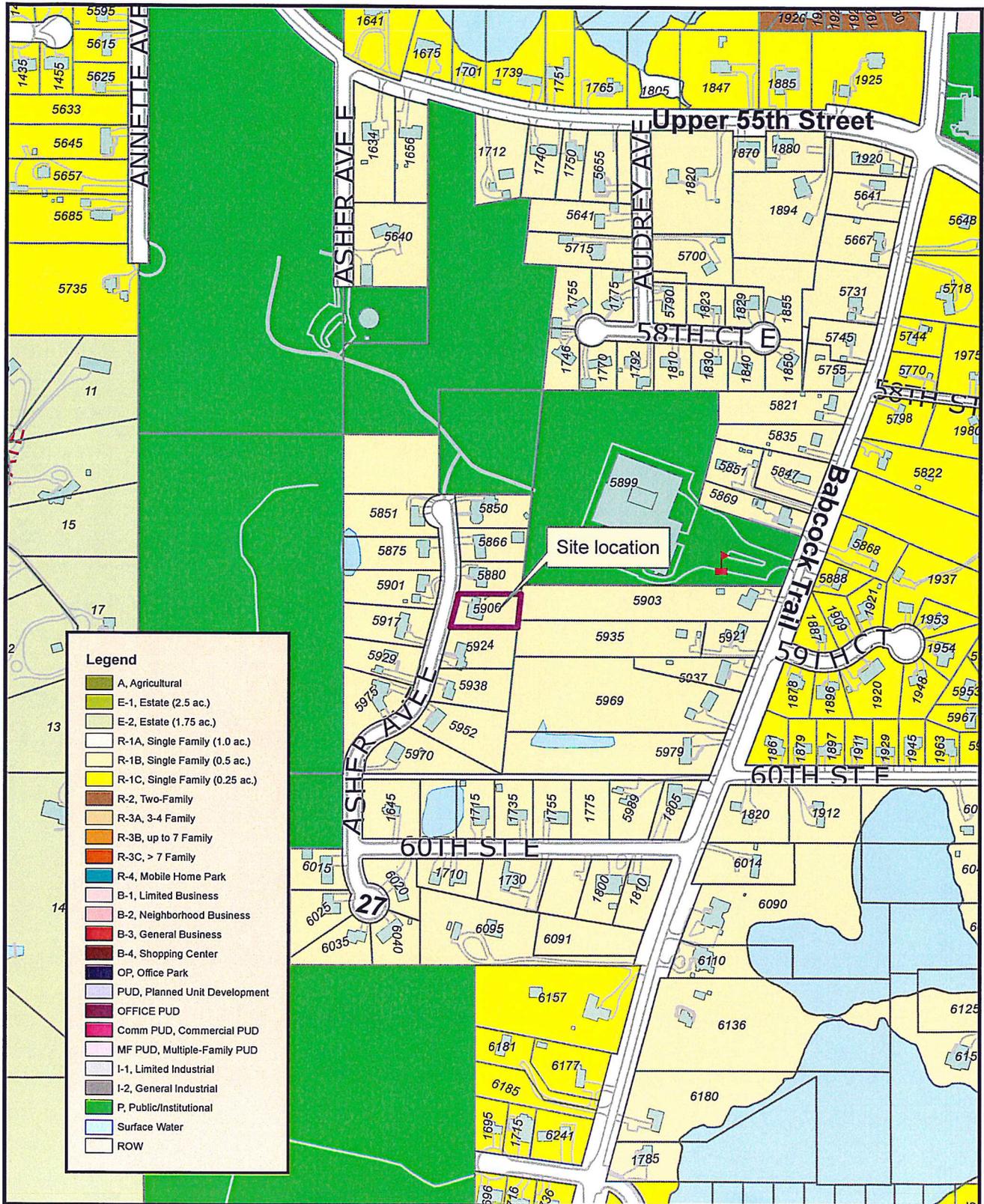
Staff believes the applicant did not identify practical difficulties to comply with the ordinance. For the reasons listed in alternative B staff is recommending denial of the proposed request.

Attachments: Exhibit A - Location/Zoning Map
Exhibit B - Narrative
Exhibit C - Site Plan
Exhibit D - Approval from neighbors across the street

Map not to scale



Bennett Benson Case No. 14-33V



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is to be used for reference purpose only. The City of IGH is not responsible for any inaccuracies herein contained.

Exhibit A
Zoning and Location Map

To the Planning Commission, Inver Grove Heights:

Re: Variance Application for 5906 Asher Ave., Inver Grove Heights, MN 55077

From Bennett Benson and Charleen Fenick, Owners

Plan: Building new 24' X 36' garage/storage structure in the NE corner of the ½ acre property located at 5906 Asher Ave, in Inver Grove Heights. There is currently a smaller 12' X 12' structure existing on the north side, much closer to the house. It is on a cement slab, and well constructed, framed and vinyl sided, roofed with a small cement ramp. There is also a small canvas shed with no foundation, that WILL be removed. We are applying for a variance to keep the small 12'X12' shed in place for our lawn mowers and gas cans, in order to keep the smell and mess out of the new garage/storage building. The smaller structure currently matches the house with same color scheme on siding and roof so to blend in nicely on the property. The new structure will also have same color scheme and is being built by reputable builders as a solid permanent structure for storage of mopeds, motorcycle, trailer, and other yard and hobby items, etc... No business will ever be conducted on the property.

The current smaller shed is 5' away from the fence and approx 7' from the property line. The new building will line up the same, with room for riding lawn mower to get through behind both structures.

Our property is a half acre and even with the two structures there is plenty of lawn area so the lot does not look crowded.

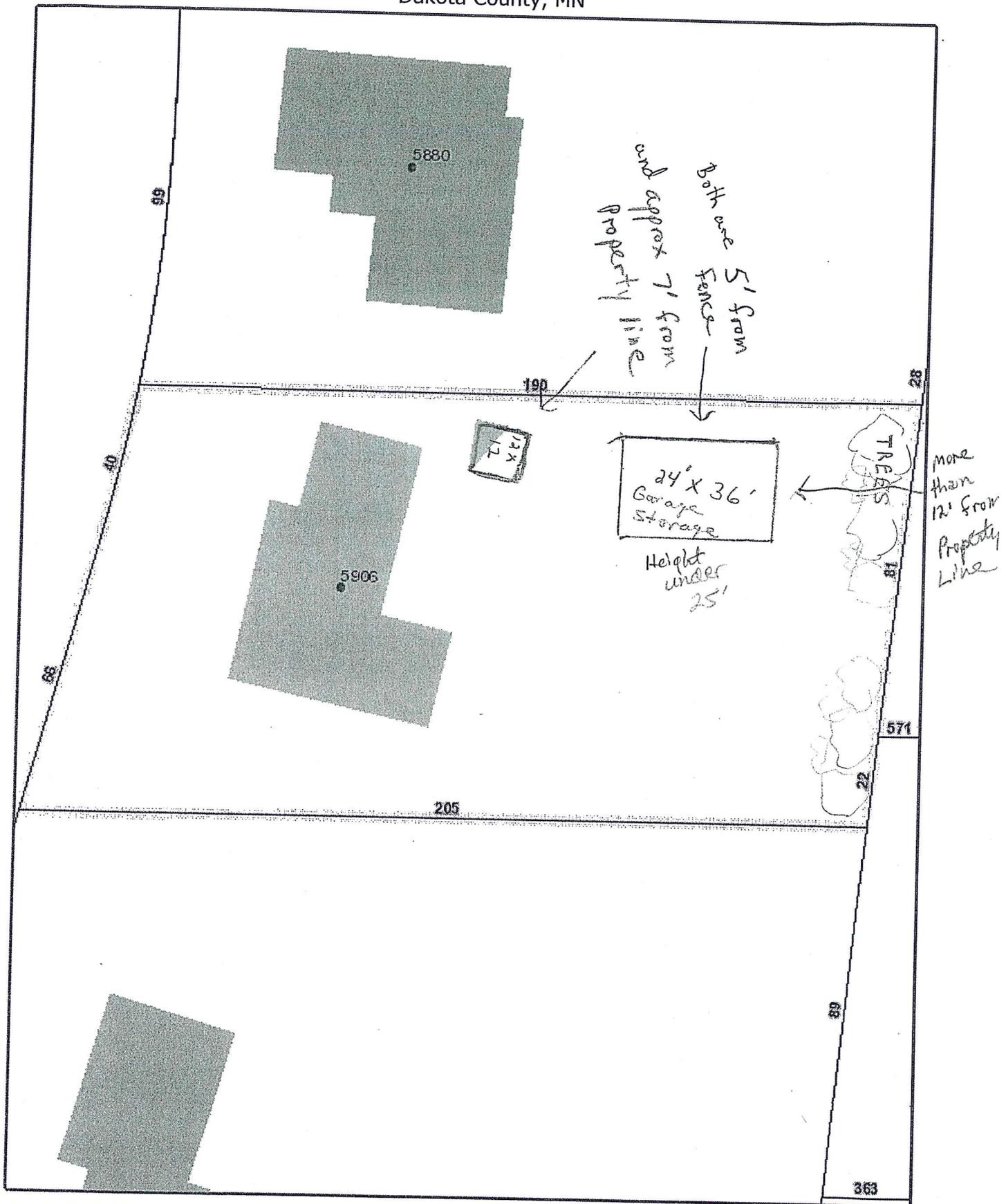
We respectfully hope you will consider this request for variance, to allow us to keep our smaller shed that only exceeds the code by 24 sq ft.

Thank you so much,

Bennett and Charlie

B

Dakota County, MN



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification. Dakota County assumes no legal responsibility for the information contained in this data.

Map Scale
1 inch = 32 feet
8/14/2014



5906 Asher



05/14/2014

JP

To Our Neighbors surrounding 5906 Asher Ave, Inver Grove Heights, MN 55077

From Bennett Benson & Charlie Fenick

Re: Variance request from City of Inver Grove Heights, MN

Hello Neighbors,

Bennett & I are having a 24' X 36' 2 story garage/storage building built in the NE corner of our ½ acre property. It is strictly for our personal use, and no business use.

We want to keep the existing small 12'X12' shed where it is, so we have to apply for a variance from the city. We are to make the surrounding neighbors aware of our plans, and to be sure there are no objections.

We would appreciate it if you could write a short note addressed to the City of IGH, letting them know that you have no objections. You can give those to us to bring to the city or send it to them directly.

Please let Bennett or I know if you have any questions or objections, so we can address them.

Thank you so much,

Charlie

Charlie & Bennett

5906 Asher Ave

IGH, MN 55077

651 453-9755

5851 Asher Ave

Don't Care

Donnie July

D

To Our Neighbors surrounding 5906 Asher Ave, Inver Grove Heights, MN 55077

From Bennett Benson & Charlie Fenick

Re: Variance request from City of Inver Grove Heights, MN

Hello Neighbors,

Bennett & I are having a 24' X 36' 2 story garage/storage building built in the NE corner of our ½ acre property. It is strictly for our personal use, and no business use.

We want to keep the existing small 12'X12' shed where it is, so we have to apply for a variance from the city. We are to make the surrounding neighbors aware of our plans, and to be sure there are no objections.

We would appreciate it if you could write a short note addressed to the City of IGH, letting them know that you have no objections. You can give those to us to bring to the city or send it to them directly.

Please let Bennett or I know if you have any questions or objections, so we can address them.

Thank you so much,

Charlie & Bennett

5906 Asher Ave

IGH, MN 55077

Dana & Gabriel Johnson
OK 5901 ASHER

D

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Authorizing Staff to Secure the Execution of Assessment Waiver Agreements, Order the Project, Accept the Quote, and Award the Contract for City Project No. 2014-16 – Bechtel Avenue Backyard Drainage Improvements

Meeting Date: September 22, 2014
 Item Type: Regular
 Contact: Thomas J. Kaldunski, 651.450.2572 *TK*
 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: 444 Fund, Assessments, Other

PURPOSE/ACTION REQUESTED

Consider authorizing staff to secure the execution of assessment waiver agreements, order the project, accept the quote, and Award the Contract for City Project No. 2014-16 – Bechtel Avenue Backyard Drainage Improvements

BACKGROUND

The City has been informed by Bechtel Avenue residents of a recurring drainage issue in their backyard area. Staff has obtained a quote from Gartzke Construction, Inc. to install a storm water facility in the amount of \$11,200 to address the backyard drainage concerns. Staff have held several meetings with residents and received feedback from all eight residents within the contributing drainage area. Seven of the residents have provided verbal or written support for the project. One resident is taking the project under consideration. Some residents have provided feedback that they would consider incurring the additional expense if all agreed but one. All eight residents have been invited to attend at the September 22, 2014 Council meeting.

Discussions at meetings with residents centered on providing storm water facility improvements to address the wet backyards of the lower three or four parcels. The final system being proposed is a drain tile storm sewer extension and infiltration trench. The system provides the availability for sump pump hook-up at the resident's expense. Residents sought grants to aid in the project cost; however, due to minimal water quality benefits, grants inquiries were unsuccessful.

Cost sharing options were reviewed. They include special assessments to all properties in the drainage area. Discussions have focused on the residents executing a waiver agreement to cover their share of the \$11,200 project. The City would be responsible for \$5,776.40 of the project cost and it would be funded by the 444 Fund. The City would provide in-house engineering services and the City Attorneys expenses are proposed to be addressed through the Engineering Division attorney budget. The City Attorney will draft the assessment waiver agreements.

The Engineering Division has done a hydraulic analysis of the area in question. This review was done using the drainage area map (Exhibit A) in the Council packet. The map illustrates that the drainage area and benefited properties (includes City park) in the Arbor Pointe park area. I have enclosed a table that summarizes the project cost allocation. The project has been increased since 2013 quotes because the 6" tile will be installed along with 4 sump baskets. This table is based on a ten-year design storm. Surface water does not appear to be the issue as the existing CB and storm sewer transport runoff from the area. Clay soils in the yards do not provide a method of infiltrating the the water that remains after the runoff occurs. Flat grades in the backyards result in puddles. Sump pump discharges also contribute to the soggy yards. This also confirms that the recurring drainage issue may be related to groundwater conditions.

The City Council could consider a resolution that addresses the groundwater issue and the discharge of sump pumps. The Council will recall a similar issue in other projects. The City installed drain tiles and sump pump basket system from the storm sewer. This same type of improvement could be considered for the Bechtel Avenue drainage issue.

The City has estimated that four (4) sump pump discharge structures could be installed on the lot line between the park and backyards at a cost of \$11,200 per the quote received. If the City were to cover the City parks drainage area, the homeowners would have to agree to enter into a waiver agreements to cover the balance of \$5,423.60. The entire project construction cost is being allocated to the benefitted properties per City policy. As a separate, individual project, the homeowners would be responsible for all costs and building permit fees to connect their sump pump to the storm water system. The City could incur additional costs if unforeseen circumstances occur in the field.

RECOMMENDATION

The City Council could provide direction to proceed with the project by authorizing the use of City funds (444) to cover the City cost and direct staff to complete the execution of the agreements with the benefitted property owners. This would result in a construction project this fall. The City has drainage easements from the plat.

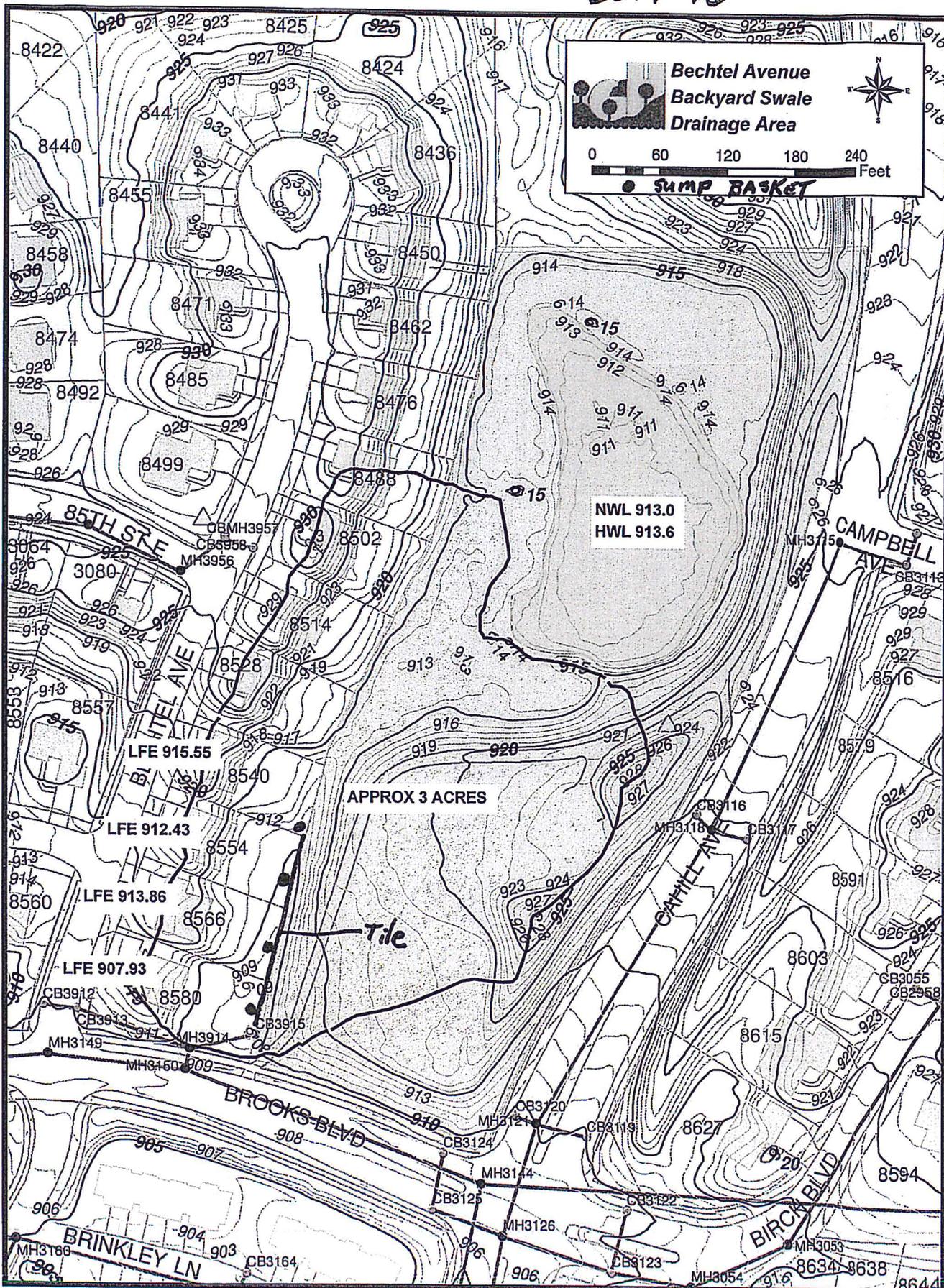
If all property owners do not execute waiver agreements, the Council would have to consider initiating the project per M.S. 429. This process would delay the project to 2015 and the project costs will increase due to the assessment process.

It is recommended that the Council authorize staff to secure the execution of assessment waiver agreements. It is also recommended that the Council provide conditional approvals, based upon the execution of all waiver agreements, to order the project, accept the quote, and award the contract for City Project No. 2014-16 – Bechtel Avenue Backyard Drainage Improvements with authorization the use 444 funds estimated in the amount of \$5,776.40 as long as the the property owners agree to pay \$5,423.60.

TJK/kf

Attachments: Drainage area map
September 2, 2014 estimate
Preliminary assessment table
Resident support letters

2014-16



**PROJECT NO. 2014-16
PRELIMINARY ASSESSMENT ROLL FOR BECHTEL AVENUE DRAINAGE IMPROVEMENTS
ORIGINAL OPTION WITH 4 SUMP BASKETS**

PID NO.	OFNAME	NAME	ADDRESS	MAIN ASSESSMENT	SUMP BASKET REQUESTED	SUMP BASKET ASSESSMENT	TOTAL ASSESSMENT	STATUS OF SUPPORT
205487001010	STEPHEN O & MARY J	STEPHEN O & MARY J HEASLEY	8580 BECHTEL AVE	\$ 786.70	yes	\$ 75.00	\$ 861.70	E-mail
205487001020	DEBORAH A	DEBORAH A HANSEN	8566 BECHTEL AVE	\$ 680.40	yes	\$ 75.00	\$ 755.40	E-mail
205487001030	DEAN O & HEATHER L	DEAN O & HEATHER L SMITH	8554 BECHTEL AVE	\$ 669.40	yes	\$ 75.00	\$ 744.40	E-mail
205487001040	ANTHONY G & BRIDGET	ANTHONY G & BRIDGET SUTTON	8540 BECHTEL AVE	\$ 670.30	yes	\$ 75.00	\$ 745.30	E-mail
205487001050	DAVID R & CATHLEEN A	DAVID R & CATHLEEN A SKRYPEK	8528 BECHTEL AVE	\$ 711.60			\$ 711.60	Verbal
205487001060	CAERL J & JEANNE M	CAERL J & JEANNE M LOJOVICH	8514 BECHTEL AVE	\$ 640.10			\$ 640.10	Verbal
205487001070	THOMAS R & DEBORAH A	THOMAS R & DEBORAH A JOHNSON	8502 BECHTEL AVE	\$ 630.10			\$ 630.10	Verbal
205487001080	CINDY H	CINDY H PORTWOOD	8488 BECHTEL AVE	\$ 335.00			\$ 335.00	Undecided
205487000010	E HEIGHTS	CITY OF INVER GROVE HEIGHTS	8150 BARBARA AVE	\$ 5,776.40			\$ 5,776.40	
				\$ 10,900.00		\$ 300.00	\$ 11,200.00	

Thomas J. Kaldunski, P.E.

8580 BECHTEL

From: steve heasley [heasley_steve@hotmail.com]
Sent: Tuesday, September 16, 2014 10:44 PM
To: Thomas J. Kaldunski, P.E.; Steve W. Dodge. P.E.
Cc: m j
Subject: Bechtel Area Drainage Project

Tom and Steve,

Please accept this note as our approval for the Bechtel Area Drainage Project.

Steve and Mary Jane Heasley
8580 Bechtel Ave

Thank you for your efforts with this project,

Steve Heasley 

Thomas J. Kaldunski, P.E.

8566 BECHTEL

From: Debbie Hansen [debbie.hansen@comcast.net]
Sent: Tuesday, September 16, 2014 10:01 PM
To: Thomas J. Kaldunski, P.E.
Cc: Steve W. Dodge. P.E.
Subject: Bechtel Area Drainage Improvements

Dear Mr. Kaldunski:

Thank you for the City of Inver Grove Heights Engineering Department's willingness to work with the Bechtel Avenue residents to address the area drainage issue along Arbor Pointe Park.
Please consider this e-mail as my notice in favor of this project, and my willingness to sign an assessment waiver agreement to pay an equitable amount as outlined in your September 5, 2014 letter to the property owners.

Thank you in advance for bringing this project for consideration before the City Council, on September 22, 2014.

Sincerely,

Deborah Hansen
8566 Bechtel Ave
Inver Grove Heights, MN 55076
651-303-3273

Steve W. Dodge. P.E.

From: Thomas J. Kaldunski, P.E.
Sent: Wednesday, September 17, 2014 11:52 AM
To: Steve W. Dodge. P.E.
Subject: FW: Arbor Pointe / Orchard Meadows Water Drainage Project

Follow Up Flag: Follow up
Flag Status: Flagged

FYI

From: Scott Thureen
Sent: Wednesday, September 17, 2014 8:11 AM
To: Thomas J. Kaldunski, P.E.
Subject: FW: Arbor Pointe / Orchard Meadows Water Drainage Project

Tom,

Here's a response from the Bechtel neighborhood.

Scott

From: Heather and Dean Smith [<mailto:smithd.mn@comcast.net>]
Sent: Wednesday, September 17, 2014 7:04 AM
To: Scott Thureen
Subject: Arbor Pointe / Orchard Meadows Water Drainage Project

Scott,

I just wanted to confirm that the Smith family will agree to sign the assessment waiver to move this project forward.

Hope to see you on the 22nd. at the City Council meeting.

Dean Smith

Scott Thureen | Public Works Director
Tel: 651-450-2571 | Fax: 651-259-8052
City of Inver Grove Heights | 8150 Barbara Ave | Inver Grove Heights | Minnesota | 55077
sthureen@invergroveheights.org | www.invergroveheights.org

Thomas J. Kaldunski, P.E.

8540 BECHTEL

From: Tony Sutton [agsutton@msn.com]
Sent: Thursday, September 18, 2014 8:32 AM
To: Thomas J. Kaldunski, P.E.
Subject: Bechtel Ave project

Mr. Kaldunski,

I am willing to sign the waiver for the drainage project. I would prefer the fee is added to my property taxes and spread out over time.

Thank you for your work on this project.

Tony Sutton
8540 Bechtel Ave
612-868-2311

Steve W. Dodge. P.E.

8528 BECHTEL

From: Steve W. Dodge. P.E.
Sent: Thursday, September 18, 2014 10:38 AM
To: Thomas J. Kaldunski, P.E.
Subject: FW: Bechtel Voice Message from 6512085940
Attachments: 22052097.wav

Tom,

Cathy Skrypek of 8528 Bechtel Avenue left the attached voice message expressing they are in favor of the project, willing to execute the assessment waiver, and will to pick up their share of additional costs if one of the eight residents end up not being part of the project.

Steve Dodge | Assistant City Engineer
Tel: [651-450-2541](tel:651-450-2541)
sdodge@invergroveheights.org

From: 6512085940 [mailto:CLID_6512085940@igh2.dom]
Sent: Wednesday, September 17, 2014 12:48 PM
To: Steve W. Dodge. P.E.
Subject: Voice Message from 6512085940