

INVER GROVE HEIGHTS CITY COUNCIL AGENDA

MONDAY, NOVEMBER 24, 2014

-REVISED-

8150 BARBARA AVENUE

7:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

3. PRESENTATIONS

A. Presentation of CAFR Award

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 – October 27, 2014 Regular City Council Meeting** _____
- ii) Minutes – November 7, 2014 Special City Council Meeting** _____
- iii) Minutes – November 10, 2014 Regular City Council Meeting** _____

B. Resolution Approving Disbursements for Period Ending November 19, 2014 _____

C. Approve Appointment of Auditors for the Year Ending December 31, 2014 _____

D. Approve Transfers to Economic Development Authority _____

E. Approve Pay Voucher No. 5 for City Project No. 2014-09D, College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06, Blaine Avenue Retaining Wall Replacement Improvements _____

F. Approve Letter of Support for Regional Solicitation Grant Application _____

G. Resolution Authorizing City Attorney Professional Services and Authorizing Staff to Procure Appraisal Services for 2015 Pavement Management Program, City Project No. 2015-09E, 47th Street Neighborhood Street Reconstruction _____

H. Resolution Receiving the Final Feasibility Report for City Project No. 2014-13, Northwest Area Trunk Utilities, Argenta District _____

I. Resolution Authorizing Preparation of Addendum No. 1 to the November 24, 2014 Feasibility Study by Bolton & Menk, Inc. for City Project No. 2014-13, Northwest Area Trunk Utilities, Argenta District and Establish City Project No. 2015-10, Northwest Area Utility Improvements Argenta District (Alverno Trail to Blackstone Vista) _____

- J. Resolution Authorizing Preparation of Addendum No. 2 to the November 24, 2014 Feasibility Study by Bolton & Menk, Inc. for City Project No. 2014-13, Northwest Area Trunk Utilities, Argenta District and Establish City Project No. 2015-11, Northwest Area 70th Street Lift Station – Argenta District _____
- K. Approve Resolution Authorizing the Application for 2015 funding from Dakota County for Waste Abatement Activities _____
- L. Resolution Approving a Donation of Land to the City of Inver Grove Heights by Arlen C. Anderson for Property Identified as Dakota County Tax Identification No. 20-03100-56-130 Pursuant To Minnesota Statutes § 465.03 _____
- M. Approve 2015 Park and Recreation Fees _____
- N. Approve Resolution that Provides for Sale of Unclaimed Property to a Local Non-Profit Organization _____
- O. Approve 2015 City Council Meeting Schedule _____
- P. Approve 2015 Meeting Schedules for Advisory Commissions _____
- Q. Approve Resolution Renewing Joint Powers Agreement with Dakota County Drug Task Force _____
- R. Approve Update of the Emergency Operation Plan _____
- S. Resolution Denying Application of Caroline Nyakundi dba Yuroca’s Caring Hands for a Therapeutic Massage Business License and an Individual Therapeutic Massage License for property located at 5874 Blackshire Path _____
- T. Personnel Actions _____
- U. Resolution Authorizing Staff to Enter into Agreements and Procure a Right-of-Way and Easement Acquisition Team for Northwest Area – Argenta Trail District, City Project No. 2014-13, Northwest Area Trunk Utilities, Argenta District _____

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

6. **PUBLIC HEARINGS:**

- A. **CITY OF INVER GROVE HEIGHTS:** Consider Approval of Liquor License Renewal Applications for 2015 _____

7. **REGULAR AGENDA:**

FINANCE:

- A. **CITY OF INVER GROVE HEIGHTS:** Resolution Authorizing an Interfund Loan for Advance of Certain Costs in Connection with Tax Increment Financing District No. 5-1 _____

B. CITY OF INVER GROVE HEIGHTS: Consider the Second Reading of an Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees for 2015 _____

ADMINISTRATION:

C. CITY OF INVER GROVE HEIGHTS: Consider Recommendation for Human Resources Manager Position _____

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

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Presentation of Certificate of Achievement for Excellence in Financial Reporting

Meeting Date: November 24, 2014
Item Type: Presentation
Contact: Kristi Smith 651-450-2521
Prepared by: Kristi Smith, Finance Director
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

Presentation of Certificate of Achievement for Excellence in Financial Reporting to Finance Director Kristi Smith on behalf of the Finance Department.

SUMMARY

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

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive “spirit of disclosure” to clearly communicate its financial story and motivate potential users and groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL and Washington, D.C.

This is the twenty-eighth (28th) year the City has earned this prestigious award from the GFOA.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, OCTOBER 27, 2014 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular session on Monday, October 27, 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 Piekarski Krech removed Item 4C from the Consent Agenda.

- A. Minutes – October 13, 2014 Regular City Council Meeting
- B. **Resolution No. 14-164** Approving Disbursements for Period Ending October 22, 2014
- D. Final Compensating Change Order No. 1 and Pay Voucher No. 1 for City Project No. 2014-08, Bohrer Pond NW Pre-treatment Basin Phase II
- E. Final Compensating Change Order No. 1, Final Pay Voucher No. 2, Engineer's Final Report and **Resolution No. 14-166** Accepting Work for City Project No. 2014-09A, Cracksealing
- F. Change Order No. 7 and Pay Voucher No. 4 for City Project No. 2014-09D, College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement Improvements
- G. Approve Custom Grading, Drainage, and Utility Easement Agreements for 6914 Booth Avenue
- H. Approving Custom Grading, Drainage and Utility Easement, Easement Encroachment, and Release and Indemnification Agreements for 8915 Alverno Avenue
- I. **Resolution No. 14-167** Approving Agreements and Ratifying Staff Action
- J. **Resolution No. 14-168** Adopting Dakota County's 2015-2019 Capital Improvement Program
- K. Promote Dan Helling to Position of Superintendent of the Utilities Division
- L. Revised Proposal for Public Works Maintenance Facility Space Needs Study
- M. **Resolution No. 14-169** Receiving and Accepting Amendment to Proposal for Professional Services from Kimley-Horn and Associates, Inc. for City Project No. 2014-11, Argenta Trail and Trunk Highway 55
- N. Approve Re-commissioning Study for Veterans Memorial Community Center
- O. Schedule Public Hearings (Liquor License and Pawnbroker's License Renewals)
- P. Approve Massage Therapist License
- Q. Schedule Special Council Meeting
- R. **Resolution No. 14-170** Approving Charitable Gambling Premises Permit
- S. Personnel Actions
- T. **Resolution No. 14-171** Adopting Special Assessments for City Project No. 2014-16, Bechtel Avenue Drainage Improvements

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

Ayes: 5

Nays: 0 Motion carried.

C. Approve Certification of Delinquent Utility Bills

Councilmember Piekarski Krech questioned how many of the delinquent utility bills were for stormwater. Ms. Smith stated she would provide a breakdown of the number of bills that were for water, sewer, and stormwater.

Motion by Piekarski Krech, second by Madden, to adopt Resolution No. 14-165 approving Certification of Delinquent Utility Bills

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT: None.

6. PUBLIC HEARINGS:

A. CITY OF INVER GROVE HEIGHTS: Consider Resolution Adopting the Assessment for the 2013 and 2014 Nuisance Abatement Program

Mr. Link explained in instances in which property owners fail to address nuisances that are related to code violations on a property the City hires a contractor to abate the nuisance. The costs related to abatement are then charged back to the property owner. The proposed assessment roll reflected charges that were not paid by the property owner and would therefore be assessed against the property. The total amount proposed to be assessed for 17 violations across 13 parcels was \$2,752.00.

Councilmember Bartholomew questioned why charges for 2013 were included.

Mr. Link explained in 2013 staff was unable to meet the County deadline for filing the assessments.

Motion by Piekarski Krech, second by Madden, to close the public hearing

Ayes: 5

Nays: 0 Motion carried.

Motion by Madden, second by Mueller, to approve Resolution No. 14-172 adopting the Assessment for the 2013 and 2014 Nuisance Abatement Program

Ayes: 5

Nays: 0 Motion carried.

7. REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

A. 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

Mr. Link reviewed the location of the property. He explained within the zoning district one (1) accessory structure was allowed by code. The applicant currently had one (1) accessory structure on the property and was in the process of constructing the second. The request was for a variance to allow two (2) accessory structures on the property. The City Council previously tabled the request and directed staff to look at similar variances that had been considered by the Council. Two (2) similar variances were reviewed by staff. The first case was approved by Council earlier in the year for a property that was approximately 0.25 acres in size and the rationale was that the property did not have an attached garage and the applicant wanted an accessory structure in addition to the detached garage. The other case was considered in 2005 and was approved with the rationale that the property was an isolated residential lot in a primarily commercial area. Planning staff recommended denial of the request due to lack of practical difficulty, the fact that the applicant was not being denied reasonable use of the property, and there was nothing particularly unique about the property that would justify the need for a variance. Staff expressed concern that approval of the variance could set a precedent. The Planning Commission did not provide a recommendation because a motion to approve the variance failed.

Bennet Benson, 5906 Asher Avenue, provided examples of four (4) other properties in his neighborhood that were less than five (5) acres in size and had two (2) detached buildings.

Mayor Tourville opined some of the properties may have been older and were grandfathered in because the structures existed prior to the code regulations being established.

Councilmember Piekarski Krech suggested more research may be needed to determine the circumstances related to the additional examples provided by the applicant.

Mr. Link stated the examples provided were likely either the result of being built without obtaining the proper permits or before the adoption of the ordinance. He noted the ordinance regulations had been in place for approximately ten to fifteen years.

Councilmember Mueller clarified the applicant's existing accessory structure was built on a concrete slab and was located within the fence line.

Mr. Benson replied in the affirmative.

Councilmember Mueller questioned if the applicant's property was buffered from neighboring properties.

Mr. Benson replied in the affirmative and added he obtained written consent from his neighbors for the second accessory structure. He noted the larger shed was completely hidden from his neighbors' view.

Councilmember Piekarski Krech questioned how much the two (2) structures exceeded the maximum size allowed.

Mr. Benson stated that the maximum size allowed 120 square feet and his structure was 144 square feet.

Councilmember Piekarski Krech clarified the limits referenced by the applicant was the maximum size allowed without a variance being required.

Mr. Link explained the total combined size of both structures would exceed the 1,000 square foot maximum by eight (8) feet. The existing detached shed was 144 square feet and the proposed garage would be 864 square feet for a total of 1,008 square feet. He reiterated if an accessory structure was less than 120 square feet in size it was exempt from the regulation. He explained in this zoning district property owners were allowed no more than one (1) accessory structure at a maximum size of 1,000 square feet.

Councilmember Piekarski Krech clarified the applicant could have the proposed accessory structure and the existing shed if the size of the existing shed was reduced to 120 square feet or less.

Mr. Link replied in the affirmative.

Councilmember Piekarski Krech stated she could support the request if the total size both structures combined was 1,000 square feet or less. She questioned if the applicant could reduce the size of the new accessory structure by eight (8) feet.

Mr. Benson stated the new structure had already been constructed.

Mr. Link explained the building permit was issued with the understanding that if the variance was denied the applicant would either remove the smaller shed or reduce the size to comply with zoning code regulations.

Councilmember Bartholomew opined it would not be difficult to reduce the size of the shed to make it 120 square feet.

Mr. Benson stated he would have two (2) feet of concrete slab exposed and the fence would have to be realigned. He noted the State building code had been amended and the exemption requirement was expanded to include buildings up to 144 square feet. He explained if his variance was denied he would likely request that the City consider an ordinance that would amend the City's zoning code regulations so they mirrored those in the State building code.

Mr. Link confirmed that the City's exemption regulation was based on the State building code standard. He explained if the City were to continue to base the zoning exception on the State building code, the City could choose to amend the ordinance to increase the exception regulation to buildings that were 144 square feet in size.

Mayor Tourville opined the building permit should not have been issued until a decision was made regarding the variance. He expressed concern about setting a precedent for future requests.

Councilmember Piekarski Krech questioned if the applicant needed two (2) variances, one because the structures exceeded 1,000 square feet and one for the second accessory structure.

Mr. Link replied in the affirmative.

Mayor Tourville suggested that the applicant find a way to reduce the size of the shed to be within the maximum of 1,000 square feet.

Mr. Benson stated he would try to figure out a solution.

Councilmember Piekarski Krech reiterated her support of a variance for two (2) accessory structures that when combined would not exceed 1,000 square feet in size.

Councilmember Bartholomew restated his position that the shed could be reduced in size to 120 square feet so it would be exempt from the regulation. He noted it was clear at the time the applicant received the building permit for the new structure that this outcome could be a possibility.

Councilmember Madden stated he was still concerned about setting a precedent.

Councilmember Piekarski Krech suggested the Council could establish parameters to address future requests.

Councilmember Mueller questioned how quickly the applicant could reduce the size of the shed to meet the requirement.

Mr. Benson stated he could have it worked out by next spring.

Motion by Piekarski Krech, second by Mueller to adopt Resolution No. 14-173 approving a Variance to allow two (2) detached accessory structures on a property whereas one (1) is the maximum allowed with the condition that the combined size of the structures be 1,000 square feet or less by April 1, 2015 for the property located at 5906 Asher Avenue

Ayes: 5

Nays: 0 Motion carried.

B. LORI BARR: Consider an Ordinance to rezone the property located at 10133 Barnes Trail from A, Agricultural to E-1, Estate Residential

Mr. Link reviewed the location of the property. He explained the request was to rezone the property from Agricultural with a minimum size of five (5) acres to E-1 with a minimum size of 2.5 acres. The applicant's property was approximately five acres in size with a house located on the front portion of the property. The applicant proposed subdividing the property to create a lot on the backside where her daughter would build a home. The request was consistent with the comprehensive plan but the lot was part of the Blair Estates neighborhood which primarily comprised of lots five (5) acres in size. He explained staff's concern was that the request to subdivide the property would be inconsistent with the character of the neighborhood and could set a precedence whereby other lots in the neighborhood could be subdivided and the density of the neighborhood could be doubled. Planning staff recommended denial of the application. The Planning Commission also recommended denial of the request citing a concern that approval would be an example of spot zoning.

Lori Barr, 10133 Barnes Trail, explained she pursued subdivision of the property because she was told it was consistent with the comprehensive plan. She stated she thought the main concern would be related to privacy for the other neighbors.

Mayor Tourville stated some of the neighbors in the Blair Estates neighborhood did not support the introduction of 2.5 acre lots into the neighborhood.

Ms. Barr explained her understanding was that a majority of the concerns were from other neighbors with existing 2.5 acre lots.

Triina Barr, 10133 Barnes Trail, stated the other neighbors were concerned about how the new home would affect the view from their property.

Mayor Tourville questioned how the new property would be accessed.

Ms. Barr explained the property would be accessed via a shared driveway.

Councilmember Piekarski Krech questioned if the request was born from a desire for the applicant's daughter to have her own home or because the existing home could not be remodeled to accommodate two families.

Ms. Barr stated she wanted her own home. She reviewed pictures of the proposed location of the home in relation to the neighboring property. She explained she researched the issue and found 15 other examples of spot zoning of E-1 property in the City.

Mayor Tourville stated the existing neighborhood off of Barnes Avenue consisted of five (5) acre properties.

Ms. Barr stated the home would not be visible from the street and a new driveway would not be added for access.

Mayor Tourville expressed concern about what would happen in the future if one of the properties was sold and the shared driveway was no longer available for access.

David Frank, 2324 99th Street, opposed the request because he was concerned that the view from his property would be of the proposed home and his property value could be negatively impacted.

Councilmember Bartholomew questioned if there were covenants in place that the property owners within the Blair Estates neighborhood had to adhere to in terms of the size of the lots.

Mr. Link replied in the negative and stated it was simply a matter of zoning.

Councilmember Mueller stated he was not inclined to break up the five (5) acre neighborhood at this point in time.

Mayor Tourville stated he was also concerned about the expectation of the other property owners in the neighborhood that the lots would remain five (5) acres and would not be subdivided. He opined that allowing the properties to be subdivided could create a precedent and a need for City utilities to be needed sooner if the size of the neighborhood was doubled.

Councilmember Bartholomew agreed that the expectation of the neighborhood was that the density would remain as it currently exists. He stated he could not support the request because the Blair Estates neighborhood was intended to be five (5) acre lots.

Motion by Bartholomew, second by Mueller, to adopt Resolution No. 14-180 denying an Ordinance to rezone the property located at 10133 Barnes Trail from A, Agricultural to E-1, Estate Residential

Ayes: 5

Nays: 0 Motion carried.

C. WALMART (FREDRIKSON & BYRON): Consider Resolution relating to an Amendment to the PUD Development Plan Conditions of Approval and Development Contract related to Store Hours of Operation for the property located at 9165 Cahill Avenue

Mr. Link explained Walmart had restricted hours of 7 am to 11 pm. The one exception contained within the original approval allowed the store to open at 5 am on the Friday after Thanksgiving. In each of the

last two (2) years Walmart requested one-time amendments to the store hours of operation to remain open through the night on Thanksgiving and to close at 11 pm on the Friday after Thanksgiving. The City Council approved both requests. The current request was to make the amendment permanent and to eliminate the need to make an annual request to extend the hours of operation for one day. He noted the request would essentially add six (6) hours to their hours of operation for one day a year. He stated no problems or issues had occurred over the past two (2) years as a result of the temporary extension of hours. He explained within the City's commercial zoning districts there were very few retail businesses that had restricted hours of operation imposed as a condition of approval. Both Planning staff and the Planning Commission recommended approval of the request.

Sue Steinwall, Fredrikson & Byron, stated her client requested six (6) additional operating hours for one day per year to remain consistent with what is allowed for other retail businesses in the City.

Councilmember Mueller stated the parking lot and outdoor lights were supposed to shut off by 11:10 pm. He suggested extending that time by a half hour on a regular basis to allow employees and customers to get safely to their cars parked in the lot. He noted on Thanksgiving the parking lot lights should remain on all night into Friday morning if to coincide with the extended hours of operation.

Mayor Tourville stated the outdoor lights were actually controlled at Walmart Headquarters. He noted the retail climate had changed and it was important to be fair and allow Walmart the opportunity to be competitive.

Councilmember Piekarski Krech stated the original PUD would have to be amended to address the issue related to the parking lot and outdoor lighting on a permanent basis.

Mr. Kuntz suggested that the additional PUD amendment be sent to the Planning Commission for formal discussion.

Luke Nordquist, store manager, stated they would be amenable to the suggested change related to the parking lot lighting and he would communicate with headquarters about the issue.

Motion by Madden, second by Mueller, adopt Resolution No. 14-174 approving an Amendment to the PUD Development Plan Conditions of Approval and Development Contract related to Store Hours of Operation for the property located at 9165 Cahill Avenue

Ayes: 5

Nays: 0 Motion carried.

D. JEFF LEYDE: Consider the following requests for properties located between Boyd and Brent Avenues, between 49th and 50th Street:

- i) Resolution relating to a Comprehensive Plan Amendment to Change the Land Use Designation from LDR, Low Density Residential to HDR, High Density Residential
- ii) Ordinance Amendment to Change the Zoning of the Parcel from R-1A, Single Family Residential to R-3C, Multiple Family Residential
- iii) Resolution relating to a Preliminary Plat for a 3 Lot, One Outlot Multiple and Single Family Subdivision
- iv) Resolution relating to a Conditional Use Permit for a 52 Unit Senior Housing Multiple Family Development
- v) Resolution relating to a Conditional Use Permit to Allow a Structure Greater than 35 Feet in Height
- vi) Resolution relating to a Vacation of Certain Public Rights-of-Way within the Existing Plats of Oakland Park and Nabersberg Addition between 49th and 50th Street

Mr. Hunting explained the applicant originally applied for the comprehensive plan amendment and rezoning earlier in the spring. The Planning Commission and staff both recommended denial at that time because they felt it was a case of spot zoning due to the proposed change in density. At that time the Council was also concerned that an approval would be too open-ended as the type of multiple family development had not been finalized. The Council requested that the developer make application for a

conditional use permit with a specific site plan that staff could review. He provided an overview of the proposed project. The project consisted of a two-story, 52 unit senior housing building with a parking lot in front of the building as well as an underground parking garage. An emergency gated access to 49th Street was also included. The primary public access would be via a newly constructed public street with a cul-de-sac that would connect to 50th Street. He noted the development also included platting for two (2) single family homes on the east side of Bryce Avenue. He reiterated the conditional use permit would be specifically for the 52 unit senior housing project. On the north side of the building the height was measured at 37 feet from the midpoint of the peak to the first floor. Because the south side of the building was more than 50% exposed the height was measured from the basement level and found to be 47 feet. The height on the south side of the building created the need for the additional conditional use permit. Staff did not see an issue with the height because the building was oriented in such a manner that it would have the least amount of impact on the surrounding neighbors. The proposal also included the vacation of some unimproved rights-of-way however the City would retain easements over the alleyways for drainage and utility purposes. Planning staff reviewed the application and found it met all of the performance criteria.

Jaren Johnson, attorney for the applicant, stated the site was a unique parcel of land that required an infill project. He explained the parcel had severe topographical challenges that almost prevented it from being developed in accordance with the current zoning designation. He noted the original plat was from the 1880's and the platted lots were too small for single family residential development. He stated a large amount of fill and deforestation would be required to properly grade the site for construction of single family homes and the applicant would have to obtain several variances for the grades of the roads. The developer would like to rezone the property for a use that would be consistent with another use to the west of the subject property. He opined the developer came up with a proposal that would have the least amount of impact on the neighborhood and mitigate the topographical challenges of the property. He noted the project also presented an opportunity for the City to develop a regional water retention pond. He displayed photos of the projected sight lines from neighboring properties and argued that the proposed use was not inconsistent with the character of the neighborhood as there was a similar use near the proposed development.

Mayor Tourville clarified that the applicant was aware of the conditions of approval proposed by staff.

John Hurache, registered engineer and land surveyor, stated the only issue was the condition related to the vacation of the roadways. He explained the developer wanted the existing utility easements vacated at the same time because some of the alleyways conflicted with the location of the proposed building. He noted new easements would be dedicated to reflect the exact location of the utilities.

Mr. Dodge explained staff proposed that an easement be granted over the west side of one alleyway and the east side of the other alleyway to maintain the City's rights to the existing drainage and utility easements.

Councilmember Piekarski Krech clarified the City did not want to retain an easement over the entirety of the alleyway.

Mr. Dodge replied in the affirmative.

Mr. Kuntz confirmed that staff wanted to reserve a drainage and utility easement on the western half of the existing alley and on a portion of the eastern half of the other alley.

Mr. Dodge and Mr. Hurache agreed.

Councilmember Piekarski Krech questioned if the right-of-way that was vacated would be split between the new plat and the existing homes along the alleyways on the east and west sides.

Mr. Kuntz explained if the street and alley came from the same plat dedication the vacation would result in half the land being accrued to the new plat and half to the existing homes. He questioned if there was any vacant property outside of the plat.

Mr. Leyde stated there were two (2) vacant parcels on 49th Street.

Mr. Kuntz questioned if the vacant lots were buildable.

Mr. Leyde stated his understanding was that the properties were not serviced by water or sewer.

Mr. Kuntz questioned who owned the vacant parcels.

Mr. Leyde stated the parcels were owned by family members.

Mayor Tourville questioned if a drainage issue would be created for the lots that were not a part of the project because of the vacation of the alleyway.

Mr. Dodge replied in the negative.

Mr. Kuntz explained when the right-of-way was vacated, if the dedication of that strip was contained in the same plat the real property accrued in ownership evenly to each side. Ten (10) feet would accrue to the east and ten (10) feet would accrue to the west. He reiterated the City would not vacate the rights to the drainage and utility easement. The result would be that on the east side of the westerly lots there would be a ten (10) foot drainage and utility easement. When the new plat comes in the City would request drainage and utility easements around the perimeter of the boundaries of the new plat.

Mr. Thureen stated staff reviewed the plans to ensure the grading and drainage worked.

Mr. Leyde reviewed the storm sewer concept plan proposed by Barr Engineering.

Bill Dumond, 4922 Boyd Avenue, stated his home was located directly to the west of the west end of the proposed building. He questioned if the applicant provided information that would demonstrate the actual building elevations as compared to the elevations and sight lines of the existing homes. He stated the electronic renderings did not provide definitive information.

Mr. Leyde stated the architect prepared the electronic renderings with known elevations. He explained the architect knew the finished elevation of three (3) of the existing homes. He noted the rendering provided represented the actual view from the deck of an existing home

Mr. Dumond stated during the winter months the trees in the rendering would not block his view of the building. He opined he wanted the property developed in accordance with the original zoning designation.

Councilmember Mueller stated this an extremely unique piece of property and he was surprised that the developer was able to make any type of development work. He opined that things change and nothing is guaranteed.

Councilmember Bartholomew stated the property was a confined small area and the topography prohibited single family development simply due to the cost involved. He opined single family homes within the development would not be affordable.

Mr. Dumond asked the Council to consider the impact of the proposed development on the home values in the area. He questioned if the use as senior housing would stay with the property if the development was approved.

Mr. Hunting explained the wording in the resolution referred to senior housing and the use stayed with the property.

Mr. Leyde stated the intent was to have the building be for tenants 55 years of age and older.

Mr. Johnson suggested keeping the reference to senior housing rather than imposing an age limitation.

Gloria Zeitler, 2921 50th St. E., referenced the water drainage area for the property. She expressed concerns related to the possibility of needing to raise the north end of her property where her garage is located to avoid potential flooding. She stated in order to raise the elevation of that part of her property the removal of trees would likely be required. She opined that her property would be the most impacted by the proposed project. She explained in addition to changing the elevation of a portion of her property the area currently serving as her driveway would become a street.

Mr. Johnson explained Barr Engineering performed a study and in each of the scenarios studied the garage would be underwater. He stated the study was based on the 848 foot high water mark from a 100 year storm event. He explained the developer was planning around the 100 year event to anticipate the potential worst case scenario. Staff's proposal was to raise the garage by two (2) feet to raise it to the high water mark. He reiterated the potential for flooding of the garage was there whether the development was built or not.

Ms. Zeitler stated she had standing water in the northwest part of her yard after the heavy rainfall in the spring.

Mr. Dodge explained the City asked the applicant to address the issue when the development was first proposed. He stated the developer took the position that the issue was an existing condition. Barr Engineering performed a full review of the existing and proposed conditions. The elevation of the emergency overflow was at 849 feet, over the high water mark of 848 feet. If the area flooded under existing conditions the water would go up to the deck at the back of the house. To alleviate the existing condition it was proposed to lower the emergency overflow to an 848 foot elevation. This would move the water to the north and away from the house but would not alleviate, in an extreme condition, the impact to the garage and backyard.

Mayor Tourville questioned if the emergency overflow would go through existing properties.

Mr. Dodge explained it would go through two (2) properties to get to 50th Street. He stated the developer obtained commitments from the two (2) property owners for the dedication of easements.

Councilmember Piekarski Krech stated based on the information from Barr Engineering it appeared as though the proposed development would lessen the impact on the Zeigler property.

Mr. Dodge stated the issue was considered to be a private matter and the onus was on the developer to prove that the proposed development was improving or, at the very least, not worsening the situation with the Zeigler property. He explained staff felt it would be prudent to include a condition that the property owner be notified of the situation and to let the discussions go from there.

Mayor Tourville questioned how long the garage had been there.

Mike Harris, 2921 50th St. E., stated he thought it had been there since 1995.

Mayor Tourville stated the garage had not flooded up to this point.

Councilmember Piekarski Krech opined if the garage had not flooded up to this point it should not flood as a result of the proposed development based on the information provided by Barr Engineering.

Councilmember Bartholomew stated the development would result in an improvement by expanding the drainage area.

Mr. Dodge reiterated staff's proposal was to raise the garage to the 848 foot high water mark and to move it approximately ten (10) feet so it would be above the emergency overflow and in line with the proposed street grades. He noted other options could also be explored but staff felt it was important to bring the issue forward so everyone involved was aware of the potential problem.

Councilmember Mueller questioned if the property owner was in favor of the proposed solution to raise and move the garage.

Ms. Zeitler stated a meeting was scheduled with City staff to discuss the details further. She also expressed concern with the fact that the construction vehicles would be entering the development site using her existing driveway.

Councilmember Piekarski Krech questioned if it was a City street.

Ms. Zeitler stated it was platted as a public street but was not currently used as such.

Mr. Harris explained their biggest concerns were related to the removal of trees and the increased traffic next to their property. He stated parking lots and roofs don't absorb water and they were worried about

the potential impact to their property. He noted they were not made aware of any potential drainage issues when they purchased the home but they were informed of the plans to use the driveway easement for a street.

Mr. Kuntz stated the resolution that mentioned senior housing was for the conditional use permit. He questioned if the Council wanted to consider adding a condition for a separate, recordable document that would act as a covenant to guarantee that the property would be used for senior housing as defined by federal and state law.

Mr. Johnson stated the applicant would not object to the addition of a covenant.

Mr. Kuntz suggested it be added as a condition of the conditional use permit.

Councilmember Bartholomew questioned if the developer was willing to work with Ms. Zeitler & Mr. Harris to mitigate as much water as possible or remove it.

Mr. Leyde replied in the affirmative. He reiterated the information provided from Barr Engineering was in the event of a 100 year, 10 day, snow melt event.

Mr. Dodge explained in that extreme event, under current conditions, the garage would be under water by a couple of feet. He noted the road would be under water as well.

Mayor Tourville stated that extreme event could easily happen in Minnesota with the changing weather. He stated if the road was under six (6) inches of water it couldn't be used.

Mr. Dodge stated a secondary access was provided by the developer onto 49th Street for use during emergencies.

Councilmember Piekarski Krech questioned why the ponding area was not being made deeper.

Mr. Dodge stated the grades were extreme on the property and the developer was already cutting into the existing basin by a couple of feet to increase the depth while still maintaining the appropriate slope ratios on either side of the basin.

Mr. Kaldunski explained the basin was designed as an infiltration basin. He stated the basin would likely be in a dry state most of the time because it is known that the soils in the area drain very well and at a fast rate. He opined the system proposed was as good as any of the landlocked basins that were constructed in the Northwest Area. The design of the system had to strike a balance between serving the proposed development, the existing drainage area, and trying not to send too much water down to 494.

Councilmember Piekarski Krech questioned if the engineers really thought the garage would flood.

Mr. Kaldunski stated there was a possibility that the garage could flood.

Councilmember Piekarski Krech stated all of the information and options needed to be reviewed with the property owners so they could make an informed decision about their garage.

Councilmember Bartholomew questioned if the emergency overflow designated on the map was an existing path of water.

Mr. Kaldunski stated in an extreme event that is where the engineers believed the water would go.

Councilmember Bartholomew questioned if there were easements across the properties where the water would flow.

Mr. Kaldunski stated obtaining the easement agreements was a condition of approval.

Councilmember Piekarski Krech stated the City needed to be a partner in determining a solution because it was a City drainage issue. She opined the developer was not causing the issue.

Mr. Hurache opined the drainage in the area was confusing. He stated there were no wetlands on the property and it drained very fast. He noted the drainage calculations used to be based on a six (6) inch 100 year event and they were now based on a seven (7) inch 100 year event and a 10 day snow melt condition when the ground was totally frozen. He stated the amount of water they needed to design for

had increased exponentially.

Motion by Mueller, second by Madden, to adopt Resolution No. 14-175 approving a Comprehensive Plan Amendment to change the land use designation from LDR, Low Density Residential to HDR, High Density Residential

Ayes: 5

Nays: 0 Motion carried.

Motion by Mueller, second by Piekarski Krech, to adopt Ordinance No. 1288 changing the zoning of the parcel from R-1A, Single Family Residential to R-3C, Multiple Family Residential

Ayes: 5

Nays: 0 Motion carried.

Mayor Tourville questioned if screening requirements would be a part of the conditional use permit. He suggested working with the developer within the landscaping plan to plant some more mature trees and evergreens to better block the view from the neighboring properties.

Mr. Kuntz stated a condition could be added to the preliminary plat and the conditional use permit for the 52 unit senior housing development.

Mr. Leyde stated he would be amenable to working with the City and the property owners to come up with a suitable landscaping plan for screening with more mature trees.

Motion by Mueller, second by Madden, to adopt Resolution No. 14-176 approving a Preliminary Plat for a Three (3) Lot, One (1) Outlot Multiple and Single Family Subdivision with the added condition related to screening

Ayes: 5

Nays: 0 Motion carried.

Motion by Madden, second by Piekarski Krech, to adopt Resolution No. 14-177 approving a Conditional Use Permit for a 52 Unit Senior Housing Multiple Family Development with the added conditions related to screening and a covenant stipulating the senior housing requirement

Ayes: 5

Nays: 0 Motion carried.

Motion by Madden, second by Piekarski Krech, to adopt Resolution No. 14-178 approving a Conditional Use Permit to allow a structure greater than 35 feet in height

Ayes: 5

Nays: 0 Motion carried.

Motion by Piekarski Krech, second by Mueller, to adopt Resolution No. 14-179 approving a Vacation of certain public rights-of-way within the existing plats of Oakland Park and Nabersberg Addition between 49th and 50th Streets

Ayes: 5

Nays: 0 Motion carried.

E. CITY OF INVER GROVE HEIGHTS: Consider the following actions:

- i) Ordinance Amending City Code Title 6, Chapter 3 regarding Parking Regulations on Cenex Drive
- ii) Ordinance Amending City Code Title 6, Chapter 3 regarding Parking Regulations

Mr. Kuntz explained two ordinance amendments were presented for consideration. The first ordinance applied to parking regulations along Cenex Drive from Babcock Trail to Upper 55th Street. The proposed ordinance outlined regulations whereby certain types of vehicles would be prohibited from being parked on Cenex Drive. He reviewed the types of vehicles proposed to be prohibited as outlined in the proposed ordinance. He explained CHS, Inc. requested that the proposed ordinance be modified by deleting from

the prohibited list recreational truck trailer, recreational vehicle combination, trailer as defined by state statute, motor home, and watercraft. When the ordinance was prepared the Police and Community Development departments identified a number of potential prohibited types of vehicles, mainly because of their bulk. Upon review by CHS, Inc. their opinion was that they would rather have those types of vehicles parked along Cenex Drive versus in their parking lot due to crowded parking conditions and potential for unsafe conditions. He clarified that the prohibition of parking along Cenex Drive would still apply to commercial motor vehicles, semi-trailers, and tow trucks or towing vehicles.

Motion by Mueller, second by Piekarski Krech, to suspend the rules and waive the requirement for three readings of the ordinance related to parking along Cenex Drive.

Ayes: 5

Nays: 0 Motion carried.

Ian Ellis, CHS Facility Manager, stated the changes discussed by Mr. Kuntz were an accurate representation of their request. He explained every once in a while employees may bring boat trailers or motor homes with them on Fridays before going out of town for the weekend and the preference of management would be to have those types of vehicles parked along Cenex Drive rather than in their parking lots. He noted this was not a regular occurrence so they were not concerned about the volume of those types of vehicles that would be parked along Cenex Drive temporarily during the work day. He stated the second ordinance on the agenda for consideration would eliminate the parking of those types of vehicles for extended periods of time along Cenex Drive.

Motion by Mueller, second by Piekarski Krech, to adopt Ordinance No. 1287 amending City Code Title 6, Chapter 3 regarding parking regulations to prohibit the parking of commercial motor vehicles, semi-trailers, and tow trucks or towing vehicles along Cenex Drive

Ayes: 5

Nays: 0 Motion carried.

Mr. Kuntz stated it was anticipated that the second ordinance presented for consideration would go through the customary process of three readings. One of the objectives achieved by the ordinance was that any trailer, semi-trailer, boat, or other form of watercraft must be hitched to a motor vehicle if parked on a City street. The ordinance prohibited the parking of boats and trailers on any City street if they were not hitched to a motor vehicle. The ordinance also provided that on any City street a vehicle, trailer, semi-trailer, boat, or other watercraft could only be parked in one location on the street for a period of up to 20 hours. The ordinance also stated that on any City street that adjoined property zoned agricultural, estate, residential, or B-1 specific types of vehicles and trailers were prohibited from being parked except for the purposes of loading and unloading. He noted the list of the prohibited types of vehicles was prepared by the Police Chief simply as a list of vehicle types the Council may want to address.

Mayor Tourville questioned if there had been problems in the City with vehicles with boats hitched to them being parked for long periods of time on the street.

Chief Stanger stated a majority of the issues had been boats on trailers, utility trailers, and motor homes left out in the street for extended periods of time. He reiterated the intent was to identify every potential type of vehicle the Council may want to consider including in the ordinance regulations. He noted there was no expectation that every vehicle type presented would stay in the proposed ordinance.

Councilmember Piekarski Krech opined that every type of vehicle should be required to be moved every 20 hours if parked on the street. She stated she thought it should be allowed to park a motor home or a boat that is hitched to a vehicle in the street. She expressed concern about boats and trailers being permanently parked in the street.

Mr. Link stated a number of complaints were received in code compliance related to the use of a public street for private storage. He noted a majority of the concerns from residents were related to traffic safety as well as the impact on property values.

Mr. Kuntz stated the most controversial aspect would be the prohibition within a geographical area.

Councilmember Piekarski Krech questioned if the prohibition for commercial motor vehicles would address some larger vehicles such as step vans that would not be allowed to be parked in a lot at an apartment building.

Chief Stanger stated the definition of a commercial motor vehicle was taken out of state statute.

Mayor Tourville expressed concerns about the prohibitions in the B-1 zoning district. He suggested CHS may want to consider designating a specific area in a parking lot for employees to temporarily park vehicles with boats, trailers, or motor homes attached.

Councilmember Piekarski Krech questioned if the ordinance could be extended out so it would not take effect until April to allow for an educational process and an opportunity to work out the issues within the business district.

Mr. Lynch suggested postponing the second reading until January to allow staff time to work out some of the issues that had been discussed.

Motion by Piekarski Krech, second by Mueller, to approve the first reading of an Ordinance amending Title 6, Chapter 3 regarding parking regulations

Ayes: 5

Nays: 0 Motion carried.

8. MAYOR & COUNCIL COMMENTS:

9. ADJOURN: Motion by Bartholomew, second by Madden, to adjourn. The meeting was adjourned by a unanimous vote at 10:32 pm

**INVER GROVE HEIGHTS SPECIAL CITY COUNCIL MEETING
FRIDAY, NOVEMBER 7, 2014 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in special session on Friday, November 7, 2014, at City Hall. Councilmember Piekarski Krech called the meeting to order at 7:32 a.m. Present were Council members Bartholomew and Madden; and Deputy Clerk Kennedy Mayor Tourville arrived at 7:35 a.m.

CANVASS GENERAL ELECTION RESULTS

Ms. Kennedy presented the tabulation of the votes cast at the General Election of November 4, 2014 and the official returns of the election judges.

Motion by Madden, second by Piekarski Krech, to adopt Resolution 14-181 Canvassing the Votes Cast at the November 4, 2014 General Election of the City of Inver Grove Heights

Precinct No.	1	2	3	4	5	6	7	8	9	10	TOTAL
Mayor											
George Tourville	886	781	1,001	1,087	1,105	839	814	938	432	692	8,575
write-in	41	30	39	49	38	33	48	35	7	13	333
Councilmembers											
Bill Klein	481	449	534	551	576	441	467	503	206	355	4,563
Paul Tuschy	342	269	430	410	429	320	342	319	125	244	3,230
Rosemary Piekarski Krech	583	473	557	578	637	469	490	585	267	436	5,075
Paul Hark	574	305	588	710	602	500	450	480	188	290	4,687
write-in	12	7	17	15	10	15	9	4	6	5	100

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA that the following persons are hereby elected to the positions of Mayor and Councilmembers at the November 4, 2014 General Election:

Mayor - George Tourville	2-Year Term ending December 31, 2016
Councilmember – Rosemary Piekarski Krech	4-Year Term ending December 31, 2018
Councilmember - Paul Hark	4-Year Term ending December 31, 2018

Ballots Cast: 12,474
Registered Voters: 21,452
Voter Turn Out: 58.1%

Ayes: 3
Nays: 0 **Motion carried.**

ADJOURN: Motion by Madden, second by Bartholomew, to adjourn. The meeting was adjourned by a unanimous vote at 7:33 a.m.

ITEM 4A(iii) – Minutes of November 10, 2014

WILL BE DISTRIBUTED

FRIDAY, NOVEMBER 21st.

THANK YOU.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

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

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

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

SUMMARY

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

General & Special Revenue	\$424,148.12
Debt Service & Capital Projects	294,456.43
Enterprise & Internal Service	659,765.78
Escrows	62,588.32
	<hr/>
Grand Total for All Funds	<u><u>\$1,440,958.65</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 November 6, 2014 to November 19, 2014 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

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

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

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

General & Special Revenue	\$424,148.12
Debt Service & Capital Projects	294,456.43
Enterprise & Internal Service	659,765.78
Escrows	62,588.32
Grand Total for All Funds	<u><u>\$1,440,958.65</u></u>

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

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk



Expense Approval Report

By Fund

Payment Dates 11/6/2014 - 11/19/2014

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
ACE PAINT & HARDWARE	521547	11/12/2014	521547	101.44.6000.451.60040	45.61
ACE PAINT & HARDWARE	521695	11/12/2014	521695	101.44.6000.451.60040	4.99
ACE PAINT & HARDWARE	521794	11/12/2014	521794	101.44.6000.451.40040	13.32
AFSCME COUNCIL 5	INV0034454	11/14/2014	UNION DUES (AFSCME FAIR SHARE)	101.203.2031000	67.10
AFSCME COUNCIL 5	INV0034455	11/14/2014	UNION DUES (AFSCME FULL SHARE)	101.203.2031000	641.28
AFSCME COUNCIL 5	INV0034456	11/14/2014	UNION DUES (AFSCME FULL SHARE-F	101.203.2031000	75.15
AMAZING GRACE LUTHERN CHURCH	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
ARROWHEAD SCIENTIFIC, INC.	74252	11/12/2014	10/23/14	101.42.4000.421.60065	178.80
AT & T MOBILITY	287237771092X11122014	11/19/2014	287237771092	101.41.1000.413.50020	92.47
AT & T MOBILITY	287237771092X11122014	11/19/2014	287237771092	101.43.5100.442.50020	32.50
BATTERIES PLUS	030-618324	11/12/2014	C-1034	101.42.4200.423.40042	208.50
BELLEISLE, MONICA	10/31/14	11/12/2014	REIMBURSE-MILEAGE	101.42.4200.423.50065	99.51
BETHESDA LUTHERAN CHURCH	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
BG CONSULTING	APRIL-OCT 2014	11/19/2014	360 DEGREE FEEDBACK	101.41.1100.413.30700	3,200.00
BITUMINOUS ROADWAYS, INC.	23391	11/19/2014	35266	101.43.5200.443.60016	17,536.61
BUCKLEY, BRANDON	11/7/14	11/19/2014	REIMBURSE-MILEAGE	101.42.4200.423.50065	17.36
BUDGET SANDBLASTING & PAINTING INC	102814	11/12/2014	RISB signs, stones coating	101.44.6000.451.40040	2,100.00
CA DEPT OF CHILD SUPPORT SERVICES	INV0034457	11/14/2014	MIGUEL GUADALAJARA FEIN/TAXPAY	101.203.2032100	279.69
CENTRAL TURF & IRRIGATION SUPPLY	5053700-00	11/12/2014	112659	101.44.6000.451.40047	137.92
CENTURY LINK	100714	11/12/2014	651 451 0205 745	101.44.6000.451.50020	58.94
CENTURY LINK	102214	11/12/2014	651 457 5524 959	101.44.6000.451.50020	58.94
CENTURY LINK	102214	11/12/2014	651 457 5524 959	101.44.6000.451.50020	64.89
CHURCH OF ST. PATRICK	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
CITY OF BLOOMINGTON	102314	11/12/2014	AA80461	101.44.6000.451.30700	10.50
CITY OF MINNEAPOLIS RECEIVABLES	400413005331	11/12/2014	612005356	101.42.4000.421.30700	2,706.30
CITY OF SAINT PAUL	IN00005496	11/19/2014	110414	101.43.5200.443.60016	1,698.64
CIVICPLUS	151822	11/12/2014	PAY ONLINE BUTTON	101.41.2000.415.40044	400.00
COMCAST	11/5/14 8772 10 591 03595	11/19/2014	8772 10 591 0359526	101.42.4200.423.30700	12.63
CRAWFORD DOOR SALES COMPANY	16567	11/19/2014	4373	101.42.4200.423.40040	326.25
CROSSROADS CHURCH	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
CULLIGAN	10/31/14 157-98459100-6	11/12/2014	157-98459100-6	101.42.4200.423.60065	20.50
CULLIGAN	10/31/14 157-98459118-8	11/12/2014	157-98459118-8	101.42.4200.423.60065	81.50
DAKOTA CTY FINANCIAL SVCS	00013107	11/12/2014	UTILITIES 3RD QUARTER	101.43.5400.445.40020	593.73
DAKOTA CTY FINANCIAL SVCS	00013132	11/19/2014	2014 EMERGENCY SERVICES MGT	101.42.4000.421.30700	5,005.00
DAKOTA CTY FINANCIAL SVCS	00013142	11/19/2014	2014 CJIN FEE	101.42.4000.421.70501	45,869.17
DAKOTA ELECTRIC ASSN	109394-7 11/14	11/12/2014	109394-7	101.43.5400.445.40020	1,186.74
DAKOTA ELECTRIC ASSN	246837-9 11/14	11/12/2014	246837-9	101.44.6000.451.40020	4,418.98
DAKOTA ELECTRIC ASSN	250165-8 11/14	11/12/2014	250165-8	101.44.6000.451.40020	534.88
DAKOTA ELECTRIC ASSN	393563-2 11/14	11/12/2014	393563-2	101.44.6000.451.40020	366.77
DAKOTA ELECTRIC ASSN	426713-4 11/14	11/12/2014	426713-4	101.43.5400.445.40020	40.55
DAKOTA ELECTRIC ASSN	443054-2 11/14	11/12/2014	443054-2	101.44.6000.451.40020	11.15
EFTPS	INV0034478	11/14/2014	FEDERAL WITHHOLDING	101.203.2030200	39,077.50
EFTPS	INV0034480	11/14/2014	MEDICARE WITHHOLDING	101.203.2030500	10,593.56
EFTPS	INV0034481	11/14/2014	SOCIAL SECURITY WITHHOLDING	101.203.2030400	30,495.28
EMANUAL LUTHERN CHURCH	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
FIRST IMPRESSION GROUP, THE	59816-P	11/12/2014	NOV/DEC POSTAGE	101.41.1100.413.50032	2,465.00
FOX, KIM	11/10/14	11/19/2014	REIMBURSE-LUNCH EDA	101.41.1000.413.50075	86.98
GALLS INC	002606831	11/12/2014	5291308	101.42.4000.421.60040	155.99
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0034459	11/14/2014	HSA ELECTION-FAMILY	101.203.2032500	2,985.07
GENESIS EMPLOYEE BENEFITS ACH ONLY	INV0034460	11/14/2014	HSA ELECTION-SINGLE	101.203.2032500	2,596.34
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.41.1100.413.30550	26.96
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.41.2000.415.30550	94.89
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.42.4000.421.30550	272.98
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.42.4200.423.30550	14.00
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.43.5000.441.30550	8.38
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.43.5100.442.30550	54.43
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.43.5200.443.30550	33.17
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.44.6000.451.30550	62.05
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.45.3000.419.30550	18.30
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.45.3200.419.30550	15.46
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	101.45.3300.419.30550	18.50
GOOD SHEPHERD LUTHERAN CHURCH	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
GOODPOINTE TECHNOLOGY, INC.	7012	11/12/2014	2014 PCI SURVEY	101.43.5100.442.40044	1,880.00
GRAINGER	9585852495	11/19/2014	806460150	101.43.5200.443.60016	16.50
HEASER, LAVERN	9/6/14	11/12/2014	REIMBURSE-IGH DAYS FOOD/DRINK	101.42.4000.421.50075	35.82
HOISINGTON KOEGLER GROUP INC.	007-047-19	11/19/2014	007-047	101.45.3200.419.30600	1,627.50
ICMA RETIREMENT TRUST - 457	INV0034461	11/14/2014	ICMA-AGE <49 %	101.203.2031400	4,308.50
ICMA RETIREMENT TRUST - 457	INV0034462	11/14/2014	ICMA-AGE <49	101.203.2031400	4,525.00
ICMA RETIREMENT TRUST - 457	INV0034463	11/14/2014	ICMA-AGE 50+ %	101.203.2031400	1,166.45

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
ICMA RETIREMENT TRUST - 457	INV0034464	11/14/2014	ICMA-AGE 50+	101.203.2031400	4,862.87
ICMA RETIREMENT TRUST - 457	INV0034465	11/14/2014	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	73.67
ICMA RETIREMENT TRUST - 457	INV0034475	11/14/2014	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	607.70
INSIGHT EDGE	1374	11/12/2014	OCTOBER 2014	101.42.4000.421.30700	1,000.00
INSIGHT EDGE	1380	11/12/2014	11/3/14	101.42.4000.421.30700	2,500.00
INT'L ASSOCIATION OF FIRE CHEIFS	MEMBERSHIP RENEWAL	11/19/2014	IAFC MEMBERSHIP	101.42.4200.423.50070	234.00
INVER GROVE FORD	10/24/14 94917	11/12/2014	94917	101.42.4000.421.70300	267.81
INVER HILLS ASSEMBLY OF GOD	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
IUOE	INV0034466	11/14/2014	UNION DUES IUOE	101.203.2031000	1,132.51
J.J. KELLER & ASSOCIATES, INC.	9100371479	11/12/2014	200701687	101.41.1100.413.60065	138.81
KENISON, TERRI	OCTOBER 2014	11/12/2014	OCTOBER 2014	101.42.4200.423.30700	850.00
KENISON, TERRI	SEPTEMBER 2014	11/12/2014	SEPTEMBER 2014	101.42.4200.423.30700	850.00
KIMBALL MIDWEST	3819590	11/12/2014	222006	101.44.6000.451.60012	107.10
KOOTENIA HOMES	110499	11/19/2014	BD2014-2371 VALUATION CHANGE 12	101.207.2070100	119.00
KOOTENIA HOMES	110499	11/19/2014	BD2014-2371 VALUATION CHANGE 12	101.45.0000.3221000	1,278.00
KOOTENIA HOMES	110499	11/19/2014	BD2014-2371 VALUATION CHANGE 12	101.45.0000.3221500	830.70
LELS	INV0034467	11/14/2014	UNION DUES (LELS)	101.203.2031000	1,300.00
LELS SERGEANTS	INV0034476	11/14/2014	UNION DUES (LELS SGT)	101.203.2031000	225.00
LEVANDER, GILLEN & MILLER P.A.	10/31/14 92000E	11/19/2014	92000E	101.42.4000.421.30410	12,925.41
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.41.1000.413.30401	120.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.41.1000.413.30420	2,936.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.42.4000.421.30420	24.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.43.5000.441.30420	452.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.43.5100.442.30420	1,868.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.44.6000.451.30420	1,869.30
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.45.3200.419.30420	1,921.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	101.45.3300.419.30420	336.00
LIFE SUPPORT INNOVATION	414201DL	11/12/2014	AED	101.42.4200.423.60040	2,590.00
LYNCH, JOE	10/30/14	11/12/2014	REIMBURSE-LUNCH	101.41.1100.413.50075	55.25
MINNEAPOLIS OXYGEN CO.	171111671	11/12/2014	113504	101.42.4200.423.40042	49.60
MINNEAPOLIS OXYGEN CO.	171111672	11/12/2014	113504	101.42.4200.423.40042	54.56
MINNESOTA DEPARTMENT OF HUMAN SERVICE	INV0034458	11/14/2014	JUSTIN PARRANTO FEIN/TAXPAYER I	101.203.2032100	495.61
MN DEPT OF LABOR & INDUSTRY	OCTOBER 2014	11/07/2014	SURCHARGE OCTOBER 2014	101.207.2070100	3,052.04
MN DEPT OF LABOR & INDUSTRY	OCTOBER 2014	11/07/2014	SURCHARGE OCTOBER 2014	101.41.0000.3414000	(61.04)
MN DEPT OF REVENUE	INV0034468	11/14/2014	LETTER ID: L0937545088 - REITBERGE	101.203.2031900	205.02
MN DEPT OF REVENUE	INV0034479	11/14/2014	STATE WITHHOLDING	101.203.2030300	16,289.39
MN FIRE SERVICE CERT BOARD	2924	11/19/2014	11/13/14	101.42.4200.423.30700	2,250.00
MOORE MEDICAL LLC	82607791 I	11/19/2014	49833662	101.42.4200.423.40042	107.88
MRPA	8340	11/19/2014	Annual Conf - Eric/Tracy	101.44.6000.451.50080	370.00
NATURE CALLS, INC.	21042	11/12/2014	Sep-14	101.44.6000.451.40065	1,790.00
NORTHWEST ASPHALT, INC.	111130	11/19/2014	CONTRACTOR LICENSE DUPLICATION	101.45.0000.3219500	50.00
NPELRA	JANNETTO32820 MEMBE	12/31/2014	RENEWAL NPELRA & MPELRA	101.41.1100.413.50070	200.00
O'REILLY AUTO PARTS	1767-107704	11/12/2014	1578028	101.44.6000.451.60040	18.31
O'REILLY AUTO PARTS	1767-112265	11/12/2014	1578028	101.44.6000.451.60040	60.95
OXYGEN SERVICE COMPANY, INC	03282268	11/19/2014	04394	101.42.4000.421.60065	24.80
PARK POINT HOMEOWNERS ASSOCIATION	35	11/12/2014	102714	101.44.6000.451.30700	1,339.06
PEARL VALLEY ORGANIX, INC.	55368	11/12/2014	Parks	101.44.6000.451.60030	5,204.43
PEARL VALLEY ORGANIX, INC.	55373	11/12/2014	Parks	101.44.6000.451.60030	4,726.26
PEARL VALLEY ORGANIX, INC.	55374	11/12/2014	Parks	101.44.6000.451.60030	5,285.28
PERA	INV0034469	11/14/2014	PERA COORDINATED PLAN	101.203.2030600	29,390.58
PERA	INV0034470	11/14/2014	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,351.19
PERA	INV0034471	11/14/2014	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0034472	11/14/2014	EMPLOYER SHARE (PERA DEFINED P	101.203.2030600	57.69
PERA	INV0034473	11/14/2014	PERA POLICE & FIRE PLAN	101.203.2030600	12,099.09
PERA	INV0034474	11/14/2014	EMPLOYER SHARE (POLICE & FIRE P	101.203.2030600	18,148.56
PETTY CASH	11/19/14	11/19/2014	PETTY CASH	101.41.2000.415.50065	5.82
PETTY CASH	11/19/14	11/19/2014	PETTY CASH	101.44.6000.451.60065	6.51
RCM SPECIALTIES, INC.	4632	11/12/2014	92414	101.43.5200.443.60016	316.36
RIVER HEIGHTS VINEYARD CHURCH	11/12/14	11/19/2014	POLLING	101.41.1200.414.30700	200.00
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	101.41.1200.414.60010	35.98
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	101.41.1200.414.60010	35.98
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	101.41.2000.415.60010	52.95
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	101.45.3000.419.60010	39.60
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	101.45.3200.419.60070	10.49
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	101.45.3300.419.60040	17.85
SAVATREE	3391366	11/12/2014	1022556	101.44.6000.451.40047	1,360.00
SCHROEPFER, WILLIAM	OCTOBER 2014	11/12/2014	REIMBURSE-MILEAGE	101.41.2000.415.50065	37.86
SCOTT NELSON COACHING, INC.	550	11/19/2014	LEADERSHIP COACHING SESSION	101.44.6000.451.30700	800.00
SEACOLE	134940	11/12/2014	INV105	101.44.6000.451.40040	1,650.00
SETS DESIGN INC.	13436	11/19/2014	11/14/14	101.42.4000.421.60006	908.42
SHORT ELLIOTT HENDRICKSON, INC.	288862	11/12/2014	4340	101.43.5100.442.30300	1,758.81
SHOWROOM AUTO CARE	9043	11/12/2014	DETAIL	101.45.3300.419.40041	272.04
SIMPLEXGRINNELL	77367968	11/12/2014	148288	101.42.4200.423.30700	583.22
SOUTH METRO SPORTS	101814	11/12/2014	101814	101.43.5200.443.60045	149.00
SOUTH ST PAUL, CITY OF	11/10/14	11/19/2014	UTILITY BILLS 6/30/14-10/11/14	101.207.2070900	33.00
STRAIGHT RIVER MEDIA	1286	11/12/2014	NOVEMBER-DECEMBER	101.41.1100.413.50032	900.00
STREICHER'S	11119388	11/12/2014	285	101.42.4000.421.60018	283.36
TESSMAN COMPANY, THE	S205122-IN	11/12/2014	00-INV5001	101.44.6000.451.60065	380.00

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
THOMSON REUTER - WEST	830613217	11/19/2014	OCTOBER 2014	101.42.4000.421.30700	147.95
TOTAL CONSTRUCTION & EQUIP.	62115	11/19/2014	CIT001	101.43.5400.445.40042	314.25
TRACTOR SUPPLY CREDIT PLAN	10/21/14 6035 3012 0018 3	11/12/2014	6035 3012 0018 3679	101.43.5200.443.60040	199.99
TRANS UNION LLC	10452083	11/12/2014	0924V0009007	101.41.1100.413.30500	10.60
TYLER TECHNOLOGIES, INC	025-110688	11/19/2014	41443	101.41.2000.415.40044	438.00
ULI MINNESOTA	1751787	11/12/2014	TOM LINK MEMBERSHIP	101.45.3000.419.50070	215.00
UNIFIRST CORPORATION	0900226103	11/12/2014	1051948	101.43.5200.443.60045	29.82
UNIFIRST CORPORATION	0900226103	11/12/2014	1051948	101.44.6000.451.60045	24.65
UNIFIRST CORPORATION	0900227075	11/19/2014	1051948	101.43.5200.443.60045	36.87
UNIFIRST CORPORATION	0900227075	11/19/2014	1051948	101.44.6000.451.60045	40.17
UNITED WAY	INV0033899	10/31/2014	UNITED WAY	101.203.2031300	105.00
UNITED WAY	INV0034477	11/14/2014	UNITED WAY	101.203.2031300	105.00
USA MOBILITY WIRELESS INC	X0317409K	11/12/2014	0317409-1	101.42.4000.421.50020	9.78
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.42.4000.421.50020	1,072.80
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.42.4200.423.50020	673.86
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.43.5000.441.50020	35.45
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.43.5100.442.50020	43.09
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.43.5200.443.50020	250.37
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.44.6000.451.50020	476.77
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.45.3000.419.50020	94.58
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	101.45.3300.419.50020	106.35
XCEL ENERGY	433670744	11/12/2014	51-5279113-0	101.43.5200.443.40020	260.67
XCEL ENERGY	433670744	11/12/2014	51-5279113-0	101.43.5400.445.40020	9,916.78
XCEL ENERGY	433689702	11/12/2014	51-6431857-4	101.42.4200.423.40010	307.28
XCEL ENERGY	433689702	11/12/2014	51-6431857-4	101.42.4200.423.40020	1,058.52
XCEL ENERGY	433690362	11/12/2014	51-6435129-1	101.43.5400.445.40020	738.68
XCEL ENERGY	434382947	11/12/2014	51-4779167-3	101.44.6000.451.40010	196.90
XCEL ENERGY	434382947	11/12/2014	51-4779167-3	101.44.6000.451.40020	1,675.90
XCEL ENERGY	434389287	11/12/2014	51-5185446-3	101.42.4000.421.40042	42.01
ZIMMER, JUDITH	421363	11/12/2014	NOVEMBER 2014	101.41.1100.413.30700	600.00
Fund: 101 - GENERAL FUND					366,566.90
BENGTSON, NICOLE	11/12/14	11/12/2014	REIMBURSE-CVB JUNE-NOV	201.44.1600.465.50035	3.98
BENGTSON, NICOLE	11/12/14	11/12/2014	REIMBURSE-CVB JUNE-NOV	201.44.1600.465.50065	87.70
BENGTSON, NICOLE	11/12/14	11/12/2014	REIMBURSE-CVB JUNE-NOV	201.44.1600.465.50075	22.99
TWIN CITIES TOURISM ATTRACTIONS ASSOCIA	10/23/14 B	11/12/2014	NOVEMBER 15TH	201.44.1600.465.50025	100.00
Fund: 201 - C.V.B. FUND					214.67
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	204.44.6100.452.30550	22.63
IGH SENIOR CLUB	11/5/2014	11/19/2014	Oct 2014 Luncheon/Sept & Oct members	204.227.2271000	1,220.00
IGH/SSP COMMUNITY EDUCATION	11/5/2014	11/19/2014	Trips-Geritol Frolics & Buffalo Bound	204.227.2271000	1,892.00
MAXIMUM SOLUTIONS	16239	11/19/2014	Annual Svc Agreement	205.44.6100.452.40044	1,925.00
MRPA	8340	11/19/2014	Annual Conf - Eric/Tracy	204.44.6100.452.50080	180.00
ROBERT BEALKE INDUSTRIES	11/14/14	11/12/2014	DJ SERVICE 11/14/14	204.44.6100.452.30700	250.00
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	204.44.6100.452.50020	59.33
Fund: 204 - RECREATION FUND					5,548.96
ABRAHAMSON, TAMMY	9/26/14	11/12/2014	REIMBURSE-MRPA MILEAGE	205.44.6200.453.50065	62.94
ACE PAINT & HARDWARE	522032	11/19/2014	522032-5	205.44.6200.453.60016	44.89
ACE PAINT & HARDWARE	522045	11/19/2014	522045-5	205.44.6200.453.60011	17.97
BECKER ARENA PRODUCTS, INC.	100716	11/19/2014	INV000	205.44.6200.453.40040	431.20
COCA COLA BOTTLING COMPANY	108407213	11/19/2014	10/22/2014	205.44.6200.453.60065	70.08
COCA COLA BOTTLING COMPANY	108407213	11/19/2014	10/22/2014	205.44.6200.453.76100	151.68
DRONG, DAVID & VALERIE	10/30/14	11/19/2014	REIMBURSE-FITNESS CLASS CANCEL	205.44.0000.3493501	34.00
GARTNER REFRIGERATION & MFG, INC	14942	11/19/2014	VETE01	205.44.6200.453.40040	2,009.00
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	205.44.6200.453.30550	11.00
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	205.44.6200.453.30550	10.50
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	205.44.6200.453.30550	26.74
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	205.44.6200.453.30550	3.50
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	205.44.6200.453.30550	10.50
GRAINGER	9579472458	11/19/2014	806460150	205.44.6200.453.60011	297.50
GRAINGER	9579472458	11/19/2014	806460150	205.44.6200.453.60011	297.50
GRAINGER	9579906927	11/19/2014	806460150	205.44.6200.453.40040	12.40
GRAINGER	9579906927	11/19/2014	806460150	205.44.6200.453.40040	12.40
GRAINGER	9579906927	11/19/2014	806460150	205.44.6200.453.40040	962.20
GRAINGER	9579906927	11/19/2014	806460150	205.44.6200.453.60016	27.56
GRAINGER	9579906927	11/19/2014	806460150	205.44.6200.453.60016	27.56
GRAINGER	9587915829	11/19/2014	806460150	205.44.6200.453.60016	19.04
GRAINGER	9587915829	11/19/2014	806460150	205.44.6200.453.60016	19.04
HAWKINS, INC.	3571356	11/19/2014	108815	205.44.6200.453.60024	(54.71)
HAWKINS, INC.	3571357	11/19/2014	108815	205.44.6200.453.60024	(29.02)
HAWKINS, INC.	3657806	11/19/2014	108815	205.44.6200.453.60024	1,025.82
HILLYARD INC	601363375	11/19/2014	274069	205.44.6200.453.60011	250.25
HILLYARD INC	601363375	11/19/2014	274069	205.44.6200.453.60011	250.25
HILLYARD INC	601328573	11/12/2014	274069	205.44.6200.453.60011	583.46
HILLYARD INC	601328573	11/12/2014	274069	205.44.6200.453.60011	583.45
MAXIMUM SOLUTIONS	16239	11/19/2014	Annual Svc Agreement	205.44.6200.453.40044	1,925.00
MN DEPT OF LABOR & INDUSTRY	ALR0045538I	11/19/2014	Annual Elevator operation	205.44.6200.453.40040	100.00
MRPA	8340	11/19/2014	Annual Conf - Eric/Tracy	205.44.6200.453.50080	180.00

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
NAC MECHANICAL & ELECTRICAL SERVICE	107745	11/19/2014	8712-1	205.44.6200.453.40040	1,440.00
NAC MECHANICAL & ELECTRICAL SERVICE	107746	11/19/2014	8712-1	205.44.6200.453.40040	2,158.91
NAC MECHANICAL & ELECTRICAL SERVICE	107747	11/19/2014	8712-1	205.44.6200.453.40040	679.00
PETTY CASH	11/19/14	11/19/2014	PETTY CASH	205.44.6200.453.60065	6.49
PIONEER PRESS	914414398	11/19/2014	414398	205.44.6200.453.50025	350.00
R & R SPECIALTIES OF WI, INC.	0055833-IN	11/19/2014	IGHVET	205.44.6200.453.40042	88.50
R & R SPECIALTIES OF WI, INC.	0055866-IN	11/19/2014	IGHVET	205.44.6200.453.40042	173.90
R & R SPECIALTIES OF WI, INC.	0055872-IN	11/19/2014	IGHVET	205.44.6200.453.40040	535.00
ROACH, RICK	11/4/14	11/12/2014	REIMBURSE-MILEAGE	205.44.6200.453.50065	21.28
SPRUNG SERVICES	65312	11/19/2014	110414	205.44.6200.453.40040	679.00
VANCO SERVICES LLC	6413191	11/19/2014	October 2014	205.44.6200.453.70600	72.80
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	205.44.6200.453.50020	23.88
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	205.44.6200.453.50020	91.73
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	205.44.6200.453.50020	24.88
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	205.44.6200.453.50020	91.73
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	205.44.6200.453.50020	47.76
WAVS OF MINNESOTA, INC.	10933	11/12/2014	9/15/14	205.44.6200.453.40040	543.00
XCEL ENERGY	434382947	11/12/2014	51-4779167-3	205.44.6200.453.40010	1,566.59
XCEL ENERGY	434382947	11/12/2014	51-4779167-3	205.44.6200.453.40010	5,458.29
XCEL ENERGY	434382947	11/12/2014	51-4779167-3	205.44.6200.453.40020	10,245.26
XCEL ENERGY	434382947	11/12/2014	51-4779167-3	205.44.6200.453.40020	11,752.66
Fund: 205 - COMMUNITY CENTER					45,424.36
BARSNESS, KIRSTIN	213	11/12/2014	DICKMAN TRAIL ASSESSMENT MONT	290.45.3000.419.30700	2,100.00
BARSNESS, KIRSTIN	215	11/19/2014	MONTH #2	290.45.3000.419.30700	2,100.00
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	290.45.3000.419.30550	1.23
GROUNDWATER & ENVIRONMENTAL SERVICES	707747	11/12/2014	3501454	290.45.3000.419.30700	1,800.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	290.45.3000.419.30420	392.00
Fund: 290 - EDA					6,393.23
WELLS FARGO BANK	1130920	11/12/2014	BONDS	349.57.9000.570.90300	400.00
Fund: 349 - G.O. IMPROVEMENT 2007B					400.00
WELLS FARGO BANK	1130920	11/12/2014	BONDS	350.57.9000.570.90300	400.00
Fund: 350 - G.O. SEWER REVENUE 2007C					400.00
WELLS FARGO BANK	1130920	11/12/2014	BONDS	352.57.9000.570.90300	400.00
Fund: 352 - G.O. IMPROVEMENT 2008A					400.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	402.44.6000.451.30420	561.64
Fund: 402 - PARK ACQ. & DEV. FUND					561.64
METROPOLITAN COUNCIL ENVIRON SRVCS	OCTOBER 2014	11/19/2014	OCTOBER 2014	404.217.2170000	5,218.50
Fund: 404 - SEWER CONNECTION FUND					5,218.50
ARCHITECTURAL DESIGN GROUP, LLC	2014319	11/12/2014	14-056	434.42.4200.423.30700	1,790.55
ARCHITECTURAL DESIGN GROUP, LLC	2014265	11/12/2014	14-056	434.42.4200.423.30700	7,970.15
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	434.73.5900.734.30420	523.50
Fund: 434 - 2014 IMPROVEMENT FUND					10,284.20
AMERICAN ENGINEERING TESTING, INC.	64325	11/12/2014	INV001	440.74.5900.740.30340	8,145.60
BARR ENGINEERING COMPANY	23190328.14-28	11/12/2014	9/6/14-10/3/14	440.74.5900.740.30300	7,469.50
KIMLEY-HORN & ASSOCIATES, INC.	6173403	11/12/2014	160509021.3	440.74.5900.740.30300	4,836.25
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	440.74.5900.740.30420	732.50
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nor	440.74.5900.740.30420	322.50
MIDDLE ENGLISH INCORPORATED	3030	11/19/2014	11/13/14	440.74.5900.740.30700	255.00
S. M. HENTGES & SONS, INC.	PAY VO. NO. 5	11/19/2014	CITY PROJECT NO. 2014-06 09D	440.74.5900.740.80300	236,779.38
Fund: 440 - PAVEMENT MANAGEMENT PROJ					258,540.73
EAGAN, CITY OF	UTILITY BILLS JULY-SEP	11/12/2014	UTILITY BILLS JULY-SEPT 2014	441.74.5900.741.40030	2,604.67
SOUTH ST PAUL, CITY OF	11/10/14	11/19/2014	UTILITY BILLS 6/30/14-10/1/14	441.74.5900.741.40030	56.04
Fund: 441 - STORM WATER MANAGEMENT					2,660.71
BOLTON & MENK, INC.	0171545	11/12/2014	T18.108658	446.74.5900.746.30300	7,112.00
Fund: 446 - NW AREA					7,112.00
JOEL CARLSON	11/14/14	11/19/2014	DECEMBER 2014	451.75.5900.751.30700	1,000.00
Fund: 451 - HOST COMMUNITY FUND					1,000.00
DICK'S SANITATION SERVICE, INC.	DT0000954074	11/19/2014	50959	454.43.5500.446.40025	1,211.25
JR'S APPLIANCE DISPOSAL	84963	11/12/2014	CLEAN UP	454.43.5500.446.40025	3,333.70
JR'S APPLIANCE DISPOSAL	84963	11/19/2014	10/28/14	454.43.5500.446.40025	3,333.70
Fund: 454 - LANDFILL ABATEMENT					7,878.65
ACE PAINT & HARDWARE	522082/5	11/12/2014	501126	501.50.7100.512.60016	13.99
ACE PAINT & HARDWARE	522178/5	11/19/2014	501126	501.50.7100.512.60016	18.47
AUTOMATIC SYSTEMS CO.	28084	11/12/2014	INVE01	501.50.7100.512.40040	281.25
CITY OF BLOOMINGTON	103114	11/12/2014	92914	501.50.7100.512.30700	483.00
CUB FOODS	110714	11/19/2014	110714	501.50.7100.512.60011	75.55

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
EAGAN, CITY OF	UTILITY BILLS JULY-SEP	11/12/2014	UTILITY BILLS JULY-SEPT 2014	501.50.7100.512.40005	51,207.24
GA INDUSTRIES INC	439009215	11/19/2014	110314	501.50.7100.512.40040	505.67
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	501.50.7100.512.30550	28.84
GOPHER STATE ONE-CALL	126414	11/19/2014	MN00435	501.50.7100.512.30700	814.90
HAWKINS, INC.	3663326	11/19/2014	108816	501.50.7100.512.60019	589.00
SOUTH ST PAUL, CITY OF	11/10/14	11/19/2014	UTILITY BILLS 6/30/14-10/1/14	501.50.7100.512.40005	292.32
TRACTOR SUPPLY CREDIT PLAN	10/21/14 6035 3012 0018 3	11/12/2014	6035 3012 0018 3679	501.50.7100.512.60016	50.97
VALLEY-RICH CO, INC	20922	11/19/2014	100614	501.50.7100.512.40046	3,942.82
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	501.50.7100.512.50020	215.10
XCEL ENERGY	434235146	11/12/2014	51-6098709-7	501.50.7100.512.40010	821.22
XCEL ENERGY	434235146	11/12/2014	51-6098709-7	501.50.7100.512.40020	15,493.71
Fund: 501 - WATER UTILITY FUND					74,834.05
DAKOTA CTY TREASURER	OCTOBER 2014	11/19/2014	OCTOBER 2014	502.207.2070100	240.00
DUKE'S ROOT CONTROL, INC.	10518	11/12/2014	14-0908	502.51.7200.514.40043	2,467.20
EAGAN, CITY OF	UTILITY BILLS JULY-SEP	11/12/2014	UTILITY BILLS JULY-SEPT 2014	502.51.7200.514.40015	42,534.98
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	502.51.7200.514.30550	16.62
INDUSTRIAL CHEM LABS & SVCS	160230	11/19/2014	103114	502.51.7200.514.60016	482.69
METROPOLITAN COUNCIL ENVIRON SRVCS	0001038887	11/12/2014	5084	502.51.7200.514.40015	135,167.27
MN GLOVE & SAFETY, INC.	283657	11/19/2014	CTINVE	502.51.7200.514.60045	179.89
MN GLOVE & SAFETY, INC.	283658	11/19/2014	CTINVE	502.51.7200.514.60045	49.95
MN GLOVE & SAFETY, INC.	283659	11/19/2014	CTINVE	502.51.7200.514.60045	89.98
MN GLOVE & SAFETY, INC.	283660	11/19/2014	CTINVE	502.51.7200.514.60045	96.96
SORENSEN RESTORATION, INC.	411	11/19/2014	111314	502.51.7200.514.40043	8,114.30
SOUTH ST PAUL, CITY OF	11/10/14	11/19/2014	UTILITY BILLS 6/30/14-10/1/14	502.51.7200.514.40015	390.46
XCEL ENERGY	434235146	11/12/2014	51-6098709-7	502.51.7200.514.40010	110.44
XCEL ENERGY	434235146	11/12/2014	51-6098709-7	502.51.7200.514.40020	976.65
Fund: 502 - SEWER UTILITY FUND					190,917.39
ACE PAINT & HARDWARE	522025/5	11/12/2014	501126	503.52.8600.527.60012	7.28
ACE PAINT & HARDWARE	522189/5	11/19/2014	501126	503.52.8500.526.60065	5.49
ACE PAINT & HARDWARE	552189/5	11/19/2014	501126	503.52.8500.526.60065	5.49
ACE PAINT & HARDWARE	11/5/14	11/12/2014	501126	503.52.8500.526.40040	21.47
ALE TRAINING - GISSELMAN HOSPITALITY CON	486	11/12/2014	Alcohol Server Trng.	503.52.8500.526.50080	175.00
ARAMARK REFRESHMENT SERVICES	629-8098176	11/12/2014	792502342	503.52.8600.527.60045	56.57
ARAMARK UNIFORM SERVICES	629-8089201	11/12/2014	792502342	503.52.8600.527.60045	104.77
ARAMARK UNIFORM SERVICES	629-8107341	11/19/2014	792502342	503.52.8600.527.60045	80.67
BERGERSON-CASWELL INC	18670	11/12/2014	INVERWOOD	503.52.8600.527.40050	1,640.00
CHECKVIEW CORPORATION	94064411	11/12/2014	Annual Fire Test	503.52.8500.526.50055	267.81
COVERALL OF THE TWIN CITIES INC	7070207081	11/12/2014	707-2469	503.52.8500.526.40040	1,124.81
COVERALL OF THE TWIN CITIES INC	7070207801	11/19/2014	707-2469	503.52.8500.526.40040	299.95
CRYSTEEL TRUCK EQUIPMENT	FP152978	11/19/2014	12977	503.52.8600.527.40042	55.83
DAKOTA ELECTRIC ASSN	201360-5 11/14	11/12/2014	201360-5	503.52.8600.527.40020	202.28
DRAFT TECHNOLOGIES	11101404	11/12/2014	11/10/2014	503.52.8300.524.40042	50.00
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	503.52.8000.521.30550	22.00
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	503.52.8600.526.30550	12.94
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	503.52.8600.527.30550	26.46
GERLACH OUTDOOR POWER EQUIP	78357	11/19/2014	1869	503.52.8100.522.40042	316.23
GMS INDUSTRIAL SUPPLIES, INC.	9107	11/19/2014	1869	503.52.8300.524.40042	109.06
KREMER SERVICES LLC	0000034253	11/12/2014	10/8/14	503.52.8600.527.60014	85.04
MANSFIELD OIL COMPANY	6377	11/12/2014	24129-04-6377	503.52.8400.525.60021	1,531.28
MANSFIELD OIL COMPANY	32214	11/19/2014	24129-03-32214	503.52.8400.525.60021	3,068.00
MENARDS - WEST ST. PAUL	68253	11/19/2014	30170265	503.52.8600.527.40040	66.96
MTI DISTRIBUTING CO	990138-00	11/19/2014	402307	503.52.8600.527.40042	1,275.71
NAPA OF INVER GROVE HEIGHTS	397172	11/19/2014	4165	503.52.8600.527.40042	94.23
NAPA OF INVER GROVE HEIGHTS	397277	11/19/2014	4165	503.52.8600.527.40042	82.41
NAPA OF INVER GROVE HEIGHTS	397440	11/19/2014	4165	503.52.8600.527.40042	46.31
NAPA OF INVER GROVE HEIGHTS	397563	11/19/2014	4165	503.52.8600.527.40042	54.92
NAPA OF INVER GROVE HEIGHTS	398479	11/19/2014	4165	503.52.8600.527.40042	120.24
NAPA OF INVER GROVE HEIGHTS	399398	11/19/2014	4165	503.52.8400.525.40041	154.26
NAPA OF INVER GROVE HEIGHTS	399400	11/19/2014	4165	503.52.8600.527.40042	264.74
NAPA OF INVER GROVE HEIGHTS	399415	11/19/2014	4165	503.52.8600.527.40042	5.36
NAPA OF INVER GROVE HEIGHTS	399984	11/19/2014	4165	503.52.8600.527.40042	45.19
NATURE CALLS, INC.	21108	11/19/2014	10/31/2014	503.52.8600.527.40065	115.70
SOUTH SUBURBAN RENTAL INC	341877	11/19/2014	9757	503.52.8600.527.40050	109.13
SUMMIT FACILITY & KITCHEN SERVICE	94324	11/12/2014	827	503.52.8300.524.40042	421.93
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	503.52.8500.526.50020	217.17
WESTERN PETROLEUM COMPANY	97215864-41801	11/19/2014	112743	503.52.8600.527.60022	1,443.01
WINFIELD SOLUTIONS, LLC	000059754969	11/12/2014	156650	503.52.8600.527.60030	458.23
XCEL ENERGY	433000268	11/12/2014	51-5754364-1	503.52.8500.526.40010	41.21
XCEL ENERGY	433000268	11/12/2014	51-5754364-1	503.52.8500.526.40020	1,180.82
XCEL ENERGY	433000268	11/12/2014	51-5754364-1	503.52.8600.527.40010	104.29
XCEL ENERGY	433000268	11/12/2014	51-5754364-1	503.52.8600.527.40020	1,894.06
Fund: 503 - INVER WOOD GOLF COURSE					17,464.31
EHLERS AND ASSOCIATES, INC.	66018	11/19/2014	11/12/14	511.50.7100.512.30150	28.13
EHLERS AND ASSOCIATES, INC.	66019	11/19/2014	11/12/14	511.50.7100.512.30150	1,153.12
Fund: 511 - NWA - WATER					1,181.25

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
EHLERS AND ASSOCIATES, INC.	66018	11/19/2014	11/12/14	512.51.7200.514.30150	28.12
EHLERS AND ASSOCIATES, INC.	66019	11/19/2014	11/12/14	512.51.7200.514.30150	1,153.13
Fund: 512 - NWA - SEWER					1,181.25
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	602.00.2100.415.30550	2.06
LEAGUE OF MN CITIES INS TRUST	28473	11/12/2014	9/1/14-9/1/15	602.00.2100.415.50009	73,688.50
LEAGUE OF MN CITIES INS TRUST	45208 2014-2015 PREMIU	11/12/2014	CMC 37066	602.00.2100.415.50010	37,536.25
LEAGUE OF MN CITIES INS TRUST	45208 2014-2015 PREMIU	11/12/2014	CMC 37066	602.00.2100.415.50010	4,317.50
LEAGUE OF MN CITIES INS TRUST	45208 2014-2015 PREMIU	11/12/2014	CMC 37066	602.00.2100.415.50011	35,331.50
LEAGUE OF MN CITIES INS TRUST	45208 2014-2015 PREMIU	11/12/2014	CMC 37066	602.00.2100.415.50012	9,483.50
LEAGUE OF MN CITIES INS TRUST	45208 2014-2015 PREMIU	11/12/2014	CMC 37066	602.00.2100.415.50015	460.25
LEAGUE OF MN CITIES INS TRUST	45208 2014-2015 PREMIU	11/12/2014	CMC 37066	602.00.2100.415.50016	3,020.75
LEAGUE OF MN CITIES INS TRUST	CMC 37066	11/12/2014	2014-2015 PREMIUM	602.00.2100.415.50010	37,536.25
LEAGUE OF MN CITIES INS TRUST	CMC 37066	11/12/2014	2014-2015 PREMIUM	602.00.2100.415.50010	4,317.50
LEAGUE OF MN CITIES INS TRUST	CMC 37066	11/12/2014	2014-2015 PREMIUM	602.00.2100.415.50011	35,331.50
LEAGUE OF MN CITIES INS TRUST	CMC 37066	11/12/2014	2014-2015 PREMIUM	602.00.2100.415.50012	9,483.50
LEAGUE OF MN CITIES INS TRUST	CMC 37066	11/12/2014	2014-2015 PREMIUM	602.00.2100.415.50015	460.25
LEAGUE OF MN CITIES INS TRUST	CMC 37066	11/12/2014	2014-2015 PREMIUM	602.00.2100.415.50016	3,020.75
Fund: 602 - RISK MANAGEMENT					253,990.06
ACE PAINT & HARDWARE	522100/5	11/19/2014	501126	603.00.5300.444.40041	19.80
AMERICAN TEST CENTER	2142854	11/19/2014	11/11/14	603.00.5300.444.40041	1,887.50
BOYER TRUCKS - MINNEAPOLIS	272536	11/19/2014	C20390	603.00.5300.444.40041	2,001.09
CRYSTEEL TRUCK EQUIPMENT	FP150405	06/19/2013	12980	603.00.5300.444.40041	339.36
CRYSTEEL TRUCK EQUIPMENT	FP151030	06/19/2013	12980	603.00.5300.444.40041	(339.36)
EMERGENCY APPARATUS MAINTENANCE	76811	11/12/2014	10/21/14	603.00.5300.444.40041	1,861.53
EMERGENCY APPARATUS MAINTENANCE	76812	11/12/2014	10/21/14	603.00.5300.444.40041	985.01
EMERGENCY APPARATUS MAINTENANCE	76813	11/12/2014	10/21/14	603.00.5300.444.40041	383.32
EMERGENCY APPARATUS MAINTENANCE	76814	11/12/2014	10/21/14	603.00.5300.444.40041	499.99
FORCE AMERICA, INC.	01436146	11/19/2014	192896	603.140.1450050	191.08
FORCE AMERICA, INC.	1436387	11/19/2014	193113	603.00.5300.444.40041	275.31
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	603.00.5300.444.30550	14.30
GLEWWE DOORS	172661	11/19/2014	102914	603.00.5300.444.40040	590.00
H&L MESABI	91753	11/12/2014	514	603.00.5300.444.40041	1,358.58
H&L MESABI	91811	11/19/2014	514	603.00.5300.444.40041	1,102.00
HUSKY SPRING - L.W. ANDERSON INC.	01EU7712	11/12/2014	4502557	603.00.5300.444.40041	35.02
HUSKY SPRING - L.W. ANDERSON INC.	01EU7728	11/12/2014	4502557	603.00.5300.444.40041	22.46
INVER GROVE FORD	5153792	11/12/2014	82514	603.00.5300.444.40041	76.78
INVER GROVE FORD	5155127	11/12/2014	90914	603.00.5300.444.40041	362.87
INVER GROVE FORD	5160209	11/12/2014	110414	603.00.5300.444.40041	(362.87)
INVER GROVE FORD	6158485/1	11/12/2014	110414	603.00.5300.444.40041	739.14
KRECH, O'BRIEN, MUELLER & WASS	19871	11/19/2014	14407.01	603.00.5300.444.40040	555.00
MACQUEEN EQUIPMENT INC	2146711	11/19/2014	110514	603.00.5300.444.40041	853.13
METRO JANITORIAL SUPPLY INC	11013147	11/12/2014	102914	603.00.5300.444.60011	265.35
METRO JANITORIAL SUPPLY INC	11013148	11/19/2014	103014	603.00.5300.444.60012	216.65
METROMATS	11953	11/19/2014	101614	603.00.5300.444.40065	38.50
METROMATS	12119	11/19/2014	103014	603.00.5300.444.40065	38.50
MN DEPT OF REVENUE	11/13/14 FUEL LICENSE	11/13/2014	FUEL LICENSE	603.00.5300.444.60021	25.00
NUSS TRUCK AND EQUIPMENT	4421726P	11/19/2014	11/12/2014	603.00.5300.444.40041	13.45
O'REILLY AUTO PARTS	1764-115047	11/12/2014	1578028	603.00.5300.444.40041	116.44
O'REILLY AUTO PARTS	1767-114660	11/12/2014	1578028	603.140.1450050	19.98
O'REILLY AUTO PARTS	1767-115050	11/12/2014	1578028	603.140.1450050	(16.99)
O'REILLY AUTO PARTS	1767-116134	11/19/2014	1578028	603.00.5300.444.60012	34.23
O'REILLY AUTO PARTS	1767-117263	11/19/2014	1578028	603.00.5300.444.60012	29.98
PETTY CASH	11/19/14	11/19/2014	PETTY CASH	603.00.5300.444.60021	40.00
POMP'S TIRE SERVICE, INC.	980011711	10/29/2014	4502557	603.00.5300.444.60014	(231.00)
POMP'S TIRE SERVICE, INC.	980011953	11/12/2014	4502557	603.00.5300.444.60014	498.64
POMP'S TIRE SERVICE, INC.	980012774	11/19/2014	4502557	603.140.1450050	649.86
RED POWER DIESEL SERVICE, INC.	11387	11/19/2014	91614	603.00.5300.444.40041	505.91
SOUTH ST PAUL STEEL SUPPLY CO	1133856	11/12/2014	103114	603.00.5300.444.40041	583.00
TITAN MACHINERY	252792-CL	11/12/2014	6239910	603.00.5300.444.40041	15,658.73
TOTAL CONSTRUCTION & EQUIP.	62115	11/19/2014	CIT001	603.00.5300.444.40040	316.00
TRACTOR SUPPLY CREDIT PLAN	10/21/14 6035 3012 0018 3	11/12/2014	6035 3012 0018 3679	603.00.5300.444.40041	31.97
UNIFIRST CORPORATION	0900226103	11/12/2014	1051948	603.00.5300.444.40065	111.19
UNIFIRST CORPORATION	0900226103	11/12/2014	1051948	603.00.5300.444.60045	27.42
UNIFIRST CORPORATION	0900227075	11/19/2014	1051948	603.00.5300.444.40065	112.95
UNIFIRST CORPORATION	0900227075	11/19/2014	1051948	603.00.5300.444.60045	27.42
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	603.00.5300.444.50020	103.84
WESTERN PETROLEUM COMPANY	97218002-41801	10/24/2014	112741	603.140.1450050	(1,139.29)
WESTERN PETROLEUM COMPANY	97230308-41801	11/12/2014	112741	603.140.1450050	848.54
XCEL ENERGY	433670744	11/12/2014	51-5279113-0	603.00.5300.444.40010	202.58
XCEL ENERGY	433670744	11/12/2014	51-5279113-0	603.00.5300.444.40020	1,233.93
Fund: 603 - CENTRAL EQUIPMENT					33,813.82

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
COORDINATED BUSINESS SYSTEMS	265177527	11/12/2014	923425	604.00.2200.416.40050	393.02
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	604.00.2200.416.60005	166.49
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	604.00.2200.416.60010	71.73
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	604.00.2200.416.60010	135.63
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	604.00.2200.416.60010	388.76
S & T OFFICE PRODUCTS	OCTOBER 2014	11/19/2014	OCTOBER 2014	604.00.2200.416.60010	1,845.53
US BANCORP EQUIPMENT FINANCE, INC.	265152793	11/12/2014	923425	604.00.2200.416.40050	4,401.50
Fund: 604 - CENTRAL STORES					7,402.66
CULLIGAN	10/31/14 157-98503022-8	11/12/2014	157-98503022-8	605.00.7500.460.60011	59.35
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	605.00.7500.460.30550	3.50
HUEBSCH SERVICES	3354153	11/12/2014	100075	605.00.7500.460.40065	139.07
LONE OAK COMPANIES	65006	11/12/2014	UTILITY BILLS	605.00.7500.460.50035	443.86
LONE OAK COMPANIES	11/10/14	11/12/2014	UTILITY BILLS	605.00.7500.460.50035	1,491.32
MINNESOTA ELEVATOR, INC	328703	11/12/2014	5395	605.00.7500.460.40040	239.40
MN DEPT OF LABOR & INDUSTRY	ALR00457511	11/12/2014	0000161847	605.00.7500.460.40040	100.00
NEOPOST USA INC	11/10/14	11/10/2014	POSTAGE	605.00.7500.460.50035	6,019.50
USA MOBILITY WIRELESS INC	X0317493K	11/12/2014	0317493-5	605.00.7500.460.40065	4.63
XCEL ENERGY	433670744	11/12/2014	51-5279113-0	605.00.7500.460.40020	6,381.11
ZEE MEDICAL SERVICE	54184704	11/12/2014	11/6/14	605.00.7500.460.60045	124.80
Fund: 605 - CITY FACILITIES					15,006.54
AT & T MOBILITY	287237771092X11122014	11/19/2014	287237771092	606.00.1400.413.50020	54.83
CDW GOVERNMENT INC	QH83589	11/12/2014	2394832	606.00.1400.413.60010	306.39
CIVICPLUS	151920	12/31/2014	QUARTERLY FEE	606.00.1400.413.30700	2,493.56
GENESIS EMPLOYEE BENEFITS, INC	26062	11/12/2014	31-Oct	606.00.1400.413.30550	12.56
INTEGRA TELECOM	12452780	11/12/2014	887115	606.00.1400.413.50020	1,054.68
TDS METROCOM	11/13/14 651 451 1944	11/19/2014	651 451 1944	606.00.1400.413.50020	246.88
VERIZON WIRELESS	9734324801	11/12/2014	642017074-00001	606.00.1400.413.50020	50.76
WORKS COMPUTING, INC.	22771	11/12/2014	INVER	606.00.1400.413.60041	24,021.26
WORKS COMPUTING, INC.	22884	11/12/2014	INVER	606.00.1400.413.80610	35,133.53
Fund: 606 - TECHNOLOGY FUND					63,974.45
CLERK OF COURT	201454728	11/12/2014	LORI MICHELLE GAGNON	702.229.2291000	310.00
CULLIGAN	10/31/14 157-98473242-8	11/12/2014	157-98473242-8	702.229.2286300	27.55
EHLERS AND ASSOCIATES, INC.	66017	11/19/2014	11/12/14	702.229.2283800	281.25
HOISINGTON KOEGLER GROUP INC.	007-047-22	11/12/2014	007-047	702.229.2303201	310.00
HOISINGTON KOEGLER GROUP INC.	007-047-22	11/12/2014	007-047	702.229.2309001	1,023.52
INTOXIMETERS	481726	11/19/2014	C00MNINVO	702.229.2291000	2,300.00
JPMORGAN CHASE BANK, N.A.	VIN#1FAHP35N49W17403	11/19/2014	VEHICLE FORFEITURE 12-2781	702.229.2291000	4,250.00
KAMISH EXCAVATING	10/22/14	11/12/2014	6341 CONCORD BLVD RELEASE	702.229.2309601	1,500.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2282401	357.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2283301	498.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2287701	88.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	24.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	32.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	24.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2291000	108.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2296201	388.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2297601	212.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2298701	299.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2301001	551.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2302801	114.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2303201	2,348.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2303801	44.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2305401	33.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2305701	66.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2305801	563.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2306101	33.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2306401	651.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2307001	198.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2307501	199.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2308001	33.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2309501	409.00
LEVANDER, GILLEN & MILLER P.A.	81000E Oct 2014	11/19/2014	Annistone Ranch (8858 Aviary Path) Nori	702.229.2309701	1,760.00
MAX STEININGER, INC.	11/5/14	11/19/2014	ESCROW RELEASE STEININGER STO	702.229.2293501	2,445.21
MCDONALD CONSTRUCTION	11/18/14 B	11/19/2014	ESCROW RELEASE 9757 BARTON TR	702.229.2304601	948.02
MCDONALD CONSTRUCTION	11/18/14	11/19/2014	ESCROW RELEASE 9162 DALTON CO	702.229.2302201	720.80
MCDONALD CONSTRUCTION	11/18/14	11/19/2014	ESCROW RELEASE 9162 DALTON CO	702.229.2302401	9,000.00
MIHM CUSTOM HOMES, INC.	10/23/14 1697 86TH CT	11/12/2014	1697 86TH COURT RELEASE	702.229.2291201	832.65
MIHM CUSTOM HOMES, INC.	10/23/14 1793 86TH CT	11/12/2014	1793 86TH CT RELEASE	702.229.2298101	982.92
MIHM CUSTOM HOMES, INC.	10/23/14	11/12/2014	8654 ALVARADO COURT	702.229.2298001	964.22

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
MIHM CUSTOM HOMES, INC.	11/18/14	11/19/2014	ESCROW RELEASE 1595 86TH CT	702.229.2285201	9,000.00
MOTILALL, RYAN & SOEURM	11/18/14	11/19/2014	ESCROW RELEASE 9757 BARTON TR.	702.229.2305901	9,000.00
STONE COTTAGE CONSTRUCTION, INC.	11/18/14	11/19/2014	ESCROW RELEASE 2386 96TH ST	702.229.2300601	260.68
STONE COTTAGE CONSTRUCTION, INC.	11/18/14	11/19/2014	ESCROW RELEASE 2386 96TH ST	702.229.2301501	9,000.00
VUJOVICH, DANIEL & KATHLEEN	10/22/14	11/12/2014	9209 CHAPMAN COURT ESCROW REL	702.229.2301401	375.50
Fund: 702 - ESCROW FUND					62,588.32
Grand Total					1,440,958.65

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Appointment of Auditors for the Year Ending December 31, 2014

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Kristi Smith, Finance Director
 Reviewed by: N/A

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

PURPOSE/ACTION REQUESTED

To approve the appointment of Abdo, Eick & Meyers, LLP as auditors for the City of Inver Grove Heights for the year ending December 31, 2014.

SUMMARY

In 2013, an RFP was issued for professional audit services for the three years ending December 31, 2013, 2014, and 2015 with the option to continue for an additional two years. As a result of this process Abdo, Eick & Meyers, LLP was selected to provide audit services to the City.

Staff has been pleased with the work of Abdo, Eick & Meyers, LLP and wishes to continue to use their services. The scope of the services to be provided is the same as it was for 2013 and is included in the attached agreement. We expect to have interim work done during the month of January 2015 and fieldwork done during March 2015. We would anticipate having the Comprehensive Annual Financial Report completed and ready to present to the City Council in May 2015. The fee will not exceed \$36,102 for the audit. If a Single Audit is necessary it will be at their hourly rates included in the proposal. At this time a Single Audit is not anticipated.

I recommend that Abdo, Eick & Meyers, LLP be appointed as the City's auditors for the year ending December 31, 2014 and that execution of the attached agreement for auditing services be authorized.

Management, Honorable Mayor and City Council
City of Inver Grove Heights
Inver Grove Heights, Minnesota

We are pleased to confirm our understanding of the services we are to provide the City of Inver Grove Heights (the City) for the year ended December 31, 2014. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended December 31, 2014. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of Funding Progress for Other Post-employment Benefits (*if applicable*)

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining and Individual Fund Financial Statements and Schedules
- 2) Summary Financial Report - Revenues and Expenditures for General Operations - Governmental Funds

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory Section
- 2) Statistical Section

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. We will prepare a general ledger trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information in the general ledger into a working trial balance. As part of the audit, we will assist with preparation of your financial statements and related notes. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Audit Procedures-General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures-Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Abdo, Eick & Meyers, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any Regulator or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Abdo, Eick & Meyers, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to any Regulator or its designee. The Regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit on approximately March 9, 2015 and to issue our reports no later than June 30, 2015. Steven R. McDonald, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be as follows:

Audit, including CAFR Preparation	\$ 36,102
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The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Amounts not paid within 30 days from the invoice date will be subject to a late payment charge of 1 percent per month (12 percent per year). If for any reason the account is turned over for collections, additional fees will be added to cover collections cost. In accordance with our Firm policies, work may be suspended if your account becomes 90 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed your audit. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Except in the event of your failure to make a payment when due, in the event of a dispute related in any way to our services, our Firm and you agree to discuss the dispute and, if necessary, to promptly mediate in a good faith effort to resolve. We will agree on a mediator, but if we cannot, either of us may apply to a court having personal jurisdiction over the parties for appointment of a mediator. We will share the mediator's fees and expenses equally, but otherwise will bear our own attorneys' fees and mediation cost. Participation in such mediation shall be a condition to either of us initiating litigation. In order to allow time for the mediation, any applicable statute of limitations shall be tolled for a period not to exceed 120 days from the date either of us first requests in writing to mediate the dispute. The mediation shall be confidential in all respects, as allowed or required by law, except our final settlement positions at mediation shall be admissible in litigation solely to determine the prevailing party's identify for purposes of the award of attorneys' fees. In the event you fail to make a payment for services or to reimburse for costs advanced by the Firm on your behalf, the Firm reserves the right to take all legally permissible action, including commencement of litigation in lieu of mediation, and shall have the right to collect its costs, including reasonable attorney's fees, incurred in any such collection or litigation activities.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

ABDO, EICK & MEYERS, LLP
Certified Public Accountants & Consultants



Steven R. McDonald, CPA
Managing Partner

RESPONSE:

This letter correctly sets forth the understanding of the City of Inver Grove Heights.

By: _____

Title: _____

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Transfers to City of Inver Grove Heights Economic Development Authority (EDA)

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Kristi Smith, Finance Director
 Reviewed by: Tom Link, Comm. Dev. Dir
 Joe Lynch, City Administrator

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 resolution authorizing transfers from Host Community Fund to EDA.

SUMMARY

At the November 24, 2014 EDA meeting the Commission will be asked to recommend approval of the purchase of River Country Cooperative property. The property is a part of the Concord Redevelopment - Dickman Trail acquisition project. The funding source recommendation includes \$640,000 from the Host Communities Grant Contract HCEP-14-0002-Z-FY14 and an amount not to exceed \$43,698.33 from the Host Community Fund. To date the EDA has incurred the following costs:

\$2,868.00	Legal costs
<u>11,698.33</u>	Appraisal and environmental investigation costs
\$14,566.33	Total costs incurred to date

Estimated future costs to be incurred:

\$640,000.00	Purchase price
2,000.00	Closing costs
2,132.00	Legal costs
<u>25,000.00</u>	Environmental remediation
\$669,132.00	Total estimated future costs

At this time we are requesting approval to transfer \$14,566.33 from the Host Community Fund to the EDA. We are also requesting approval to transfer up to \$29,132.00 at the time the costs are incurred from the Host Community Fund to the EDA. Grant funds received will be directly receipted to the EDA fund. Estimated total cost of River Country Cooperative property is \$683,698.33.

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING TRANSFERS TO
ECONOMIC DEVELOPMENT AUTHORITY**

WHEREAS, the EDA is purchasing the River Country Cooperative; and

WHEREAS, the EDA will incur future costs for legal and demolition; and

WHEREAS, the EDA does not have sufficient funds to cover costs associated with the purchase and environmental remediation; and

WHEREAS, the City will be requesting \$640,000 through the Host Communities Grant Contract HCEP-14-0002-Z-FY14; and

WHEREAS, all remaining costs associated with the acquisition and environmental remediation are to be funded by transfers from the Host Community Fund, but not to exceed \$43,698.33;

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS: that the following transfers are authorized and may occur as necessary in 2014 and thereafter:

From:	Host Community Fund	451.57.9200.590.91100	\$14,566.33
To:	Economic Development Authority	290.45.0000.3911000	14,566.33
From:	Host Community Fund	451.57.9200.590.91100	up to \$29,132.00
To:	Economic Development Authority	290.45.0000.3911000	up to 29,132.00

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

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 5 for City Project No. 2014-09D – College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement Improvements.

Meeting Date: November 24, 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

SDT SB

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 Pay Voucher No. 5 for City Project No. 2014-09D – College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction and 2014-06 Blaine Avenue Retaining Wall Replacement Improvements.

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 Improvements.

I recommend approval of Pay Voucher No. 5, in the amount of \$236,779.38 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 Improvements.

TJK/nh
Attachments: Pay Voucher No. 5

PAYMENT DETAIL LIST

Contract: CP 2014-09D and 2014-06
 Owner: City of Inver Grove Heights
 Projects: College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction
 Blaine Avenue Retaining Wall Replacement
 KHA Job No: 160509020

Schedule: A
 Description: Street Improvements

Item No.	Mh/IDOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2021.501	MOBILIZATION	LUMP SUM	0.85	0.85	\$ 141,500.00	\$ 120,275.00	\$ 120,275.00
2	2031.501	FIELD OFFICE	EACH	1.00	1.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00
3	2100.601	NIGHT WORK	LUMP SUM	1.00		\$ 4,550.00	\$ 4,550.00	\$ -
4	2101.501	CLEARING	ACRE	0.90	0.90	\$ 2,630.00	\$ 2,367.00	\$ 2,367.00
5	2101.502	CLEARING	TREE	38.00	60.00	\$ 132.00	\$ 5,016.00	\$ 7,920.00
6	2101.508	GRUBBING	ACRE	0.90	0.90	\$ 2,630.00	\$ 2,367.00	\$ 2,367.00
7	2101.507	GRUBBING	TREE	38.00	60.00	\$ 132.00	\$ 5,016.00	\$ 7,920.00
8	2104.501	REMOVE PIPE CULVERTS	TREE	1000.00	578.00	\$ 4.00	\$ 4,000.00	\$ 2,312.00
9	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	160.00	258.00	\$ 6.00	\$ 960.00	\$ 1,548.00
10	2104.501	REMOVE CURB AND GUTTER	LIN FT	780.00	1453.00	\$ 4.10	\$ 3,198.00	\$ 5,957.30
11	2104.501	REMOVE RETAINING WALL	LIN FT	25.00	15.00	\$ 8.30	\$ 207.50	\$ 124.50
12	2104.501	REMOVE GUARD RAIL	LIN FT	438.00	438.00	\$ 7.70	\$ 3,372.60	\$ 3,372.60
13	2104.503	REMOVE BITUMINOUS PAVEMENT	SQ FT	16800.00	14920.00	\$ 0.50	\$ 8,400.00	\$ 7,460.00
14	2104.505	REMOVE CONCRETE PAVEMENT	SQ YD	60.00	168.00	\$ 8.90	\$ 534.00	\$ 1,495.20
15	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	185.00	176.00	\$ 15.50	\$ 2,667.50	\$ 2,728.00
16	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	1050.00	1215.00	\$ 7.80	\$ 8,190.00	\$ 9,477.00
17	2104.507	REMOVE RIPRAP	CU YD	63.00	61.44	\$ 10.00	\$ 630.00	\$ 614.40
18	2104.509	REMOVE BOX CULVERT END	EACH	1.00		\$ 800.00	\$ 800.00	\$ -
19	2104.509	REMOVE CATCH BASIN	EACH	1.00	1.00	\$ 125.00	\$ 125.00	\$ 125.00
20	2104.509	REMOVE CASTING & RINGS (STORM)	EACH	6.00	5.00	\$ 100.00	\$ 600.00	\$ 500.00
21	2104.509	REMOVE DRAINAGE STRUCTURE	EACH	1.00	1.00	\$ 125.00	\$ 125.00	\$ 125.00
22	2104.523	SALVAGE MARKER	EACH	2.00		\$ 26.50	\$ 53.00	\$ -
23	2104.523	SALVAGE SIGN TYPE C	EACH	44.00	32.00	\$ 21.20	\$ 932.80	\$ 678.40
24	2104.523	SALVAGE SIGN TYPE D	EACH	4.00	1.00	\$ 26.50	\$ 106.00	\$ 26.50
25	2104.523	SALVAGE SIGN TYPE SPECIAL	EACH	3.00	3.00	\$ 26.50	\$ 79.50	\$ 79.50
26	2104.602	REMOVE FLARED END SECTION	EACH	1.00	1.00	\$ 225.00	\$ 225.00	\$ 225.00
27	2104.607	SALVAGE RANDOM RIPRAP	CU YD	20.00		\$ 15.00	\$ 300.00	\$ -
28	2105.501	COMMON EXCAVATION (P)	CU YD	25535.00	25535.00	\$ 10.50	\$ 268,117.50	\$ 268,117.50
29	2105.507	SUBGRADE EXCAVATION (EV)	CU YD	860.00	672.00	\$ 8.00	\$ 6,880.00	\$ 5,376.00
30	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	10981.00	10084.00	\$ 11.50	\$ 126,281.50	\$ 115,966.00
31	2123.601	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	80.00		\$ 135.00	\$ 10,800.00	\$ -
32	2130.601	WATER USAGE ALLOWANCE	LUMP SUM	0.95		\$ 10,000.00	\$ 9,500.00	\$ -
33	2211.501	AGGREGATE BASE (CV) CLASS 5	TON	3815.00	3815.00	\$ 13.50	\$ 51,502.50	\$ 51,502.50
34	2211.501	AGGREGATE BASE (CV) CLASS 5 (100% CRUSHED LIMESTONE)	TON	1915.00	1885.84	\$ 16.50	\$ 31,597.50	\$ 31,116.96
35	2221.501	AGGREGATE SHOULDERING CLASS 1	TON	1150.00	549.91	\$ 23.00	\$ 26,450.00	\$ 12,647.93
36	2232.604	EDGE MILL BITUMINOUS SURFACE	SQ YD	165.00	201.00	\$ 6.30	\$ 1,039.50	\$ 1,266.30
37	2232.604	MILL BITUMINOUS SURFACE (FULL DEPTH)	SQ YD	1360.00	1183.00	\$ 4.50	\$ 6,120.00	\$ 5,323.50
38	2331.604	BITUMINOUS PAVEMENT RECLAMATION (P)	SQ YD	27950.00	27950.00	\$ 3.25	\$ 90,837.50	\$ 90,837.50
39	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2.C)	TON	1300.00	1366.85	\$ 66.00	\$ 85,800.00	\$ 90,212.10

40	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3.C)	TON	1840.00	1752.69	\$	48.00	\$	88,320.00	\$	84,129.12
41	2360.501	TYPE SP 19.0 NON WEAR COURSE MIX (2.C)	TON	1300.00	1411.19	\$	63.00	\$	81,900.00	\$	88,904.97
42	2360.501	TYPE SP 19.0 NON WEAR COURSE MIX (3.B)	TON	1840.00	1994.34	\$	48.00	\$	88,320.00	\$	95,728.32
43	2360.501	TYPE SP 19.0 NON WEAR COURSE MIX (3.C)	TON	1840.00	1970.26	\$	43.00	\$	79,120.00	\$	84,721.18
44	2360.604	2.5" BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	1050.00	1395.00	\$	18.00	\$	18,900.00	\$	24,030.00
45	2411.604	MODULAR BLOCK RETAINING WALL (WET CAST)	SQ YD	75.00	75.30	\$	430.00	\$	32,250.00	\$	32,379.00
46	2411.607	HIGH EARLY STRENGTH CONCRETE	CU YD	100.00	104.25	\$	13.25	\$	1,325.00	\$	1,381.31
47	2501.561	18" RC PIPE CULVERT DES 3006 CL III	LIN FT	649.00	134.00	\$	34.00	\$	22,066.00	\$	4,556.00
48	2502.541	4" PERF PVC PIPE DRAIN	LIN FT	6838.00	6086.00	\$	7.80	\$	53,336.40	\$	47,314.80
49	2504.601	IRRIGATION SYSTEM REPAIR ALLOWANCE	LUMP SUM	1.00	1.13	\$	10,000.00	\$	10,000.00	\$	11,300.00
50	2521.501	4" CONCRETE WALK	SQ FT	18245.00	15925.00	\$	2.75	\$	50,173.75	\$	43,793.75
51	2521.511	3" BITUMINOUS WALK	SQ FT	18000.00	16520.00	\$	1.05	\$	18,900.00	\$	17,346.00
52	2531.501	CONCRETE CURB & GUTTER DESIGN B418	LIN FT	140.00	467.00	\$	19.00	\$	2,660.00	\$	8,873.00
53	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	5690.00	5719.00	\$	9.85	\$	56,046.50	\$	56,332.15
54	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	240.00	384.00	\$	42.00	\$	10,080.00	\$	16,128.00
55	2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	705.00	576.00	\$	49.00	\$	34,545.00	\$	28,224.00
56	2531.602	PEDESTRIAN CURB RAMP	EACH	9.00	12.00	\$	625.00	\$	5,625.00	\$	7,500.00
57	2531.603	CONCRETE CURB AND GUTTER DESIGN B618 (HAND POUR)	LIN FT	250.00	83.00	\$	22.00	\$	5,500.00	\$	1,826.00
58	2531.603	SPOT CURB REPLACEMENT	LIN FT	200.00	109.00	\$	35.00	\$	7,000.00	\$	3,815.00
59	2540.601	BOULEVARD LANDSCAPING ALLOWANCE	LUMP SUM	1.00	1.00	\$	12,000.00	\$	12,000.00	\$	-
60	2540.601	MAILBOX MAINTENANCE	LUMP SUM	1.00	1.00	\$	1,900.00	\$	1,900.00	\$	1,900.00
61	2554.501	TRAFFIC BARRIER DESIGN B8838	LIN FT	525.00	717.00	\$	21.75	\$	11,418.75	\$	15,594.75
62	2554.521	ANCHORAGE ASSEMBLY - PLATE BEAM	EACH	4.00	4.00	\$	775.00	\$	3,100.00	\$	3,100.00
63	2557.501	WIRE FENCE DESIGN 48V-9822	LIN FT	105.00	73.00	\$	42.00	\$	4,410.00	\$	3,066.00
64	2563.601	TRAFFIC CONTROL ALLOWANCE	LUMP SUM	1.00	1.11	\$	15,000.00	\$	15,000.00	\$	16,650.00
65	2564.531	SIGN PANELS TYPE C	SQ FT	373.00	360.50	\$	33.00	\$	12,309.00	\$	11,896.50
66	2564.531	SIGN PANELS TYPE D	SQ FT	71.00	41.00	\$	30.00	\$	2,130.00	\$	1,230.00
67	2564.537	INSTALL SIGN TYPE SPECIAL	EACH	5.00	1.00	\$	105.00	\$	525.00	\$	105.00
68	2564.602	END OF ROADWAY MARKER X4-11	EACH	4.00	4.00	\$	105.00	\$	420.00	\$	420.00
69	2572.505	PRUNE TREES	HOURL	10.00	1.00	\$	210.00	\$	2,100.00	\$	210.00
70	2573.502	SILT FENCE, TYPE MS	LIN FT	4000.00	3417.00	\$	2.00	\$	8,000.00	\$	6,834.00
71	2573.530	STORM DRAIN INLET PROTECTION	EACH	42.00	33.00	\$	85.00	\$	3,570.00	\$	2,805.00
72	2573.533	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	900.00	247.00	\$	2.55	\$	2,295.00	\$	629.85
73	2573.535	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1.00	0.67	\$	3,600.00	\$	3,600.00	\$	2,412.00
74	2573.550	EROSION CONTROL SUPERVISOR	LUMP SUM	1.00	0.50	\$	25,000.00	\$	25,000.00	\$	12,500.00
75	2573.601	DEWATERING (EXCAVATION)	LUMP SUM	1.00	1.00	\$	2,000.00	\$	2,000.00	\$	-
76	2573.601	STORM WATER MANAGEMENT ALLOWANCE	LUMP SUM	1.00	0.59	\$	10,000.00	\$	10,000.00	\$	5,900.00
77	2574.525	ORGANIC TOPSOIL BORROW	CU YD	4700.00	3106.08	\$	35.00	\$	164,500.00	\$	108,712.80
78	2575.505	SODDING TYPE LAWN	SQ YD	1250.00	1600.00	\$	4.15	\$	5,187.50	\$	6,640.00
79	2575.523	EROSION CONTROL BLANKETS CATEGORY 2	SQ YD	4750.00	3000.00	\$	1.25	\$	5,937.50	\$	3,750.00
80	2575.545	WEED SPRAYING	ACRE	2.00	2.00	\$	475.00	\$	950.00	\$	-
81	2575.560	HYDRAULIC SOIL STABILIZER, TYPE SPECIAL	POUND	20425.00	10000.00	\$	1.15	\$	23,488.75	\$	11,500.00
82	2575.601	RESTORATION OF STAGING AREAS	LUMP SUM	1.00	1.00	\$	3,350.00	\$	3,350.00	\$	-
83	2575.605	RAPID STABILIZATION METHOD 2 MOD	ACRE	1.00	0.50	\$	1,300.00	\$	1,300.00	\$	650.00
84	2575.605	SEED MIXTURE 25-141	ACRE	2.69	2.69	\$	500.00	\$	1,345.00	\$	1,345.00
85	2575.605	SEED MIXTURE 25-151	ACRE	3.60	3.60	\$	578.00	\$	2,080.80	\$	2,080.80
86	2582.501	PAVT MSSG (RT ARROW) PAINT	EACH	2.00	2.00	\$	42.00	\$	84.00	\$	-
87	2582.502	4" SOLID LINE WHITE - PAINT	LIN FT	3200.00	2896.00	\$	0.20	\$	640.00	\$	579.20
88	2582.502	4" BROKEN LINE YELLOW - PAINT - 40' GAP/10' LINE	LIN FT	2500.00	510.00	\$	0.26	\$	650.00	\$	132.60
89	2582.502	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	1500.00	1403.00	\$	0.37	\$	555.00	\$	519.11
90	2582.502	4" SOLID LINE YELLOW - PAINT	LIN FT	1900.00	1802.00	\$	0.20	\$	380.00	\$	360.40
91	2442.601	REMOVE EXISTING BRIDGE	LUMP SUM	1.00	1.00	\$	1,300.00	\$	1,300.00	\$	1,300.00

Schedule A Subtotal: \$ 1,898,316.85 \$ 1,741,668.70

Schedule: B
Description: Storm Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2105.501	COMMON EXCAVATION (P)	CU YD	6051.00	6051.00	\$ 10.00	\$ 60,510.00	\$ 60,510.00
2	2105.604	GEOTEXTILE FABRIC TYPE IV	SQ YD	147.00		\$ 2.25	\$ 330.75	\$ -
3	2501.601	FILL AND BULKHEAD BOX CULVERT	LUMP SUM	1.00	0.62	\$ 5,800.00	\$ 5,800.00	\$ 3,596.00
4	2501.602	15" RC PIPE APRON AND TRASH GUARD	EACH	3.00	6.00	\$ 724.00	\$ 2,172.00	\$ 4,344.00
5	2501.602	18" RC PIPE APRON AND TRASH GUARD	EACH	30.00	11.00	\$ 789.00	\$ 23,670.00	\$ 8,679.00
6	2501.602	24" RC PIPE APRON AND TRASH GUARD	EACH	5.00	3.00	\$ 1,083.00	\$ 5,415.00	\$ 3,249.00
8	2501.602	42" RC PIPE APRON AND TRASH GUARD	EACH	1.00	1.00	\$ 2,582.00	\$ 2,582.00	\$ 2,582.00
9	2501.602	CLEAN OUT BOX CULVERT	EACH	1.00		\$ 2,000.00	\$ 2,000.00	\$ -
10	2503.511	12" PVC PIPE SEWER SDR 35	LIN FT	14.00	14.00	\$ 34.25	\$ 479.50	\$ 479.50
11	2503.511	6" PVC PIPE SEWER SDR 35	LIN FT	44.00	41.00	\$ 10.50	\$ 462.00	\$ 430.50
12	2503.541	12" RC PIPE SEWER DES 3006 CL V	LIN FT	37.00	36.00	\$ 28.50	\$ 1,054.50	\$ 1,026.00
13	2503.541	15" RC PIPE SEWER DES 3006 CL V	LIN FT	1682.00	1767.00	\$ 30.00	\$ 50,460.00	\$ 53,010.00
14	2503.541	18" RC PIPE SEWER DES 3006 CL III	LIN FT	512.00	559.00	\$ 32.00	\$ 16,384.00	\$ 17,888.00
15	2503.541	18" RC PIPE SEWER DES 3006 CL IV	LIN FT	50.00		\$ 32.00	\$ 1,600.00	\$ -
16	2503.541	24" RC PIPE SEWER DES 3006 CL III	LIN FT	1266.00	1138.00	\$ 36.00	\$ 45,576.00	\$ 40,968.00
17	2503.541	30" RC PIPE SEWER DES 3006 CL III	LIN FT	327.00	325.00	\$ 51.00	\$ 16,677.00	\$ 16,575.00
18	2503.541	36" RC PIPE SEWER DES 3006 CL III	LIN FT	139.00	143.00	\$ 66.50	\$ 9,243.50	\$ 9,509.50
19	2503.541	42" RC PIPE SEWER DES 3006 CL III	LIN FT	108.00	102.50	\$ 90.00	\$ 9,720.00	\$ 9,225.00
20	2503.602	CONNECT TO EXISTING CATCH BASIN	EACH	1.00	1.00	\$ 600.00	\$ 600.00	\$ 600.00
21	2503.602	CONNECT TO EXISTING MANHOLES	EACH	1.00	2.00	\$ 700.00	\$ 700.00	\$ 1,400.00
22	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	7.00	8.00	\$ 250.00	\$ 1,750.00	\$ 2,000.00
23	2503.602	CONSTRUCT BULKHEAD	EACH	1.00	2.00	\$ 150.00	\$ 150.00	\$ 300.00
24	2504.602	12" GATE VALVE AND BOX	EACH	1.00	1.00	\$ 2,825.00	\$ 2,825.00	\$ 2,825.00
25	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	23.00	22.00	\$ 2,258.00	\$ 51,934.00	\$ 49,676.00
26	2506.502	CONST DRAINAGE STRUCTURE DES 60-4020	EACH	7.00	8.00	\$ 2,853.00	\$ 19,971.00	\$ 22,824.00
27	2506.502	CONST DRAINAGE STRUCTURE DES 72-4020	EACH	5.00	5.00	\$ 5,087.00	\$ 25,435.00	\$ 25,435.00
28	2506.502	CONST DRAINAGE STRUCTURE DES G	EACH	4.00	4.00	\$ 1,788.00	\$ 7,152.00	\$ 7,152.00
29	2506.502	CONSTRUCT DRAINAGE STRUCTURE 2' X 3' CB	EACH	5.00	5.00	\$ 1,367.00	\$ 6,835.00	\$ 6,835.00
30	2506.602	CONSTRUCT DRAINAGE STRUCTURE SUMP BASKET	EACH	2.00	2.00	\$ 425.00	\$ 850.00	\$ 850.00
31	2506.602	INSTALL NEW RINGS AND CASTING (STORM)	EACH	6.00	3.00	\$ 665.00	\$ 3,990.00	\$ 1,995.00
32	2506.602	OUTLET CONTROL STRUCTURE	EACH	2.00	1.00	\$ 3,225.00	\$ 6,450.00	\$ 3,225.00
33	2506.602	POND ELEVATION POST	EACH	1.00	1.00	\$ 225.00	\$ 225.00	\$ 225.00
34	2511.501	RANDOM RIPRAP CLASS III	CU YD	37.00	27.30	\$ 85.00	\$ 3,145.00	\$ 2,320.50
35	2511.501	RANDOM RIPRAP CLASS IV	CU YD	23.00	32.00	\$ 85.00	\$ 1,955.00	\$ 2,720.00
36	2511.607	INSTALL RANDOM RIPRAP	CU YD	20.00		\$ 35.00	\$ 700.00	\$ -
37	2575.604	EROSION STABILIZATION MAT - ENKAMAT	SQ YD	10.00	10.00	\$ 5.45	\$ 54.50	\$ -
38	2575.604	EROSION STABILIZATION MAT - SHOREMAX	SQ YD	77.00	116.00	\$ 95.00	\$ 7,315.00	\$ 11,020.00
39	2575.605	SEED MIXTURE 33-261	ACRE	1.14	1.14	\$ 1,060.00	\$ 1,208.40	\$ 1,208.40
40	2501.602	51" SPAN PIPE-ARCH APRON AND TRASH GUARD	EACH	1.00	1.00	\$ 2,311.00	\$ 2,311.00	\$ 2,311.00
41	2503.521	51" SPAN RC PIPE-ARCH SEWER CL IIIA	LIN FT	27.00	18.00	\$ 190.00	\$ 3,510.00	\$ 2,340.00

Schedule B Subtotal: \$ 403,202.15 \$ 379,333.40

Schedule C
Watermain Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2103.507	DISCONNECT WATER SERVICE	EACH	5.00	1.00	\$ 400.00	\$ 2,000.00	\$ 400.00
2	2104.523	SALVAGE HYDRANT & VALVE	EACH	5.00	4.00	\$ 275.00	\$ 1,375.00	\$ 1,100.00
3	2501.602	EXCAVATION SPECIAL (POTHOLE EXISTING UTILITY)	EACH	5.00		\$ 150.00	\$ 750.00	\$ -
4	2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.00	1.00	\$ 450.00	\$ 450.00	\$ 450.00
5	2504.602	20" BUTTERFLY VALVE WITH MH	EACH	2.00	2.00	\$ 12,920.00	\$ 25,840.00	\$ 25,840.00
6	2504.602	20" WATERMAIN OFFSET	EACH	1.00	1.00	\$ 11,060.00	\$ 11,060.00	\$ 11,060.00
7	2504.602	8" WATERMAIN OFFSET	EACH	1.00	1.00	\$ 4,435.00	\$ 4,435.00	\$ 4,435.00
8	2504.602	ADJUST GATE VALVE	EACH	18.00	23.00	\$ 135.00	\$ 2,430.00	\$ 3,105.00
9	2504.602	INSTALL HYDRANT AND VALVE	EACH	5.00	4.00	\$ 1,050.00	\$ 5,250.00	\$ 4,200.00
10	2504.602	RECONNECT WATER SERVICE	EACH	5.00		\$ 240.00	\$ 1,200.00	\$ -
11	2504.602	REMOVE AND REPLACE EXISTING RODDING TO EXISTING TEE	EACH	8.00	6.00	\$ 1,100.00	\$ 8,800.00	\$ 6,600.00
12	2504.602	REMOVE AND REPLACE GATE VALVE BOLTS	EACH	15.00	12.00	\$ 950.00	\$ 14,250.00	\$ 11,400.00
13	2504.602	WATERMAIN SERVICE ADJUSTMENT	EACH	5.00		\$ 1,100.00	\$ 5,500.00	\$ -
14	2504.604	4" POLYSTYRENE INSULATION	SQ YD	25.00	1.78	\$ 41.00	\$ 1,025.00	\$ 72.98
15	2506.522	ADJUST FRAME & RING CASTING	EACH	2.00	2.00	\$ 265.00	\$ 530.00	\$ 530.00

Schedule C Subtotal: \$ 84,895.00 \$ 69,192.98

Schedule D
Sanitary Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2104.501	REMOVE SEWER PIPE (SANITARY)	LIN FT	325.00		\$ 1.00	\$ 325.00	\$ -
2	2104.509	REMOVE MANHOLE	EACH	1.00		\$ 150.00	\$ 150.00	\$ -
3	2104.509	REMOVE CASTING & RINGS (SEWER)	EACH	8.00	14.00	\$ 70.00	\$ 560.00	\$ 980.00
4	2451.509	AGGREGATE BACKFILL	CU YD	50.00	108.00	\$ 35.00	\$ 1,750.00	\$ 3,780.00
5	2501.602	EXCAVATION SPECIAL (POTHOLE EXISTING UTILITY)	EACH	5.00	2.00	\$ 125.00	\$ 625.00	\$ 250.00
6	2503.511	4" PVC PIPE SEWER SDR 26	LIN FT	113.00	110.00	\$ 48.00	\$ 5,424.00	\$ 5,280.00
7	2503.511	8" PVC PIPE SEWER SDR 26	LIN FT	303.00	310.00	\$ 50.25	\$ 15,225.75	\$ 15,577.50
8	2503.602	4" PIPE PLUG	EACH	2.00		\$ 70.00	\$ 140.00	\$ -
9	2503.602	CONNECT SANITARY SEWER SERVICE	EACH	2.00	1.00	\$ 375.00	\$ 750.00	\$ 375.00
10	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	1.00	1.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
11	2503.602	FURNISH AND INSTALL EXTERNAL MANHOLE CHIMNEY SEAL	EACH	8.00	12.00	\$ 225.00	\$ 1,800.00	\$ 2,700.00
12	2503.602	LOCATE SANITARY SEWER SERVICE	EACH	2.00		\$ 750.00	\$ 1,500.00	\$ -
13	2506.602	INSTALL NEW RINGS AND CASTING (SEWER)	EACH	8.00	10.00	\$ 854.00	\$ 6,832.00	\$ 8,540.00
14	2506.602	SANITARY SEWER MANHOLE (48")	EACH	2.00	2.00	\$ 3,104.00	\$ 6,208.00	\$ 6,208.00

Schedule D Subtotal: \$ 42,289.75 \$ 44,690.50

Schedule: E

Description: Filtration Basin

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2101.501	CLEARING	ACRE	0.05	0.05	\$ 2,630.00	\$ 131.50	\$ 131.50
2	2101.502	CLEARING	TREE	11.00	11.00	\$ 132.00	\$ 1,452.00	\$ 1,452.00
3	2101.506	GRUBBING	ACRE	0.05	0.05	\$ 2,630.00	\$ 131.50	\$ 131.50
4	2101.507	GRUBBING	TREE	11.00	11.00	\$ 132.00	\$ 1,452.00	\$ 1,452.00
5	2105.501	COMMON EXCAVATION (P)	CU YD	1699.00	1699.00	\$ 10.00	\$ 16,990.00	\$ 16,990.00
6	2501.561	12" RC PIPE CULVERT DES 3006 CL V	LIN FT	22.00	12.00	\$ 32.00	\$ 704.00	\$ 384.00
7	2501.602	12" RC PIPE APRON AND TRASH GUARD	EACH	2.00	2.00	\$ 698.00	\$ 1,276.00	\$ 1,276.00
8	2502.521	6" PVC PIPE DRAIN	LIN FT	20.00	34.00	\$ 15.00	\$ 300.00	\$ 510.00
9	2502.541	6" PERF PE PIPE DRAIN	LIN FT	160.00	150.00	\$ 13.00	\$ 2,080.00	\$ 1,960.00
10	2502.602	VENTED CLEANOUT ASSEMBLY	EACH	6.00	6.00	\$ 210.00	\$ 1,260.00	\$ 1,260.00
11	2503.602	CONSTRUCT BULKHEAD	EACH	1.00	1.00	\$ 125.00	\$ 125.00	\$ 125.00
12	2504.602	6" KNIFE VALVE AND BOX	EACH	1.00	1.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
13	2506.602	OUTLET CONTROL STRUCTURE	EACH	1.00	1.00	\$ 3,225.00	\$ 3,225.00	\$ 3,225.00
14	2571.505	DECIDUOUS SHRUB NO 5 CONT	SHRUB	46.00	46.00	\$ 65.00	\$ 2,990.00	\$ 2,990.00
15	2574.525	FILTER TOPSOIL BORROW	CU YD	440.00	440.00	\$ 50.00	\$ 22,000.00	\$ 22,000.00
16	2574.525	ORGANIC TOPSOIL BORROW	CU YD	200.00	200.00	\$ 35.00	\$ 7,000.00	\$ 7,000.00
17	2574.607	IRON ENHANCED SAND FILTER BORROW	CU YD	60.00	66.14	\$ 240.00	\$ 14,400.00	\$ 15,873.60
18	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	400.00	400.00	\$ 1.25	\$ 500.00	\$ 500.00
19	2575.560	HYDRAULIC SOIL STABILIZER, TYPE SPECIAL	POUND	1000.00	1000.00	\$ 1.15	\$ 1,150.00	\$ 1,150.00
20	2575.604	EROSION STABILIZATION MAT - ENKAMAT	SQ YD	40.00	40.00	\$ 5.45	\$ 218.00	\$ 218.00
21	2575.604	EROSION STABILIZATION MAT - SHOREMAX	SQ YD	25.00	14.00	\$ 95.00	\$ 2,375.00	\$ 1,330.00
22	2575.605	SEED MIXTURE 25-141	ACRE	0.05	0.05	\$ 950.00	\$ 47.50	\$ 47.50
23	2575.605	SEED MIXTURE 33-261	ACRE	0.25	0.25	\$ 1,060.00	\$ 265.00	\$ 265.00
24	2575.605	SEED MIXTURE 33-262	ACRE	0.05	0.05	\$ 1,220.00	\$ 61.00	\$ 61.00

Schedule E Subtotal:

\$ 81,233.50 \$ 81,422.10

Schedule: F
 Description: Project 2014-06 - Blaine Avenue Retaining Wall Replacement

Item No.	Mfn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2021.501	MOBILIZATION	LUMP SUM	0.15	0.15	\$ 141,500.00	\$ 21,225.00	\$ 21,225.00
2	2130.601	WATER USAGE ALLOWANCE	LUMP SUM	0.05		\$ 10,000.00	\$ 500.00	\$ -
3	2101.501	CLEARING	ACRE	0.10	0.20	\$ 2,630.00	\$ 526.00	\$ 526.00
4	2101.502	CLEARING	TREE	21.00	33.00	\$ 132.00	\$ 2,772.00	\$ 4,356.00
5	2101.506	GRUBBING	ACRE	0.10	0.20	\$ 2,630.00	\$ 526.00	\$ 526.00
6	2101.507	GRUBBING	TREE	21.00	33.00	\$ 132.00	\$ 2,772.00	\$ 4,356.00
7	2104.501	REMOVE CURB AND GUTTER	LIN FT	65.00	433.00	\$ 7.00	\$ 455.00	\$ 3,031.00
8	2104.501	REMOVE RETAINING WALL	LIN FT	480.00	458.00	\$ 11.30	\$ 5,424.00	\$ 5,175.40
9	2104.501	REMOVE WOOD FENCE	LIN FT	360.00	563.00	\$ 5.25	\$ 1,890.00	\$ 2,955.75
10	2104.503	REMOVE BITUMINOUS PAVEMENT	SQ FT	1140.00	285.00	\$ 0.50	\$ 570.00	\$ 142.50
11	2104.505	REMOVE CONCRETE PAVEMENT	SQ YD	241.00	204.00	\$ 9.00	\$ 2,169.00	\$ 1,836.00
12	2104.509	REMOVE GATE VALVE AND BOX	EACH	1.00		\$ 1,400.00	\$ 1,400.00	\$ -
13	2105.501	COMMON EXCAVATION (P)	CU YD	220.00	365.00	\$ 14.00	\$ 3,080.00	\$ 5,110.00
14	2123.601	STREET SWEEPER (WITH PICKUP BROOM)	HOOR	5.00		\$ 135.00	\$ 675.00	\$ -
15	2211.501	AGGREGATE BASE (CV) CLASS 5 (100% CRUSHED LIMESTONE)	TON	85.00	85.00	\$ 16.50	\$ 1,402.50	\$ 1,402.50
16	2211.607	LANDSCAPE ROCK	CU YD	50.00	55.00	\$ 170.00	\$ 8,500.00	\$ 9,350.00
17	2360.604	FULL-DEPTH BITUMINOUS PATCHING	SQ YD	127.00	32.00	\$ 61.00	\$ 7,747.00	\$ 1,952.00
18	2411.604	MODULAR BLOCK RETAINING WALL (WET CAST)	SQ YD	288.00	253.00	\$ 430.00	\$ 123,840.00	\$ 108,790.00
19	2502.541	4" PERF PVC PIPE DRAIN	LIN FT	347.00	285.00	\$ 7.80	\$ 2,706.60	\$ 2,223.00
20	2504.602	8" PIPE PLUG	EACH	2.00	2.00	\$ 200.00	\$ 400.00	\$ 400.00
21	2521.501	4" CONCRETE WALK	SQ FT	2500.00	2340.00	\$ 3.00	\$ 7,500.00	\$ 7,020.00
22	2531.501	CONCRETE CURB & GUTTER DESIGN B61B	LIN FT	65.00	433.00	\$ 30.00	\$ 1,950.00	\$ 12,990.00
23	2531.602	PEDESTRIAN CURB RAMP	EACH	2.00	1.00	\$ 625.00	\$ 1,250.00	\$ 625.00
24	2540.601	BOULEVARD LANDSCAPING ALLOWANCE	LUMP SUM	1.00	0.80	\$ 10,000.00	\$ 10,000.00	\$ 8,000.00
25	2557.501	WIRE FENCE DESIGN 48V-9322	LIN FT	372.00	279.00	\$ 42.10	\$ 15,661.20	\$ 11,745.90
26	2563.601	TRAFFIC CONTROL ALLOWANCE	LUMP SUM	1.00	2.55	\$ 2,500.00	\$ 2,500.00	\$ 6,375.00
27	2573.502	SILT FENCE, TYPE MS	LIN FT	370.00		\$ 2.00	\$ 740.00	\$ -
28	2574.525	ORGANIC TOPSOIL BORROW	CU YD	104.00	212.00	\$ 35.00	\$ 3,640.00	\$ 7,420.00
29	2575.505	SODDING TYPE LAWN	SQ YD	937.00	1290.00	\$ 4.15	\$ 3,888.55	\$ 5,353.50
30	2557.603	WOODEN FENCE	LIN FT	600.00	562.00	\$ 40.00	\$ 24,000.00	\$ 22,480.00
31	2557.603	TEMPORARY ORANGE CONSTRUCTION FENCE	LIN FT	150.00		\$ 2.50	\$ 375.00	\$ -

Schedule F Subtotal: \$ 259,558.85 \$ 255,366.55

Schedule: G
 Description: Change Order 3

Item No.	Mm/DOY No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2105.541	STABILIZING AGGREGATE (LV)	CU YD	500.00	101.00	\$ 27.25	\$ 13,625.00	\$ 2,752.25
2	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	13700.00	14261.00	\$ 1.82	\$ 24,934.00	\$ 25,955.02

Schedule G Subtotal: \$ 38,559.00 \$ 28,707.27

COST SUMMARY

Contract: CP 2014-09D and 2014-06
 Owner: City of Inver Grove Heights
 Projects: College Trail Street Reconstruction and Barbara Avenue Partial Street Reconstruction
 Blaine Avenue Retaining Wall Replacement

Schedule	Description	Total Estimated Cost	Total Contract Cost To-Date
A	Street Improvements	\$ 1,898,316.85	\$ 1,741,668.70
B	Storm Sewer Improvements	\$ 403,202.15	\$ 379,333.40
C	Watermain Improvements	\$ 84,895.00	\$ 69,192.98
D	Sanitary Sewer Improvements	\$ 42,289.75	\$ 44,690.50
E	Filtration Basin	\$ 81,233.50	\$ 81,422.10
F	Project 2014-06 - Blaine Avenue Retaining Wall Replacement	\$ 259,558.85	\$ 255,366.55
Total Base Cost		\$ 2,769,496.10	\$ 2,571,674.23

Change Order No. 2	\$ 12,419.60	\$ 12,419.60
Change Order No. 3	\$ 38,559.00	\$ 28,707.27
Change Order No. 4	\$ 153,494.58	\$ 107,550.69
Change Order No. 6	\$ 10,565.72	\$ 10,565.72
Change Order No. 7	\$ 21,233.09	\$ 21,233.09

Total Contract Amount	\$ 3,005,768.09	
Contract Work Completed To Date	\$ 2,752,150.60	
Retainage (5.0%)	\$ 137,607.53	
Previous Payments	\$ 2,377,763.69	
Amount Due This Partial Payment #5	\$ 236,779.38	

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Letter of Support for Regional Solicitation Grant Application

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

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: Local Improvement Fund

PURPOSE/ACTION REQUESTED

Consider approving a letter of support for Regional Solicitation Grant Application.

SUMMARY

The City, Dakota County and Mn/DOT have considered an intersection improvement at the intersection of Trunk Highway (T.H.) 3 and 70th Street (CSAH 26) for a number of years. Dakota County would like to see improvements made to improve the capacity and safety. A preliminary roundabout design was developed by Mn/DOT to determine where one would fit, given the existing terrain and development. The project is in both the City's and the County's current CIP.

Dakota County will be submitting a Regional Solicitation Grant Application to the Metropolitan Council for this project. Every two years, the Regional Solicitation process allocates federal transportation funds to locally initiated projects to meet regional transportation needs. The current application cycle is for projects programmed in 2017, 2018 and 2019.

I recommend that the City Council approve the letter of support.

SDT/kf
 Attachments: Letter

November 24, 2014

Mr. Mark Krebsbach
Dakota County Transportation Director
14955 Galaxie Avenue
Apple Valley, MN 55124

Dear Mr. Krebsbach:

The City of Inver Grove Heights is providing this letter in support of a Regional Solicitation Grant Application for funding for Dakota County Project 26-47, CSAH 26 at Trunk Highway 3 (South Robert Trail) Roundabout. The improvement of this intersection is a priority for the City. In addition to improved safety the project will provide, the highway improvements will be an important part of the development of the northwest portion of Inver Grove Heights.

The City supports this proposed project for federal funding and agrees to provide a financial commitment for the improvements directly related to CSAH 26/TH 3 Roundabout.

Sincerely,

George Tourville
Mayor of Inver Grove Heights

GT/kf

cc: Joe Lynch, City Administrator

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Authorizing City Attorney Professional Services and Authorizing Staff to Procure Appraisal Services for 2015 Pavement Management Program, City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Steve W. Dodge, Assistant City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

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, Water and Sewer Fund

PURPOSE/ACTION REQUESTED

Resolution authorizing City Attorney professional services and authorizing staff to procure appraisal services for 2015 Pavement Management Program, City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction.

SUMMARY

At the August 11, 2014, City Council meeting, a resolution was passed receiving the petition and ordering the preparation of a feasibility report. On September 22, 2014, the City designated the improvements as City Project No. 2015-09E as part of the Pavement Management Program. In addition, SEH was authorized for professional engineering services.

The proposed resolution authorizes the City Attorney to proceed with project related professional services and for staff to procure appraisal services for special benefit analysis and easement acquisition as necessary.

It is recommended that the City Council adopt the resolution authorizing City Attorney professional services and authorizing staff to procure appraisal services for 2015 Pavement Management Program, City Project No. 2015-09E – 47th Street Neighborhood Street Reconstruction.

SWD/kf
 Attachments: Resolution

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION AUTHORIZING CITY ATTORNEY PROFESSIONAL SERVICES AND
AUTHORIZING STAFF TO PROCURE APPRAISAL SERVICES FOR 2015 PAVEMENT
MANAGEMENT PROGRAM, 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, at the September 22, 2014 meeting the Council accepted the proposal and authorized staff to enter into an agreement for professional engineering services with SEH; and

NOW, THEREFORE, BE IT RESOLVED that City Council of Inver Grove Heights authorizes the City Attorney to perform professional services related to the project; and

BE IT ALSO RESOLVED that the City Council is authorizing staff to procure appraisal services for special benefit analysis and easement acquisition as necessary

Approved by the City Council of Inver Grove Heights this 24th day of November 2014

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Receiving the Final Feasibility Report for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District

Meeting Date: November 19, 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

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: Northwest Area Connection Charges, Special Assessments, Utility Funds, Developer Funds

PURPOSE/ACTION REQUESTED

Consider resolution receiving final feasibility report for City Project No. 2014-13 – Northwest Area Trunk Utilities – Argenta District.

SUMMARY

The project was initiated by the City Council as part of the City’s improvement planning and development proposal in the Northwest Area. At the March 10, 2014 regular meeting, the Council accepted an engineering services proposal for preparation of the feasibility study by Bolton & Menk, Inc. The project involves trunk water and sanitary sewer improvements to serve the Northwest Area including the Blackstone PUD. The City Council authorized Bolton and Menk’s proposal for design services on June 23, 2014 and accepted a June 19, 2014 draft feasibility study for City Project No. 2014-13. The City Council approved the Blackstone PUD at its November 10, 2014 meeting.

The total estimated project cost is \$12,306,900. A multi-faceted funding package will be prepared in amendments to the feasibility report which includes Northwest Area Connection Charges, Special Assessments, Utility Funds, and Developer Funds. No assessment roll has been prepared at this time because funding will be outlined in addendums to this report. The acquisition of permanent and temporary easements is necessary for construction of the proposed trunk utility improvements. The City Attorney should be authorized to prepare eminent domain documents and title work for all necessary acquisitions.

Neighborhood feedback was received from residents on November 10 at the Council hearing.

I recommend passage of the resolution that accepting the final feasibility report as an overall guiding document, and authorizing the City Attorney to prepare the necessary documents to secure right-of-way and easements for City Project No. 2014-13 – Northwest Area Trunk Utilities – Argenta District by negotiation.

TJK/kf

Attachments: Resolution Receiving Feasibility Report
 Feasibility Report

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

RESOLUTION NO. _____

**RESOLUTION RECEIVING FEASIBILITY REPORT DATED NOVEMBER 19, 2014 AND AUTHORIZING
THE CITY ATTORNEY TO SECURE RIGHT-OF-WAY/EASEMENTS BY EMINENT DOMAIN FOR CITY
PROJECT NO. 2014-13 – NORTHWEST AREA TRUNK UTILITIES, ARGENTA DISTRICT**

WHEREAS, on March 10, 2014, the City Council approved an engineering services proposed for preparation of the feasibility study by Bolton & Menk, Inc. and authorized the preparation of a feasibility study report for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District; and

WHEREAS, a resolution was approved on June 23, 2014 to have Bolton and Menk, Inc. to provide design services for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District following the review of the draft feasibility study for said project dated June 19, 2014; and

WHEREAS, the City Council approved various motions and resolutions for the approval of the Blackstone PUD at its November 10, 2014 meeting; and

WHEREAS, the City will prepare amendments to the feasibility study with project financing plans as various segments of the project are initiated by the City Council; and

WHEREAS, a final feasibility report dated November 19, 2014 has been prepared by Bolton & Menk, Inc. for the Public Works Director with reference to City Project No. 2014-13 - Northwest Area Trunk Utilities, Argenta District; and

<u>Project No.</u>	<u>Improvements</u>
2014-13	Major design components include the following: Design of a new sanitary sewer system (capacity analysis has been completed as a part of the feasibility study. The design will take into consideration development grading plans and preliminary plat right-of-way layouts, and relevant house pad elevations); design of a lift station south of 70th Street that has a capacity of approximately 745,000 GPD; layout of a new watermain system consistent with that illustrated in the feasibility study; final utility alignments; and other critical design items.

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

1. Said report is hereby received and approved by the City Council of the City of Inver Grove Heights on November 19, 2014.
2. Preparation of plans and specifications by Bolton & Menk, Inc. has been authorized previously and this work will continue.
3. The City Attorney is hereby authorized to prepare all necessary documents and title work needed to secure the acquisition of right-of-way and easements by negotiations.
4. The City Engineer is hereby authorized to negotiate professional services contracts with the right-of-way/easement acquisition team for said project.

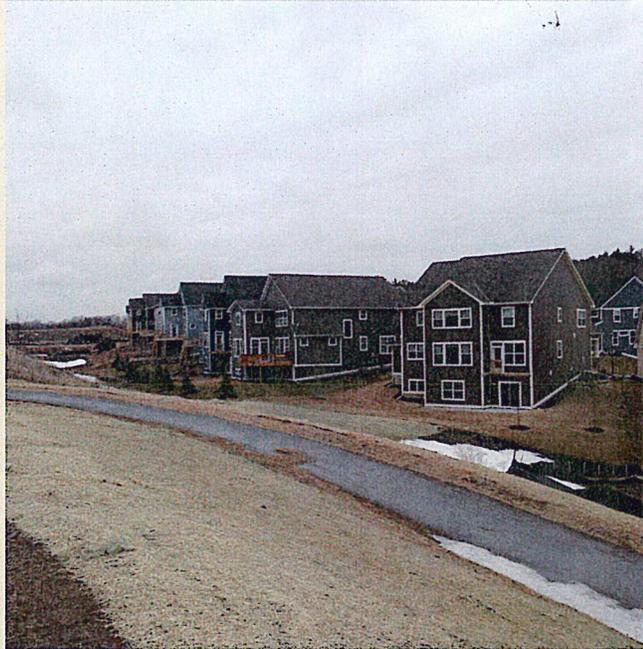
Adopted by the City Council of Inver Grove Heights this 24th day of November 2014.

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk



**Preliminary Engineering Report for
NW Area Trunk Utilities
Argenta District**

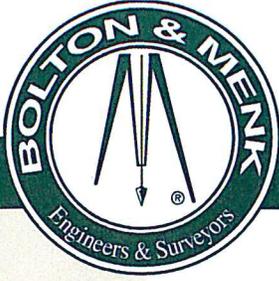
City of Inver Grove Heights, MN
BMI Project No. T18.107661
City Project 2014-13

November 19, 2014



Submitted by:

Bolton & Menk, Inc.
12224 Nicollet Avenue
Burnsville, MN 55337
P: 952.890.0509
F: 952-890.8065



CERTIFICATION

Preliminary Engineering Report

for

NW Area Trunk Utilities - Argenta District

City of Inver Grove Heights
Inver Grove Heights
BMI Project No. T18.107661
City Project 2014-13

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: 
Brian Hilgardner, P.E.
License No. 42875

Date: November 19, 2014



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APPENDIX

APPENDIX A	COST ESTIMATES
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APPENDIX C.....	EXHIBIT FROM ORIGINAL BONESTROO FEASIBILITY
APPENDIX D	SANITARY SEWER FLOW MODELING
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INTRODUCTION

This report examines proposed trunk sanitary sewer and watermain utility extensions necessary to serve a portion of the City's Northwest Area. This area has been referred to in previous studies and reports as the Argenta District. It is comprised of land bound on west by the City of Eagan, on the east by a ridge line west of T.H. 3, on the south by T.H. 55 and on the north by Interstate 494. Figure 1 illustrates the study area.

Major elements of the utility improvements being considered include:

1. Constructing a northerly extension of the existing sanitary sewer trunk line. This extension will begin at a 12" stub located on the north and westerly end of the Argenta Hills 8th Addition at Alverno Avenue. In order to provide service from the existing stub to the northern most reaches of the Argenta District, a combination of gravity sewers and a lift station/forcemain system will need to be constructed.
2. Constructing a looping watermain system. A combination of 12"-16" watermains would be extended to the north throughout the future development areas and several connections would be made to the east toward T.H.3; and even further east of T.H. 3 to an existing watermain located near 63rd Street.



Recently, several different property owners and developers have inquired about development in this area. This interest in development has resulted in the City Council requesting this study to be completed.

BACKGROUND

The figure located in Appendix C (from the original Feasibility Report for this area completed by Bonestroo, Inc.) illustrates the location of the originally proposed Argenta Sanitary Sewer Districts (denoted with letters beginning in AR) and the proposed trunk sewer. It also designates land use (at the time that document was created) according to the City's Northwest Expansion Area AUAR per the City's Comprehensive Plan. In accordance with the Comprehensive Plan, it was intended that the majority of the sanitary sewer flows generated within the subject area be accommodated by the future Argenta trunk system that would flow south and then east into the newly constructed lift station on Robert Trail. The sewer system being considered in this report deviates slightly from the original plan in several of the alignments, but in general the sewer still flows to the lift station constructed on T.H. 3 as a part of 2008 NW Area Trunk Improvements. In addition, the land uses have been updated (See Figure 2 of Appendix B) and the sanitary sewer modeling has been revised. This Feasibility Report takes a closer look at the Argenta District, and evaluates alignments in more detail to ensure they will be able to be constructed with the rolling topography of this area. It also evaluates the watermain system, specifically to allow a loop from the east. The existing Argenta District that has been developed and portions of the Robert District are being served by several thousand feet of dead end watermain. This may create a liability for the City if there was an emergency shutdown of this watermain.



For purposes of immediate developer interest in certain locations, we have not only analyzed the entire Argenta District, but we have also considered an “initial project” which we will reference several times in the report. The initial project can be seen in Figure 8 of Appendix B. The initial project would include looping the watermain from the connection at Argenta Hills 8th Addition north through the proposed development area and connecting at 63rd Street. The sewer would be constructed from Argenta Hills 8th Addition north through the development areas and then east and north to approximately a 65th street alignment.

Other reports which were completed relative to the Argenta District that were considered during the preparation of this report include the Northwest Area Water & Sanitary Extensions Feasibility Report dated May 18, 2005; the Sanitary Sewer, Water Supply, and Natural Resource & Environmental Protection Comprehensive Plans; and the City of Inver Grove Heights Northwest Expansion Area AUAR Update prepared in September of 2007.

PROPOSED SANITARY SEWER IMPROVEMENTS

The trunk sanitary sewer improvements being considered to serve the Argenta District will be required to conform to the City of Inver Grove Heights’ 2030 Comprehensive Plan and the 2005 AUAR, and subsequent updates. There are no additional sewer districts farther upstream that will be passing through the proposed improvements, therefore the Argenta sanitary sewer extensions will be designed to accommodate the identified service areas and associated flows per the NWA Water and Sanitary Extensions (2005 Report). Both the Argenta and the Robert Sewer Districts were evaluated in the 2005 Report and are in general conformance with the City’s 2030 Comprehensive Plan. A general review of the 2005 Report and its data was completed for the purpose of identifying any obvious discrepancies in flow calculations or pipe size recommendations. We also gave consideration to those land density changes in the area, which were recently updated. In addition, we completed a more detailed evaluation of the proposed trunk sewer alignments to see how they would conform to concept plans that have been submitted, as well as their ability to be constructed in the rolling terrain. In general we found we were able to utilize a gravity sewer system in many instances in lieu of several lift stations along the trunk corridor. There will still be lift stations required to serve specific sub-districts, but they will be smaller in size and result in a reduced cost to the overall system. The service areas or sub-districts are illustrated in Figure 3 of Appendix B.

As mentioned earlier in the report, several concept plans and roadway networks have been submitted to the City. We wanted to utilize as many of these routes as possible to minimize easement acquisition costs. There are also areas north of 70th Street that have previously been developed with wells and septic system, so we needed to evaluate options of going through this area or around it. It was determined that two different alignments would be evaluated. Option 1B includes an alignment that routes the trunk sewer system through an existing right-of-way (ROW) along 69th Street West before heading north along the future Argenta Trail alignment. Option 1B is illustrated in Figure 4 of Appendix B.

Option 2B is similar to Option 1B in many aspects, however it makes an east-west transition south of 70th Street along a future potential road alignment and then heads north along the future Argenta Trail alignment. Option 2B is illustrated in Figure 6 of Appendix B.

The primary difference between the two alternates is that Option 1B traverses through areas that have existing right-of-way and the topography lends itself to allow much of the sanitary sewer to be constructed at a shallower depth. These differences result in a reduced costs to construct Option 1B. Other factors would still have to be evaluated at the time of final design such as development phasing, natural resource impacts and actual required easements.

We also considered two different options to serve the northern reaches of the Argenta District. These options are illustrated in Figure 5 of Appendix B. Option A (green) utilizes a gravity sewer system that runs north through a series of wetlands. This alignment will fall well below the water table and will result in difficult construction because of the proximity of the wetlands. This alignment also presents challenges for easement acquisition because the alignment impacts some building structures and developed homestead properties. Option B (purple) consists of constructing a lift station and forcemain to pump the sewer into the trunk gravity system that follows the future Argenta Trail alignment. This option would serve the same undeveloped land in the north end of the Argenta District with much less land disturbance and less easement requirements. The construction cost for Option B is approximately \$600,000 cheaper than Option A.

If the sanitary sewer system was built for the Argenta District at this time, we would recommend constructing a combination of Option 1 to reach the future Argenta Trail alignment and Option B for the areas in the northern reaches of the district.

PROPOSED WATERMAIN IMPROVEMENTS

The trunk watermain improvements proposed to serve the Argenta District are part of a comprehensive grid and looping system designed to serve the Northwest Area of Inver Grove Heights, as illustrated in Figure 7 of Appendix B. This system was detailed in the 2005 Northwest Area Water & Sanitary Extensions Feasibility Report and is in general conformance with the City's 2030 Comprehensive Plan. Currently, a 16" watermain has been constructed along T.H. 3 up to 70th Street (location "C" on figure 7). A 12" watermain has been extended in the southern part of the district as a part of the Argenta Hills 8th Addition development (location "A" on figure 7). These two connection points would be nearest to development in the Argenta District.

City Staff expressed concerns about proceeding with development with water extending from either of these two feeds. The watermain extending west from the intersection of Babcock Trail and 80th Street is all part of a long dead end watermain with no looping connection. This may create a liability for the City if this watermain was required to be shut down for an emergency situation. Of particular concern is the Inverwood Senior Living Center because a water shutdown could cause severe risk to their health care services. The City has determined that a watermain loop should be constructed with any further development of the Argenta or Robert Districts. The City has determined the most ideal place to make this connection would be at the existing 16" watermain along Babcock Avenue in the 63rd Street area (location "B" in figure 7). This watermain would be extended to the west along property boundaries to a point where it would reach the future Argenta Trail alignment.

A 16" watermain would be constructed from the existing 12" watermain in the Argenta Hills 8th Addition (location "A" in figure 7) and head north through the proposed developments. If the recommended Option 1B sewer alignment is chosen, the 16" watermain would head east following the same alignment until it reached the future Argenta Trail alignment. At that point, it would connect to the 16" watermain being provided for looping. Ultimately, additional segments of the grid system would be constructed as development occurred.

The southwestern corner of the Argenta District is within a “Pressure Reduction Valve Area” as identified in the 2005 Report. The City is aware of this and has reviewed their Static Water Pressure Map. At this time, the entire watermain system for this area is being modeled in order to verify the trunk watermain size requirements and to confirm that a pressure reducing valve is required.

NATURAL RESOURCE AND TOPOGRAPHY IMPACTS

A review of the City’s natural resource inventory reveals wetlands, managed uplands, prairie vegetation, regional infiltration areas and significant tree canopy areas in the vicinity of the proposed trunk sanitary sewer and watermain alignments. It is recommended that the final design process of this project include appropriate wetland delineations and tree and soil inventories in order to better assess and reduce potential impacts to these natural resources.



In addition, the existing topography in the vicinity of the development area does not lend itself to standard construction methods in all cases. The rolling hills and depressions embankments combined with mature tree canopy limit the amount of area available for construction. We believe that utilizing trenchless construction methods such as directional auger boring and directional drilling would decrease the amount of construction site disturbance and overall project costs. In addition, working with developers to locate these trunk utilities in proposed street corridors will help to eliminate excessive disturbance to natural areas.

EASEMENT NEEDS

The proposed trunk watermain and sanitary sewer improvements were reviewed in conjunction with the existing right-of-ways and topographic conditions. The majority of the alignments fall within undeveloped land. It is possible that right-of-way will be acquired in these areas as a part of the development platting process. However, we have calculated estimated easement costs as if all of the land will need to be purchased to construct the trunk utilities. As mentioned earlier in the report, there is immediate interest on several parcels controlled by developers. We have presented the trunk utilities that would be required initially to serve these properties. The following tables identify total easement costs assuming the entire trunk utility corridor would be purchased. If the right of way was dedicated as a part of a plat for the “initial project”, it could reduce easement costs by \$500,000 - \$1,170,000. Evergreen Land Services completed market analysis of the surrounding area and similar land uses to determine a range of land acquisition costs. At the time of final design, further market evaluation and detailed analysis would be required to determine final land purchase offers.

Entire Project Easement Costs		
Option	Low Cost	High Cost
Sanitary Option A	\$255,000	\$620,000
Sanitary Option B	\$75,000.00	\$200,000.00
Sanitary Option 1	\$905,000	\$2,140,000
Sanitary Option 2	\$900,000	\$2,140,000
Watermain	\$845,000	\$1,850,000

Initial Project Easement Costs		
Option	Low Cost	High Cost
Sanitary Sewer	\$500,000	\$1,170,000
Watermain	\$170,000	\$395,000
Total	\$670,000	\$1,565,000

Notes:

1. In many areas the sanitary sewer and watermain run parallel. The sanitary sewer easement required is large enough to encompass the watermain construction so in these areas the easement costs fall within the sanitary sewer portion of the table. The easement costs associated with watermain are those where the watermain needs a separate easement to construct.

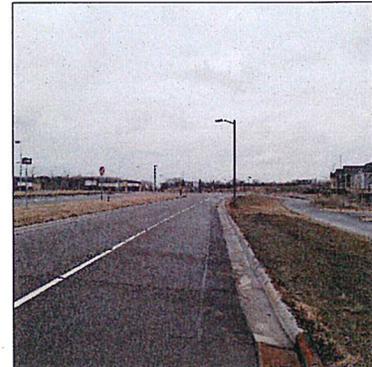
VERIFICATION OF FIELD CONDITIONS

As mentioned in Section 4 of this report, future wetland delineations and tree and soil inventories should be completed as required to facilitate the final design of the trunk utility extensions. Additionally, a geotechnical evaluation within the proposed utility corridor should be completed to verify specific soils and groundwater conditions related to the project. Finally, a detailed topographic survey of the proposed utility corridors should be completed to facilitate detailed construction plans.

PERMITS AND THE CITY'S COMPREHENSIVE PLAN

Regulatory agencies anticipated to require permits for the construction of the Argenta District trunk utility extensions include:

- Minnesota Pollution Control Agency for sanitary sewer construction and NPDES requirements
- Metropolitan Council Environmental Services for sanitary sewer construction
- Minnesota Department of Health for watermain construction
- Dakota County for work within the CSAH 26 (70th Street) crossings right-of-way and along the future Argenta Trail alignment
- Army Corps of Engineers for wetland mitigation
- Department of Natural Resources for wetland mitigation and potential dewatering
- Necessary City Permitting



The sanitary sewer subdistricts being considered for the Argenta District at this time deviate slightly from the proposed alignments and flow district routings detailed in the City of Inver Grove Heights Northwest Expansion Area AUAR Update prepared in September of 2007. These deviations from the AUAR **may** require review and approval from Metropolitan Council Environmental Services Division. Deviating from the AUAR also has the possibility of triggering a City Comprehensive Plan Amendment.

The City's Comprehensive Plan references infrastructure extensions to serve future developments and states that, "A number of factors impact the ability to extend services. These factors include land ownership patterns and the desire to develop; land characteristics and the ability of the land to carry projected development; market forces/conditions and the ability of the market to sustain the necessary and projected development type; and regional infrastructure improvements that require actions from multiple jurisdictions in order to proceed."

The City's Comprehensive Plan goes on to state that the City of Inver Grove Heights' approach to extending infrastructure is to maintain an open door policy and consider extension of infrastructure at the discretion of the City Council with consideration of the following factors: extension of services that might facilitate expansion of the City's job base; form of development consistent with future land use guidance; extension of services to areas already guided for urban development; financial impact to the City; local and regional transportation impacts; and market demand and economic conditions.

These guidelines presented in the Comprehensive Plan should be considered in determining the ultimate feasibility of the trunk line extensions.

ESTIMATED COSTS AND FINANCING

Estimated construction costs include a factor of 15 percent for contingencies and 23 percent overhead soft costs, including legal, engineering, administrative and fiscal costs. Final costs should be determined by using low-bid construction costs of the proposed work.

These cost estimates are based upon public construction cost information. Since the consultant has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the client and no warranty or guarantee as to the accuracy of construction cost estimates is made. It is recommended that costs for project financing should be based upon actual, competitive bid prices with reasonable contingencies.

Estimated Construction Costs Options A & B		
	Option A	Option B
Engineers Estimated Construction Totals	\$ 787,100	\$ 329,100
15% Contingency	\$ 118,065	\$ 49,365
Sub Total	\$ 905,165	\$ 378,465
23% Overhead Costs	\$ 208,200	\$ 87,000
Engineers Estimated Project Cost	\$ 1,113,400	\$ 465,500

Notes:

1. This table compares the sanitary sewer Option A and Options B in the northern portion of the Argenta District.

Estimated Construction Costs Entire Project		
	Option 1B	Option 2B
Base Trunk Sanitary Sewer	\$ 3,124,250	\$ 3,367,700
Option B - Lift Station	\$ 329,100	\$ 329,100
Trunk Watermain	\$ 5,003,700	\$ 5,003,700
Engineers Estimated Construction Totals	\$ 8,457,050	\$ 8,700,500
15% Contingency	\$ 1,268,600	\$ 1,305,100
Sub Total	\$ 9,725,650	\$ 10,005,600
23% Overhead Costs	\$ 2,236,900	\$ 2,301,300
Engineers Estimated Project Cost	\$ 11,962,600	\$ 12,306,900

Notes:

1. This table compares the costs of Option 1 and Option 2 in combination with Option B since Option B is the recommended sanitary sewer alignment for the northern portion of the Argenta District

Estimated Construction Costs Initial Project		
	Option 1B	Option 2B
Base Trunk Sanitary Sewer	\$ 2,586,150	\$ 2,649,400
Initial Trunk Watermain	\$ 2,048,800	\$ 2,028,300
Engineers Estimated Construction Totals	\$ 4,634,950	\$ 4,677,700
15% Contingency	\$ 695,200	\$ 701,700
Sub Total	\$ 5,330,150	\$ 5,379,400
23% Overhead Costs	\$ 1,225,900	\$ 1,237,300
Engineers Estimated Project Cost	\$ 6,556,100	\$ 6,616,700

Notes:

1. This table compares the costs of Option 1 and Option 2 in combination with Option B since Option B is the recommended sanitary sewer alignment for the northern portion of the Argenta District.

The recommended alignment to serve the Argenta District is a combination of Option 1 and Option B. The total estimated construction cost to construct the “initial project” is \$6,556,100. Easement costs are between \$670,000 - \$1,565,000 for a total project cost of between \$7,226,100 and \$8,121,100. The easement costs could be reduced by land dedication during the platting process.

The recommended alignment to serve the Argenta District is a combination of Option 1 and Option B. The total estimated construction cost to construct the “entire project” is \$11,962,600. Easement costs are between \$980,000 - \$2,340,000 for a total project cost of between \$12,942,600 and \$14,302,600. The easement costs could be reduced by land dedication during the platting process.

It has not yet been determined if the Argenta District trunk utility extensions will be constructed by the City of Inver Grove Heights or in conjunction with a private developer. Given the mutual need and benefit of the improvements, however, it is anticipated that a combination of public and private funding would be available for the project. Traditional funding sources for trunk utility improvements in the City’s northwest area include Northwest Area Plat Connection and Building Permit fees, City Utility Funds, special assessments, and private development funds.

FOLLOW-UP ACTIVITIES

Prior to authorization of this design alternative and commencement of final trunk utility planning and design, the following items should be given further consideration:

- Metropolitan Council Environmental Services Review and Approval
- AUAR Amendments
- Comprehensive Plan Amendments
- Wetland Delineation
- Geotechnical Evaluation
- Final Design
- Bidding Phase
- Construction

PROJECT SCHEDULE

This feasibility report will be presented to the City Council for review on April 14, 2014.

The design of the “initial project” (Figure 8) would likely take 2-3 months, and bidding would take another month. It is possible that construction could begin in the fall of 2014, but it is highly unlikely all of the improvements could be completed in 2014. It would more likely take the majority of the 2015 construction season to complete all of the improvements for the initial projects. Because it is not currently known whether the City of Inver Grove Heights or a private developer will ultimately construct the improvements, the project schedule beyond the anticipated feasibility report acceptance date is not yet defined.

FEASIBILITY AND RECOMMENDATION

From an engineering standpoint, this project is technically feasible, cost effective and necessary and can best be accomplished by letting competitive bids for the work. It is recommended that the work be done under one contract in order to complete the work in an orderly and efficient manner. The City, its financial consultant, and other parties with a funding interest in the project will have to determine the economic feasibility of the proposed improvements.

FUTURE AMENDMENTS

As the Argenta District moves closer to development and preliminary plats are submitted, amendments will be completed to this document to better evaluate specific areas within the Argenta District and to further evaluate specific alignments, costs and funding.



APPENDIX A

COST ESTIMATES

CITY OF INVER GROVE HEIGHTS
NORTHWEST AREA - ARGENTA DISTRICT

INITIAL PROJECT ENGINEER'S ESTIMATE

BMI PROJECT NO. T18.107661
DATE: 3/26/14

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	OPTION 1		OPTION 2	
				QUANTITY	COST	QUANTITY	COST
1	MOBILIZATION	LS	\$30,000.00	1	\$30,000.00	1.00	\$30,000.00
2	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1.00	\$5,000.00
3	DEWATERING	LF	\$30.00	5700	\$171,000.00	5200.00	\$156,000.00
4	CLEAR AND GRUBB	ACRE	\$4,000.00	6	\$24,000.00	6.00	\$24,000.00
5	REMOVE BITUMINOUS	SY	\$3.50	2900	\$10,150.00	0.00	\$0.00
6	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	200	\$700.00	0	\$0.00
7	SELECT GRANULAR BORROW	CY	\$8.00	1000	\$8,000.00	0	\$0.00
8	STRIP & SALVAGE TOPSOIL	CY	\$3.00	30000	\$90,000.00	40500	\$121,500.00
9	REPLACE TOPSOIL	CY	\$3.00	30000	\$90,000.00	40500	\$121,500.00
10	AGGREGATE BASE CLASS 5	TON	\$16.00	1900	\$30,400.00	0	\$0.00
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.00	150	\$450.00	0	\$0.00
12	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	\$67.00	350	\$23,450.00	0	\$0.00
13	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	TON	\$65.00	350	\$22,750.00	0	\$0.00
14	GRANULAR TRENCH BACKFILL (SANITARY)	CY	\$6.00	10500	\$63,000.00	10500	\$63,000.00
15	AGGREGATE PIPE BEDDING (SANITARY)	CY	\$35.00	1300	\$45,500.00	1300	\$45,500.00
16	SANITARY MH CASTINGS R-1642	EACH	\$450.00	27	\$12,150.00	27	\$12,150.00
17	CONSTRUCT 48" MANHOLE	LF	\$250.00	950	\$237,500.00	1000	\$250,000.00
18	10" PVC SDR-35 SANITARY SEWER PIPE (0'-14')	LF	\$25.00	0	\$0.00	0	\$0.00
19	10" PVC SDR-26 SANITARY SEWER PIPE (14'-20')	LF	\$40.00	0	\$0.00	0	\$0.00
20	10" PVC SDR-26 SANITARY SEWER PIPE (20'-24')	LF	\$45.00	0	\$0.00	0	\$0.00
21	10" DIP CL S2 SANITARY SEWER PIPE (24'-30')	LF	\$70.00	0	\$0.00	0	\$0.00
22	10" DIP CL S2 SANITARY SEWER PIPE (31'-35')	LF	\$80.00	0	\$0.00	0	\$0.00
23	10" DIP CL S2 SANITARY SEWER PIPE (36-40)	LF	\$110.00	0	\$0.00	400	\$44,000.00
24	10" DIP CL S2 SANITARY SEWER PIPE (41-45)	LF	\$135.00	950	\$128,250.00	400	\$54,000.00
25	10" DIP CL S2 SANITARY SEWER PIPE (45-50)	LF	\$190.00	0	\$0.00	0	\$0.00
26	10" DIP CL S2 SANITARY SEWER PIPE (51-55)	LF	\$130.00	0	\$0.00	0	\$0.00
27	10" DIP CL S2 SANITARY SEWER PIPE (56-60)	LF	\$280.00	0	\$0.00	0	\$0.00
28	12" PVC SDR-35 SANITARY SEWER PIPE (0'-14')	LF	\$30.00	0	\$0.00	0	\$0.00
29	12" PVC SDR-26 SANITARY SEWER PIPE (14'-20')	LF	\$45.00	0	\$0.00	0	\$0.00
30	12" PVC SDR-26 SANITARY SEWER PIPE (20'-24')	LF	\$55.00	0	\$0.00	0	\$0.00
31	12" DIP CL S2 SANITARY SEWER PIPE (24-30)	LF	\$80.00	1150	\$92,000.00	400	\$32,000.00
32	12" DIP CL S2 SANITARY SEWER PIPE (30-35)	LF	\$90.00	600	\$54,000.00	1050	\$94,500.00
33	12" DIP CL S2 SANITARY SEWER PIPE (35-40)	LF	\$120.00	1650	\$198,000.00	950	\$114,000.00
34	12" DIP CL S2 SANITARY SEWER PIPE (40-45)	LF	\$150.00	100	\$15,000.00	400	\$60,000.00
35	12" DIP CL S2 SANITARY SEWER PIPE (45-50)	LF	\$210.00	850	\$178,500.00	1200	\$252,000.00
36	12" DIP CL S2 SANITARY SEWER PIPE (51-55)	LF	\$250.00	600	\$150,000.00	1100	\$275,000.00
37	12" DIP CL S2 SANITARY SEWER PIPE (56-60)	LF	\$290.00	450	\$130,500.00	450	\$130,500.00
38	8" PVC C905 DR-18 FORCEMAIN	LF	\$30.00	2400	\$72,000.00	2400	\$72,000.00
39	CONNECT TO EXISTING SANITARY SEWER	EA	\$5,000.00	1	\$5,000.00	1	\$5,000.00
40	24" STEEL CASING	LF	\$200.00	700	\$140,000.00	800	\$160,000.00
41	6" CONCRETE DRIVEWAY PAVEMENT	SY	\$45.00	300	\$13,500.00	0	\$0.00
42	SILT FENCE, TYPE MACHINE SLICED	LF	\$1.80	19000	\$34,200.00	17500	\$31,500.00
43	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$1,000.00	6	\$6,000.00	7	\$7,000.00
44	SEED, FERTILIZE, & MULCH	ACRE	\$1,000.00	11	\$11,000.00	17	\$17,000.00
45	SODDING & WATERING (TYPE LAWN)	SY	\$3.00	7300	\$21,900.00	0	\$0.00
46	EROSION CONTROL BLANKET CATEGORY 3	SY	\$3.00	750	\$2,250.00	750	\$2,250.00
47	LIFT STATION #1 (8" DIA. PRECAST)	LS	\$440,000.00	1	\$440,000.00	1	\$440,000.00
48	LIFT STATION #1 AIR RELEASE VALVE	EA	\$30,000.00	1	\$30,000.00	1	\$30,000.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS					\$2,586,150.00		\$2,649,400.00
10% CONTINGENCY					\$258,615.00		\$264,940.00
SUB TOTAL					\$2,844,765.00		\$2,914,300.00
23% OVERHEAD COSTS					\$654,300.00		\$670,300.00
SANITARY TRUNK ENGINEER'S ESTIMATE (INITIAL PROJECT)					\$3,499,100.00		\$3,584,600.00

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	OPTION 1		OPTION 2	
				QUANTITY	COST	QUANTITY	COST
1	MOBILIZATION	LS	\$10,000.00	1	\$10,000.00	1	\$10,000.00
2	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1	\$5,000.00
3	CLEAR AND GRUBB	ACRE	\$4,000.00	6	\$24,000.00	6	\$24,000.00
4	STRIP & SALVAGE TOPSOIL	CY	\$3.00	18000	\$54,000.00	18000	\$54,000.00
5	REPLACE TOPSOIL	CY	\$3.00	18000	\$54,000.00	18000	\$54,000.00
6	GRANULAR TRENCH BACKFILL (WATERMAIN)	CY	\$6.00	21000	\$126,000.00	19500	\$117,000.00
7	AGGREGATE PIPE BEDDING (WATERMAIN)	CY	\$35.00	2700	\$94,500.00	2500	\$87,500.00
8	16" DIP CL S2 WATERMAIN PIPE	LF	\$80.00	17000	\$1,360,000.00	17000	\$1,360,000.00
9	12" GATE VALVE AND BOX	EA	\$3,000.00	2	\$6,000.00	2	\$6,000.00
10	16" GATE VALVE AND BOX	EA	\$7,000.00	18	\$126,000.00	18	\$126,000.00
11	HYDRANT W/ VALVE	EA	\$4,500.00	32	\$144,000.00	31	\$139,500.00
12	SILT FENCE, TYPE MACHINE SLICED	LF	\$1.80	16000	\$28,800.00	16000	\$28,800.00
13	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$1,000.00	2	\$2,000.00	2	\$2,000.00
14	SEED, FERTILIZE, & MULCH	ACRE	\$1,000.00	7	\$7,000.00	7	\$7,000.00
15	EROSION CONTROL BLANKET CATEGORY 3	SY	\$3.00	2500	\$7,500.00	2500	\$7,500.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS					\$2,048,800.00		\$2,028,300.00
10% CONTINGENCY					\$204,880.00		\$202,830.00
SUB TOTAL					\$2,253,700.00		\$2,231,100.00
23% OVERHEAD COSTS					\$518,400.00		\$513,200.00
WATERMAIN TRUNK ENGINEER'S ESTIMATE (INITIAL PROJECT)					\$2,772,100.00		\$2,744,300.00

	OPTION 1	OPTION 2
INITIAL TRUNK SANITARY SEWER	\$2,586,150.00	\$2,649,400.00
INITIAL TRUNK WATERMAIN	\$2,048,800.00	\$2,028,300.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS	\$4,634,950.00	\$4,677,700.00
15% CONTINGENCY	\$695,200.00	\$701,700.00
SUB TOTAL	\$5,330,150.00	\$5,379,400.00
23% OVERHEAD COSTS	\$1,225,900.00	\$1,237,300.00
ENGINEER'S ESTIMATED PROJECT COST (INITIAL PROJECT)	\$6,556,100.00	\$6,616,700.00

CITY OF INVER GROVE HEIGHTS
NORTHWEST AREA - ARGENTA DISTRICT

UTLIMATE TRUNK SANITARY SEWER ENGINEER'S ESTIMATE

BMI PROJECT NO. T18.107661
DATE: 3/26/14

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	OPTION 1		OPTION 2	
				QUANTITY	COST	QUANTITY	COST
1	MOBILIZATION	LS	\$30,000.00	1	\$30,000.00	1.00	\$30,000.00
2	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00	1.00	\$5,000.00
3	DEWATERING	LF	\$30.00	5000	\$150,000.00	5500.00	\$165,000.00
4	CLEAR AND GRUBB	ACRE	\$4,000.00	7	\$28,000.00	8.00	\$32,000.00
5	REMOVE BITUMINOUS	SY	\$3.50	2900	\$10,150.00	0.00	\$0.00
6	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	200	\$700.00	0	\$0.00
7	SELECT GRANULAR BORROW	CY	\$8.00	1000	\$8,000.00	0	\$0.00
8	STRIP & SALVAGE TOPSOIL	CY	\$3.00	40000	\$120,000.00	47000	\$141,000.00
9	REPLACE TOPSOIL	CY	\$3.00	40000	\$120,000.00	47000	\$141,000.00
10	AGGREGATE BASE CLASS 5	TON	\$16.00	1900	\$30,400.00	0	\$0.00
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.00	150	\$450.00	0	\$0.00
12	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	\$67.00	350	\$23,450.00	0	\$0.00
13	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	TON	\$65.00	350	\$22,750.00	0	\$0.00
14	GRANULAR TRENCH BACKFILL (SANITARY)	CY	\$6.00	14500	\$87,000.00	12700	\$76,200.00
15	AGGREGATE PIPE BEDDING (SANITARY)	CY	\$35.00	1800	\$63,000.00	1600	\$56,000.00
16	SANITARY MH CASTING R-1642	EACH	\$450.00	30	\$13,500.00	31	\$13,950.00
17	CONSTRUCT 48" MANHOLE	LF	\$250.00	990	\$247,500.00	1100	\$275,000.00
18	10" PVC SDR-35 SANITARY SEWER PIPE (10'-14")	LF	\$25.00	0	\$0.00	0	\$0.00
19	10" PVC SDR-26 SANITARY SEWER PIPE (14'-20")	LF	\$40.00	0	\$0.00	0	\$0.00
20	10" PVC SDR-26 SANITARY SEWER PIPE (20'-24")	LF	\$45.00	0	\$0.00	0	\$0.00
21	10" DIP CL. 52 SANITARY SEWER PIPE (24'-30")	LF	\$70.00	400	\$28,000.00	400	\$28,000.00
22	10" DIP CL. 52 SANITARY SEWER PIPE (31'-35")	LF	\$80.00	0	\$0.00	0	\$0.00
23	10" DIP CL. 52 SANITARY SEWER PIPE (36-40)	LF	\$110.00	400	\$44,000.00	800	\$88,000.00
24	10" DIP CL. 52 SANITARY SEWER PIPE (41-45)	LF	\$135.00	1150	\$155,250.00	1150	\$155,250.00
25	10" DIP CL. 52 SANITARY SEWER PIPE (45-50)	LF	\$190.00	0	\$0.00	0	\$0.00
26	10" DIP CL. 52 SANITARY SEWER PIPE (51-55)	LF	\$130.00	0	\$0.00	0	\$0.00
27	10" DIP CL. 52 SANITARY SEWER PIPE (56-60)	LF	\$280.00	0	\$0.00	0	\$0.00
28	12" PVC SDR-35 SANITARY SEWER PIPE (0'-14")	LF	\$30.00	0	\$0.00	0	\$0.00
29	12" PVC SDR-26 SANITARY SEWER PIPE (14'-20")	LF	\$45.00	0	\$0.00	0	\$0.00
30	12" PVC SDR-26 SANITARY SEWER PIPE (20-24)	LF	\$55.00	0	\$0.00	0	\$0.00
31	12" DIP CL. 52 SANITARY SEWER PIPE (24-30)	LF	\$80.00	1150	\$92,000.00	400	\$32,000.00
32	12" DIP CL. 52 SANITARY SEWER PIPE (30-35)	LF	\$90.00	600	\$54,000.00	1050	\$94,500.00
33	12" DIP CL. 52 SANITARY SEWER PIPE (35-40)	LF	\$120.00	1650	\$198,000.00	1000	\$120,000.00
34	12" DIP CL. 52 SANITARY SEWER PIPE (40-45)	LF	\$150.00	1650	\$247,500.00	400	\$60,000.00
35	12" DIP CL. 52 SANITARY SEWER PIPE (45-50)	LF	\$210.00	850	\$178,500.00	950	\$199,500.00
36	12" DIP CL. 52 SANITARY SEWER PIPE (51-55)	LF	\$250.00	850	\$212,500.00	1900	\$475,000.00
37	12" DIP CL. 52 SANITARY SEWER PIPE (56-60)	LF	\$290.00	450	\$130,500.00	450	\$130,500.00
38	8" PVC C905 DR-18 FORCEMAIN	LF	\$30.00	2400	\$72,000.00	2400	\$72,000.00
39	4" PVC C905 DR-18 FORCEMAIN	LF	\$20.00	2200	\$44,000.00	2200	\$44,000.00
40	CONNECT TO EXISTING SANITARY SEWER	EA	\$5,000.00	1	\$5,000.00	1	\$5,000.00
41	24" STEEL CASING	LF	\$200.00	700	\$140,000.00	800	\$160,000.00
42	6" CONCRETE DRIVEWAY PAVEMENT	SY	\$45.00	300	\$13,500.00	0	\$0.00
43	SILT FENCE, TYPE MACHINE SLUCED	LF	\$1.80	24000	\$43,200.00	26000	\$46,800.00
44	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$1,000.00	8	\$8,000.00	9	\$9,000.00
45	SEED, FERTILIZE, & MULCH	ACRE	\$1,000.00	16	\$16,000.00	20	\$20,000.00
46	SODDING & WATERING (TYPE LAWN)	SY	\$3.00	7300	\$21,900.00	0	\$0.00
47	EROSION CONTROL BLANKET CATEGORY 3	SY	\$3.00	1000	\$3,000.00	1000	\$3,000.00
48	LIFT STATION #1 (8" DIA. PRECAST)	LS	\$440,000.00	1	\$440,000.00	1	\$440,000.00
49	LIFT STATION #1 AIR RELEASE VALVE	EA	\$30,000.00	1	\$30,000.00	1	\$30,000.00
50	LIFT STATION #3 (6" DIA. PRECAST)	LS	\$220,000.00	1	\$220,000.00	1	\$220,000.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS					\$3,124,250.00		\$3,367,700.00
15% CONTINGENCY					\$468,600.00		\$505,200.00
SUB TOTAL					\$3,592,850.00		\$3,872,900.00
23% OVERHEAD COSTS					\$826,400.00		\$890,800.00
ENGINEER'S ESTIMATED BASE SANITARY TRUNK PROJECT COST					\$4,419,300.00		\$4,763,700.00

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	QUANTITY	COST
1	MOBILIZATION	LS	\$10,000.00	1	\$10,000.00
2	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00
3	CLEAR AND GRUBB	ACRE	\$4,000.00	16	\$64,000.00
4	STRIP & SALVAGE TOPSOIL	CY	\$3.00	63000	\$189,000.00
5	REPLACE TOPSOIL	CY	\$3.00	63000	\$189,000.00
6	GRANULAR TRENCH BACKFILL (WATERMAIN)	CY	\$6.00	49000	\$294,000.00
7	AGGREGATE PIPE BEDDING (WATERMAIN)	CY	\$35.00	6100	\$213,500.00
8	12" DIP CL. 52 WATERMAIN PIPE	LF	\$55.00	4700	\$258,500.00
9	16" DIP CL. 52 WATERMAIN PIPE	LF	\$80.00	38000	\$3,040,000.00
10	12" GATE VALVE AND BOX	EA	\$3,000.00	6	\$18,000.00
11	16" GATE VALVE AND BOX	EA	\$7,000.00	29	\$203,000.00
12	HYDRANT W/ VALVE	EA	\$4,500.00	80	\$360,000.00
13	SILT FENCE, TYPE MACHINE SLUCED	LF	\$1.80	61500	\$110,700.00
14	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$1,000.00	8	\$8,000.00
15	SEED, FERTILIZE, & MULCH	ACRE	\$1,000.00	16	\$16,000.00
16	EROSION CONTROL BLANKET CATEGORY 3	SY	\$3.00	5000	\$15,000.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS					\$5,003,700.00
15% CONTINGENCY					\$750,600.00
SUB TOTAL					\$5,754,300.00
23% OVERHEAD COSTS					\$1,323,500.00
ENGINEER'S ESTIMATED WATERMAIN TOTAL PROJECT COST					\$7,077,800.00

	OPTION 1B	OPTION 2B
BASE TRUNK SANITARY SEWER	\$3,124,250.00	\$3,367,700.00
OPTION A	\$787,100.00	\$787,100.00
OPTION B	\$329,100.00	\$329,100.00
TRUNK WATERMAIN	\$5,003,700.00	\$5,003,700.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS (WITH OPTION B)	\$8,457,050.00	\$8,700,500.00
15% CONTINGENCY	\$1,268,600.00	\$1,305,100.00
SUB TOTAL	\$9,725,650.00	\$10,005,600.00
23% OVERHEAD COSTS	\$2,236,900.00	\$2,301,300.00
ENGINEER'S ESTIMATED TOTAL PROJECT COST (WITH OPTION B)	\$11,962,600.00	\$12,306,900.00

**CITY OF INVER GROVE HEIGHTS
NORTHWEST AREA - ARGENTA DISTRICT**

COST COMPARISON OPTION A (LIFT STATION #2) VS. OPTION B (GRAVITY SYSTEM)

BMI PROJECT NO. T18.107661
DATE: 3/26/14

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	OPTION B (GRAVITY SYSTEM)	
				QUANTITY	COST
1	MOBILIZATION	LS	\$30,000.00	1	\$30,000.00
2	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00
3	DEWATERING	LF	\$30.00	2700	\$81,000.00
3	CLEAR & GRUBB	ACRE	\$4,000.00	3.00	\$12,000.00
4	STRIP & SALVAGE TOPSOIL	CY	\$3.00	17000	\$51,000.00
5	REPLACE TOPSOIL	CY	\$3.00	17000	\$51,000.00
6	GRANULAR TRENCH BACKFILL	CY	\$6.00	4900	\$29,400.00
7	AGGREGATE PIPE BEDDING	CY	\$35.00	625	\$21,875.00
8	SANITARY MH CASTING R-1642	EACH	\$450.00	15	\$6,750.00
9	CONSTRUCT 48" MANHOLE	LF	\$250.00	475	\$118,750.00
10	8" PVC SDR-35 SANITARY SEWER PIPE (0'-13')	LF	\$20.00	0	\$0.00
11	8" PVC SDR-26 SANITARY SEWER PIPE (14'-20')	LF	\$32.00	0	\$0.00
12	8" PVC SDR-26 SANITARY SEWER PIPE (21'-24')	LF	\$40.00	800	\$32,000.00
13	8" DIP CL. 52 SANITARY SEWER PIPE (25'-30')	LF	\$65.00	950	\$61,750.00
14	8" DIP CL. 52 SANITARY SEWER PIPE (31'-35')	LF	\$75.00	400	\$30,000.00
15	8" DIP CL. 52 SANITARY SEWER PIPE (36-40)	LF	\$100.00	1425	\$142,500.00
16	8" DIP CL. 52 SANITARY SEWER PIPE (41-45)	LF	\$120.00	650	\$78,000.00
17	8" DIP CL. 52 SANITARY SEWER PIPE (46-50)	LF	\$170.00	0	\$0.00
18	8" DIP CL. 52 SANITARY SEWER PIPE (50'-55')	LF	\$210.00	0	\$0.00
19	8" DIP CL. 52 SANITARY SEWER PIPE (56-60)	LF	\$250.00	0	\$0.00
20	SILT FENCE, TYPE MACHINE SLICED	LF	\$1.80	8100	\$14,580.00
21	SILT CURTAIN	LF	\$8.00	1400	\$11,200.00
22	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$1,000.00	2	\$2,000.00
23	SEED, FERTILIZE, & MULCH	ACRE	\$1,000.00	8	\$8,000.00
24	EROSION CONTROL BLANKET CATEGORY 3	SY	\$3.00	100	\$300.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS					\$787,100.00
15% CONTINGENCY					\$118,065.00
SUB TOTAL					\$905,165.00
23% OVERHEAD COSTS					\$208,200.00
ENGINEERS ESTIMATE FOR OPTION B					\$1,113,400.00

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	OPTION A (LIFT STATION #2)	
				QUANTITY	COST
1	MOBILIZATION	LS	\$20,000.00	1	\$20,000.00
2	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00
3	CLEAR & GRUBB	ACRE	\$7,000.00	0.50	\$3,500.00
4	STRIP & SALVAGE TOPSOIL	CY	\$3.00	1250	\$3,750.00
5	REPLACE TOPSOIL	CY	\$3.00	1250	\$3,750.00
6	GRANULAR TRENCH BACKFILL	CY	\$6.00	1126	\$6,755.56
7	AGGREGATE PIPE BEDDING	CY	\$35.00	150	\$5,250.00
8	4" PVC C905 DR-18 FORCEMAIN	LF	\$20.00	950	\$19,000.00
9	12" STEEL CASING	LF	\$100.00	80	\$8,000.00
10	SILT FENCE, TYPE MACHINE SLICED	LF	\$1.80	1900	\$3,420.00
11	SILT CURTAIN	LF	\$8.00	500	\$4,000.00
12	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$1,000.00	1	\$1,000.00
13	SEED, FERTILIZE, & MULCH	ACRE	\$1,000.00	1	\$500.00
14	EROSION CONTROL BLANKET CATEGORY 3	SY	\$3.00	50	\$150.00
15	LIFT STATION #2 (6' DIA. PRECAST)	LS	\$245,000.00	1	\$245,000.00
ENGINEERS ESTIMATED CONSTRUCTION TOTALS					\$329,100.00
15% CONTINGENCY					\$49,365.00
SUB TOTAL					\$378,465.00
23% OVERHEAD COSTS					\$87,000.00
ENGINEERS ESTIMATE FOR OPTION A					\$465,500.00



APPENDIX B

EXHIBITS

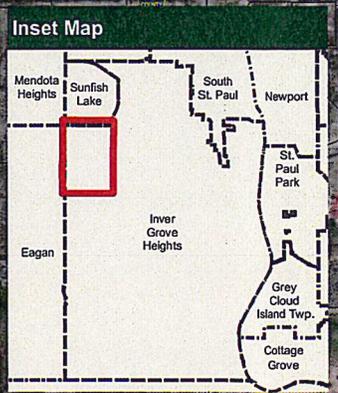
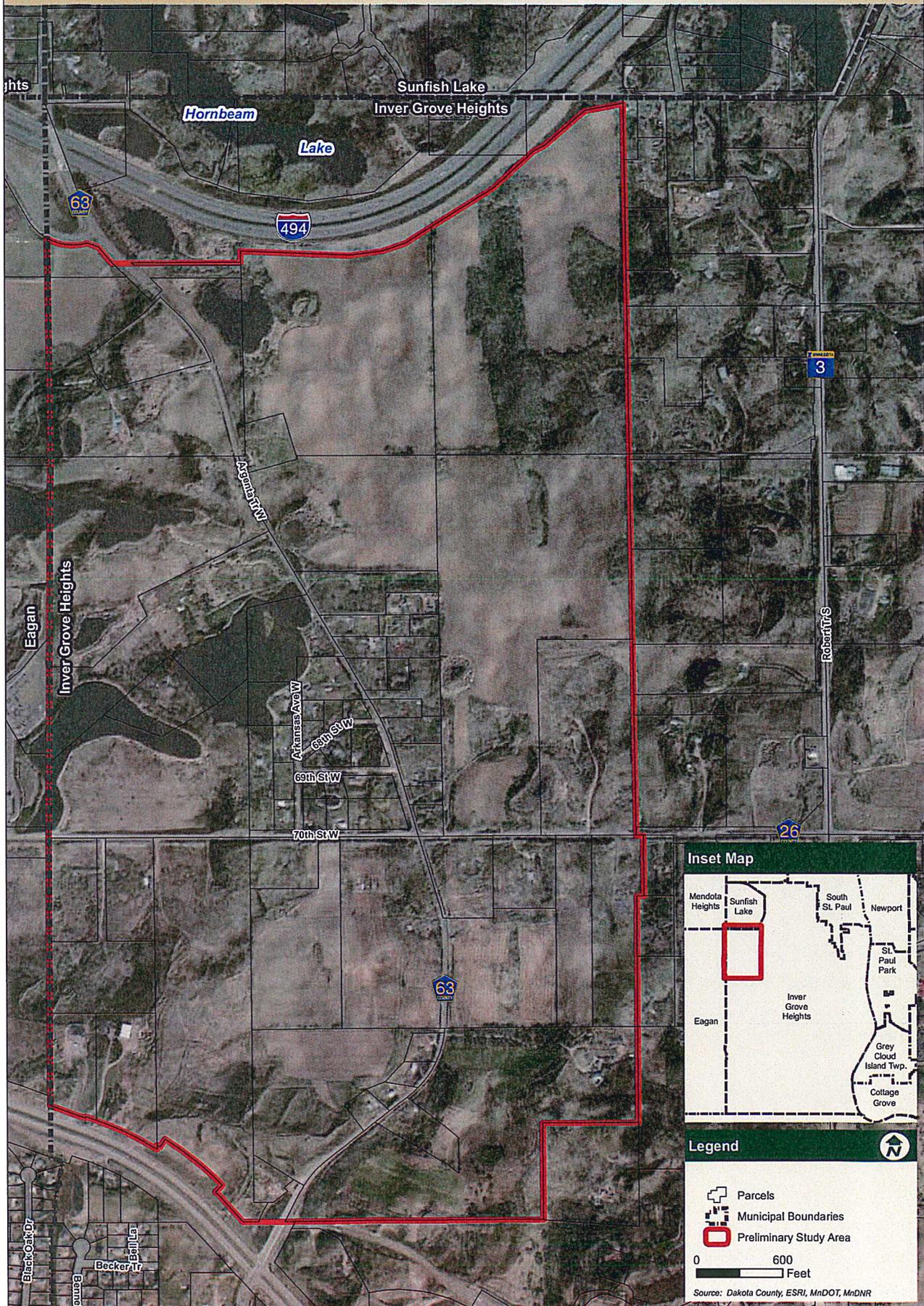


Proposed Trunk Utility Improvements

City of Inver Grove Heights

Utility Study Area - Figure 1

April, 2014



Legend

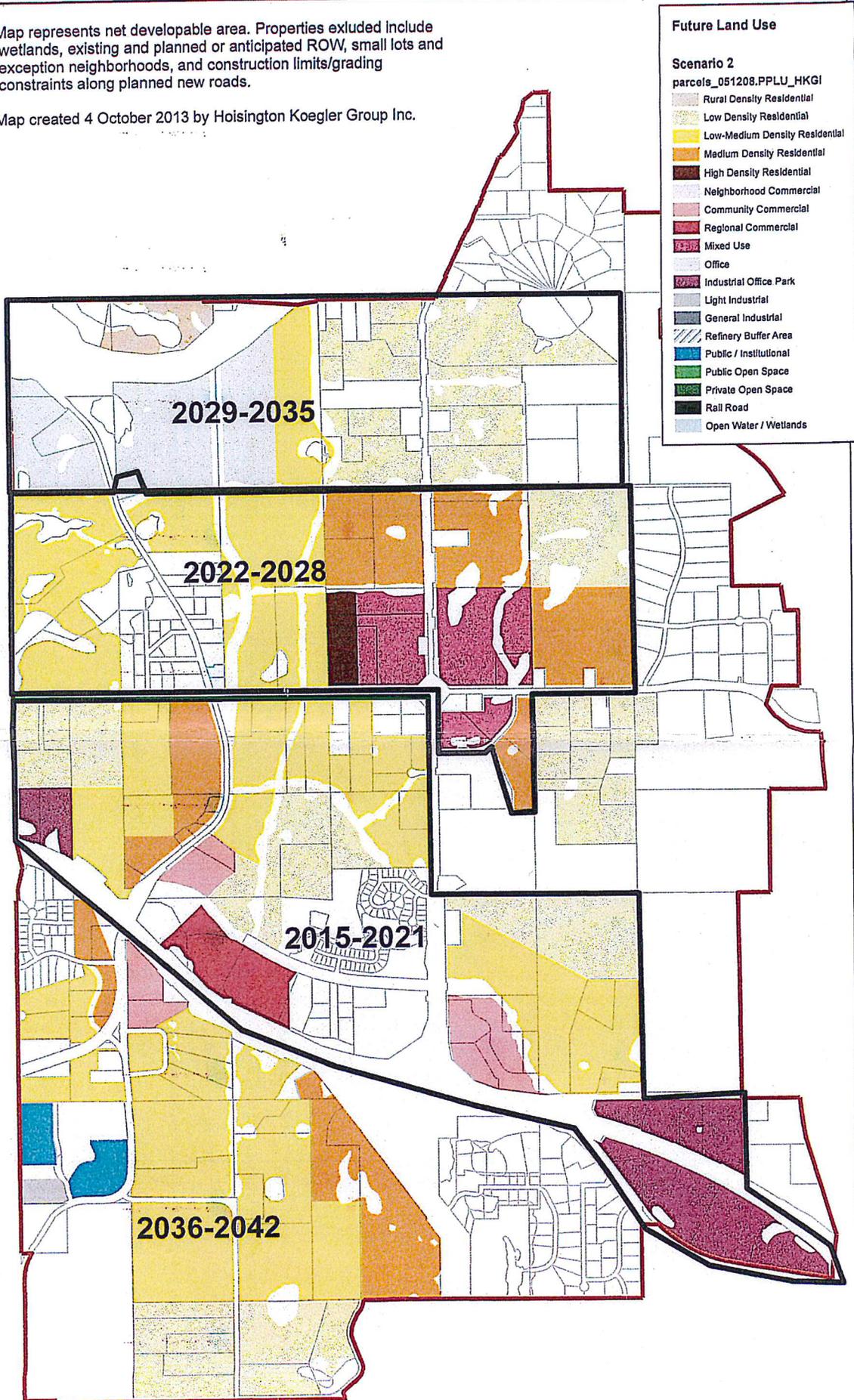
- Parcels
- Municipal Boundaries
- Preliminary Study Area

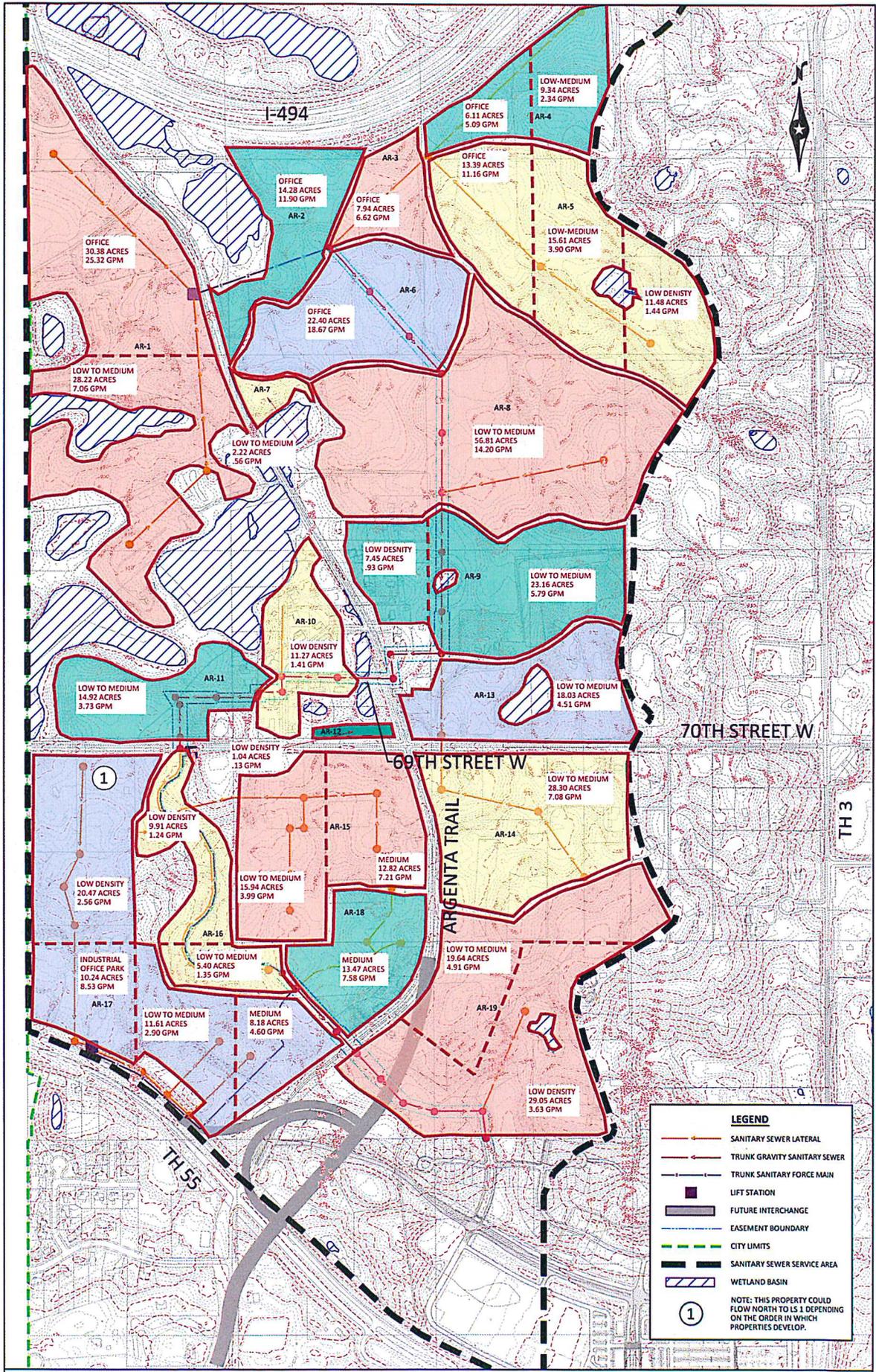
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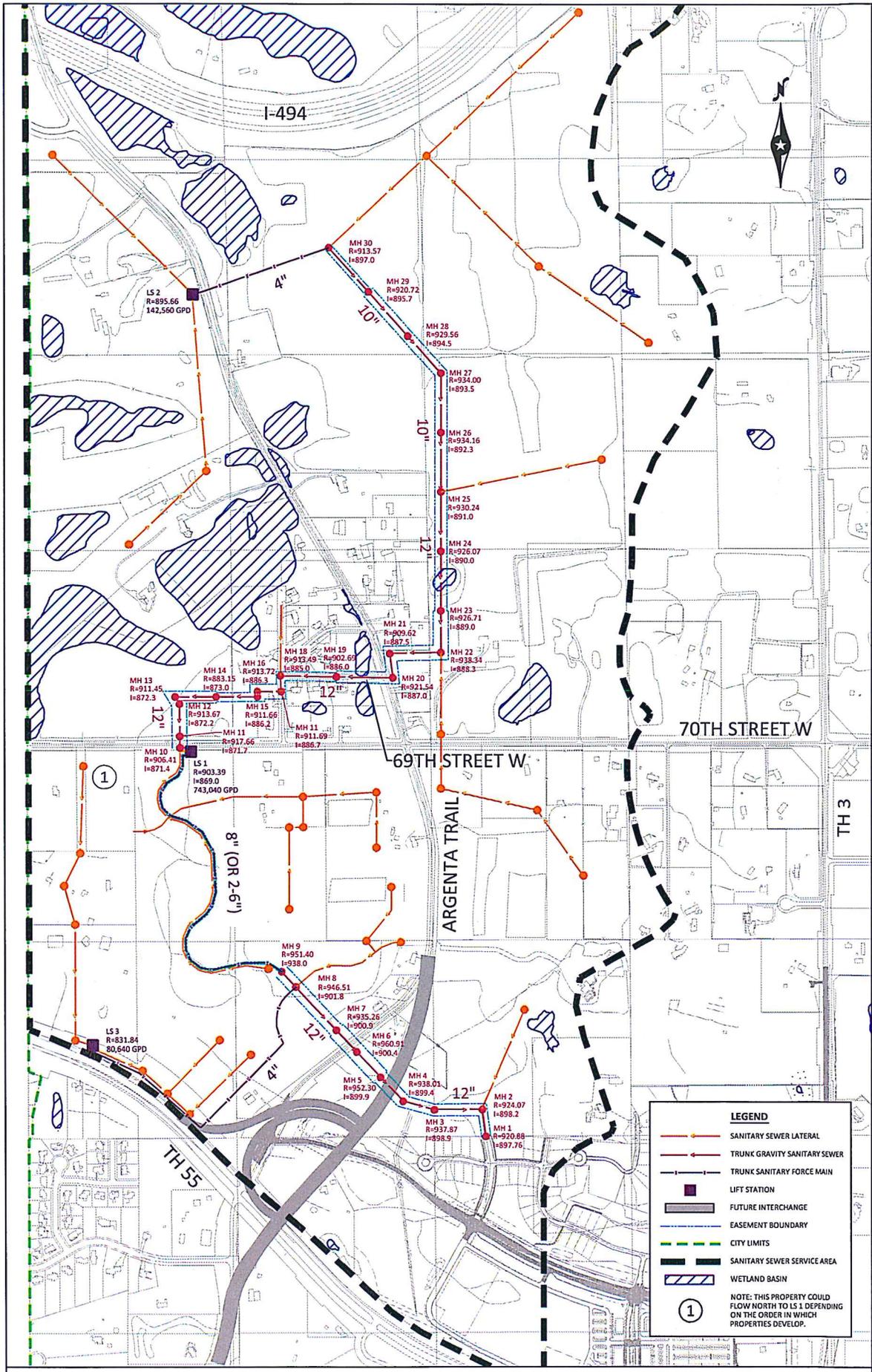
Source: Dakota County, ESRI, MnDOT, MnDNR

Map represents net developable area. Properties excluded include wetlands, existing and planned or anticipated ROW, small lots and exception neighborhoods, and construction limits/grading constraints along planned new roads.

Map created 4 October 2013 by Hoisington Koegler Group Inc.







LEGEND

- SANITARY SEWER LATERAL
- TRUNK GRAVITY SANITARY SEWER
- TRUNK SANITARY FORCE MAIN
- LIFT STATION
- FUTURE INTERCHANGE
- EASEMENT BOUNDARY
- - - CITY LIMITS
- - - SANITARY SEWER SERVICE AREA
- ▨ WETLAND BASIN

①
NOTE: THIS PROPERTY COULD FLOW NORTH TO LS 1 DEPENDING ON THE ORDER IN WHICH PROPERTIES DEVELOP.

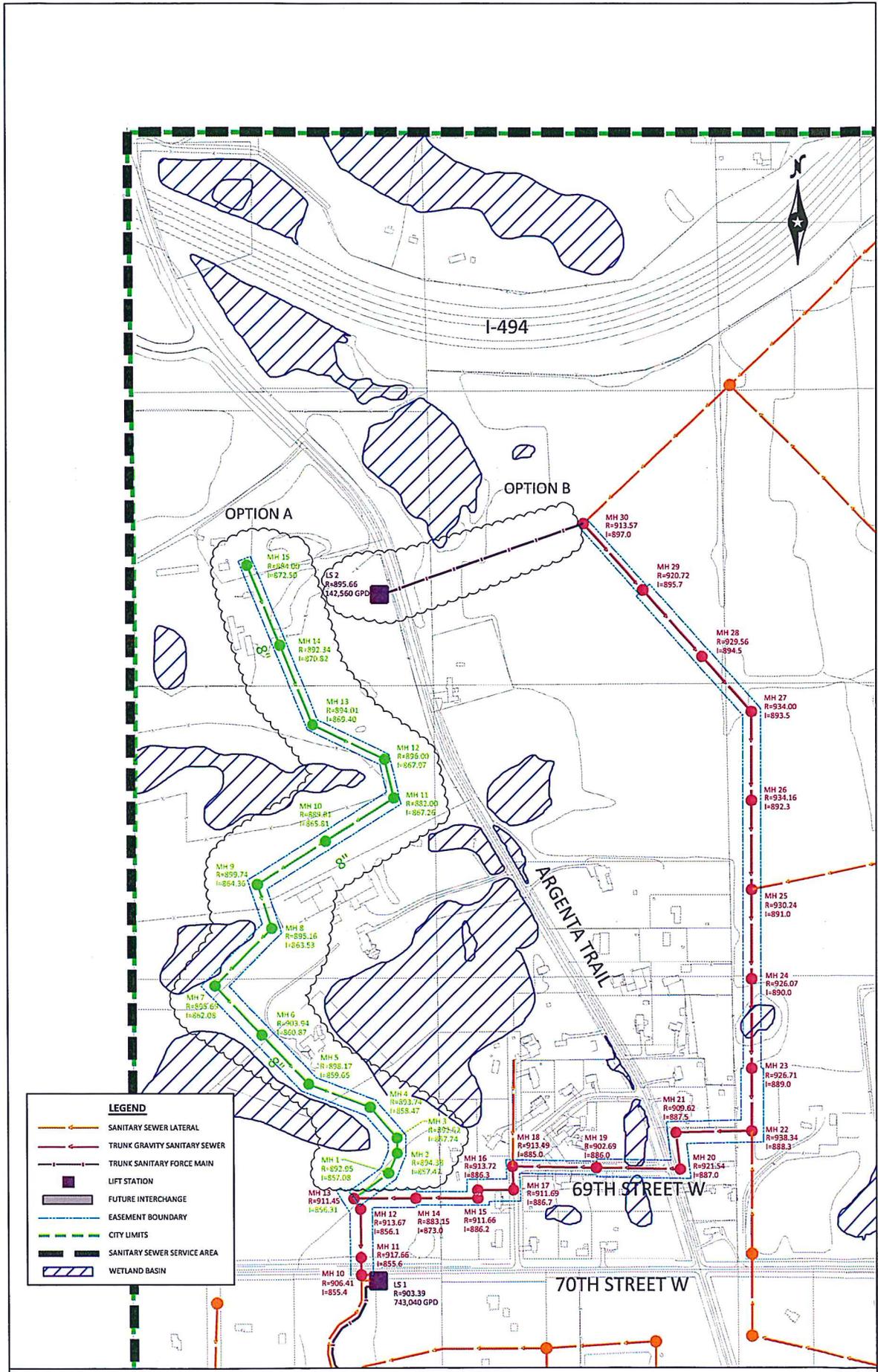


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 CHASKA, MN RAINES, MN MAPLEWOOD, MN BAXTER, MN ROCHESTER, MN
 AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

CITY OF INVER GROVE HEIGHTS, MINNESOTA
 NORTHWEST AREA TRUNK UTILITIES - ARGENTA DISTRICT
 SANITARY SEWER OPTION 1B
 APRIL, 2014

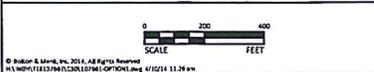
FIGURE NO. 4

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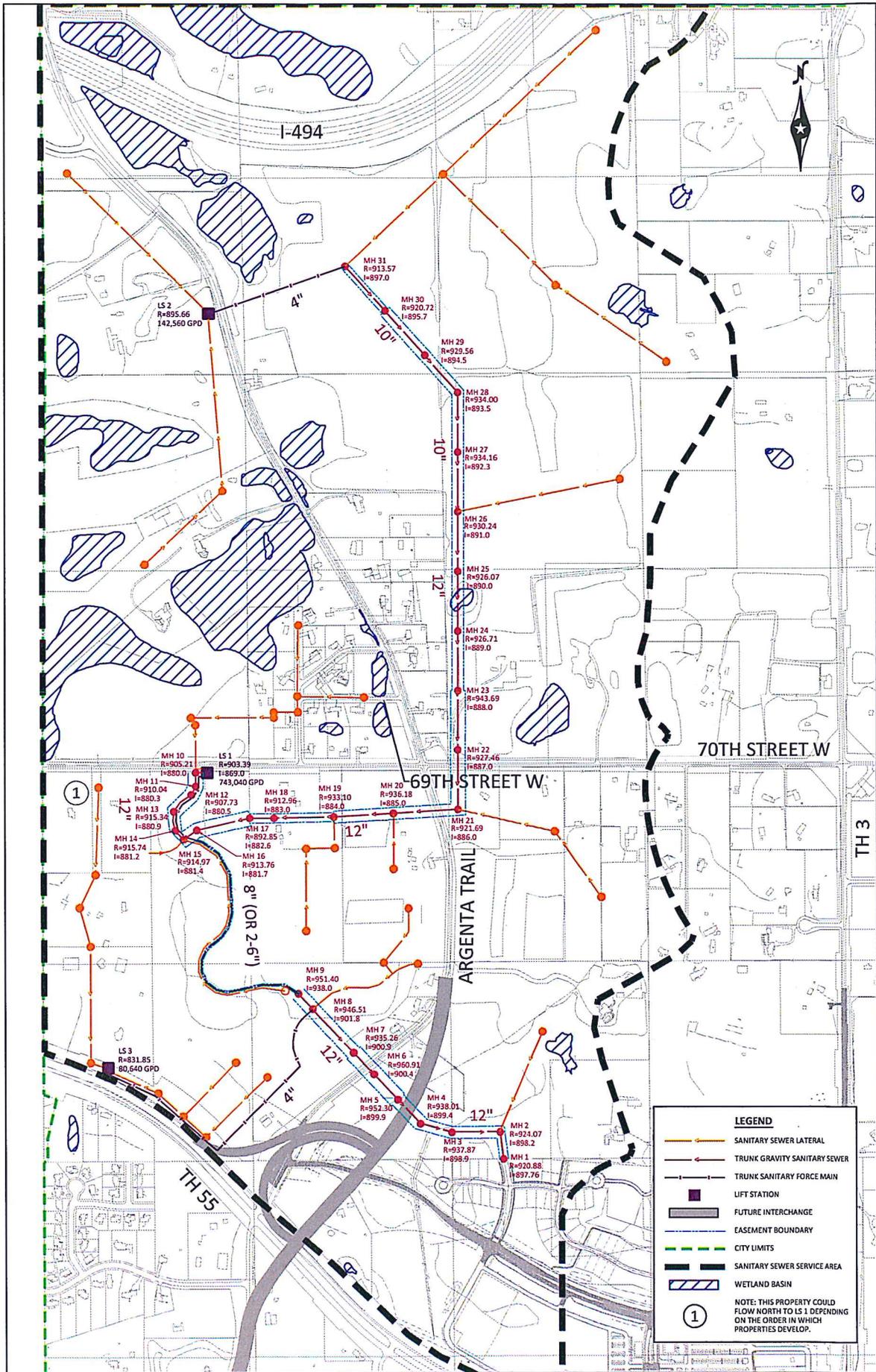
LEGEND

- SANITARY SEWER LATERAL
- TRUNK GRAVITY SANITARY SEWER
- TRUNK SANITARY FORCE MAIN
- LIFT STATION
- FUTURE INTERCHANGE
- EASEMENT BOUNDARY
- CITY LIMITS
- SANITARY SEWER SERVICE AREA
- WETLAND BASIN



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CITY OF INVER GROVE HEIGHTS, MINNESOTA
 NORTHWEST AREA TRUNK UTILITIES - ARGENTA DISTRICT
 SANITARY SEWER OPTIONS - NORTHERN ARGENTA DISTRICT
 APRIL, 2014 FIGURE NO. 5



LEGEND

- SANITARY SEWER LATERAL
- TRUNK GRAVITY SANITARY SEWER
- TRUNK SANITARY FORCE MAIN
- LIFT STATION
- FUTURE INTERCHANGE
- EASEMENT BOUNDARY
- CITY LIMITS
- SANITARY SEWER SERVICE AREA
- WETLAND BASIN

①
NOTE: THIS PROPERTY COULD FLOW NORTH TO LS 1 DEPENDING ON THE ORDER IN WHICH PROPERTIES DEVELOP.

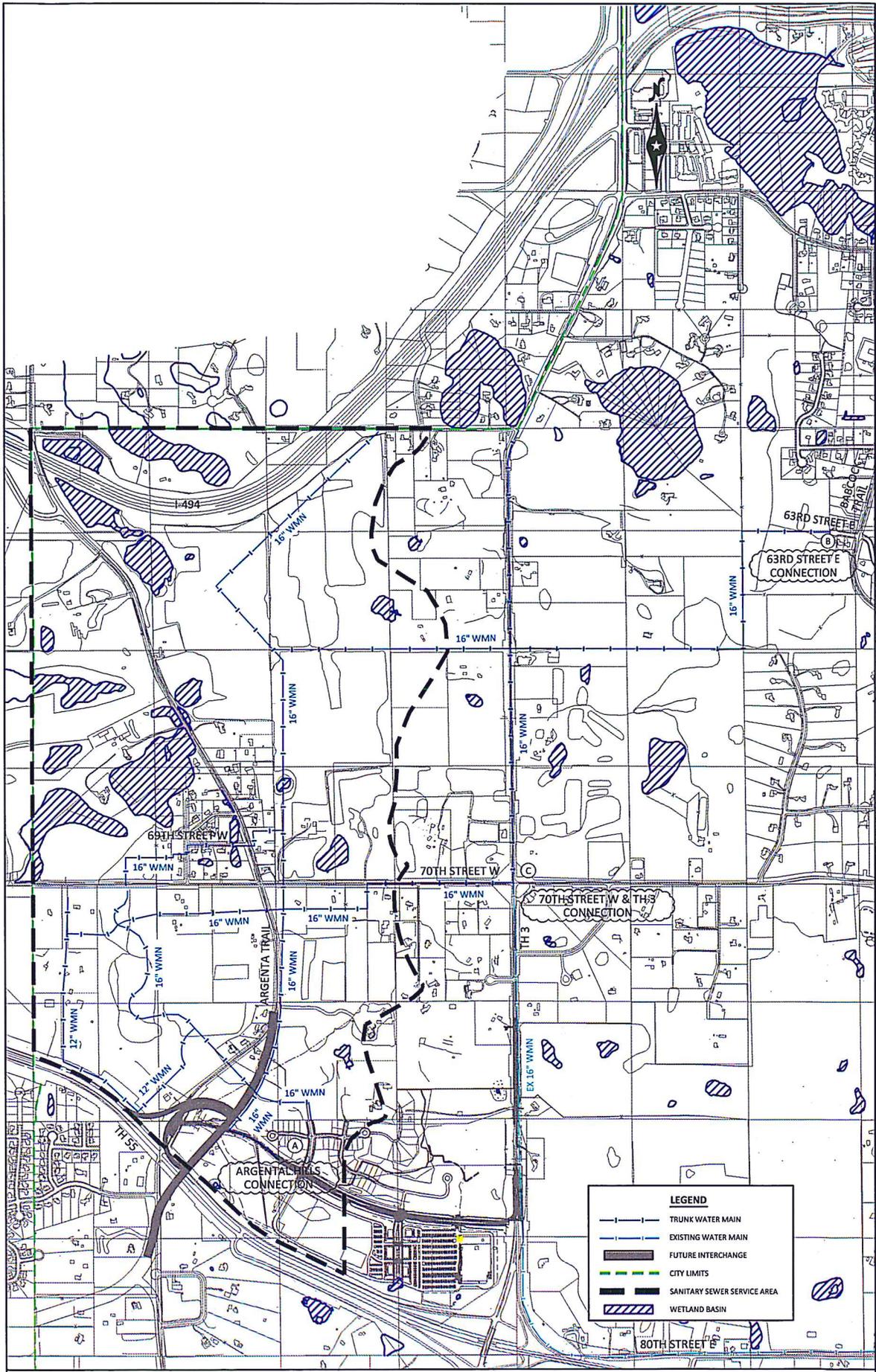
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CHASKA, MN BRANSON, MN KALEIDOSCOPE, MN HATFIELD, MN ROCHESTER, MN
AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

CITY OF INVER GROVE HEIGHTS, MINNESOTA
NORTHWEST AREA TRUNK UTILITIES - ARGENTA DISTRICT
SANITARY SEWER OPTION 2B

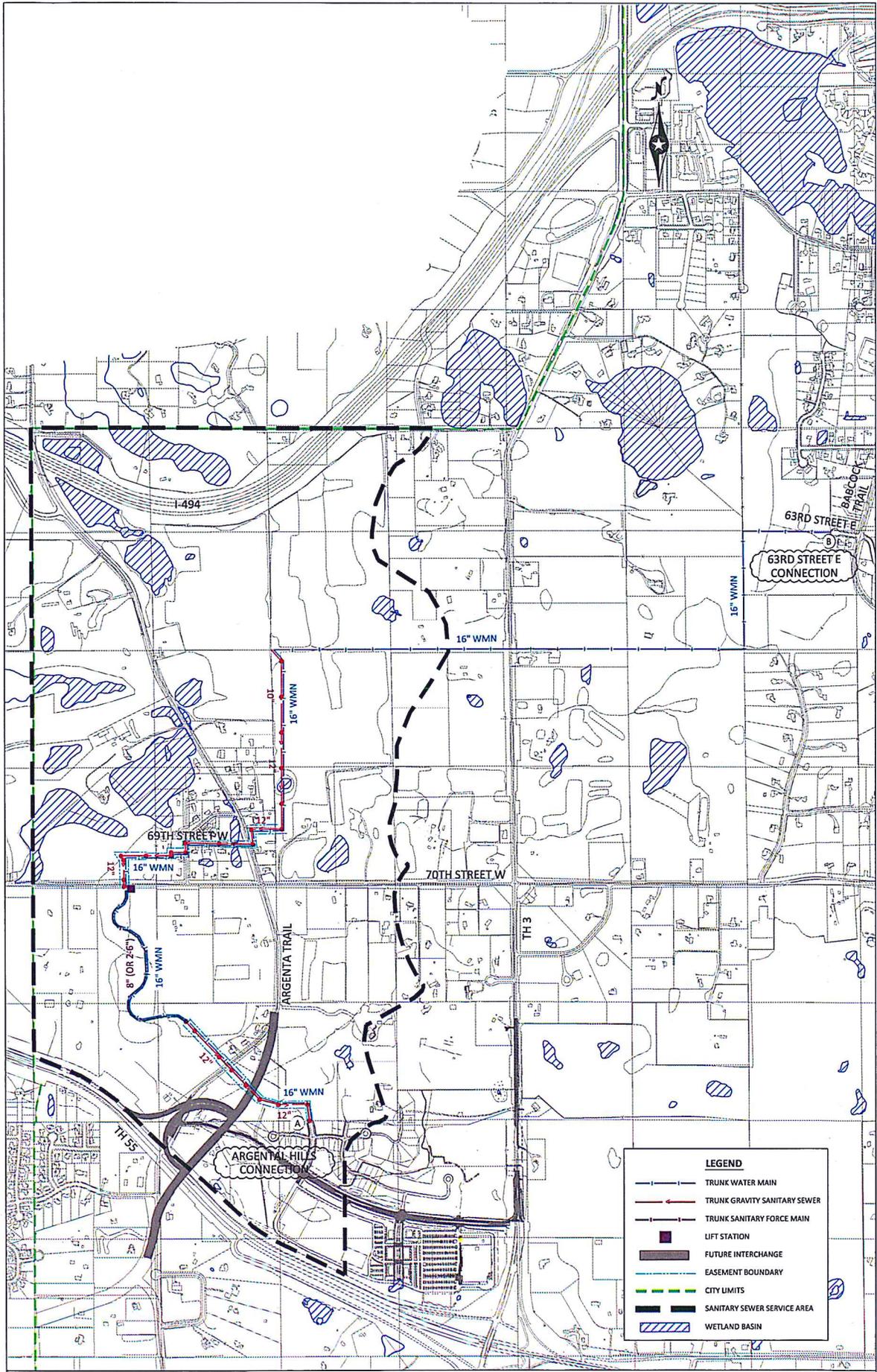
APRIL, 2014

FIGURE NO. 6



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CITY OF INVER GROVE HEIGHTS, MINNESOTA
 NORTHWEST AREA TRUNK UTILITIES - ARGENTA DISTRICT
 TRUNK WATER MAIN
 APRIL, 2014



LEGEND

- TRUNK WATER MAIN
- TRUNK GRAVITY SANITARY SEWER
- TRUNK SANITARY FORCE MAIN
- LIFT STATION
- FUTURE INTERCHANGE
- EASEMENT BOUNDARY
- CITY LIMITS
- SANITARY SEWER SERVICE AREA
- WETLAND BASIN



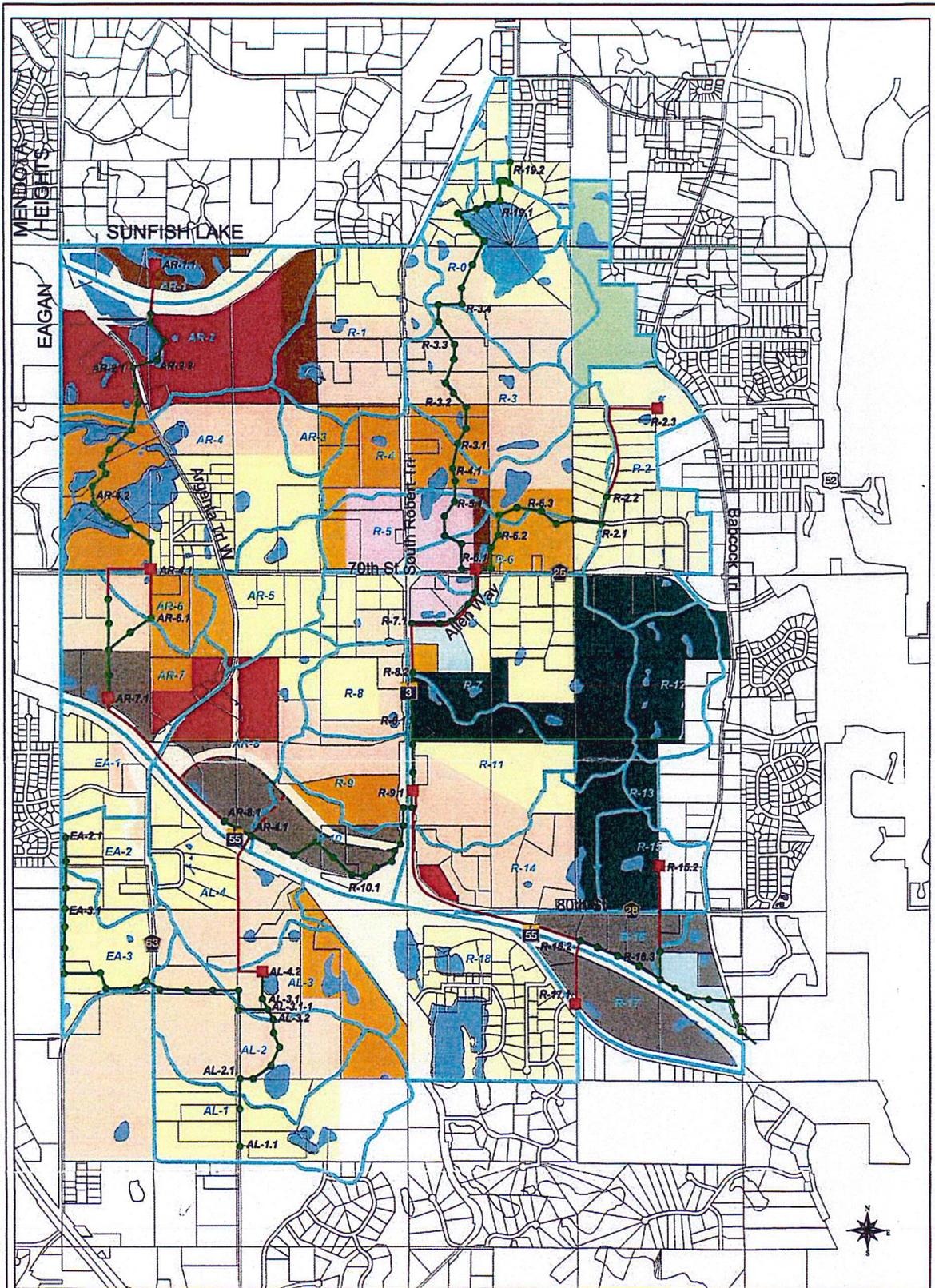
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 CHASSA, MN RANNEY, MN HAWLEWOOD, MN BARTER, MN ROCHESTER, MN
 AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

CITY OF INVER GROVE HEIGHTS, MINNESOTA
 NORTHWEST AREA TRUNK UTILITIES - ARGENTA DISTRICT
 INITIAL REQUIRED TRUNK UTILITIES

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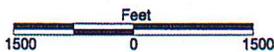


APPENDIX C
**EXHIBIT FROM ORIGINAL
BONESTROO FEASIBILITY**



City of Inver Grove Heights

**Proposed Utility Extensions
with
Proposed Land Use**



Appendix C
Figure 1

April 2005
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- | | |
|----------------------------|-------------------|
| Gravity Sewer forcemain | Basin Boundary |
| Alternate gravity sewer | Basin ID |
| Alternate forcemain | Project Boundary |
| manhole | |
| Lift station | |
| Land Use Category | |
| Commercial | Pub/Institutional |
| Industrial/Office | Mixed Use |
| Low Density Residential | Golf Course |
| Low/Medium Density | Park |
| Medium Density Residential | Right-of-Way |
| High Density Residential | Water |



APPENDIX D

SANITARY SEWER FLOW MODELING



Option A Pipes													
Element ID	From (Inlet) Node	To (Outlet) Node	Length (ft)	Inlet Invert Elevation (ft)	Outlet Invert Elevation (ft)	Total Drop (ft)	Average Slope (%)	Pipe Diameter or Height (inches)	Peak Flow (gpm)	Max Flow Velocity (ft/sec)	Design Flow Capacity (gpm)	Max Flow / Design Flow Ratio	Max Flow Depth / Total Depth Ratio
L2	MH2	MH1	185.35	898.17	897.76	0.41	0.2200	12.000	631.65	2.10	814.77	0.78	0.80
L8	MH8	MH2	839.77	928.45	898.17	30.28	3.6100	12.000	597.49	3.46	3289.53	0.18	0.52
L9	MH9	MH8	387.05	930.61	928.45	2.16	0.5600	12.000	516.10	3.69	1035.31	0.50	0.42
L13	MH13	LS1	421.63	886.56	885.72	0.84	0.2000	12.000	463.53	4.11	619.79	0.75	0.36
L18	MH18	MH13	862.95	888.00	886.56	1.44	0.1700	12.000	452.34	1.74	619.79	0.73	0.69
L20	MH20	MH18	843.95	889.60	888.00	1.60	0.1900	12.000	448.11	2.04	774.73	0.58	0.61
L22	MH22	MH20	180.25	890.70	889.60	1.10	0.6100	12.000	447.72	2.74	1353.32	0.33	0.47
L25	MH25	MH22	1013.16	892.00	890.70	1.30	0.1300	12.000	392.79	1.96	774.73	0.51	0.55
L27	MH27	MH25	868.03	894.80	892.00	2.80	0.3200	9.960	350.19	2.38	605.06	0.58	0.70
L30	MH30	MH27	1133.06	898.00	894.80	3.20	0.2800	9.960	294.18	2.24	566.16	0.52	0.53
L-EX	MH1	O1	165.35	897.76	897.40	0.36	0.2200	12.000	631.65	2.03	646.66	0.98	0.83

Option A Pumps					
Element ID	From (Inlet) Node	To (Outlet) Node	From (Inlet) Node Invert Elevation (ft)	To (Outlet) Node Invert Elevation (ft)	Peak Flow (gpm)
FM1	LS1	MH9	885.72	930.61	516.10
FM2	LS2	MH30	882.89	898.00	98.82
FM3	LS3	MH8	821.50	928.45	55.77



Option B Pipes												
Element ID	From (Inlet) Node	To (Outlet) Node	Length (ft)	Inlet Invert Elevation (ft)	Outlet Invert Elevation (ft)	Average Slope	Pipe Diameter or Height (inches)	Peak Flow (gpm)	Max Flow Velocity (ft/sec)	Design Flow Capacity (gpm)	Max Flow / Design Flow Ratio	Max Flow Depth / Total Depth Ratio
L2	MH2	MH1	185.35	898.17	897.76	0.2200	12.000	631.26	2.10	814.77	0.77	0.80
L8	MH8	MH2	839.77	928.45	898.17	3.6100	12.000	597.10	3.45	3289.53	0.18	0.52
L9	MH9	MH8	387.05	930.61	928.45	0.5600	12.000	515.71	3.69	1035.31	0.50	0.42
L13	MH13	LS1	421.63	886.56	885.72	0.2000	12.000	15.42	0.75	619.79	0.02	0.11
L18	MH18	MH13	862.95	888.00	886.56	0.1700	12.000	4.23	0.28	619.79	0.01	0.10
L21	MH21	MH20	427.68	886.00	885.00	0.2300	12.000	447.72	1.92	670.14	0.67	0.63
L25	MH25	MH23	1013.16	892.00	890.70	0.1300	12.000	392.79	1.95	774.73	0.51	0.56
L27	MH27	MH25	868.03	894.80	892.00	0.3200	9.960	350.19	2.36	605.06	0.58	0.69
L30	MH30	MH27	1133.06	898.00	894.80	0.2800	9.960	294.18	2.24	566.16	0.52	0.53

Option B Pumps					
Element ID	From (Inlet) Node	To (Outlet) Node	From (Inlet) Node Invert Elevation (ft)	To (Outlet) Node Invert Elevation (ft)	Peak Flow (gpm)
FM1	LS1	MH9	869.00	930.61	515.71
FM2	LS2	MH30	882.89	898.00	98.82
FM3	LS3	MH8	821.50	928.45	55.77



APPENDIX E
MARKET STUDY FOR EASEMENT COSTS

MARKET STUDY

SUMMARY OF LAND SALES FOR CITY OF INVER GROVE HEIGHTS UTILITY STUDY AREA

DATE OF MARKET STUDY:
APRIL 4, 2014



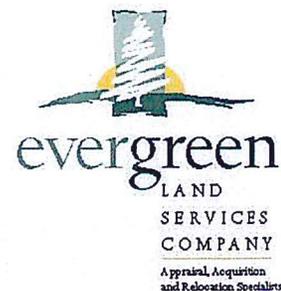
PREPARED FOR:
BOLTON & MENK, INC.
12224 NICOLLET AVENUE
BURNSVILLE, MN 55337



evergreen

PREPARED BY:
EVERGREEN LAND SERVICES
4131 OLD SIBLEY MEMORIAL HIGHWAY, SUITE 201
EAGAN, MN 55122

Evergreen Land Services Company
4131 Old Sibley Memorial Highway, Suite 201
Eagan, MN 55122
Tel: (651) 882-0200



April 4, 2014

Bolton & Menk, Inc.
Attn: Mr. Brian Hilgardner, P.E.
12224 Nicollet Avenue
Burnsville, MN 55337

RE: City of Inver Grove Heights Market Study

Dear Mr. Hilgardner:

It is our understanding that Bolton & Menk is part of a future utility project within the City of Inver Grove Heights, Minnesota. The purpose of this report is to provide market sales to use for consideration as data for parcels experiencing acquisitions for the future utility project.

At your request we have gathered land sales within the City of Inver Grove Heights and surrounding communities and prepared a market study analysis. The market study is based on sales that are considered market qualified. Several of the sales have not been verified by the appraiser at this time. Transactions that appeared to be between related parties, or older contract for deeds that were finalized, or sales influenced by atypical market motivations, were excluded from this study.

Please note that this area is difficult to value without having recent development occurring in the City of Inver Grove Heights. A good portion of the study area is currently agricultural land. Ideally, to find agricultural sales with future land use as commercial, industrial or residential, would be what is preferred. These types of sales were not available in this area. The majority of the sales used already had city sewer and water in place. This was taken into consideration when determining values. Typically land will sell for much less without utilities in place, but will sell higher than areas where no future extension of city sewer and water is planned.

With this being said, until a detailed appraisal is conducted on each individual property affected, the values could vary from the data provided.

Our conclusions from our market study are as follows:

Land Values for Future Commercial Use in Utility Study Area

½ to 5 acre parcels	\$5.00 to \$10.00 per square foot
5 to 20 acre parcels	\$4.00 to \$ 8.00 per square foot
20+ acre parcels	\$3.00 to \$ 7.00 per square foot

Land Values for Future Industrial/Office Use in Utility Study Area

5 to 10 acre parcels	\$2.00 to \$ 5.00 per square foot
25 to 50 acre parcels	\$1.00 to \$ 4.00 per square foot

Land Values for Low to Medium Density Residential Development Land Use in Utility Study Area

5 to 100 acre parcels	\$35,000 to \$75,000 per acre or \$0.80 to \$1.75/sf
-----------------------	---

Single Family Building Site Values in Utility Study Area

½ to 1.5 acre parcels	\$2.00 to \$5.00 per square foot
2 to 10 acre parcels	\$0.75 to \$2.00 per square foot

Please note that an "Office" zoning designation land value can be similar to "Industrial" values and therefore was considered similar for valuation purposes.

No party, other than the client, may use or rely upon this report without the prior written authorization.

If you have any questions regarding the information contained in this report, please call or email me. **A detailed summary page of any individual sale is available upon request.**

Sincerely,

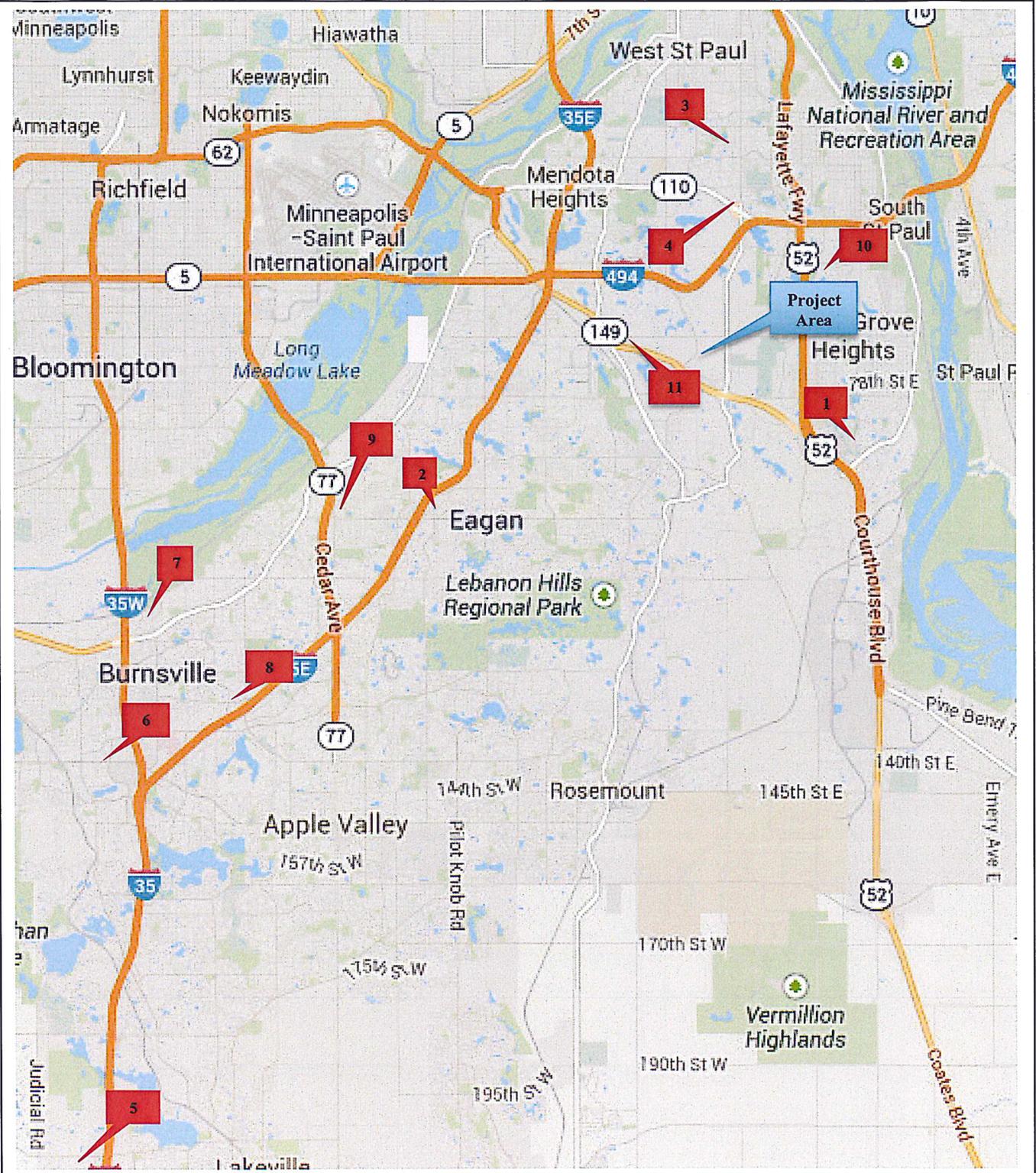


Patricia J. Nolan
Certified General Real Estate Appraiser
License #20243478
patrician@elsco.net

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COMMERCIAL LAND SALES & LISTINGS MAP



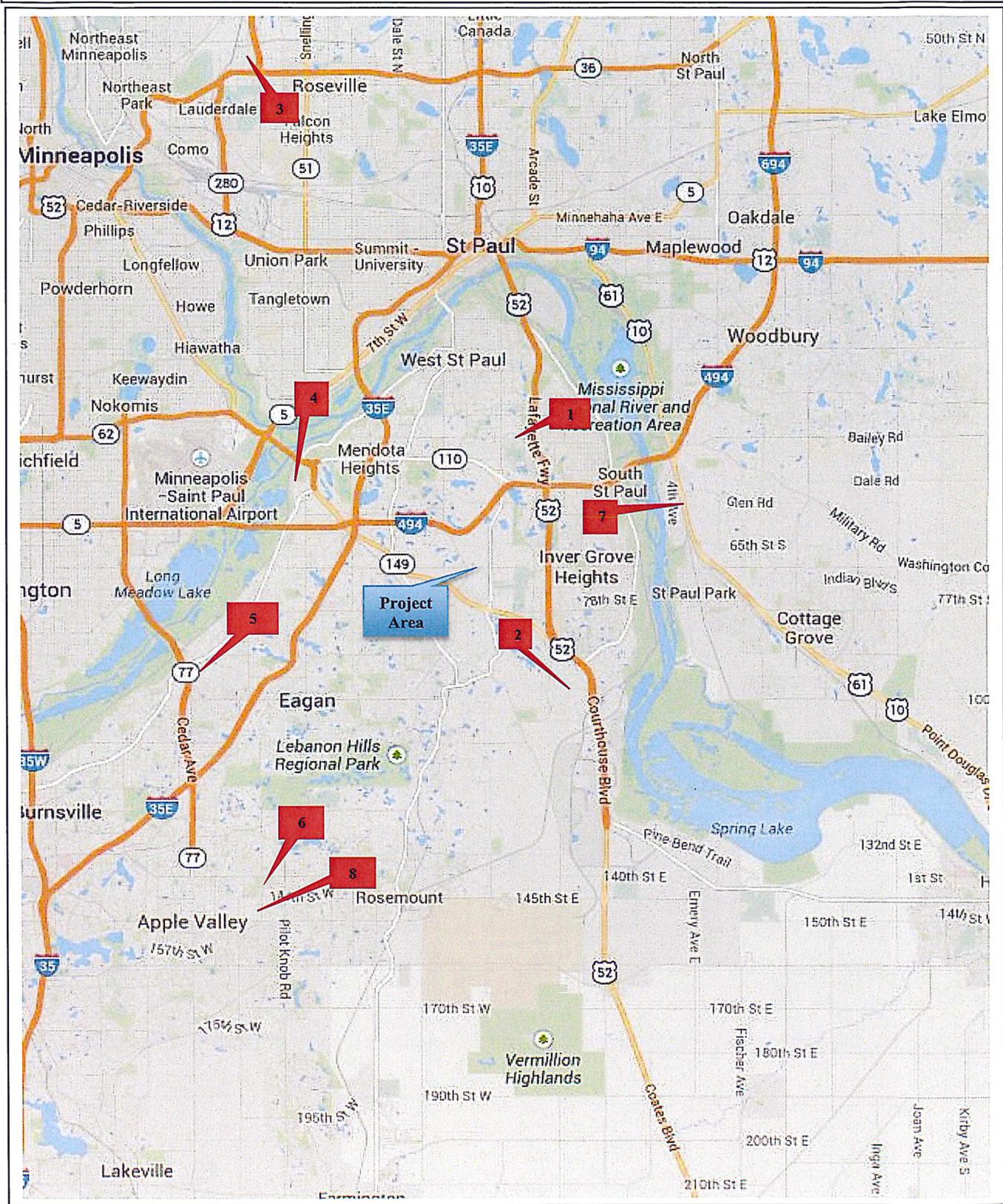
evergreen
Land Services

COMMERCIAL LAND SALES & LISTINGS SUMMARY

Sale #	Property Address	Sales Date	Size Acres/ & Square Feet	Sales Price	Price Per SF
	Sales				
1	9061 Buchanan Trail, Inver Grove Heights, MN	03/2009	1.01 ac or 43,995 sf	\$ 605,744	\$ 13.77
2	4245 Johnny Cake Ridge Road, Eagan, MN	04/2010	1.15 ac or 50,094 sf	\$ 568,000	\$ 11.34
3	1730 South Robert Street, Inver Grove Heights, MN	01/2010	1.45 ac or 63,162 sf	\$ 780,000	\$ 12.35
4	2079 South Robert Street, West St. Paul, MN	04/2009	1.55 ac or 67,518 sf	\$1,525,000	\$ 22.59
5	SWQ of I-35 & 205 th Ave.W., Lakeville, MN	08/2011	14.61 ac or 636,412 sf	\$3,673,535	\$ 5.77
6	1200 – 141st Street West, Burnsville, MN	06/2010	15.46 ac or 673,438 sf	\$7,475,000	\$ 11.10
7	12200 River Ridge Blvd., Burnsville, MN	09/2011	28.96 ac or 1,261,497 sf	\$6,250,000	\$ 4.95
	Listings				
8	XXX – 134 th E., Burnsville (PENDING SALE)	04/2014	4.09 ac or 178,134 sf	\$ 713,000	\$ 4.00
9	4195 Nicols Road, Eagan, MN	Current Listing	0.69 ac or 29,982 sf	\$ 400,000	\$ 13.34
10	SEQ of Upper 55 th St & Blaine Inver Grove Hts., MN	Current Listing	0.78 ac or 33,977 sf	\$ 280,500	\$ 8.25
11	Hwy. 55 & Lone Oak Road, Eagan, MN	Current Listing	2.95 ac or 128,535 sf	\$ 750,000	\$ 5.83

Average Price Per SF for Commercial Sales/Listings with Utilities in place = \$10.30/sf

INDUSTRIAL LAND SALES & LISTINGS MAP



INDUSTRIAL LAND SALES & LISTINGS SUMMARY

Sale #	Property Address	Sales Date	Size Acres/ & Square Feet	Sales Price	Price Per SF
	Sales				
1	260 Marie Avenue E., West St. Paul, MN	09/2013	1.25 ac or 54,637 sf	\$ 270,000	\$ 4.94
2	XXX Briggs Drive, Inver Grove Heights, MN	02/2014	1.82 ac or 79,279 sf	\$ 200,000	\$ 2.52
3	XXX Terminal Road, Roseville, MN	06/2011	5.92 ac or 257,697 sf	\$1,030,803	\$ 4.00
	Listings				
4	XXX Commerce Drive, Mendota Heights, MN	Current Listing	4.4 ac or 191,664 sf	\$ 958,320	\$ 5.00
5	Hwy. 77 and Hwy. 13, Eagan, MN	Current Listing	6.82 ac or 297,266	\$1,783,596	\$ 6.00
6	XXX Johnny Cake Ridge Rd. Apple Valley, MN	Current Listing	8.88 acres (can be subd.)		\$ 3.50 to \$ 5.50
7	910 Hastings Avenue Newport, MN	Current Listing	16.02 ac or 697,831 sf	\$1,275,000	\$ 1.83
8	6055 – 150 th Street W. Apple Valley, MN	Current Listing	20 ac or 871,200 sf	\$4,138,200	\$ 4.75

Average Price Per SF for Industrial Sales/Listings = \$4.25/sf

LOW TO MEDIUM DENSITY RESIDENTIAL DEVELOPMENT LAND SALES & LISTING SUMMARY

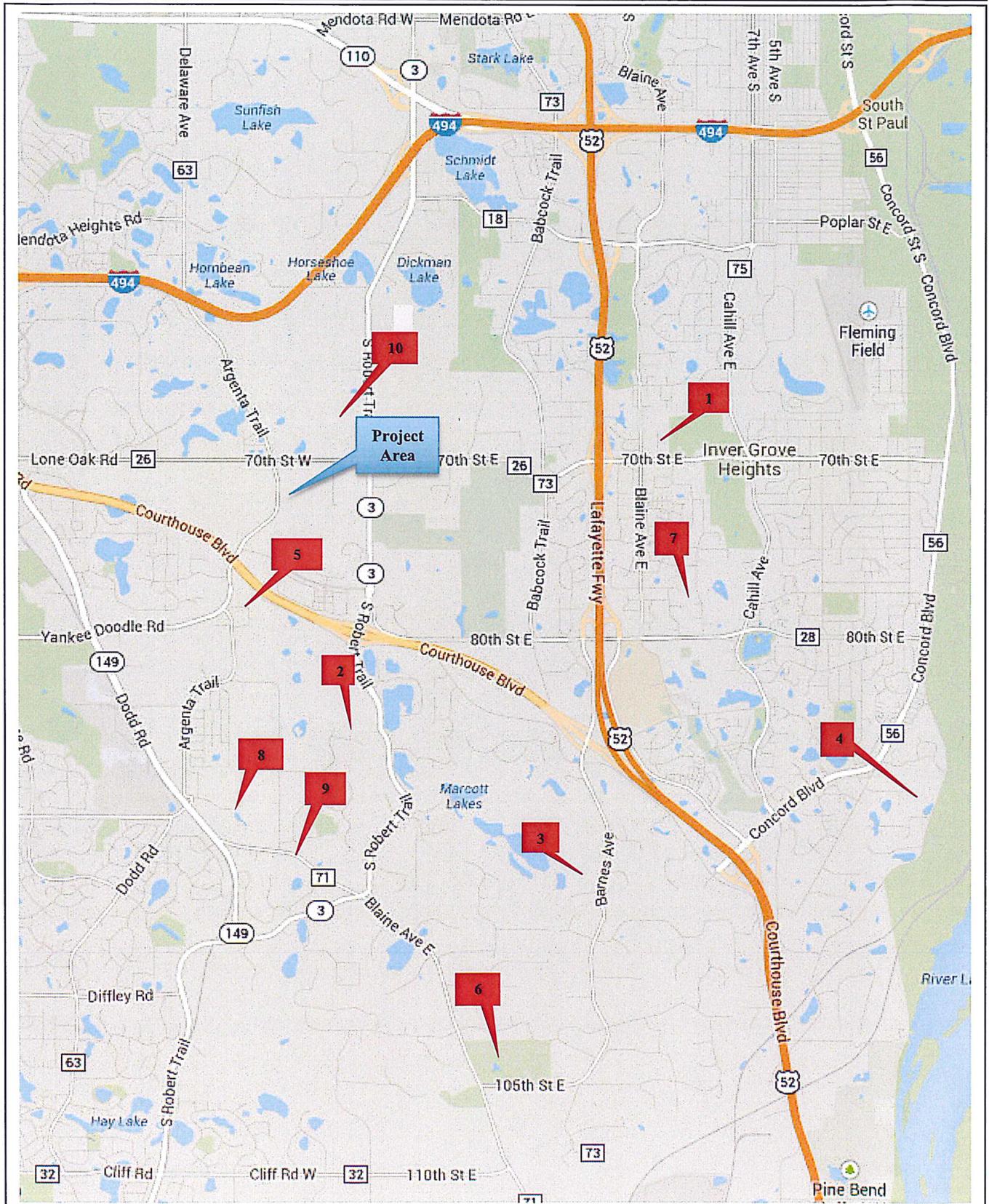
Sale #	Property Address	Sales Date	Size Acres/ & Square Feet	Sales Price	Price Per Acre/SF
	Sales				
1	8688 Alvarado Trail, Inver Grove Heights, MN	08/2013	10 ac or 435,607 sf	\$ 525,000	\$ 52,500 or \$1.21
2	995 Century Avenue, Woodbury, MN	01/2011	8.83 ac or 384,635 sf	\$ 600,000	\$ 67,950 or \$1.56
3	19770 Kenwood Trail, Lakeville, MN	03/2014	14.55 ac or 633,798 sf	\$ 844,520	\$ 58,043 or \$1.33
4	1290 & 1310 Cliff Road, Eagan, MN	06/2013	(cell tower onsite) 79 ac or 3,450,321 sf	\$8,600,000	\$108,861 or \$2.49
5	17995 Pilot Knob Road, Lakeville, MN	12/2013	80 ac or 3,484,800 sf	\$2,000,000	\$ 25,000 or \$0.57
	Listings				
6	XXX South Robert Trail, Inver Grove Heights, MN	Current Listing	4.872 ac or 212,224 sf	\$ 299,000	\$ 61,371 \$1.41
7	XXX South Robert Trail, Inver Grove Heights, MN	Current Listing	20.00 ac or 871,200 sf	\$1,000,000	\$ 50,000 \$1.15
8	XXX 80 th Street East, Inver Grove Heights, MN	Current Listing	20.11 ac or 875,788 sf	\$1,350,000	\$ 67,500 or \$1.54
9	SW corner of 200 th St. & Manning Ave., Cottage Grv.,	Current Listing	(well and septic lots) 123.5 ac or 5,379,660 sf	\$3,458,000	\$ 28,000 or \$0.64

* Please note that typically large acreage sites are not purchased on a square foot basis, but rather on price per acre. Per square foot values are shown to facilitate easement calculations.

Average Price Per SF for Sales/Listings with Utilities in place = 61,403/acre or \$1.41/sf

One Sale without utilities in place = \$28,000/acre or \$0.64/sf

SINGLE FAMILY LOT SALES & LISTINGS MAP



SINGLE FAMILY LOT SALES & LISTINGS SUMMARY

Sale #	Property Address	Sales Date	Size Acres/ & Square Feet	Sales Price	Price Per Site/SF
	Sales				
1	XXX Booth Avenue Inver Grove Heights, MN	12/2013	0.46 ac or 20,152 sf	\$ 67,500	\$ 67,500 \$ 3.35
2	8671 Alvarado Court, Inver Grove Heights, Mn	08/2012	1.37 ac or 59,703 sf	\$ 197,000	\$197,000 \$ 3.30
3	2143 94 th Court E. Inver Grove Heights, MN	11/2013	2.5 ac or 108,923 sf	\$ 95,000	\$ 95,000 \$ 0.87
4	9145 Dalton Court Inver Grove Heights, MN	05/2013	2.52 ac or 109,977 sf	\$132,500	\$132,500 \$ 1.20
5	7929 Argenta Trail W. Inver Grove Heights, MN	08/2013	3.46 ac or 150,578 sf	\$130,000	\$130,000 \$ 0.86
6	1173 105 th Street E Inver Grove Heights, MN	07/2012	4.45 ac or 194,031 sf	\$250,000	\$250,000 \$ 1.29
	Listings				
7	2785 79 th Street E. Inver Grove Heights, MN	Current Listing	0.55 ac or 24,106 sf	\$127,000	\$127,000 \$ 5.27
8	8858 Aviary Path, Inver Grove Heights, MN	Current Listing	2.11 ac or 91,943 sf	\$142,256	\$142,256 \$ 1.55
9	9215 Rich Valley Blvd., Inver Grove Heights, MN	Current Listing	2.5 ac or 109,029 sf	\$169,900	\$169,900 \$ 1.56
10	XXX South Robert Trail, Inver Grove Heights, MN	Current Listing	4.872 ac or 212,220 sf	\$299,000	\$299,000 \$ 1.41

* Please note that typically single family lots are not purchased on a per square foot basis, but rather on price per site/lot. Per square foot values are shown to facilitate easement calculations.

Average Price Per SF for Single Family Lot Sales/Listings ½ to 1 ½ acres = \$3.97/sf

Average Price Per SF for Single Family Lot Sales/Listings 1 ½ to 10 acres = \$1.25/sf

APPRAISER'S QUALIFICATIONS – Patricia J. Nolan

Name: Patricia J. Nolan

Business Address: Evergreen Land Services
4131 Old Sibley Memorial Highway, Suite 201
Eagan, MN 55122

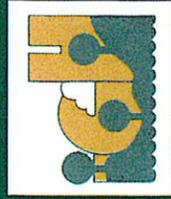
Appraiser License: Certified General Real Property Appraiser
Minnesota License #20243478

Present Employment: Staff Appraiser
Evergreen Land Services

Appraisal Experience: Staff Appraiser – Appraisal Concepts, Inc.
05/01/1986 – 03/17/2006
Work experience included residential appraisals
such as – single family detached homes, town homes,
condos, 2 & 4 family properties, vacant land,
also assisted in appraising properties for eminent domain purposes

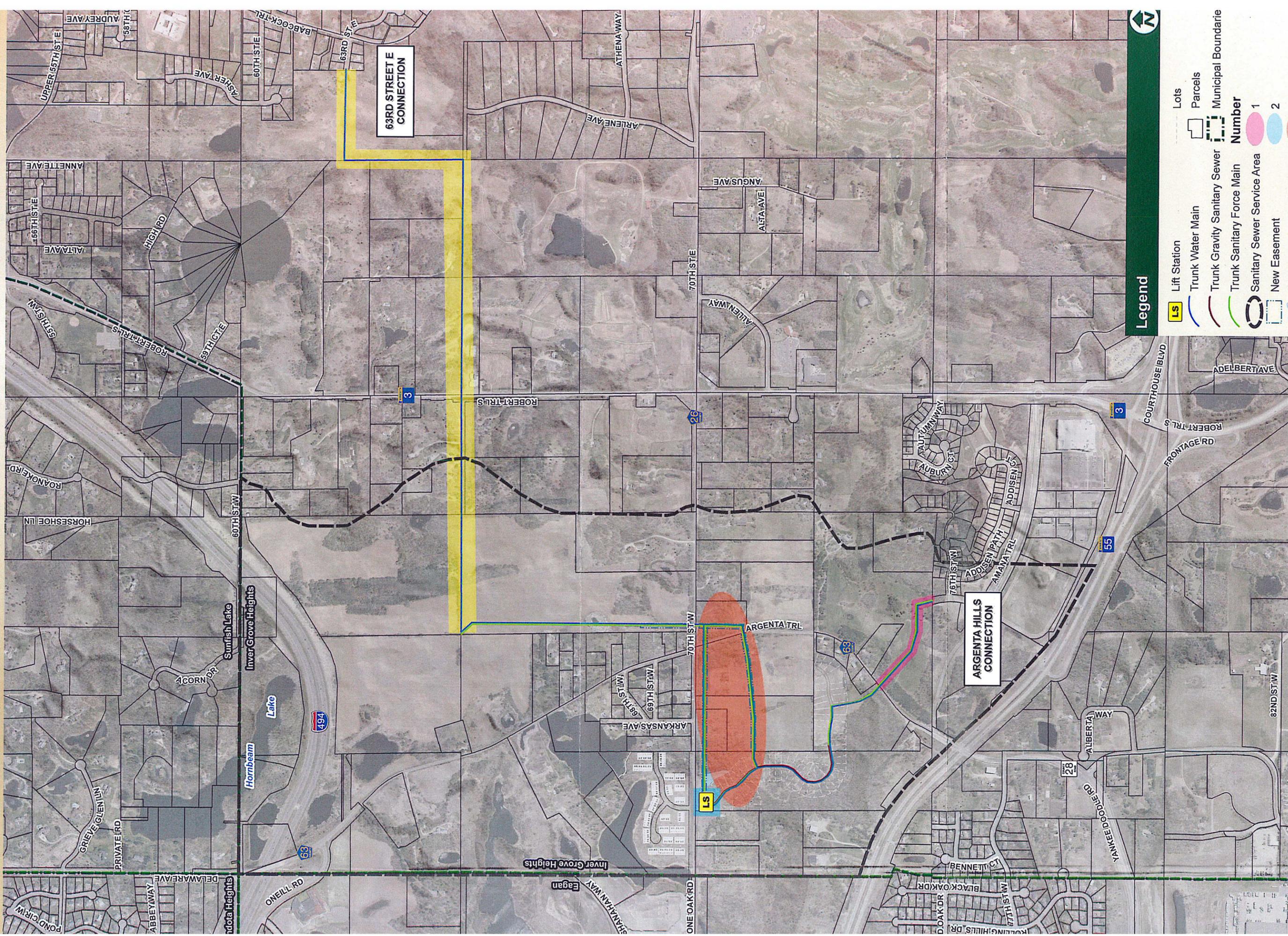
Staff Appraiser – Evergreen Land Services
03/20/2006 – current
Current work experience includes several large, right of way projects,
commercial buildings, vacant commercial and residential land

Appraisal Education: Real Estate Appraising 101 thru 108
General Appraiser Report Writing & Case Studies
General Appraiser Sales Comparison Approach
FHA Appraisal
USPAP
Right Of Way Professional Workshop 2006 & 2007
Appraising Historic Properties
Back to the Basics
Houses: 20 Cost Eff.Improvements
Houses: Interior Styles, Designs, etc.
Houses: Toxic Mold Alert
Environmental Pollution and Mold
House: Hazards Inside
Machinery & Equipment Valuation ME201
Machinery & Equipment Valuation ME202
Machinery & Equipment Valuation ME203
A.S.A. Ethics Course
Construction Blueprint Course



NWA TRUNK UTILITIES - ARGENTA DISTRICT
City of Inver Grove Heights

INITIAL REQUIRED TRUNK UTILITIES
November 2014



Legend

- Lift Station
- Trunk Water Main
- Trunk Gravity Sanitary Sewer
- Trunk Sanitary Force Main
- Sanitary Sewer Service Area 1
- Sanitary Sewer Service Area 2
- New Easement
- Lots
- Parcels
- Municipal Boundary

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Authorizing Preparation of Addendum No. 1 to the November 19, 2014 Feasibility Study by Bolton & Menk, Inc. for City Project No. 2014-13 – Northwest Area Utility Extension, Argenta Trail Alignment and Establish City Project No. 2015-10 – Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista)

Meeting Date: November 19, 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

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: NWA Utility Connection Fees

PURPOSE/ACTION REQUESTED

Consider resolution authorizing preparation of Addendum No. 1 to the November 19, 2014 Feasibility Study by Bolton & Menk, Inc. for infrastructure improvements to the Blackstone Vista development in the Northwest Area, City Project No. 2014-13 and establish City Project No. 2015-10 – Northwest Area Utility Improvements – Argenta District (Alverno Trail to Blackstone Vista).

SUMMARY

At its November 19, 2014 regular meeting, the City Council will consider adopting a resolution accepting a feasibility study for City Project No. 2014-13 - Northwest Area Utility Extension, Argenta Trail Alignment. The Council stated its desire to expedite the development of Blackstone Vista and the project development process so that the easement needs for the project could be identified and negotiations or initiation of the eminent domain process could proceed. This Council action will establish City Project No. 2015-10 – Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista), referred to as the Peltier site, and result in a feasibility study amendment for this segment (see attached).

The Public Works Director noted that the level of detail for easement acquisition and funding detail for this segment is not attained in the November 19, 2014 feasibility study, and in fact, Bolton & Menk indicated they need additional information regarding easements and revenue.

The City Administrator recommended that, prior to considering further expansion of the trunk utility system in the Northwest Area (NWA), the City have Ehlers and Associates update the financial model for the NWA so that the Council would have current data as it considers whether or not to proceed with the project. This information will supplement the Amendment No. 1 for 2014-10 – Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista).

Bolton & Menk will prepare this feasibility study amendment to add the development of estimated easements costs and revenue sources to the feasibility study for the project. The amendment would be brought before the Council at its January 5, 2015 meeting for consideration.

The following procedure is recommended to provide all the information the Council will need to make an informed decision concerning additional trunk utility extension in the Northwest Area.

1. Approve Addendum No. 1 to the proposal for the feasibility study for City Project No. 2014-13. The study will develop a recommended route and depth for the trunk utilities, as well as estimated easement needs and an estimate of the project cost and revenue sources for City Project No. 2014-10 – Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista).
2. The aforementioned information would be used to prepare offers for negotiations with property owners, and if necessary, to initiate the eminent domain process if the Council desires.
3. The engineering consultant would continue to final design and preparation of construction plans and specifications.
4. At a later meeting, the Council would be asked to schedule a public hearing to consider ordering the project prior to advertisement for bids and considering award of a construction contract at a future meeting. This public hearing is tentatively scheduled for January 26, 2015.

I recommend adoption of the resolution approving preparation of Addendum No. 1 for City Project No. 2014-13 and the establishment of City Project No. 2015-10 - Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista).

TJK/kf

Attachments: Resolution
Map

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE PREPARATION OF ADDENDUM NO. 1 TO THE FEASIBILITY STUDY FROM BOLTON & MENK, INCL. FOR CITY PROJECT 2014 13 - NORTHWEST AREA TRUNK UTILITIES, ARGENTA DISTRICT AND THE ESTABLISHMENT OF CITY PROJECT NO. 2015-10 - NORTHWEST AREA TRUNK UTILITY IMPROVEMENTS, ARGENTA DISTRICT (ALVERNO TRAIL TO BLACKSTONE VISTA)

WHEREAS, the City has approved a PUD for a portion of the Northwest Area that is not currently served by trunk utilities; and

WHEREAS, the City Council approved a proposal from Bolton & Menk, Inc. for engineering services to include a feasibility study for trunk utility improvement to serve the Northwest Area as part of City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District on March 10, 2014; and

WHEREAS, the City Council has accepted the November 19, 2104 feasibility study at its November 19, 2014 meeting; and

WHEREAS, the scope of the feasibility study needs to be revised to include an estimate of easement needs and costs and develop a financial plan for the project; and

WHEREAS, it is desired to establish City Project No. 2015-10 – Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista); and

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

1. The preparation of Addendum No. 1 to the November 19, 2014 feasibility study for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District is authorizes for the segment identifies as City Project No. 2015-10 – Northwest Area Trunk Utility Improvements, Argenta District (Alverno Trail to Blackstone Vista
2. Funding is provided by Northwest Area Utility Connection Fees or by special assessments as may be determined by the Council.
3. The report to be completed with all convenient speed, advising the Council, in a preliminary way, as to whether the proposed improvements are necessary, cost effective, and feasible and as to whether it would be best made, as proposed, or in connection with other improvements and the estimated cost of the improvements as recommended.

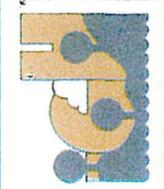
Adopted by the City Council of Inver Grove Heights this 24th day of November 2014.

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

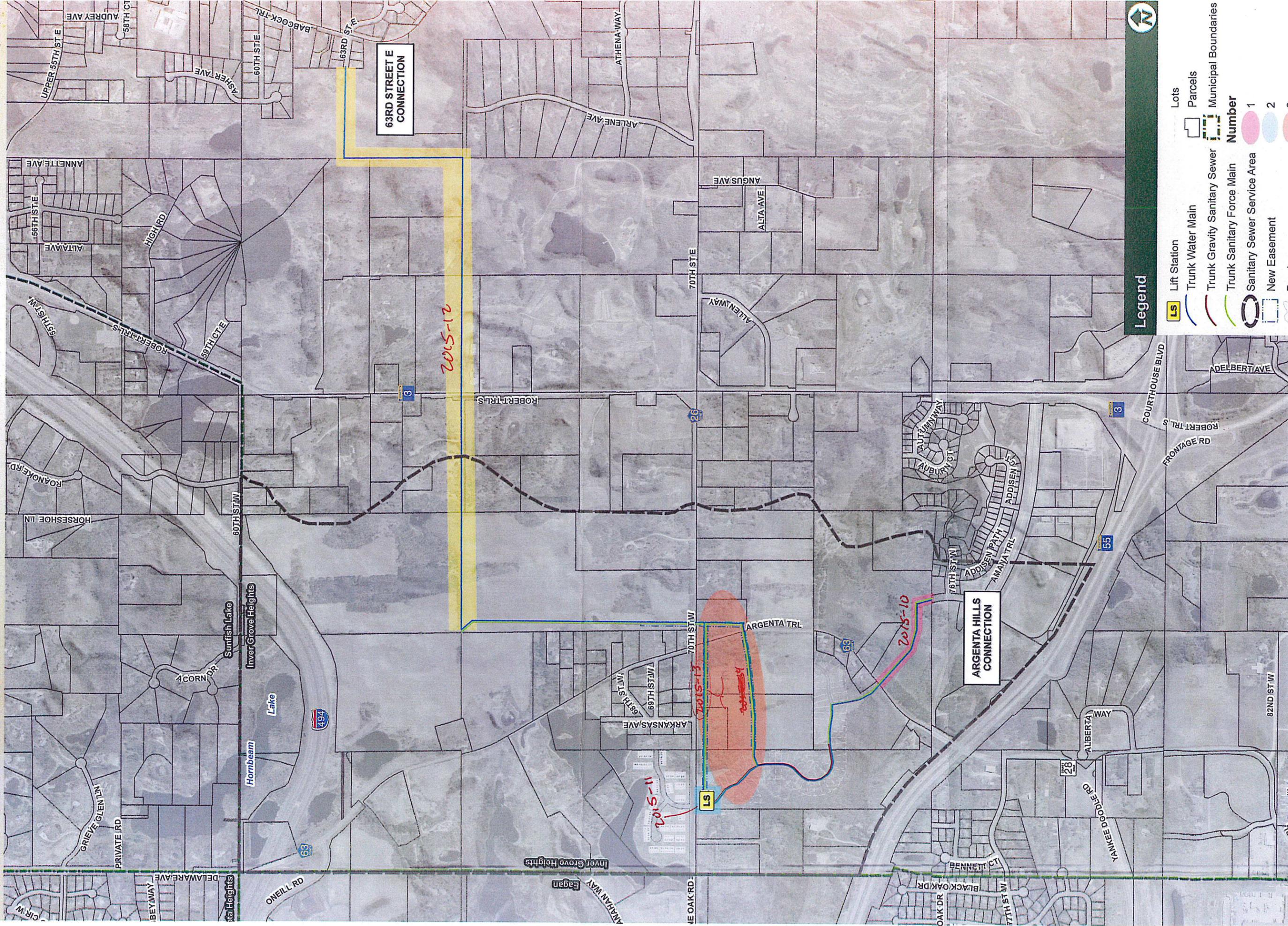


NWA TRUNK UTILITIES - ARGENTA DISTRICT

City of Inver Grove Heights

INITIAL REQUIRED TRUNK UTILITIES

November 2014



Legend

- LS Lift Station
- Trunk Water Main
- Trunk Gravity Sanitary Sewer
- Trunk Sanitary Force Main
- Sanitary Sewer Service Area
- New Easement
- Lots
- Parcels
- Municipal Boundaries
- Number**
- 1
- 2
- 3

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Authorizing Preparation of Addendum No. 2 to the November 19, 2014 Feasibility Study by Bolton & Menk, Inc. for City Project No. 2014-13 – Northwest Area Utility Extension, Argenta Trail Alignment and Establish City Project No. 2015-11 – Northwest Area 70th Street Lift Station - Argenta District

Meeting Date: November 19, 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

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: NWA Utility Connection Fees

PURPOSE/ACTION REQUESTED

Consider resolution authorizing preparation of Addendum No. 2 to the November 19, 2014 Feasibility Study by Bolton & Menk, Inc. for infrastructure improvements to the Blackstone Vista development in the Northwest Area, City Project No. 2014-13 and establish City Project No. 2015-11 – Northwest Area 70th Street Lift Station, Argenta District.

SUMMARY

At its November 19, 2014 regular meeting, the City Council will consider adopting a resolution accepting a feasibility study for City Project No. 2014-13 - Northwest Area Utility Extension, Argenta Trail Alignment. The Council stated its desire to expedite the development of Blackstone Vista and the project development process so that the easement needs for the project could be identified and negotiations or initiation of the eminent domain process could proceed. This Council action will establish City Project No. 2015-10 – Northwest Area 70th Street Lift Station, Argenta District.

The Public Works Director noted that the level of detail for funding detail for this segment is not attained in the November 19, 2014 feasibility study, and in fact, Bolton & Menk indicated they need additional information regarding revenue. The developer will provide the lift station site.

The City Administrator recommended that, prior to considering further expansion of the trunk utility system in the Northwest Area (NWA), the City have Ehlers and Associates update the financial model for the NWA so that the Council would have current data as it considers whether or not to proceed with the project. This information will supplement the Amendment No. 1 for 2014-10 – Northwest Area 70th Street Lift Station, Argenta District.

Bolton & Menk will prepare this feasibility study amendment to add the revenue sources to the feasibility study for the project. The amendment would be brought before the Council at its January 5, 2015 meeting for consideration.

The following procedure is recommended to provide all the information the Council will need to make an informed decision concerning additional trunk utility extension in the Northwest Area.

1. Approve Addendum No. 2 to the proposal for the feasibility study for City Project No. 2014-13. The study will develop an estimate of the project cost and revenue sources for City Project No. 2015-11 – Northwest Area 70th Street Lift Station, Argenta District.
2. The engineering consultant would continue to final design and preparation of construction plans and specifications.
3. At a later meeting, the Council would be asked to schedule a public hearing to consider ordering the project prior to advertisement for bids and considering award of a construction contract at a future meeting. This public hearing is tentatively scheduled for January 26, 2015.

I recommend adoption of the resolution approving preparation of Addendum No. 2 for City Project No. 2014-13 and the establishment of City Project No. 2015-11 - Northwest Area 70th Street Lift Station, Argenta District.

TJK/kf

Attachments: Resolution
Map

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE PREPARATION OF ADDENDUM NO. 2 TO THE FEASIBILITY STUDY FROM BOLTON & MENK, INCL. FOR CITY PROJECT 2014 13 - NORTHWEST AREA TRUNK UTILITIES, ARGENTA DISTRICT AND THE ESTABLISHMENT OF CITY PROJECT NO. 2015-11 - NORTHWEST AREA 70TH STREET LIFT STATION, ARGENTA DISTRICT

WHEREAS, the City has approved a PUD for a portion of the Northwest Area that is not currently served by trunk utilities; and

WHEREAS, the City Council approved a proposal from Bolton & Menk, Inc. for engineering services to include a feasibility study for trunk utility improvement to serve the Northwest Area as part of City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District on March 10, 2014; and

WHEREAS, the City Council has accepted the November 19, 2104 feasibility study at its November 19, 2014 meeting; and

WHEREAS, the scope of the feasibility study needs to be revised to develop a financial plan for the project; and

WHEREAS, it is desired to establish City Project No. 2015-11 – Northwest Area 70th Street Lift Station, Argenta District.

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

1. The preparation of Addendum No. 2 to the November 19, 2014 feasibility study for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District is authorizes for the segment identifies as City Project No. 2015-11 – Northwest Area 70th Street Lift Station, Argenta District
2. Funding is provided by Northwest Area Utility Connection Fees.
3. The report to be completed with all convenient speed, advising the Council, in a preliminary way, as to whether the proposed improvements are necessary, cost effective, and feasible and as to whether it would be best made, as proposed, or in connection with other improvements and the estimated cost of the improvements as recommended.

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

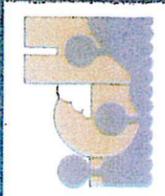
AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

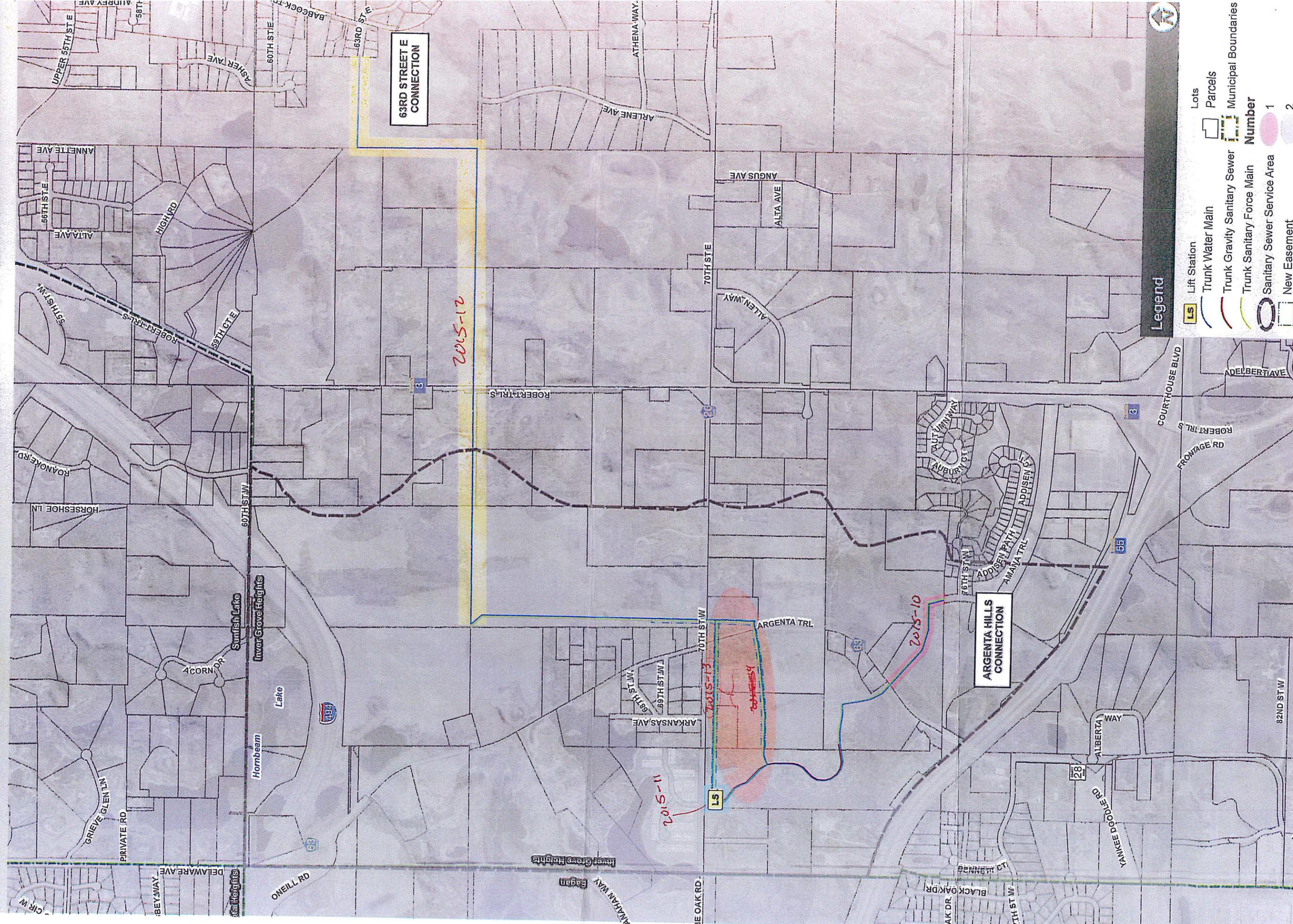


NWA TRUNK UTILITIES - ARGENTA DISTRICT

City of Inver Grove Heights

INITIAL REQUIRED TRUNK UTILITIES

November 2014



Legend

- LS Lift Station
- Trunk Water Main
- Trunk Sanitary Sewer
- Trunk Sanitary Force Main
- Sanitary Sewer Service Area
- New Easement
- Parcels
- Municipal Boundaries
- Number
 - 1
 - 2
 - 3

CONSIDER A RESOLUTION APPROVING THE DAKOTA COUNTY 2015 COMMUNITY FUNDING APPLICATION FOR WASTE ABATEMENT ACTIVITIES

Meeting Date: November 24, 2014
Item Type: Consent
Contact: Allan Hunting, City Planner
Prepared by:
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 Approve the application of the 2015 Community Funding Application for waste abatement activities.

SUMMARY Each City within Dakota County is required to submit an application for receiving funding for waste abatement activities on a yearly basis. The application to request funds for 2015 is currently due. The City of Inver Grove Heights is eligible for \$34,000 in 2015. The attached application shows proposed abatement activities and expenditures for 2015. These funds are essential for the continuation of recycling programs in Inver Grove Heights.

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE APPLICATION FOR 2015 FUNDING FROM DAKOTA
COUNTY FOR WASTE ABATEMENT ACTIVITIES**

WHEREAS, Dakota County has set waste abatement goals for the City of Inver Grove Heights; and

WHEREAS, Dakota County Board of Commissioners provides funding for waste abatement activities; and

WHEREAS, the City would like to continue educating the community on the merits of waste abatement activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL that the City of Inver Grove Heights submits its 2015 application to Dakota County Board of Commissioners to fund waste abatement activities

Passed this 24th Day of November, 2014

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Melissa Kennedy, Deputy City Clerk



Dakota County, Physical Development Division
Environmental Resources Department
Jenny Kedward, 952-891-7043, jenny.kedward@co.dakota.mn.us
Application process: Joan Kowski, 952-891-7965,
joan.kowski@co.dakota.mn.us

Inver Grove Heights

2015 Dakota County Community Funding Application Packet

Application Packet and JPA Submittal Due Date: November 15, 2014
Funding Period: January 1, 2015 - December 31, 2015
2014 ANNUAL REPORT DUE DATE February 15, 2015
Date Application Submitted November 14, 2014

Submit completed Application Packet by:

1. Uploading to the Dakota County Local Solid Waste Staff (LSWS) SharePoint web site
URL: <http://sharepoint.co.dakota.mn.us/LSWS/default.aspx>
2. Or by sending to jenny.kedward@co.dakota.mn.us or by mail to:
Jenny Kedward
Dakota County Physical Development Division
14955 Galaxie Avenue
Apple Valley, MN 55124

Contact Information for Municipality

Designated

Municipality Liaison : Allan Hunting Title: City Planner

E-mail: ahunting@invergroveheights.org

Mailing Address: 8150 Barbara Ave. City/State/Zip: Inver Grove Heights, MN 55077

Phone: 651-450-2554 FAX Number: _____

Municipality: Inver Grove Heights Funding Year: 2015

1. Copy of the Official Resolution or Minutes of the Proceedings

Attach an official action from the governing body (e.g., City Council or Commission) requesting the funding allocation OR a certified copy of the official proceedings of the governing body approving the funding allocation.

2. Workplan

Attach a Work Plan that includes activities, timeline, and deliverables.

3. Requested Budget

Fill in the summary below and attach an itemized budget in Part VI.

	<i>Fund Request</i>	<i>County Fund Eligibility</i>
Admin, Outreach/Education, Priority Issue	\$34,000	\$34,000
LNIF, if allocated		
TOTAL	\$34,000	34,000

4. Compliance with Public Entity Laws

	Yes	No*
MN Stat. 115A.151 (internal recycling programs for facilities under the municipality's control)	X	
MN Stat. 115A.552 (community recycling programs in place)	X	
MN Stat. 115A.552 (residents have the opportunity to recycle)	X	
MN Stat. 473.848 and 115A.471 (management of solid waste collected under contract from municipal operations)	X	

*If no, identify the timeline and steps being taken to obtain compliance.

I certify that this 2015 Community Funding Application Packet was prepared under my direction or supervision, and that the information is true, accurate, and complete to the best of my knowledge. I certify that a 2014 Annual Report demonstrating compliance with this application will be submitted to the Department by February 15, 2015.

Heather Botten

 Name of person completing document



 Signature (electronic signature acceptable)

Associate Planner

 Title

11/14/14

 Date

2015 Work Plan/Annual Report

I. Administration

Local Solid Waste Staff (LSWS) Meetings

GOAL: Open communications to share activities and results between County and Municipal staff.

The municipality's designated Municipality Liaison must plan to attend at least four out of the following six LSWS meetings per year.

REPORT: When submitting the Annual Report, check each box next to the meetings attended.

2015 Dates	
<input type="checkbox"/> January 8	<input type="checkbox"/> July 9
<input type="checkbox"/> March 12	<input type="checkbox"/> September 10
<input type="checkbox"/> May 14	<input type="checkbox"/> November 12

Internal Recycling Activities

GOAL: Promote recycling and waste reduction in the municipality's administrative buildings.

List the activity, general message, date and type of measurement (e.g., attendees to a presentation, number of labels placed on bins) for each internal outreach activity.

REPORT: Update the table with actual measurement when submitting the annual report.

Activity/event/ Communication	Message	Date	Type of Measurement	Actual Metric
<i>Example: Presentation at Parks Dept. staff meeting</i>	<i>What to recycle</i>	<i>3/14/15</i>	<i>Number of attendees</i>	<i>21 attendees (84% of staff);</i>
Recycling team meetings to discuss improvements (topic at staff meetings)	Recycling	First Monday of the month	Number of meetings Number of attendees	
Encourage City Staff to send packets electronically to applicants instead of USPS	Paper reduction	Ongoing	Paper savings	
Office clean up date	Encourage shredding/ recycling at work spaces	Fall 2015	Employee participation/ pounds collected and shredded	
Educate public on viewing Council and Advisory Meeting packets on-line instead of printing	Paper reduction	Ongoing	Paper savings	

II. Waste Abatement & Residential Recycling

Website content

GOAL: Consistent recycling and waste abatement messaging through the County.

X | verify that all information on the municipal website regarding solid waste reduction, reuse, recycling, organics diversion and household hazardous waste links to applicable County webpages.

Required Communication

GOAL: Inform residents of waste abatement opportunities and household hazardous waste services at The Recycling Zone.

Each municipality is required to produce at least one written and electronic (if applicable) communication to every new and existing household for each of the following topics:

- Recycling (e.g., curbside and drop-off), waste reduction and/or reuse
- The Recycling Zone services

List the means of outreach, general message, date produced and type of measurement (e.g., number of newsletters distributed) for each activity.

REPORT: Update the table with actual measurement when submitting the annual report.

Outreach mechanism	Message	Date	Type of Measurement	Actual Metric
<i>Example: Postcard to new residents</i>	<i>Carton recycling</i>	<i>5/1/15</i>	<i>Readership</i>	<i>1 postcard 30 new residents</i>
Articles in Spring and Summer newsletters	Household Recycling	March July	Readership	
Articles in Fall and Winter	Recycling/HHW	Sept Nov.	Readership	

Required Outreach (Large Communities only)

Required of the Rural Solid Waste Commission and communities with over 1,000 households.

GOAL: Education of residents including schools and businesses to increase recycling and waste reduction.

Each municipality must complete at least FOUR eligible educational activities not covered in the above tables. Suggestions are listed below but other activities may be approved by Department. List the type of measurement (e.g., attendees to a presentation, number articles published).

REPORT: Update the table with actual measurement when submitting the annual report

Outreach mechanism	Message	Date	Audience	Type of measurement	Actual Metric
<i>Example: Promote recycling at annual River Clean Up Day Event</i>	<i>What to recycle curbside</i>	<i>5/5/15</i>	<i>Residents</i>	<i>Event attendance</i>	<i>60 attendees</i>
Article in Fall Newsletter promoting City Clean Up Event	Recycling	July	Residents	Event attendance	
Article in Spring Newsletter promoting IGH Days	Recycling	May	Residents	Event attendance	
Post facebook and website messages	Recycling/ HHW/ promoting events/ RZone	monthly	Residents	Number of likes and hits	
Flyer insert with utility bills	Info about recycling zone	Summer	Residents	Number of bills sent out	
Provide information at City Clean up day about Recycling Zone	What you can bring to the RZ	Fall	Residents	Event attendance	

Eligible Educational Activities

- Sponsor an event for Earth Day, America Recycles Day or Pollution Prevention Week
- Coordinate an event for a school(s) about recycling, waste reduction or HHW
- Distribute an additional printed or electronic outreach piece about recycling or waste reduction
- Presentation/activity to community group (minimum 10 attendees)
- Staff a booth at a community event with waste abatement information (minimum 50 attendees)
- Post social media messages (posts must be at least monthly)
- Other educational activity as approved by Department staff as part of the work plan meeting

Waste Abatement Events and Activities

GOAL: Increase residential recycling in Dakota County

Each municipality must develop programs to increase residential recycling. Use the table to list events and activities where materials are collected to be recycled or reused (not disposal). Activities that do not fit into the table requirements should be listed in the narrative below.

REPORT: Update the table with actual measurement when submitting the annual report. Update the narrative with activity outcomes.

Collection Events and Activities

List the event or activity, date conducted, how it was promoted and the type of measurement (e.g., attendees to an event, weight or volume of material collected). **Event promotion may also be used in residential outreach and education (above)** if the activity also communicates general recycling, waste reduction and reuse knowledge. Activities that are not associated with a date should be described in the narrative questions below.

Event/activity Name	Date	Promotion of activity	Type of Measurement	Actual Metric
<i>Example: "Recycle Your Holiday Lights" drop-off at Burnsville Ice Center</i>	<i>12/1/15-1/31/16</i>	<i>Facebook posts Website Newsletter article</i>	<i>Pounds of lights collected</i>	<i>47 lbs. of string lights</i>
Fall clean up day	Sept. 2015	Facebook, website, newsletter	Pounds/items collected	
Recycle your holiday lights drop-off at City Hall	Dec 2015- Jan 2016	Website, newsletter, and facebook posts	Pounds of lights collected	

NOTE: to add another row, click in the last box of the table and press TAB.

NARRATIVE: Describe other waste abatement activities and/or program development conducted by municipality, such as managing bulky waste.

The City will work with Dakota County and local trash haulers to discuss other means to manage bulk waste.

III. 2015 Waste Abatement Planning

1. Describe efforts to identify a quantitative waste diversion baseline and annual goal for your municipality (e.g., pounds recycled per household).

The City will work with Dakota County and local trash haulers to develop a means of measurement.

2. Describe planning efforts to implement municipality-wide organics diversion.

The City will work with Dakota County to implement organics into recycling and to provide information to residents.

IV. Priority Issue

GOAL: Provide consistent recycling opportunities for public gathering areas, including parks, public areas, events and in municipally-owned non-administrative buildings.

Municipalities must coordinate to offer recycling in public areas by the end of 2015. Fill out the following workplan by selecting the activities under each Goal that your municipality will accomplish

during 2015. For the checked activities, identify when the activity will be completed (timeline). Expand on activity details if needed.

REPORT: Fill in the 2015 Results column with outcomes and/or actual diversion measurements.

NOTE: If you completed tasks in 2014, mark “completed” under Timeline column.

Public Area Recycling		Timeline	2015 Results
Objective 1: Provide recycling collection in park shelters and along major trails, and applicable public areas			
Organize	<input type="checkbox"/> Form a team of stakeholders	Jan 2015	
	<input type="checkbox"/> Review goals and expectations	Jan 2015	
	<input type="checkbox"/> Get community input	Ongoing 2015	
Evaluate	<input type="checkbox"/> Evaluate parks, public areas	completed	The Parks Superintendent has been working with a Dakota County intern surveying trash locations in the parks.
	<input type="checkbox"/> List characteristics/ challenges of each park	completed	The Parks Superintendent has been working with a Dakota County intern to list the challenges of each park
	<input type="checkbox"/> Prioritize parks, public areas	completed	
	<input type="checkbox"/> Conduct a waste sort (if needed)		
	<input type="checkbox"/> Determine needs for each park	Completed	The Parks Superintendent has been working with a Dakota County intern to determine the need for each park
Implement	<input type="checkbox"/> Request labels/signs/bins from department	Currently working with Dakota County	
	<input type="checkbox"/> Post labels/signs	When received in 2015	
	<input type="checkbox"/> Relocate existing bins	If needed	
	<input type="checkbox"/> Place new bins	Spring 2015 or when available	
	<input type="checkbox"/> Identify maintenance improvements	ongoing	
Communicate	<input type="checkbox"/> Announce changes to municipal staff	Spring 2015	
	<input type="checkbox"/> Announce changes to public	Summer 2015	
	<input type="checkbox"/> Place signs explaining program at parks	Spring 2015 or when received	

Objective 2: Provide recycling collection in municipally-owned and operated buildings			
Organize	<input type="checkbox"/> Form a team of stakeholders	Jan 2015	
	<input type="checkbox"/> Review goals and expectations	Jan 2015	
	<input type="checkbox"/> Get input (e.g., vendors, community)	Ongoing 2015	
Evaluate	<input type="checkbox"/> Evaluate buildings	March 2015	
	<input type="checkbox"/> List characteristics/ challenges of each	March 2015	
	<input type="checkbox"/> Assess waste collected (e.g., waste sort)	March 2015	
	<input type="checkbox"/> Determine needs for each building	March 2015	
Implement	<input type="checkbox"/> Request labels/signage from County	Work with Dakota County	
	<input type="checkbox"/> Post labels/signage	Once received	
	<input type="checkbox"/> Relocate existing bins (if needed)	Spring 2015	
	<input type="checkbox"/> Place new bins (if needed)	Once received	
	<input type="checkbox"/> Maintenance improvements	On going	
Communicate	<input type="checkbox"/> Announce changes to municipal staff	Once changes occur	
	<input type="checkbox"/> Announce changes to public	Summer 2015	
	<input type="checkbox"/> Place signs explaining program at buildings	Once received	

Objective 3: Provide recycling and/or organics collection at municipality-run and municipality-sponsored events				
Name of Event	Date(s) of event	Estimated Attendance	Recycling, Organics, or both?	Event location
Inver Grove Heights Days	Sept. 2015		Recycling	Inver Grove Heights
Employee potluck	Dec. 2015		Recycling	City Hall
Commission Appreciation Dinner	May 2015		Recycling	Community Center

V. Local Negotiated Initiative Funding

Is your municipality applying for LNIF: Yes No

The 2015 Local Negotiated Initiative Fund (LNIF) focuses on organics diversion from residents and business recycling outreach. LNIF projects and programs are negotiated with Environmental Resources Department staff prior to submittal of the Application. Department approval is required to receive funding.

Eligible LNIF projects:

- Education and operation expenses supporting and promoting organics diversion for residents.
- Recycling and/or organics diversion education/communication program for businesses.
- Recognition program for businesses that implement waste reduction, reuse, recycling and/or organics diversion.
- Organics diversion at municipality-sponsored events, such as parades, municipal celebrations, or other short-duration events.
- Priority Issue development/completion.
- OTHER activity that enhances organics diversion or business recycling or organics diversion

LNIF Work Plan and Annual Report: Please identify and describe the proposed activities that your municipality will undertake in the current application year. Please note that LNIF project results must be included in the 2015 Annual Report and include all the below information:

1. Identify the cost and type of LNIF project from the above list of eligible projects that your municipality would like to complete.

Name of project:

Total cost:

2. Summarize in two or three paragraphs the work that your municipality would like to perform in this LNIF project area. Include a brief description of why you chose the specific project area, including a discussion of the municipal need.
3. Complete the Work Plan below for each approved initiative. The 2015 results column must be completed at the end of the year.

LNIF Activity	Timeline	Materials produced (if applicable)	Cost	2015 Results
Goal 1:				
Goal 2 (if applicable):				
Goal 3 (if applicable):				

REPORT: Answer the following questions when submitting the Annual Report.

4. Describe challenges encountered and possible solutions learned with the project.

5. Briefly describe how the LNIF project will be sustainable after this funding period.

VI. 2015 Community Funding Budget and Expense Form

Municipalities must enter estimated costs per line item based on the total community allocation. LNIF allocations are identified separately. Please list all municipality contributions (i.e., financial, staffing, other). Use another table if necessary. Municipality contributions are not mandatory but help the Department identify needs for this program. The total County share may not exceed the “amount of funds eligible for” provided by County staff in the application. Funding from budgets may not be carried over to the next year.

	County Funds	Municipality Funds/In-Kind Funds/Staff	Total Expense (County + Municipality)
Salary	21,000	6000	27,000
Mileage		250	250
Training/Subscription/Membership	350		350
Consultant/temporary help			0
Design/printing	7750		7750
Distribution/mailing	4000		4000
Advertisement	700		700
Promotional Items	200		200
Special events fees			0
Data collection/evaluation			0
Containers	?		0
LNIF			
TOTAL*	\$ 34,000.00	\$ 6,250	\$ 40,250

*NOTE: To update formulas, press Ctrl + A, then press F9

Please identify the total percent FTE for your municipality to coordinate this program: 1 %

2015 Community Funding Performance Scorecard

To be filled out by County staff to aid communities in completing annual workplan.

The Community Funding Program enables each municipality to work with Department staff to develop and implement projects and programs for waste abatement towards achieving Master Plan objectives.

Administration	Work needs to be done to meet goals	Meets goals
Residential Curbside Recycling Services Provided <i>Residents have access to curbside recycling through a private hauler or municipality-sponsored program.</i>		
Designated Municipal Liaison attended at least 4 out of 6 municipality/county meetings per year.		
Municipality participated in and submitted annual Work Plan, with Budget		
Waste abatement efforts in municipal operations continued		
Annual report is complete and submitted on time		
Waste Abatement & Residential Recycling	Work needs to be done to meet goals	Meets goals
Communications & Outreach		
Municipality uses resources from the Residential and Business Toolkits (articles, images, etc.), provided by the Department		
Printed and electronic recycling resources for residents follow the Dakota County style guidelines for logo and website references, and use terminology and/or images provided by the Department.		
The municipality website content for solid waste management and household hazardous waste links to the County's respective webpages.		
At least one written and electronic (when applicable) communication is distributed to every <u>existing</u> household about recycling, waste reduction and/or reuse.		
At least one written and electronic (when applicable) communication is distributed to every <u>new</u> household about recycling, waste reduction and/or reuse.		
At least one written and electronic (when applicable) communication is distributed to every <u>existing</u> household		

about The Recycling Zone services.		
At least one written and electronic (when applicable) communication is distributed to every <u>new</u> household about The Recycling Zone services.		
At least four additional education activities accomplished from a menu of options developed by the Department (large communities only).		
Accuracy of information is verified with Department staff before distribution.		
Printed materials identify funding source.		
Quantitative and qualitative measurements related to Master Plan objectives for each communication and outreach activity are provided.		
Operations, Programs & Recycling Events		
A municipality waste diversion baseline and annual goal for municipality is developed.		
Programs to increase residential recycling are developed and implemented.		
Planning is underway to implement municipality-wide organics diversion.		
Quantitative and qualitative measurements related to Master Plan objectives for each project/program activity is provided.		
Priority Issue	Work needs to be done to meet goals	Meets goals
Recycling collection is offered in municipality-owned non-administrative facilities (e.g., community centers).		
Recycling collection is offered in park shelters and along major trails as well as applicable public areas.		
Recycling collection is offered at municipality-sponsored events.		
Follow best practices provided by the Department.		
Park, event, public space and internal recycling and trash collection containers are labeled with signs/labels provided by the Department.		
Residents and applicable coordinators/staff are educated about recycling in parks, public areas and events.		

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approval of Land Donation

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: Thomas J. Link
 Prepared by: Tom Link, Director of Comm. Dev.
 Reviewed by: NA



Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

The City Council is to consider adopting the resolution approving a donation of land by Arlen Anderson, as attached.

ANALYSIS

Arlen Anderson and Claudia Del Zoppo, husband and wife, have offered to donate their property to the City. The property, about one third of an acre, is vacant and is located in the southwest corner of the community. The lot is part of the John Ready 'Pinkville' area. The property is zoned A, Agricultural and designated on the City's Comprehensive Plan as an 80 acre park. The ownership pattern is a random assortment of City-owned and privately-owned lots. There has been discussion over the years of consolidating the lots either under City ownership or private ownership.

The City Council discussed the Anderson/Del Zoppo property in September of 2013. At that time the owners were interested in selling the property to the City. The City Council decided not to acquire the property but expressed an interest in accepting it as a donation. The owners recently offered to donate the property.

CONCLUSIONS

Staff recommends adoption of the resolution approving a donation of land by Arlen C. Anderson.

- Enc: Resolution approving a donation of land
 Memo from Tim Kuntz, City Attorney
 Map

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A DONATION OF LAND TO THE CITY OF INVER
GROVE HEIGHTS BY ARLEN C. ANDERSON FOR PROPERTY IDENTIFIED AS
DAKOTA COUNTY TAX IDENTIFICATION NO. 20-03100-56-130 PURSUANT TO
MINNESOTA STATUTES § 465.03**

WHEREAS, Arlen C. Anderson owns real property in Inver Grove Heights, Minnesota, identified as Dakota County Tax Identification Number 20-03100-56-130 legally described on Exhibit A attached hereto (the Real Property). The Real Property consists of 0.35 acres of vacant land.

WHEREAS, Arlen C. Anderson wishes to donate the Real Property to the City of Inver Grove Heights (City) without compensation.

WHEREAS, pursuant to Minnesota Statutes § 465.03 the City has the power and authority to accept a grant or devise of real property.

WHEREAS, the City is willing to accept the donation of the Real Property from Arlen C. Anderson pursuant to the following terms and conditions:

- a. Arlen C. Anderson shall donate the Real Property to the City by way of a Quit Claim Deed from Arlen C. Anderson to the City.
- b. The City shall pay the closing costs associated with the conveyance.
- c. The City shall pay the recording fee to record the Quit Claim Deed with the county.
- d. Arlen C. Anderson shall pay the real estate taxes for 2014 and the City shall pay the real estate taxes for 2015.

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

1. The City hereby accepts the donation of the Real Property from Arlen C. Anderson to the City pursuant to Minnesota Statutes § 465.03.
2. The Mayor and Deputy Clerk are authorized to sign all closing documents that are required of the City in connection with the conveyance of the Real Property from Arlen C. Anderson to the City.
3. The terms and conditions of the donation are:
 - a. Arlen C. Anderson shall donate the Real Property to the City by way of a Quit Claim Deed from Arlen C. Anderson to the City.
 - b. The City shall pay the closing costs associated with the conveyance.
 - c. The City shall pay the recording fee to record the Quit Claim Deed with the county.

- d. Arlen C. Anderson shall pay the real estate taxes for 2014 and the City shall pay the real estate taxes for 2015.

Passed by at least a two-thirds majority vote of the City Council of Inver Grove Heights this 24th day of November, 2014.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

**LEVANDER,
GILLEN &
MILLER, P.A.**

ATTORNEYS AT LAW

TIMOTHY J. KUNTZ
DANIEL J. BEESON
*KENNETH J. ROHLF
◦STEPHEN H. FOCHLER
◦JAY P. KARLOVICH
ANGELA M. LUTZ AMANN
*KORINE L. LAND
◻*DONALD L. HOEFT
DARCY M. ERICKSON
DAVID S. KENDALL
BRIDGET McCAULEY NASON
DAVID B. GATES
•
HAROLD LEVANDER
1910-1992
•
ARTHUR GILLEN
1919-2005
•
• ROGER C. MILLER
1924-2009

MEMO

*ALSO ADMITTED IN WISCONSIN
†ALSO ADMITTED IN NORTH DAKOTA
◻ALSO ADMITTED IN MASSACHUSETTS
◻ALSO ADMITTED IN OKLAHOMA

TO: Mayor and Councilmembers
FROM: Timothy J. Kuntz, City Attorney
DATE: November 19, 2014
**RE: Donation of Land to the City by Arlen C. Anderson –
November 24, 2014 Council Meeting**

Section 1. Background. Arlen C. Anderson owns real property in Inver Grove Heights, Minnesota, identified as Dakota County Tax Identification Number 20-03100-56-130 (the Real Property). The Real Property consists of 0.35 acres of vacant land. Arlen C. Anderson wishes to donate the Real Property to the City of Inver Grove Heights without compensation.

Pursuant to Minnesota Statutes § 465.03 the City has the power and authority to accept a grant or devise of real property.

Section 2. Terms of Acceptance of Donation. The City is willing to accept the donation of the Real Property from Arlen C. Anderson pursuant to the following terms and conditions:

- a. Arlen C. Anderson shall donate the Real Property to the City by way of a Quit Claim Deed from Arlen C. Anderson to the City.
- b. The City shall pay the closing costs associated with the conveyance.
- c. The City shall pay the recording fee to record the Quit Claim Deed with the county.
- d. Arlen C. Anderson will pay the real estate taxes for 2014 and the City will pay the real estate taxes for 2015.

Section 3. Council Action. The Council is asked to consider the attached *Resolution Approving A Donation Of Land To The City Of Inver Grove Heights By Arlen C. Anderson For Property Identified As Dakota County Tax Identification No. 20-03100-56-130 Pursuant To Minnesota Statutes § 465.03* at the November 24, 2014 Council meeting.

Attachment

EXHIBIT A
LEGAL DESCRIPTION OF REAL PROPERTY

The North 153 feet of the South 219 feet of the East 100 feet of the West 311 feet of the NE ¼ of the SW ¼ of Section 31, Township 27 North, Range 22 West, Dakota County, Minnesota. As measured parallel with the southerly and westerly lines thereof,

Subject to an Easement to Mid-America Pipeline Company dated January 16, 1963 and recorded in Book 74 of Miscellaneous Records page 223 in the office of the Register of Deeds of Dakota County, Minnesota.

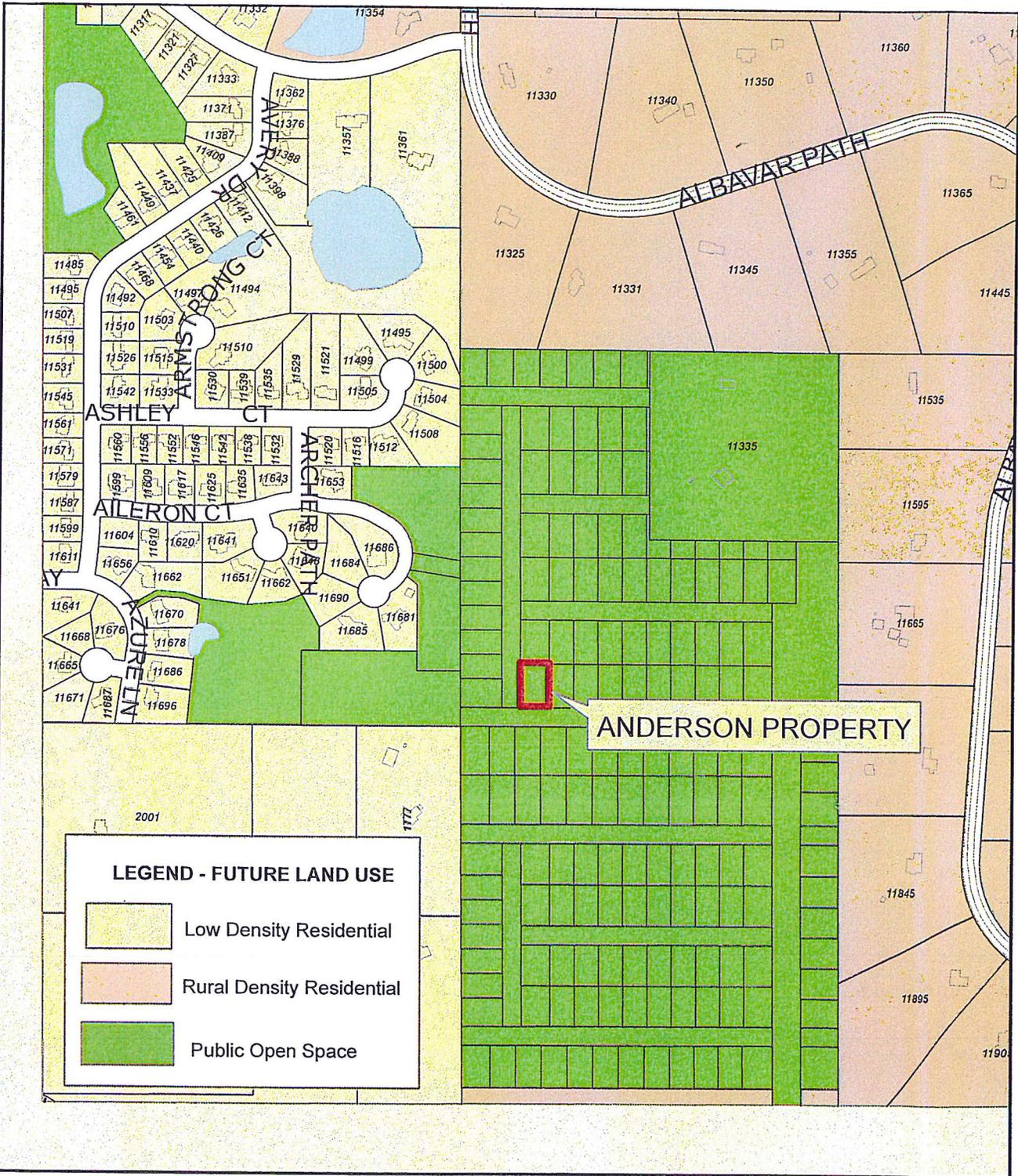
Subject also to Zoning ordinances of the Village of Inver Grove Heights.

Subject also to Easement to Northern States Power Company dated September 8, 1942 and recorded October 28, 1942 in Book 51 of Miscellaneous Records, page 124 as amended by modification dated December 29, 1965 and recorded in Book 78 of Miscellaneous Records, page 263 in the Office of the Register of Deeds of Dakota County, Minnesota.

Subject also to Easement to Dakota County Electric Cooperative dated January 22, 1940 and recorded June 10, 1940, in Book 48 of Miscellaneous Records, page 214, as amended by modification dated March 14, 1966 and recorded in Book 78 of Miscellaneous Records, page 269, in the office of the Register of Deeds of Dakota County, Minnesota.

Torrens Property
Dakota County Tax Identification No. 20-03100-56-130

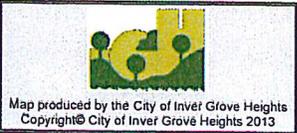
ANDERSON PROPERTY



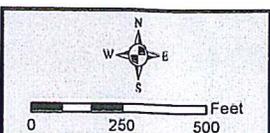
Document Path: Z:\GIS\Projects\Planning\MXDs\ArcMap_Planning.mxd Date: 9/6/2013 - 10:04:56 AM kfox

LEGEND - FUTURE LAND USE

- Low Density Residential
- Rural Density Residential
- Public Open Space



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



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of 2015 Park and Recreation Department Fees

Meeting Date: November 24, 2014
Item Type: Consent Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Matt Moynihan
Bethany Adams
Tracy Petersen

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

It is recommended that the Council approve the attached 2015 fees for Parks & Recreation.

SUMMARY

Attached is a copy of the 2015 proposed fees for Parks & Recreation. Highlights of the changes are as follows:

Recreation

- A number of facility use fees will increase by an average of \$5.00.

VMCC/Grove

- Membership rates are being increased by \$1.00 per month and will be addressed in “odd” numbered years
- Admission fees will be addressed in “even” numbered years.

Inver Wood

- There is approximately a \$1.00 per round increase proposed on some of the greens fees
- Introducing restricted season passes for Adults, Seniors, and Juniors
- Restructuring the Patron Card to a Player’s Card with similar discounts but added value in the pro-shop and driving range
- Introducing Foot Golf on the Executive Course

The Park and Recreation Commission is recommending approval.

**CITY
OF
INVER GROVE HEIGHTS**



**2015 PROPOSED FEES
PARKS & RECREATION DEPARTMENT**

*RECREATION
INVER WOOD GOLF COURSE
VETERANS MEMORIAL COMMUNITY CENTER*

Parks & Recreation

Item	Frequency	2014 Resident	2014 Non-Res	2015 Resident Proposed	2015 Non-Res Proposed
Park Shelters *(excludes Swing Bridge Park)	Per 5 hour block	\$55	\$75	\$60	\$80
Park Shelter * Swing Bridge Park Only				\$100	\$100
Picnic Kit *	NA	\$12	\$22	\$12	\$22
Volleyball Kit *	NA	\$22	\$40	\$22	\$40
Bocce Ball Set *	NA	\$22	\$40	\$22	\$40
Croquet Set *	NA	\$12	\$22	\$12	\$22
Tug-o-War Rope *	NA	\$6	\$12	\$6	\$12
Horseshoe Kit *	NA	\$6	\$12	\$6	\$12
Additional trash barrels/picnic tables	NA	\$25	\$35	\$30	\$40
Outdoor Ice Rink *	Per hour	\$25	\$35	\$25	\$35
Outdoor Ice Rink w/attendant *	Per hour	\$35	\$45	\$35	\$45
Outdoor Rink Lights	Per hour	\$40	\$60	\$40	\$60
Neighborhood Park/School Athletic Field	Per use	\$35	\$45	\$40	\$45
Tennis Courts	Per Hour/Court	\$3	\$5	\$4	\$6
Rich Valley Baseball Field (youth)	Per gm/practice	\$70	\$90	\$75	\$95
Rich Valley Baseball Field (adult)	Per gm/practice	\$85	\$105	\$90	\$110
Rich Valley Softball Field	Per gm/practice	\$50	\$75	\$55	\$80
Rich Valley Soccer Field (youth)	Per gm/practice	\$70	\$90	\$75	\$95
Rich Valley Soccer Field (adult)	Per gm/practice	\$85	\$105	\$90	\$110
Rich Valley Soccer ½ Field	Per gm/practice	\$40	\$50	\$45	\$55
Rich Valley Lights	Per hour	\$40	\$60	\$40	\$60
Rich Valley Field Tournament Fee	Per field/day	\$175	\$200	\$180	\$205
Rich Valley Tournament Vendor Fee	Per Weekend	\$50	\$100	\$50	\$105
Rich Valley Concession Stand	Per Weekend	\$250	\$250	\$250	\$250
Rich Valley Additional Maintenance Service- staff, equipment and supplies (4 fields or less)	Per hour	\$50	\$60	\$50	\$60
Rich Valley Additional Maintenance Service- staff, equipment & supplies (5 fields or more)	Per hour	\$70	\$80	\$70	\$80
Rich Valley Additional Maintenance Service-labor & supplies	Per hour	\$40	\$50	\$40	\$50
IGH Baseball, Softball & Soccer Association Tournament Fee	Per field/day	\$75	\$75	\$80	\$80
Local Athletic Assoc. User Fee	Per Player	\$10	\$15	\$11	\$17
Disc Golf Annual Pass	Per year	\$30	\$40	\$30	\$40
Disc Golf Daily Pass	Daily	\$30	\$40	\$30	\$40
Disc Golf Tournament	Per day	\$200	\$200	\$200	\$200
Disc Golf Tournament	Per Weekend	\$500	\$500	\$500	\$500
Mountain Bike Course	Per Day	\$500	\$500	\$500	\$525

- *Requires damage deposit
- **Fee replaces the agreement that expired in 2009 to build Rich Valley Athletic Complex. Revenue generated can be used on a project that would benefit youth athletics and the City. The project would be agreed upon between staff and the association and approved by the Council.
- Fees include tax
- Manager has discretion to negotiate off peak time usage rates

Inver Wood Golf Course

Item	Frequency	2014 Resident	2014 Non-Res	2015 Resident Proposed	2015 Non-Res Proposed
Pull Cart Rental	Per Round	\$3.50		\$3.50	
Player's Card	Per Season	\$30	\$45	\$80	\$100
Driving Range Balls-Large	Per Bucket	\$8		\$8	
Driving Range Balls-Medium	Per Bucket	\$5		\$6	
Driving Range Balls-Small	Per Bucket			\$4	
Season Passes (restrictions apply)	Adult Season Pass			\$1,200	
	Sr. Season Pass			\$1,000	
	Jr. Season Pass	\$400	\$400	\$500	
Weekday	18 Hole Green Fee	\$31		\$32	
Mon - Thur	9 Hole Green Fee	\$17.50		\$18	
7 am to 5 pm	Patron 18 Green Fee	\$26		\$27	
Sat - Sun	Patron 9 Green Fee	\$15.50		\$16	
Noon to 5 pm	Sr/Jr 18 Green Fee	\$20.50		\$21	
	Sr/Jr 9 Green Fee	\$11.50		\$12	
	Executive Green Fee	\$14.50		\$14.50	
	Patron Exec Green Fee	\$11.50		\$11.50	
	Sr/Jr Exec Green Fee	\$9.50		\$10	
Weekend	18 Hole Green Fee	\$40		\$40	
Friday	9 Hole Green Fee	\$25		\$25	
Noon to 5 pm	Patron 18 Green Fee	\$33		\$33	
Sat - Sun	Patron 9 Green Fee	\$18.50		\$18.50	
6 am to Noon	Sr/Jr 18 Green Fee	\$25		\$27	
	Sr/Jr 9 Green Fee	\$15.50		\$16.50	
	Executive Green Fee	\$17.50		\$17.50	
	Patron Exec Green Fee	\$14.50		\$14.50	
	Sr/Jr Exec Green Fee	\$9.50		\$10	
Golf Car	18 Hole Car Fee	\$17.50		\$17.50	
Rentals	9 Hole Car Fee	\$10.50		\$10.50	
	Executive Car Fee	\$6.50		\$6.50	
	Sr. 18 Hole Car Fee	\$12.50		\$13.00	
	Sr. 9 Hole Car Fee	\$8.50		\$9.00	
	Sr. Exec Car Fee	\$5.50		\$6.00	
Evening	Twilight Green Fee	\$25		\$25	
5 pm to end	Patron Twilight Green Fee	\$20.50		\$20.50	
	Sr/Jr Twilight Green Fee	\$16.50		\$17	
	Twilight Car Fee	\$14.50		\$14.50	
	Sr. Twilight Car Fee	\$10.50		\$11	
Advertised/Promotional	18 Hole Green Fee	\$22		\$24	
Young Adult	9 Hole Green Fee	\$13		\$15	
	Executive Green Fee	\$10		\$12	
	18 Hole Car Fee	\$11		\$13	
	9 Hole Car Fee	\$7		\$9	
	Executive Car Fee	\$4		\$6	
Foot Golf	Adult			\$10	
	Youth			\$8	
	Ball Rental			\$3	

- All fees include tax

VMCC/Grove

Item	Frequency	2014 Resident	2014 Non-Res	2015 Resident Proposed	2015 Non-Res Proposed
National Guard Room A, B, C	Per Hour	\$28	\$38	\$30	\$40
Community Room 1, 2, 3	Per Hour	\$32	\$42	\$35	\$45
Community Room Kitchen	Per day	\$25		\$25	\$25
PA System	Per day	\$25		\$25	\$25
Screen	Per day	\$15		\$15	\$15
TV/DVD/Projector	Per day	\$25		\$25	\$25
Easel	Per day	\$10	\$10	\$10	\$10
Room Rental Attendant	Per Hour	\$30		\$30	\$30
Gymnasium – Athletic	Per Hour	\$55	\$70	\$60	\$75
Gymnasium – Weekday (M-F)	Per Hour	\$75	\$85	\$80	\$90
Gymnasium - Weekend (Sat.-Sun) All Day	Full Day	\$630	\$895	\$630	\$895
Gymnasium – Wedding Package (0-300 ppl)	Per Day	\$800	\$1,100	\$800	\$1,100
National Guard Gym Kitchen	Per day	\$75	\$75	\$75	\$75
West Rink-Turf	Per Hour	\$80		\$80	\$85
Lock-In	Per Person	\$30			
Childcare Drop-In Rate(non-member)	Per Hour	\$3	\$3	\$3	\$3
Membership – Single Enrollment Fee	One-Time	\$49	\$59	\$49	\$59
Membership – Dual Enrollment Fee	One-Time	\$49	\$59	\$49	\$59
Membership – Household Enrollment Fee	One-Time	\$49	\$59	\$49	\$59
Membership – Senior (60+)	Annual	\$438		\$449	
Membership – Single	Annual	\$571		\$581	
Membership – Dual	Annual	\$775		\$785	
Membership – Household (up to 6)	Annual	\$898		\$908	
Membership – PCA added to household	Annual	\$192		\$192	
Membership – Senior (60+)	Monthly	\$43		\$44	
Membership – Single	Monthly	\$56		\$57	
Membership – Dual	Monthly	\$76		\$77	
Membership – Household (up to 6)	Monthly	\$88		\$89	
Membership – PCA added to household	Monthly	\$16		\$16	
City Emp. Membership – Senior (60+)	Monthly	\$35		\$36	
City Emp. Membership – Single	Monthly	\$45		\$46	
City Emp. Membership – Dual	Monthly	\$65		\$66	
City Emp. Membership – Household	Monthly	\$75		\$76	
Corporate Membership – Senior	Monthly	\$39		\$40	
Corporate Membership – Single	Monthly	\$51		\$52	
Corporate Membership - Dual	Monthly	\$69		\$70	
Corporate Membership - Household	Monthly	\$80		\$81	
Military Active - Single	Monthly	\$45		\$46	
Military Active – Senior	Monthly	\$35		\$36	
Military Active – Dual	Monthly	\$65		\$66	
Military Active – Household	Monthly	\$75		\$76	
Military Vet – Senior	Monthly	\$39		\$40	
Military Vet – Single	Monthly	\$51		\$52	
Military Vet – Dual	Monthly	\$69		\$70	
Military Vet – Household	Monthly	\$80		\$81	
Daily Admission after 5:30pm (waterpark)	Daily	\$4		\$4	
Daily Admission after 8 pm (fitness center)	Daily	\$4		\$4	
Daily Admission – Youth/Senior	Daily	\$7.50		\$7.50	
Daily Admission – Adult	Daily	\$7.50		\$7.50	
Daily Admission – Household	Daily	\$20		\$20	
10-time Pass – Youth/Senior	10 Visits	\$65		\$65	

10-time Pass – Adult	10 Visits	\$70		\$70	
10-time Pass – Household	10 Visits	\$170		\$170	
ATM Transaction Fee	Per Transaction	\$3		\$3	
Open Gym	Daily	\$3		\$3	
Open Gym – Members	Daily	Free		Free	
Open Skate – adults (18 & older)	Daily	\$5		\$5	
Open Skate – children (17 & under)	Daily	\$4		\$4	
Open Skate – Members	Daily	Free		Free	
10-time Pass (Open Skate)	10 Visits	\$45		\$45	
10-time Pass (Open Hockey)	10 Visits	\$54		\$54	
Skate Rental	Daily	\$2		\$2	
Skate Sharpening	Daily	\$4		\$4	
Open Hockey	Daily	\$6		\$6	
Towel Rental	Daily	\$1		\$1	
Lock Rental	Daily	\$1		\$1	
Locker Rental (small)	Annual	\$100		\$100	
Locker Rental (large)	Annual	\$200		\$200	
Locker Rental (small)	Monthly	\$11		\$11	
Locker Rental (large)	Monthly	\$22		\$22	
Birthday Party Rental	Per use			Fri:\$135/ Wknd: \$185	Fri:\$135/ Wknd: \$185
Individual Lane Line	Per Hour	\$11.25	\$11.25	\$11.25	\$11.25
Dry Land Use	Per Hour	\$20	\$25	\$20	\$25
Leisure Pool	Per Hour	\$450	\$450	\$450	\$450
Lap Pool	Per Hour	\$90	\$90	\$90	\$90
Diving Well	Per Hour	\$65	\$65	\$65	\$65
Swim Event (Lap and Diving)	Per Hour	\$125	\$125	\$125	\$125
Lifejacket	Per use	\$1	\$1	\$1	\$1

- All month-to-month members can receive a 15% discount off 12 months paid in full (fee listed reflects discount)
- All fees include tax
- Pool rentals includes lifeguard fee(s)
- Swim Event rental does not include lifeguard fee(s)
- Employee membership rates are also available to City Council members and active Commission members.
- Seasonal staff working at the VMCC are afforded free use of the facility during their employment this does not include their spouse or family members.

ICE TIME	Monday – Friday		Saturday & Sunday	
	Prime	Non Prime	Prime	Non Prime
	3:00pm – 9:59pm	Before 3:00pm and after 10pm	7:00am – 8:59pm	Before 7:00am and after 9:00pm
October 1, 2014 – March 12, 2015	\$205	\$140	\$205	\$140
	Monday – Friday		Saturday & Sunday	
	Prime	Non Prime	Prime	Non Prime
	5:00pm – 8:59pm	Before 5:00pm and after 9:00pm	9:00am – 7:59pm	Before 9:00am and after 8:00pm
March 13, 2015 – September 30, 2015	\$140	\$125	\$140	\$125

- * - Certain restrictions apply to availability, reservations, and terms of usage.
- Fees do not include tax
- Manager has discretion to negotiate early and late ice time rates

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER RESOLUTION THAT PROVIDES FOR THE SALE OF UNCLAIMED PROPERTY TO A LOCAL NON-PROFIT ORGANIZATION

Meeting Date: November 24, 2014
 Item Type: Consent Agenda
 Contact: Tracy Petersen-651.450.2588
 Prepared by: Tracy Petersen
 Reviewed by: Eric Carlson-Parks & Recreation

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

PURPOSE/ACTION REQUESTED

Consider adopting the attached resolution that provides for the sale of unclaimed property to a local non-profit community organization; twenty (20) bicycles to the Inver Grove Heights Lion’s Club.

SUMMARY

The Inver Grove Heights Lion’s Club, a local non-profit organization has proposed to acquire twenty (20) unclaimed bicycles from the City and have them refurbished by Bike King, 6489 Cahill Avenue, in order that they may be given to local youth during the upcoming holiday season at the Holiday on Main Street event.

Section 1-8-3 of the City Code provides for the disposition of unclaimed property to local non-profit community organization that has a significant mission of community service. The City Code also provides for the review of such requests on a case-by-case basis, and for the City Council to determine an appropriate fee for the property acquisition. For the past eleven years, the City Council has set the fee at \$5.00.

Staff recommends the City Council approve the attached resolution providing for the sale of 20 unclaimed bicycles to the Inver Grove Heights Lion’s Club for the sum of \$5.00 in order that the bicycles may be refurbished and distributed to local youth during the upcoming holiday season at the Holiday on Main Street event.

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

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE SALE OF UNCLAIMED
PROPERTY TO LOCAL NON-PROFIT COMMUNITY
ORGANIZATION – FIXABLE/UNCLAIMED BICYCLES
TO INVER GROVE HEIGHTS LION’S CLUB**

WHEREAS, the City Council has amended Section 320 of the City Code providing for the disposition of unclaimed property at private sale to local non-profit community organizations, and

WHEREAS, the Inver Grove Heights Lion’s Club has expressed interest in acquiring up to 20 fixable/unclaimed bicycles in possession of the City, and

WHEREAS, the Lion’s Club proposes to have the bicycles refurbished and repaired at the local Bike King store, in order that they may be distributed to youth in the community during the holiday season at the Holiday on Main Street event

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights, Minnesota, approves the private sale of 20 fixable/unclaimed bicycles to the Inver Grove Heights Lion’s Club, a local non-profit community organization, for the sum of Five Dollars (\$5.00), pursuant to Section 1-8-3 of the City Code, as amended.

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

Ayes:
Nays:
Abstain:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

2015 CITY COUNCIL MEETING SCHEDULE

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: 651-450-2513
 Prepared by: Melissa Kennedy, Deputy Clerk
 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 Accept the 2015 City Council Meeting Schedule

SUMMARY The proposed 2015 calendar again reflects holding City Council work sessions on the first Monday of each month.

We will again hold the Commission Recognition/Appreciation Dinner that began in 2012 in April. The date has yet to be determined.

Commission appointments are scheduled as a separate, special meeting on May 18th.

At this time the schedule does not include any other special meetings; i.e. budget, joint meetings with other cities, etc.

This calendar is modified from time to time. Council is provided with an updated meeting schedule as warranted throughout the year.

RECOMMENDATION: Staff recommends the Council review and approve the proposed 2015 meeting schedule.

**2015 CITY COUNCIL MEETING SCHEDULE
INVER GROVE HEIGHTS**

REGULAR MEETINGS 7:00 P.M.	WORK SESSION MEETINGS 7:00 P.M.	HOLIDAYS CITY HALL CLOSED
JANUARY 12 JANUARY 26	JANUARY 5	JANUARY 1 – New Year’s Day JANUARY 19 - Martin Luther King, Jr.
FEBRUARY 9 FEBRUARY 23	FEBRUARY 2	FEBRUARY 16 - President’s Day
MARCH 9 MARCH 23	MARCH 2	
APRIL 13 APRIL 27	APRIL 6 APRIL TBD – Commission Appreciation Dinner @ 6 p.m.	APRIL 3 – Good Friday (½ day)
MAY 11 MAY 26 (Tuesday)	MAY 4 MAY 18 – Commission Interviews and Appointments @ 7 p.m.	MAY 25 - Memorial Day
JUNE 8 JUNE 22	JUNE 1	
JULY 13 JULY 27	JULY 6	JULY 3 – Fourth of July (observed – Holidays that fall on a Saturday are observed on Friday)
AUGUST 10 AUGUST 24	AUGUST 3	
SEPTEMBER 14 SEPTEMBER 28	SEPTEMBER 8 (Tuesday)	SEPTEMBER 7 - Labor Day
OCTOBER 12 OCTOBER 26	OCTOBER 5	
NOVEMBER 9 NOVEMBER 23	NOVEMBER 2	NOVEMBER 11 - Veterans Day NOVEMBER 26 & 27 - Thanksgiving
DECEMBER 14 DECEMBER 28 (If nec.)	DECEMBER 7	DECEMBER 24 - Christmas Eve (½ Day) DECEMBER 25 - Christmas Day

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

APPROVE 2015 MEETING SCHEDULE OF ADVISORY COMMISSIONS

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: 651-450-2513
 Prepared by: Melissa Kennedy, Deputy Clerk
 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 Accept the attached meeting schedules for 2015.

SUMMARY Section 2-1-6 of the City Code specifies that each commission and task force shall file a schedule of regular meetings with the City Clerk.

Each of the City’s Advisory Commissions Planning, Environmental, Parks and Recreation, and Airport Relations, Housing Committee and Convention and Visitors Bureau has submitted their schedules of regular meetings for 2015, and they are attached. Also included is the Economic Development Authority’s proposed schedule.

Staff recommends the Council review and accept the attached schedule of meetings for 2015. These meeting dates and times will be kept on file with the City Clerk.

PLANNING COMMISSION MEETING SCHEDULE FOR 2015

The Planning Commission meets regularly on the first and third Tuesdays of the month at 7:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue.

Tuesday, January 6, 2015	7:00 p.m.
Tuesday, January 20, 2015	7:00 p.m.
Tuesday, February 3, 2015	7:00 p.m.
Tuesday, February 17, 2015	7:00 p.m.
Tuesday, March 3, 2015	7:00 p.m.
Tuesday, March 17, 2015	7:00 p.m.
Tuesday, April 7, 2015	7:00 p.m.
Tuesday, April 21, 2015	7:00 p.m.
Tuesday, May 5, 2015	7:00 p.m.
Tuesday, May 19, 2015	7:00 p.m.
Tuesday, June 2, 2015	7:00 p.m.
Tuesday, June 16, 2015	7:00 p.m.
Tuesday, July 7, 2015	7:00 p.m.
Tuesday, July 21, 2015	7:00 p.m.
Wednesday, August 5, 2015*	7:00 p.m.
Tuesday, August 18, 2015	7:00 p.m.
Tuesday, September 1, 2015	7:00 p.m.
Tuesday, September 15, 2015	7:00 p.m.
Tuesday, October 6, 2015	7:00 p.m.
Tuesday, October 20, 2015	7:00 p.m.
Tuesday, November 3, 2015	7:00 p.m.
Tuesday, November 17, 2015	7:00 p.m.
Tuesday, December 1, 2015	7:00 p.m.
Tuesday, December 15, 2015	7:00 p.m.

* Normal meeting date changed due to holiday or conflicting event

**The Planning Division reserves the right to cancel a meeting due to lack of agenda items.

PARKS AND RECREATION ADVISORY COMMISSION MEETING SCHEDULE FOR 2015

The Parks and Recreation Advisory Commission meets regularly on the second Wednesday of the month at 7:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue.

Wednesday, January 14, 2015	7:00 p.m.
Wednesday, February 11, 2015	7:00 p.m.
Wednesday, March 11, 2015	7:00 p.m.
Wednesday, April 8, 2015	7:00 p.m.
Wednesday, May 13, 2015	7:00 p.m.
Wednesday, June 10, 2015	7:00 p.m.
Wednesday, July 8, 2015	7:00 p.m.
Wednesday, August 12, 2015	7:00 p.m.
Wednesday, September 9, 2015	7:00 p.m.
Wednesday, October 14, 2015	7:00 p.m.
*Thursday, November 12, 2015	7:00 p.m.
Wednesday, December 9, 2015	7:00 p.m.

***Regular Meeting date moved due to holiday**

ENVIRONMENTAL COMMISSION MEETING SCHEDULE FOR 2015

The Environmental Commission meets as needed on the fourth Thursday of the month at 7:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue.

Thursday, January 22, 2015	7:00 p.m.
Thursday, February 26, 2015	7:00 p.m.
Thursday, March 26, 2015	7:00 p.m.
Thursday, April 23, 2015	7:00 p.m.
Thursday May 28, 2015	7:00 p.m.
Thursday, June 25, 2015	7:00 p.m.
Thursday, July 23, 2015	7:00 p.m.
Thursday, August 27, 2015	7:00 p.m.
Thursday, September 24, 2015	7:00 p.m.
Thursday, October 22, 2015	7:00 p.m.
Thursday, November 19, 2015*	7:00 p.m.
Thursday, December 17, 2015*	7:00 p.m.

* Date changed from regularly scheduled Thursday due to holiday

**The Environmental Commission reserves the right to cancel a meeting due to lack of agenda items.

Airport Relations Commission Meeting Schedule for 2015

The Airport Relations Commission meets regularly on the first Wednesday falling at mid-quarter at 6:30 p.m. in the Mayor's Conference Room at Inver Grove Heights City Hall, 8150 Barbara Avenue.

Wednesday, February 4, 2015	6:30 p.m.
Wednesday, May 6, 2015	6:30 p.m.
Wednesday, August 5, 2015	6:30 p.m.
Wednesday, November 4, 2015	6:30 p.m.

ECONOMIC DEVELOPMENT AUTHORITY MEETING SCHEDULE FOR 2015

The Economic Development Authority meets regularly on the second Monday of the months of February, May, August, and November at 5:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue.

Monday, February 9, 2015	5:00 p.m.
Monday, May 11, 2015	5:00 p.m.
Monday, August 10, 2015	5:00 p.m.
Monday, November 9, 2015	5:00 p.m.

HOUSING COMMITTEE MEETING SCHEDULE FOR 2015

The Housing Committee meets five (5) times annually at 5:00 p.m. in the City Council Chambers at Inver Grove Heights City Hall, 8150 Barbara Avenue.

Tuesday, January 13, 2015	5:00 p.m.
Tuesday, March 10, 2015	5:00 p.m.
Tuesday, May 12, 2015	5:00 p.m.
Tuesday, September 8, 2015	5:00 p.m.
Tuesday, November 10, 2015	5:00 p.m.

**Inver Grove Heights Convention & Visitors Bureau
Meeting Schedule for 2015**

The Inver Grove Heights Convention & Visitors Bureau meets on the 4th Thursday of each month at 9:30 a.m. at the River Heights Chamber of Commerce/ IGH CVB Office, located at 5782 Blackshire Path, IGH, MN 55076.

Thursday, January 22, 2015	9:30 a.m.
Thursday, February 26, 2015	9:30 a.m.
Thursday, March 26, 2015	9:30 a.m.
Thursday, April 23, 2015	9:30 a.m.
Thursday, May 28, 2015	9:30 a.m.
Thursday, June 25, 2015	9:30 a.m.
Thursday, July 23, 2015	9:30 a.m.
Thursday, August 27, 2015	9:30 a.m.
Thursday, September 24, 2015	9:30 a.m.
Thursday, October 22, 2015	9:30 a.m.
Thursday, November 19, 2015*	9:30 a.m.
Thursday, December 17, 2015*	9:30 a.m.

*Date changed from regularly scheduled 4th Thursday of the month due to schedule conflicts or holidays.

Note: The IGH CVB reserves the right to cancel/reschedule/add "Special Meetings" throughout the year if needed for a quorum, schedule conflicts or special projects.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: Lt. Sean Folmar (651)450-2465
 Prepared by: Lt. Sean Folmar, Police Department
 Reviewed by: Chief Larry Stanger, Police Department

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

Renew Joint Powers Agreement for the Dakota County Drug Task Force. Adopt resolution relating to the City of Inver Grove Heights participation in the Dakota County Drug Task Force and authorize the Mayor and City Clerk to execute the document on behalf of the City of Inver Grove Heights.

SUMMARY

This Joint Powers Agreement is reviewed every 5 (five) years and the current agreement expires on December 31, 2014. The purpose of this Joint Powers Agreement is to coordinate efforts to apprehend and prosecute drug offenders. This combined effort is responsible for drug investigation, information management, case development and criminal charging. The Dakota County Drug Task Force is made up of the following city and county agencies

- | | |
|-----------------------------|-------------------------|
| City of Apple Valley | City of Mendota Heights |
| City of Burnsville | City of Rosemount |
| City of Eagan | City of Savage |
| City of Farmington | City of South St. Paul |
| City of Hastings | City of West St. Paul |
| City of Inver Grove Heights | Dakota County |
| City of Lakeville | |

It is the recommendation of the Police Department to continue to participate in the Dakota County Drug Task Force. We request that the City Council approve the Joint Powers Agreement and adopt the resolution authorizing the Mayor and the City Clerk to execute documents on behalf of the City of Inver Grove Heights

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

RESOLUTION NO.

**RESOLUTION RELATING TO THE CITY OF INVER GROVE HEIGHTS PARTICIPATION IN THE
DAKOTA COUNTY DRUG TASK FORCE**

WHEREAS, on December 14, 2009, the City Council of Inver Grove Heights passed a resolution to participate in the Dakota County Drug Task Force via a Joint Powers Agreement and

WHEREAS, the current Joint Powers Agreement will expire on December 31, 2014 and

WHEREAS, the City Attorney for Inver Grove Heights and other member city and county attorney's have reviewed the Joint Powers Agreement

WHEREAS, the Dakota County Drug Task Force will coordinate efforts to gather information, apprehend and prosecute drug offenders and

WHEREAS, the Joint Powers Agreement will be in effect for 5(five) years until December 31, 2020.

NOW, THEREFORE BE IT RESOLVED that the Inver Grove Heights Police Department recommends to the Inver Grove Heights City Council that they accept and ratify the Joint Powers Agreement for the Dakota County Drug Task Force.

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

Ayes:

Nays:

George Tourville, Mayor

Attest:

Melissa Kennedy, Deputy Clerk

DAKOTA COUNTY DRUG TASK FORCE

JOINT POWERS AGREEMENT

The parties to this Agreement are units of government responsible for the enforcement of controlled substance laws in their respective jurisdictions. This Agreement is made pursuant to the authority conferred upon the parties by Minnesota Statutes §471.59.

NOW THEREFORE, the undersigned governmental units, in the joint and mutual exercise of their powers, agree as follows:

- 1. **Name.** The parties hereby establish the **Dakota County Drug Task Force** ("Task Force").
- 2. **General Purpose.** The purpose of this Agreement is to establish an organization to coordinate efforts to investigate illegal drug activity and assist in the prosecution of drug offenders.
- 3. **Members.** The members of this Agreement shall consist of the following units of government:

- | | |
|-----------------------------|-------------------------|
| City of Apple Valley | City of Mendota Heights |
| City of Burnsville | City of Rosemount |
| City of Eagan | City of Savage |
| City of Farmington | City of South St. Paul |
| City of Hastings | City of West St. Paul |
| City of Inver Grove Heights | Dakota County |
| City of Lakeville | |

4. Administrative Board.

4.1 Creation and Composition. A joint powers board, known as the Drug Task Force Administrative Board, is established for the purposes contained herein with the powers and duties set forth in this Agreement. The Board shall consist of one member from each of the member units of government, appointed by their respective police chief or sheriff, plus one member appointed by the Dakota County Attorney. Board members appointed by police chiefs and the sheriff must be full-time supervisory peace officers of their jurisdiction or office. Board members shall not be deemed employees of the Task Force and shall not be compensated by it.

4.2 Term. Board members shall serve at the pleasure of their respective police chief, sheriff or county attorney, or their legal successor. In the event that any Board member shall be removed by the appointing agency, the vacancy shall be filled by the appropriate appointing agency.

4.3 Officers. In January of each year, the Board shall elect from its members a chair, a vice-chair, a secretary/treasurer, and such other officers as it deems necessary to conduct its meetings and affairs. Officers shall serve for a term of one (1) year or until the officer ceases to be a board member, whichever is shorter.

4.4 Meetings. The Board shall have regular and special meetings at such times and places as the Board shall determine. Special meetings may be held on three (3) days' notice by the chair or any two (2) board members; except that a special meeting to consider adoption of or amendments to the Board's operating rules pursuant to paragraph 6.1 shall require ten (10) days' notice. The presence of two-thirds (2/3) of the board members at a meeting shall constitute a quorum.

4.5 Voting. Each Board member shall be entitled to one vote. Proxy voting is not permitted. The Board shall function by a majority vote of the board members present.

5. Duties of the Administrative Board.

5.1 The Board shall formulate a program to carry out its purpose.

5.2 The Board shall coordinate intelligence between the members and the Task Force.

5.3 The Board shall appoint and supervise the Task Force Commander. The Board may appoint and supervise Team Leaders. All such appointments are subject to the concurrence of the Task Force Commander's police chief or sheriff.

5.4 The Board shall cause to be made an annual independent audit of the books and accounts of the Task Force and shall make and file a report to its members which includes the following information:

- (a) the financial condition of the Task Force;
- (b) the status of all Task Force projects;
- (c) the business transacted by the Task Force; and
- (d) other matters which affect the interests of the Task Force.

5.5 The Task Force's books, reports and records shall be open to inspection by its members at all reasonable times.

6. Powers of the Administrative Board.

6.1 The Board may adopt and amend such bylaws that it may deem necessary or desirable for the conduct of the business of the Board. Such bylaws shall be consistent with the terms of this Agreement and any applicable laws or regulations.

6.2 The Board may enter into any contract necessary or proper for the exercise of its powers or the fulfillment of its duties and enforce such contracts to the extent available in equity or at law. The Board may authorize the chair of the Board to execute those contracts.

6.3 The Board may disburse funds in a manner which is consistent with this Agreement and with the method provided by law for the disbursement of funds by the parties to this Agreement.

6.4 The Board may apply for and accept gifts, grants or loans of money or other property or assistance from- the United States Government, the State of Minnesota, or any person, association or agency for any of its purposes; enter into any agreement in connection therewith; and hold, use and dispose of such money, property or assistance in accordance with the terms of the gift, grant or loan relating thereto.

6.5 The Board may cooperate with other federal, state and local law enforcement agencies to accomplish the purpose for which it is organized.

6.6 The Board may contract with any of its members to take title to, hold, manage and convey real property obtained by the Board and on its behalf as a result of civil asset forfeiture proceedings; to enter into contracts regarding such real property; and to pay reasonable and necessary expenses related to the hold, managing and conveyance of such real property. The member shall be entitled to reimbursement for such expenses upon sale of the property and shall transmit any net proceeds to the Board. If expenses exceed the sale of proceeds, the Board shall reimburse the member from other funds.

6.7 The Board shall obtain liability insurance to indemnify the Board and its members for actions of the Board and the members of this Agreement arising out of this Agreement.

6.8 The Board may hold such property as may be required to accomplish the purposes of this Agreement and upon termination of this Agreement make distribution of such property as provided for in this Agreement.

6.9 The Board may recommend changes in this Agreement to its members.

7. Budgeting and Funding.

7.1 The members intend to fund the cost of operation of the Task Force from grant funds and matching funds from member cities and Dakota County, from the proceeds of forfeiture actions, and from restitution. It is the members' intention that matching funds shall fund the continued cost of maintaining the replacement officers for the full-time officer assigned by some members to the Task Force.

7.2 The Board shall adopt a budget based upon grant funds, member matching funds and money made available from other sources. The Board may amend the budget from time to time.

7.3 The Board may contract with any of its members to provide budgeting and accounting services necessary or convenient for the Board. Such services shall include, but not be limited to: management of all funds, including member contributions and grant monies; forfeiture proceeds; payment for contracted services; and relevant bookkeeping and recordkeeping. No payment on any invoice for services performed by any person providing services in connection with this Agreement shall be authorized unless approved by the chair, vice-chair or secretary/treasurer.

7.4 The members agree to contribute their grant funds and required matching funds to operate the Task Force.

7.5 All funds shall be accounted for according to generally accepted accounting principles. The Secretary/Treasurer shall make a monthly financial report of all expenditures and receipts, and current fund balances to the Board.

7.6 The Board may not incur debts.

7.7 The Board's obligation to reimburse members for any expense, furnish equipment and the like is contingent upon the receipt of grant funds for that purpose. If insufficient grant funds are received, the Board may reduce the level of reimbursement and/or reduce other expenditures.

8. Agent.

8.1 Each member shall inform the Board in December of each year the allocated number of experienced, full-time licensed peace officer(s) to serve as Agents for the Task Force for the proceeding calendar year. The maximum number of licensed peace officers each member may assign to the Task Force, with the exception of the Dakota County Sheriff is two members. The maximum number of licensed peace officers the Dakota County Sheriff may assign to the Task Force is five. The number of licensed peace officer(s) per member allowed to serve as Agents for the Task Force must be approved in advance by the Board.

8.2 Agents shall not be employees of the Task Force. Agents shall remain employees of the member that has assigned them to the Task Force and shall be compensated by that member. Each party to this Agreement shall be responsible for injuries to or death of its own personnel. Each party to this Agreement waives its right to sue any other party for any workers' compensation benefits paid to its own employee or their dependents, even if the injury were caused wholly or partially by the negligence of any other party, or its officers, employees or agents.

8.3 Agents will be responsible for drug investigation, including intelligence management, case development, case charging, handling and processing of evidence. Agents will also assist other Agents in surveillance and undercover operations. To the extent authorized by law Agents will work cooperatively with assisting agencies, including sharing intelligence and information acquired by agents pursuant to this Agreement.

8.4 Agents will be supervised by the Task Force Commander or, in his/her absence, by the Team Leader assigned by the Task Force Commander to act in his/her behalf.

8.5 The member appointing the Agent shall furnish the Agent a weapon, cellular phone, and a vehicle and pay any lease payments, insurance, maintenance and operating costs of the vehicle. Further, the member appointing the Agent shall pay all expenses associated with tuition, travel, lodging and meals. Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or loss were caused wholly or partially by the negligence of any other party or its officers, employees or agents.

8.6 The members shall maintain the officer positions hired to replace the officer assigned to the Task Force, or maintain the Full Time Equivalent staffing assigned to the Task Force as shown in 8.1.

9. Task Force Commander and Team Leader(s).

9.1 From among the full-time Agents assigned by members, the Board shall appoint a Task Force Commander who shall serve at the Board's pleasure. The Task Force Commander must be a full-time, licensed supervisory peace officer of a member. The Task Force Commander shall remain an employee of the member that has assigned them to the Task Force.

9.2 The Task Force Commander shall be in charge of the day-to-day operation of the Task Force, including supervising the Task Force's assigned personnel subject to direction received from the Board. The Task Force Commander is responsible for staffing, scheduling, case assignment, case management, record keeping, informant management, buy fund management, petty cash management and intelligence management. The Task Force Commander will be responsible to keep the Board updated as to the Task Force's activity, which would include major case development within member jurisdictions. The Task Force Commander will supervise the drafting and execution of all search warrants initiated by the Task Force Unit and will work cooperatively with the agencies with venue over the case. The Task Force Commander will be responsible for all buy fund monies and petty cash funds, and will provide Board members with a monthly accounting of all funds disbursed and a written summary of activity with the unit.

9.3 The Task Force Commander may exclude Agents from further Task Force involvement subject to review by the Board. The member agency that assigned the Agent to the Task Force will be immediately notified of the Task Force Commander's actions.

9.4 From the Agents assigned by members, a Team Leader(s) may be appointed by the Board, with the concurrence of the Agent's member agency, and serve at the Board's pleasure. The Team Leader(s) must be a full-time, licensed peace officer of a member and may be paid a supervisor's salary by that member agency only during that time that the Task Force Commander is absent. The Team Leader(s) shall remain an employee of the member city or county at all times.

9.5 The duties, responsibilities and authority of the Team Leader(s), while the Task Force Commander is absent, shall be the same as the Task Force Commander as described in paragraph 9.2 herein. If there is more than one Team Leader, the Task Force Commander will assign one Team Leader to act as Task Force Commander while the Task Force Commander is absent.

10. Forfeiture, Seizures and Fines. Items that are seized pursuant to this Agreement shall be used to support Task Force efforts. The use and disbursement of these items must be approved by the Board. In the case of federal forfeiture actions, established federal rules shall be followed. The Board may divide all remaining forfeited items among Task Force members in proportion to the then-assigned Full Time Equivalent contributions of each member of this Agreement as set forth in paragraph 8.1 herein. Fine and restitution monies ordered paid to the Task Force by court order shall be used to offset equipment or operating costs of the Task Force not funded by grant or matching funds.

11. Insurance, Indemnification and Hold Harmless. The Board shall purchase general liability insurance for activities of the Task Force. Such insurance shall name each member as an additional insured. By purchasing insurance, the members do not intend to waive, and the Agreement shall not be interpreted to constitute a waiver of, by any member, limitations on liability or immunities provided by any applicable Minnesota law, including Minn. Stat. Chs. 466 and 471. The cost of the general liability insurance shall be paid from funds provided pursuant to paragraph 7 hereunder.

The members of this Agreement are not liable for the acts or omissions of the other members of this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other members.

The Task Force shall defend and indemnify the members, and their officers, employees, and agents, from and against all claims, damages, losses, and expenses, including attorney fees, arising from Task Force activities or operations, and decisions of the Board.

Nothing in this Agreement shall constitute a waiver of the statutory limits or liability set forth in Minnesota Statutes, Chs. 466 and 471, or a waiver of any available immunities or defenses.

To the fullest extent permitted by law, action by the members to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the members that they shall be deemed a "single governmental unit" for the purposes of liability, as set forth in Minnesota Statutes, section 471.59, subd. 1a(a), provided further that for purposes of that statute, each member to this Agreement expressly declines responsibility for the acts or omissions of another member.

Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or agents of any member for any act or omission for which the officer, employee, or agent is guilty of malfeasance in office, willful neglect of duty, or bad faith.

Any excess or uninsured liability shall be borne equally by all the members, but this does not include the liability of any individual officer, employee, or agent which arises from his or her own malfeasance, willful neglect of duty, or bad faith.

12. Effective Date. This Agreement shall take full effect on January 1, 2015. All members need not sign the same copy. The signed Agreement shall be filed with the Board's designated fiscal agent, who shall notify all members in writing of its effective date.

13. Termination and Withdrawal.

13.1 Termination Date. This Agreement shall terminate upon the occurrence of any one of the following events, whichever occurs first:

- When necessitated by operation of law or as a result of a decision by a court of competent jurisdiction; or

- When a majority of members agree by resolution to terminate the agreement upon a date certain; or
- On December 31, 2019.

13.2 Withdrawal. Any member may withdraw from this Agreement upon 60-days written notice to the Board. The Board shall notify the members pursuant to paragraph 14. Withdrawal shall not act to discharge any liability incurred by the member prior to withdrawal. Such liability shall continue until discharged by law or agreement. In the event of withdrawal by any member, the agreement shall remain in full force and effect as to all remaining members.

13.3 Effect of Termination. Upon termination of this Agreement, all property of the Task Force shall be sold or distributed to the members in proportion to the then-assigned Full Time Equivalent contributions of each member of this Agreement as set forth in paragraph 8.1 herein.

14. **Notice**. Notice of withdrawal shall be provided by first class mail to the following:

Apple Valley Chief of Police
7100 147th Street West
Apple Valley, MN 55124

Mendota Heights Chief of Police
1101 Victoria Curve
Mendota Heights, MN 55118

Burnsville Chief of Police
100 Civic Center Parkway
Burnsville, MN 55337

Rosemount Chief of Police
2875 145th Street West
Rosemount, MN 55068

Eagan Chief of Police
3830 Pilot Knob Road
Eagan, MN 55122

Savage Chief of Police
6000 McColl Drive
Savage, MN 55378

Farmington Chief of Police
19500 Municipal Drive
Farmington, MN 55024

South St. Paul Chief of Police
125 3rd Avenue North
South St. Paul, MN 55075

Hastings Chief of Police
150 3rd Street East
Hastings, MN 55033

West St. Paul Chief of Police
1616 Humboldt Avenue
West St. Paul, MN 55118

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

Dakota County Sheriff
Law Enforcement Center
1580 Highway 55
Hastings, MN 55033

Lakeville Chief of Police
9237 183rd Street West
Lakeville, MN 55044

IN WITNESS WHEREOF, the undersigned governmental units, by action of their governing bodies, have caused this Agreement to be executed in accordance with the authority of Minnesota Statute §471.59.

Approved by the City Council

Dated: _____

CITY OF INVER GROVE HEIGHTS

By _____
Date of Signature _____

Attest _____
Date of Signature _____

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: November 24 , 2014
 Item Type: Consent
 Contact: Lt. Sean Folmar (651) 450-2465
 Prepared by: Lt. Sean Folmar
 Reviewed by: Chief Larry Stanger (651)450-2526

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:

Recognize the plan **update** of the City of Inver Grove Heights Emergency Operation Plan (EOP).

SUMMARY:

Minnesota Statutes, Section 299K.05 stipulate that “Political subdivisions should prepare emergency plans that adequately address the requirements contained in section 11003 of the federal act. The emergency plan may be a part of a plan prepared by a political subdivision in accordance with chapter 12. The ‘federal act’ is the Emergency Planning and Community Right to Know Act, otherwise known as Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986. SARA Title III includes several requirements regarding the developments, exercising, and updating of a local emergency plan. The Federal Emergency Management Agency (FEMA) has developed a Comprehensive Preparedness Guide (CPG) 101 to provide recommendations on developing EOPs. The CPG promotes a common understanding of the fundamentals of risk-informed planning and decision making to help planners produce integrated, coordinated, and synchronized plans. The goal of CPG 101 is to make the planning process routine across all phases of emergency management and for all homeland security mission areas. Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management (HSEM) has also developed a local EOP crosswalk known as the MNWALK that is used by HSEM and Dakota County to evaluate the completeness of local EOP’s.

Inver Grove Heights updated EOP has been deemed MNWALK compliant by the Dakota County Emergency Preparedness Coordinator.

The recommendation under SARA Title III is to have a plan **update** every two years to maintain accuracy.

Once the verification of plan approval has been signed by the Mayor, updated Emergency Operation Plans will be distributed to the City Council and Department Heads.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Denial of Therapeutic Massage Business License and Individual Therapeutic Massage License

Meeting Date: November 24, 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: Consider denial of application of Caroline Nyakundi dba Yuroca's Caring Hands LLC for a therapeutic massage business license and an individual therapeutic massage license for premises located at 5874 Blackshire Path, #12 & #13

SUMMARY:

Ms. Nyakundi submitted an application for both an individual therapeutic massage license and a therapeutic massage business license to provide therapeutic massage services at the premises located at 5874 Blackshire Path, #12 & #13. The application was then submitted to the Police Department for criminal background investigation as required by code.

Based on the information found in the background investigation, staff recommends denial of the application.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: November 24, 2014
 Item Type: Consent
 Contact: Joe Lynch, City Administrator
 Prepared by: Amy Jannetto, H.R. Coordinator
 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 Staff requests that the Council approve the personnel actions listed below:

Please confirm the seasonal/temporary termination of employment of: Golf – John Fisher, Elliot Gonsioroski, Kyle Horsch, Matt Willig, Elmer Guetschoff, Gary Harker, Lyle Knutson, Bill Korte, Pete Price, Joey Hofstad, Matt Sarff, Mason Taylor, Loann Evenson, Stephanie Jensen, Dorothy Lencowski, Jana Patka, Casandra Sage, Darlene Saltis, Joan Sirek, Jayson Gouette, Cameron Mulvihill, Connor Mickelson, Justin Schaubroeck, Corey Grieger, Jeffrey Matuska, Tyler Prifrel, Michael Stern, and Daryl Swenson.

Please confirm the employment of: Cory Onken, VMCC Maintenance Worker.

Please confirm the retirement of: Glen Lentner, Golf Course Superintendent.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider a Resolution Authorizing Staff to Enter into Agreements and Procure a Right-of-Way and Easement Acquisition Team for Northwest Area – Argenta Trail District, City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District

Meeting Date: November 24, 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

Fiscal/FTE Impact:

- None
- Amount included in current budget
- Budget amendment requested
- FTE included in current complement
- New FTE requested – N/A
- Other: Northwest Area Connection Charges, Special Assessments, Utility Funds, Developer Funds

PURPOSE/ACTION REQUESTED

Consider a resolution authorizing staff to enter into agreements and procure a right-of-way and easement acquisition team for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta Trail District.

SUMMARY

The project was initiated by the City Council as part of the City’s improvement planning and development proposal in the Northwest Area. At the March 10, 2014 regular meeting, the Council accepted an engineering services proposal for preparation of the feasibility study by Bolton & Menk, Inc. The project involves trunk water and sanitary sewer improvements to serve the Northwest Area including the Blackstone PUD. The City Council approved the Blackstone PUD at its November 10, 2014 meeting. The City Council authorized Bolton and Menk’s proposal for design services on June 23, 2104 and accepted a June 19, 2014 draft feasibility study for City Project No. 2014-13.

The City Engineer has been working with the City Attorney to identify and procure a right-of-way (ROW) and easement acquisition team. The team will follow the eminent domain process to acquire necessary easement and ROW as identified in City Project No. 2014-13 - Northwest Area Trunk Utilities, Argenta Trail District and amendments thereto.

The City Engineer has been in contact with the following prominent consultants that provide ROW and easement acquisition and appraisal services: BRKW Appraisals, Metzen Appraisals, and Evergreen Land Services. The City has successfully utilized these companies’ services in past land and easement acquisitions through agreements and the eminent domain process.

I recommend approval of the resolution authorizing staff to enter into agreements and procure a right-of-way and easement acquisition team for Northwest Area – Argenta Trail District, City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta Trail District

TJK/kf
 Attachment: Resolution

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING STAFF TO ENTER INTO AGREEMENTS AND PROCURE A RIGHT-OF-WAY
AND EASEMENT ACQUISITION TEAM FOR NORTHWEST AREA – ARGENTA TRAIL DISTRICT, CITY
PROJECT NO. 2014-13 – NORTHWEST AREA TRUNK UTILITIES, ARGENTA DISTRICT**

WHEREAS, on March 10, 2014, the City Council approved an engineering services proposed for preparation of the feasibility study by Bolton & Menk, Inc. and authorized the preparation of a feasibility study report for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District; and

WHEREAS, a resolution was approved on June 23, 2014 to have Bolton and Menk, Inc. to provide design services for City Project No. 2014-13 – Northwest Area Trunk Utilities, Argenta District following the review of the draft feasibility study for said project dated June 19, 2014; and

WHEREAS, the City Council approved various motions and resolutions for the approval of the Blackstone PUD at its November 10, 2014 meeting; and

WHEREAS, the City will prepare amendments to the feasibility study with project financing plans as various segments of the project are initiated by the City Council; and

WHEREAS, a final feasibility report has been prepared by Bolton & Menk, Inc. for the Public Works Director with reference to City Project No. 2014-13 - Northwest Area Trunk Utilities, Argenta District; and

WHEREAS, City Staff and City Attorney are requesting authorization to prepare for eminent domain proceedings by procuring a right-of-way and easement acquisition team for the project and entering into agreements; and

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

1. The City Council will consider the above-mentioned improvements in accordance with the report and assess, or tax, the abutting properties for all or a portion of the cost of the improvements, pursuant to Chapter 429 of the Minnesota Statutes at an estimated cost of \$12,306,900.
2. The City Engineer is hereby authorized to negotiate professional services contracts, enter into agreements, and procure a right-of-way and easement acquisition team for the project.
3. The chosen acquisition team is necessary to complete the eminent domain process to acquire easement and ROW as identified in feasibility report for City Project No. 2014-13 - Northwest Area Trunk Utilities, Argenta District, and amendments thereto.
4. The land acquisition and appraisal team is identified as, but not limited to: City Staff, City Attorney, BRKW Appraisals, Metzen Appraisals and Evergreen Land Services.

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

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: November 24, 2014
Item Type: Public Hearing
Contact: 651.450.2513
Prepared by: Melissa Kennedy
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: Conduct a public hearing and consider approval of renewal applications for liquor licenses for the 2015 calendar year.

SUMMARY:

The City received applications for the renewal of 28 liquor licenses for 2015. The attached notice of public hearing was published in the South West Review on November 9, 2014.

Each renewal application was accompanied by the necessary license fees and liability insurance certificates. Information regarding completion of alcohol server training was also provided to verify that all employees engaged in the serving/selling of alcohol received training within the last 24 months.

Background investigations are being processed by the Police Department and the results will be presented at the public hearing.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN:

That the City of Inver Grove Heights will hold a public hearing on Monday, November 24, 2014 at 7:00 p.m. in the City Council Chambers, 8150 Barbara Avenue, to consider renewal of the following liquor licenses, as required by City Code Section 4-1-12:

ON-SALE/SUNDAY:

Apple Minnesota, LLC; **Applebee's Neighborhood Grill & Bar**; 5855 Blaine Avenue
Ashton, Inc.; **Jersey's Bar & Grill**; 6449 Concord Boulevard
Bakavole Hospitality, Inc.; **Celts Pub**; 6559 Concord Boulevard
Grove Bowl, Inc.; **Drkula's 32 Bowl**; 6710 Cahill Avenue
L.W.'s Bierstube, Inc.; **L.W.'s Bierstube**; 6434 Cahill Avenue
Mississippi Pub, Inc.; **Mississippi Pub**; 4455 66th Street East
Outback Midwest II Ltd Ptsp; **Outback Steakhouse**; 5723 Bishop Avenue
B & T Entertainment, Inc.; **Drifter's Bar & Grill**; 4455 E. 64th Street
RT Minneapolis Franchise, LLC; **Ruby Tuesday**, 9051 Buchanan Trail
EL Loro of Inver Grove Heights, LLC; **El Loro Mexican Restaurant**, 5681 Blaine Avenue
BB Burger Adventures, LLC; **B-52 Burgers and Brew**; 5639 Bishop Avenue

ON-SALE: Kladek, Inc.; **King of Diamonds**; 6600 River Road

ON-SALE/SUNDAY/CLUB: **Loyal Order of Moose Lodge #1088**; 5927 Concord Boulevard

OFF-SALE:

Cameron's Warehouse Liqs, Inc.; **Cameron's Warehouse Liquors**; 6533 Concord Boulevard
F.T.L. Corporation; **MGM Liquor Warehouse**; 7804 Cahill Avenue
L-Y Enterprise, Inc.; **A & M Liquors**; 5709 Carmen Avenue
Trail West, Inc.; **Trail Liquor**; 9740 South Robert Trail
Market Liquor Corp; **Market Liquor**; 5866 Blaine Avenue
Arbor Pointe Liquors, LLC; **Arbor Pointe Liquor**; 9084 Buchanan Trail
J&J Vogt, Inc.; **Gold Palace Liquor**; 1330 Mendota Road
Signature Enterprises, Inc.; **Salem Liquor**; 5300 S. Robert Trail #600

ON-SALE WINE:

Bryde, Inc.; **Old World Pizza**; 5660 Bishop Avenue

3.2 ON-SALE:

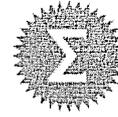
City of Inver Grove Heights; **Inver Wood Golf Course**; 1850 70th Street East
Arbor Pointe Golf Club, Inc. **Arbor Pointe Golf Club**; 8919 Cahill Avenue

3.2 OFF-SALE:

Northern Tier Retail, LLC; **SuperAmerica #4411**; 7501 Concord Boulevard
Northern Tier Retail, LLC; **SuperAmerica #4548**; 5728 Bishop Avenue
Inver Grove Hts 2001 LLC; **Cub Foods**; 7850 Cahill Avenue
Pilot Travel, LLC; **Pilot Travel Center #581**, 11650 Courthouse Boulevard

All written and oral statements will be considered at the public hearing and all those desiring to be heard will be heard at the public hearing.

Melissa Kennedy, Deputy City Clerk



Memo

TO: Kristi Smith, Finance Director
FROM: Steve Apfelbacher and Jessica Cook
DATE: November 18, 2014
RE: Interfund Loan for Potential TIF District

City staff and a local business have been discussing options for the business to expand its existing facility within the City. One financing tool under consideration for the project is tax increment financing (“TIF”). TIF is a means to capture increases in taxes generated by new construction, and use the captured taxes to pay for project expenses.

At this point, we are still evaluating whether TIF could be a viable tool for the project. We are working with an architect and inspector to review the site and buildings to see if they will qualify as a TIF District. There will be costs incurred for the property inspection and, potentially, for preparing TIF Plan documents. Pursuant to state law, in order for the City to reimburse itself for these costs from future tax increment, the City needs to adopt an Interfund Loan Resolution.

It is important to know that the resolution adopting an Interfund Loan does not commit or authorize the City or EDA to establish a TIF District or provide assistance to a business. Both of these actions would require separate approvals, including a public hearing. Adopting the Interfund Loan Resolution simply keeps the option open for the City and EDA to use future increment to reimburse itself for administrative costs incurred for the project. In the future, if the City or EDA wish to advance funds for project costs in addition to administrative costs, an additional Interfund Loan resolution will be required.



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

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF
CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING
DISTRICT NO. 5-1**

BE IT RESOLVED by the City Council (the "Council") of the City of Inver Grove Heights, Minnesota (the "City"), as follows:

Section 1. Background.

1.01. The City intends to establish Tax Increment Financing District No. 5-1 (the "TIF District") within Development District No. 5 (the "Project") for the purpose of financing certain improvements within the Project.

1.02. The City has determined to pay for certain costs associated with establishing the TIF District and preparing the TIF Plan, other administrative costs, and interest (collectively, the "Qualified Costs"), which costs may be financed on a temporary basis from City funds available for such purposes.

1.03. Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally authorized, in order to finance the Qualified Costs.

1.04. The City intends to reimburse itself for the Qualified Costs from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$35,000 from the Host Community Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 2% and will not fluctuate.

2.02. Principal and interest ("Payments") on the Interfund Loan shall be paid semi-annually on each August 1 and February 1 (each a "Payment Date"), commencing on the first Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Administrator, through the date of last receipt of tax increment from the TIF District.

2.03. Payments on this Interfund Loan are payable solely from "Available Tax Increment," which shall mean, on each Payment Date, tax increment available after other obligations have been paid, or as determined by the City Administrator, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Dakota County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1799, all inclusive, as amended. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

2.04. The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

2.05. This Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. This Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on this Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on this Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

2.06. The City may amend the terms of this Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

The motion for the adoption of the foregoing resolution was duly seconded by Council member _____, and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Dated: November 24, 2014

ATTEST:

Mayor

City Administrator

(Seal)

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER SECOND READING OF AN ORDINANCE AMENDING CITY CODE TITLE 3, CHAPTER 4, SECTIONS 3-4-2-2 and 3-4-2-3 and 10-3-8 ADJUSTING DEVELOPMENT FEES FOR 2015

Meeting Date:	November 24, 2014	Fiscal/FTE Impact:
Item Type:	Regular Agenda	<input checked="" type="checkbox"/> None
Contact:	Kristi Smith, Finance Director	<input type="checkbox"/> Amount included in current budget
Prepared by:		<input type="checkbox"/> Budget amendment requested
Reviewed by:	Scott Thureen, PW Director	<input type="checkbox"/> FTE included in current complement
	Allan Hunting, City Planner	<input type="checkbox"/> New FTE requested – N/A
	Tom Link, CD Director	<input type="checkbox"/> Other

PURPOSE/ACTION REQUESTED The Council is asked to consider the second reading of an ordinance to amend the City Code to adjust the fees and charges associated with development activities. This includes water and sanitary sewer connection fees, and fees associated with planning activities (such as rezoning, variance, conditional use permits, etc.).

SUMMARY Minnesota State Statues 462.353 sets forth the requirements with respect to a municipality’s authority to prescribe fees associated with planning activities.

While Statute 462 does not speak to building permit fees or water or sanitary sewer connection fees, the City Attorney’s advice is to set forth the fees in the Code given the scope of development that is anticipated to take place over the next several years in the northwest area.

The required public hearing has been set for December 8, 2014.

Staff proposes changes to the fees that address water and sanitary sewer connection fees, etc. The water and sewer connection fees are proposed to increase between 3.5% and 9%. These proposed fees are based on financial projections supplied by Ehlers and Associates.

Staff proposes to include a new base fee and escrow fee for Conditional Use Permit, Impervious surface single family residential. This will reduce or eliminate the billing to the applicants for expenses that exceed the amount of escrow currently collected.

As discussed at the first reading on November 10, 2014, the fees have been rounded to the nearest \$5 increment.

The proposed changes are reflected on the attached.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 3, CHAPTER 4, SECTION 3-4-2-2 AND SECTION 3-4-2-3 AND SECTION 3-4-3 AND TITLE 10, CHAPTER 3, SECTION 10-3-8 B OF THE INVER GROVE HEIGHTS CITY CODE RELATING TO FEES

The City Council of Inver Grove Heights does hereby ordain as follows:

Section 1. Amendment No. 1. Inver Grove Heights City Code Title 3, Chapter 4, Section 3-4-2-2 is hereby amended in its entirety to read as follows:

3-4-2-2: WATER, SANITARY SEWER AND STORM WATER SYSTEMS CONNECTION FEES:

A. Purpose and Intent. Minn. Stat. § 444.075, subd 3. and IGH City Code Title 8 allows the City to impose just and equitable charges for connection to the City water utility system to pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law.

Minn. Stat. § 444.075, subd. 3. and IGH City Code Title 8 allows the City to impose just and equitable charges for connection to the City sanitary sewer utility system to pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law.

Minn. Stat. § 444.075, subd. 3. and IGH City Code Title 8 allows the City to impose just and equitable charges for connection to the City storm sewer utility system to pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law.

The purpose and intent of this Title 3, Chapter 4, Section 3-4-2-2 is to impose connection fees for the water utility system and the sanitary sewer utility system and the storm water sewer utility system, also known as the storm water system.

B. Definitions. For purposes of this Title 3, Chapter 4, Section 3-4-2-2, the following terms shall have the following meanings:

Northwest Area means that certain geographic area within the City of Inver Grove Heights defined, established and referred to as the Northwest Area Overlay District pursuant to the City's zoning regulations.

Net Developable Area means the number of acres within a property remaining after excluding those portions that are either: a) encumbered by right of way for arterial roads as defined in the Inver Grove Heights Comprehensive Plan; or b) lying below the ordinary high water level of public waters as identified in the Shoreland Overlay District; or c) lying within the boundaries of wetlands delineated according to the Minnesota Wetland Conservation Act; or d) bluffs in Shoreland Overlay Districts abutting public waters; or e) land to be dedicated to the City of Inver Grove Heights for public park/recreation area purposes. Net Developable Area does not include outlots within a plat that are intended to be replatted at a later date into developable lots.

Gross Acres means the total acres within a plat, subdivision or parcel. Gross Acres do not include outlots within a plat that are intended to be replatted at a later date into developable lots.

SAC Unit means a unit as determined by the Metropolitan Council Environmental Services according to the Metropolitan Council Service Availability Charge Manual.

C. Connection Fees For Water Utility System For Land Outside of Northwest Area. The following connection fees for the water utility system are hereby imposed and required to be paid with respect to land outside of the Northwest Area that is within the Metropolitan Urban Service Area (MUSA).

Fees Payable At Time of Plat

The following fee must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal water system, whichever occurs first. The fee is not payable if the property has been previously specially assessed on an area basis for a trunk water line.

Water Plat Connection Fee	\$1,135 \$1,175 multiplied by a density factor of 3.5 multiplied by Gross Acres
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Fees Payable At Time of Building Permit

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal water system, whichever occurs first.

Water Building Permit Connection Unit Fee	\$760 \$785 per SAC Unit
Water Treatment Plant Fee	\$660 \$685 per SAC Unit
Water Core Connection Fee (based on water service size)	
1 inch	\$1,580 \$1,635
1 ½ inch	\$3,535 \$3,660
2 inch	\$6,275 \$6,495
3 inch	\$14,865 \$15,385
4 inch	\$25,095 \$25,975
6 inch (or larger)	\$58,835 \$60,895

D. Connection Fees For Sanitary Sewer Utility System For Land Outside of Northwest Area. The following connection fees for the sanitary sewer utility system are hereby imposed and required to be paid with respect to land outside of the Northwest Area that is within the Metropolitan Urban Service Area (MUSA).

Fees Payable At Time of Plat

The following fee must be paid when the property is subdivided or the property is platted or a building permit is obtained or connection is made to the municipal sanitary sewer system, whichever occurs first. The fee is not payable if the property has been previously specially assessed on an area basis for a trunk sanitary sewer line.

Sanitary Sewer Plat Connection Fee	\$1,135 \$1,175 multiplied by a density factor of 3.5 multiplied by Gross Acres
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Fees Payable At Time of Building Permit

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first. The B-Line special connection charge only applies to that area of the City served by the B-Line sanitary system; for properties in the B-Line area, the B-Line special connection charge is payable in addition to the other fees set forth below.

M.C.E.S. SAC Unit Fee	\$2,485 per SAC Unit
Sanitary Sewer Building Permit Connection Unit Fee	\$400 <u>\$415</u> per SAC Unit
B-Line Special Connection Charge	\$1,065 <u>\$1,100</u> per SAC Unit (applicable only to B-Line Area)
Sewer Core Connection Fee (based on building sewer service size)	
4 inch	\$505 <u>\$520</u>
6 inch	\$860 <u>\$890</u>
8 inch	\$1,515 <u>\$1,570</u>
10 inch	\$2,375 <u>\$2,460</u>
12 inch	\$3,415 <u>\$3,535</u>

E. Connection Fees For Water Utility System For Northwest Area. The following connection fees for the water utility system are hereby imposed and required to be paid with respect to land within the Northwest Area.

**Fees Payable At Time of Plat
(Northwest Area)**

The following fees must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal water system, whichever occurs first. The fee is not payable if the property is being platted as an agricultural planned unit development with no connection to the municipal water system.

Water Plat Connection Fee (Northwest Area)	
In the R-1 and R-2 Zoning Districts	\$1,000 <u>\$1,090</u> multiplied by a density factor of 2.0 multiplied by the Net Developable Area
In the R-3A Zoning District	\$1,000 <u>\$1,090</u> multiplied by a density factor of 4.0 multiplied by the Net Developable Area
In the R-3B Zoning District	\$1,000 <u>\$1,090</u> multiplied by a density factor of 6.5 multiplied by the Net Developable Area
In the R-3C Zoning District	\$1,000 <u>\$1,090</u> multiplied by a density factor of 12.0 multiplied by the Net Developable Area
In the B-1 and Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,000 <u>\$1,090</u> .
In the B-2, B-3 and B-4 Zoning Districts	The fee shall be calculated as follows. First, multiply the Net

	Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 3,000 square feet to arrive at density units. Then multiply the density units by \$1,000 <u>\$1,090</u> .
In the I-1 and I-2 and Industrial – Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 7,000 square feet to arrive at density units. Then multiply the density units by \$1,000 <u>\$1,090</u> .
In the P-Institutional Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,000 <u>\$1,090</u> .
In the Mixed Use – Residential and in the Mixed Use - Commercial Zoning Districts	The fee shall be calculated with respect to each pro-ratable area component of the mixed use development using the appropriate fee calculations set forth above in relation to the respective land use of the component. The respective fees for each component shall then be added to compute the total fee.

Fees Payable At Time of Building Permit (Northwest Area)

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal water system, whichever occurs first.

Water Building Permit Connection Unit	\$2,760 <u>\$3,010</u> per SAC Unit
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Fee (Northwest Area)	
Water Treatment Plant Fee (Northwest Area)	\$670 per SAC Unit
Water Core Connection Fee (based on water service size) (Northwest Area)	
1 inch	\$1,645
1 ½ inch	\$3,690
2 inch	\$6,550
3 inch	\$14,730
4 inch	\$26,210
6 inch (or larger)	\$61,440

F. Connection Fees For Sanitary Sewer Utility System For Northwest Area.

The following connection fees for the sanitary sewer utility system are hereby imposed and required to be paid with respect to land within the Northwest Area:

Fees Payable At Time of Plat (Northwest Area)

The following fee must be paid when the property is subdivided or the property is platted or a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first. The fee is not payable if the property is being platted as an agricultural planned unit development with no connection to the municipal water system.

Sanitary Sewer Plat Connection Fee (Northwest Area)	
In the R-1 and R-2 Zoning Districts	\$1,595-\$1,740 multiplied by a density factor of 2.0 multiplied by the Net Developable Area
In the R-3A Zoning District	\$1,595-\$1,740 multiplied by a density factor of 4.0 multiplied by the Net Developable Area
In the R-3B Zoning District	\$1,595-\$1,740 multiplied by a density factor of 6.5 multiplied by the Net Developable Area
In the R-3C Zoning District	\$1,595-\$1,740 multiplied by a density factor of 12.0 multiplied by the Net Developable Area
In the B-1 and Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,595 \$1,740 .
In the B-2, B-3 and B-4 Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area

	Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 3,000 square feet to arrive at density units. Then multiply the density units by \$1,595 <u>\$1,740</u> .
In the I-1 and I-2 and Industrial – Office Park Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 7,000 square feet to arrive at density units. Then multiply the density units by \$1,595 <u>\$1,740</u> .
In the P-Institutional Zoning Districts	The fee shall be calculated as follows. First, multiply the Net Developable Area by 0.25 (the minimum Floor Area Ratio – FAR required by the Northwest Area Overlay District). The result is the minimum building area required by the Northwest Area Overlay District. Divide the minimum building area by the density factor of 2,400 square feet to arrive at density units. Then multiply the density units by \$1,595 <u>\$1,740</u> .
In the Mixed Use – Residential and in the Mixed Use - Commercial Zoning Districts	The fee shall be calculated with respect to each pro-ratable area component of the mixed use development using the appropriate fee calculations set forth above in relation to the respective land use of the component. The respective fees for each component shall then be added to compute the total fee.

Fees Paid At Time of Building Permit (Northwest Area)

The following fees must be paid by the landowner when a building permit is obtained or when connection is made to the municipal sanitary sewer system, whichever occurs first.

M.C.E.S. SAC Unit Fee (Northwest Area)	\$2,485 per SAC Unit
Sanitary Sewer Building Permit Connection Unit Fee (Northwest Area)	\$4,405 <u>\$4,800</u> per SAC Unit
Sewer Core Connection Fee (based on building sewer service size)	

4 inch	\$530
6 inch	\$900
8 inch	\$1,595
10 inch	\$2,500
12 inch	\$3,585

G. Connection Fees For Storm Water Sewer Utility System For Northwest Area. The following connection fees for the storm water sewer utility system also known as the storm water system are hereby imposed and required to be paid with respect to land within the Northwest Area:

Fees Payable At Time of Plat (Northwest Area)

The following fees must be paid by the landowner when the property is subdivided or the property is platted or a building permit is obtained, whichever occurs first.

The fees are not payable for outlots if the property is being platted as an agricultural planned unit development.

Storm Water Plat Connection Fee (Northwest Area)	
In the R-1 and R-2 and R-3A Zoning Districts	\$10,870 <u>\$11,415</u> per acre multiplied by the Net Developable Area
In the R-3B and R-3C Zoning Districts	\$11,425 <u>\$11,680</u> per acre multiplied by the Net Developable Area
In the B-1 and Office Park Zoning Districts	\$12,485 <u>\$13,110</u> per acre multiplied by the Net Developable Area
In the B-2, B-3 and B-4 Zoning Districts	\$12,145 <u>\$12,750</u> per acre multiplied by the Net Developable Area
In the I-1, I-2 and I-Office Park Zoning Districts	\$11,805 <u>\$12,395</u> per acre multiplied by the Net Developable Area
In the P-Institutional Zoning District	\$11,425 <u>\$11,680</u> per acre multiplied by the Net Developable Area
In the Mixed Use - Residential Zoning District	\$11,425 <u>\$11,680</u> per acre multiplied by the Net Developable Area
In the Mixed Use - Commercial Zoning District	\$11,805 <u>\$12,395</u> per acre multiplied by the Net Developable Area

H. Outlots. With respect to calculating the fees payable at the time of platting, the acreage within the outlots that are intended to be replatted into buildable lots at a later date shall not be included within the calculations. When the acreage within the outlots are subsequently replatted into buildable lots, the fees for such acreage shall then be paid at the time of the replat.

Section 2. Amendment No. 2. Inver Grove Heights City Code Title 3, Chapter 4, Section 3-4-2-3 is hereby amended in its entirety to read as follows:

3-4-2-3: SANITARY SEWER AND WATER TRUNK AREA ASSESSMENTS: With respect to special assessments under Chapter 429 of the Minnesota Statutes, the assessments rolls for sanitary sewer and water trunk lines shall initially be calculated using the following per acre assessment amounts for trunk line area benefit.

~~\$3,960~~ \$4,100 per acre for water trunk line area benefit

~~\$3,960~~ \$4,100 per acre for sanitary sewer trunk line area benefit

The Council may adjust the assessment roll and special assessments after public hearing pursuant to Minn. Stat. § 429.061 and the Council shall determine the final assessment roll and special assessments by resolution.

Section 3. Amendment No. 4. Inver Grove Heights City Code Title 3, Chapter 4, Section 10-3-8 is hereby amended to read as follows:

B. Fee Amounts and Escrow Deposit: The city may require that applicants deposit in escrow with the city, together with the application filing fees, the sums required by the city toward prepayment of the attorney, planning and engineering costs. The prepayment amounts shall be a credit toward the fees for the attorney, planning and engineering and other professional consultant fees to be reimbursed by the applicant. All such fees, if not paid by the escrow, shall be paid by the applicant within sixty (60) days of final action on the matter by the city council. If such fees are less than the escrowed amount, such escrow will be returned to the applicant within sixty (60) days of the final action on the matter by the city council. The following escrow amounts shall be deposited, together with land use approval applications: (Ord. 1098, 11-8-2004)

TYPE OF LAND USE APPROVAL	BASE FEE	GIS FEE	ESCROW
Conditional Use Permit, single family residential	\$250		\$0
<u>Conditional Use Permit, Impervious surface single family residential</u>	<u>\$250</u>		<u>\$1,500</u>
Conditional Use Permit, other	\$500		\$3,000
Conditional Use Permit, other – amendment	\$150		\$1,000
Comprehensive Plan Amendment	\$500	\$50	\$2,500
Comprehensive Plan Amendment - minor	\$200		\$250
Zoning Code Amendment	\$500		\$500
Zoning Code Amendment – minor	\$100		\$250
Rezoning	\$500	\$50	\$500
Variance - Residential	\$200		\$0
Variance - Commercial	\$200		
Planned Unit Development Preliminary	\$1,000 + plat fees		\$5,000
Final	\$500		\$3,000
Planned Unit Development Amendment	\$250		\$1,000
Determination of Substantially Similar Use	\$200		\$200
Major Site Plan Review	\$500		\$3,000
Preliminary Plat	\$250/+ \$5 per lot		\$3,000
Final Plat – single family	\$350	\$25/lot	\$3,000
Final Plat - other	\$200	\$100/acre	\$3,000
Waiver of Plat	\$300	\$25	
Administrative Subdivision	\$100	\$25/lot	
Street Easement Vacation	\$150	\$50	\$500
Street Dedication	\$150	\$50	
Wetland Conservation Act Certification	\$75		
Wetland Replacement Plan	\$200	\$100/acre	\$2,500

Northwest Area Sketch Plan Review			\$1,000
Northwest Area Environmental Studies Fee	\$80/gross acre		
Abstract Fee	\$46		
Interim Use Permit	\$500		\$1,250
Non Conforming Use Certificate	\$500		\$1,250

(Ord. 1180, 12-10-2007)

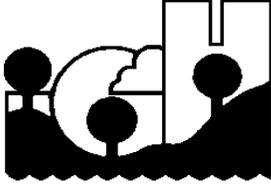
Section 4. Effective Date. This Ordinance shall be in full force and effect ~~from~~ on January 1, 2015 and after its passage and publication according to law.

Passed this 8th day of December, 2014.

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk



CITY OF INVER GROVE HEIGHTS

MEMORANDUM

TO: Mayor & City Council

FROM: Joe Lynch, City Administrator

SUBJECT: HR Manager position

DATE: November 14, 2014

Background

The Council directed that we conduct an open hiring process to fill the new Human Resources Manager position created after the departure of the Assistant City Administrator. I recommended that Council appoint an internal candidate, but Council chose to post the position and include internal candidates and invite external candidates.

A hiring process was followed and we received 20 applications for the position. That list was narrowed down to a more manageable number by a group consisting of the Finance Director, Police Chief, Parks & Recreation Director and myself. These Department Heads have/will have the most contact with this new position by virtue of their relationship in the payroll/benefits administration for all employees. 6 individuals were brought into City Hall and interviewed by this group for approximately 35-40 minutes each. At the conclusion of this process all involved selected their top three candidates. These candidates were brought in for a second round of interviews with groups consisting of all types of employees within the city.

One of the candidates chosen dropped out of the process due to acceptance of another job with another employer. The next highest scoring candidate was invited to take that candidates place. 15 employees consisting of Union Members; AFSCME, LELS Patrol, LELS Sergeants and IUOE were asked to participate, as well as others who would have a lot of contact/interaction with this position. Each group of 5 employees interviewed the three candidates and ranked the top two. The groups were unanimous in presenting the top two candidates as finalist for the position.

I then met one on one with each of these finalists for about an hour each. After our meetings I checked on the references given and did some more contacting with people I knew were connected in some fashion with the candidates.

I believe that this was a very inclusive and thorough process that vetted two excellent final candidates.

Conclusion & Summary

At this time I recommend appointing Janet Shefchik to the position of Human Resources Manager. I make that recommendation based upon the following:

- Janet has been performing in a very similar position with another public agency (CDA) for the last 14 years
- She more than meets the criteria for experience, knowledge and background – more than 5 years of Supervisory experience
- Her 25 years of experience is greater than the desired 5-10 years
- She has an Undergraduate Degree from the University of Minnesota in Personnel Management

She has been offered the job at Step 3 of the Non-Union salary scale, based upon her experience and skill level. That Step is \$86,400. If we hired Janet at the initial Step she would be eligible for an adjustment at 6 months (\$81,600) and another at the end of one year (\$84,600). This would put her salary at the end of one year at this same level. Janet would not receive an adjustment to this wage for a 12 month period. This salary will be covered by the amount saved by the City in not paying for the Assistant City Administrator position since July. This is under the budgeted amount for this position in 2015. This offer is also contingent upon passing a background check by the Police and a pre-employment physical and drug screen.

The cover letter and resume/candidate background information for the finalists was previously provided to Council.