

## INVER GROVE HEIGHTS CITY COUNCIL AGENDA

Monday, August 10, 2015

8150 BARBARA AVENUE

7:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

3. PRESENTATIONS

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

A. i) Minutes of July 13, 2015 Regular City Council Meeting \_\_\_\_\_

ii) Minutes of July 27, 2015 Special City Council Meeting \_\_\_\_\_

B. Resolution Approving Disbursements for Period Ending, 2015 \_\_\_\_\_

C. Authorize Inver Grove Heights Police Department to enter into a Traffic Safety Grant with the State of Minnesota \_\_\_\_\_

D. Consider Replacement of Arena Sound System at Community Center \_\_\_\_\_

E. Accept 2015 Donations for Various Parks and Recreation Programs \_\_\_\_\_

F. Approve Custom Grading Agreement for 6042 Blaine Avenue  
(Lot 5, Block 1, Oakbush 3rd Addition) \_\_\_\_\_

G. Consider Resolution Accepting Proposal from Stantec Consulting Services, Inc. for Preparation of Project Documents, Geotechnical Services, and Other Engineering Services for the Purchase and Installation of a Pressure Reducing Valve (PRV) Vault to Serve the Northwest Area (NWA) Water System Pressure Zone, City Project No. 2015-11 – 70th Street Lift Station \_\_\_\_\_

H. Consider Resolution Approving Application of the Loyal Order of Moose Lodge 1088 to Conduct Excluded Bingo for the property located at 5927 Concord Boulevard. \_\_\_\_\_

I. Personnel Action \_\_\_\_\_

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 Second Reading of Ordinance Amending City Code Title 5 Chapter 6 related to Use of Firearms and Bows and Arrows \_\_\_\_\_

**7. REGULAR AGENDA:**

**COMMUNITY DEVELOPMENT:**

**A. JON SKOGH:** Consider the Second reading of an Ordinance Amendment allowing Accessory Dwelling Units (ADU) within all single family zoning districts and specifically for property located at 1355 96<sup>th</sup> Street E. \_\_\_\_\_

**B. JASON AND KATHLEEN HOPKINS:** Consider a Resolution relating to a Variance to allow more than one detached accessory building on the property located at 8545 Ann Marie Trail.

**C. MICHAEL FOSTER/SOUTHVIEW ANIMAL HOSPITAL:** Consider the following requests for property located at 32 Mendota Road:

i) A Resolution relating to a Conditional Use Permit Amendment to allow for an addition onto the existing building. \_\_\_\_\_

ii) A Resolution relating to a Variance to allow sheet metal siding on the addition to match the existing building. \_\_\_\_\_

**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 Michelle Tesser at 651.450.2513 or [mtesser@invergroveheights.org](mailto:mtesser@invergroveheights.org)

**INVER GROVE HEIGHTS CITY COUNCIL MEETING  
MONDAY, JULY 13, 2015 - 8150 BARBARA AVENUE**

**CALL TO ORDER/ROLL CALL** The City Council of Inver Grove Heights met in regular session on Monday, July 13, 2015, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Bartholomew, Hark, Mueller and Piekarski Krech; City Administrator Lynch, City Attorney Kuntz, Community Development Director Link, Parks and Recreation Director Carlson, Finance Director Smith, Public Works Director Thureen, and Recording Secretary Fox

**3. PRESENTATIONS:**

**A. Proclamation Recognizing Volunteer Efforts at Swing Bridge Park**

Mayor Tourville read the proclamation recognizing the efforts of Jim Huffman, Frank Rauschnott, Wilfred Krech, and Joseph Boehmer in the establishment of Swing Bridge Park.

**4. CONSENT AGENDA:**

The City Council removed Item 4A from the Consent Agenda.

Councilmember Hark removed Item 4L from the Consent Agenda.

**B. Resolution No. 15-107** Approving Disbursements for Period Ending July 7, 2015

**C. Resolution No. 15-108** Making an Election Not to Waive the Statutory Tort Limits for Liability Insurance

**D. Approve Additional Official Depository for 2015**

**E. Accept Proposal from American Engineering Testing, Inc. (AET, Inc.) for Phase I Environmental Site Assessments for City Project No. 2014-11, Argenta Trail**

**F. Resolution No. 15-109** Authorizing Offers for Acquisition of Easements for City Project No. 2015-13

**G. Approve Lap Pool Condensing Unit Replacement**

**H. Approve Easement Encroachment Agreement for Landowner Improvements within City Easement for property located at 1037 Highway 110 (Inver Grove Toyota)**

**I. Resolution No. 15-110** Approving an Improvement Agreement and a Drainage and Utility Easement Agreement for Contractor's Yard at 11184 Rich Valley Boulevard

**J. Resolution No. 15-111** Approving Application to Minnesota Department of Employment and Economic Development for Host Community Grant Funds

**K. Letter of Intent for Community Solar Gardens Subscription RFP Collaboration**

**M. Schedule Public Hearings**

**N. Settlement Agreement and Release with City**

**O. Personnel Actions**

**Motion by Bartholomew, second by Piekarski Krech, to approve the Consent Agenda**

**Ayes: 5**

**Nays: 0            Motion carried.**

**A. Minutes of June 22, 2015 Regular Council Meeting**

The Council directed staff to bring this item back at the next regular meeting.

**No Action Taken on this Item.**

**L. Approve Purchase of Park and Recreation Software**

Councilmember Hark questioned why the most recent price quote had increased since the last time the original quote was reviewed.

Mr. Carlson explained staff asked the vendor to review the original quote and the numbers were adjusted slightly. He noted Maximum Solutions was offering a discounted price on the training component because the City is an existing customer.

Councilmember Hark questioned if staff was certain that the proposed software would adequately meet the needs of the department's operations.

Mr. Carlson explained some of the features of the software package that was originally proposed would be nice to have, however staff could not justify the cost of those features.

Councilmember Hark stated he was concerned that the City would purchase software that had fewer features that would benefit the City's operations and the customers of the facility.

Councilmember Bartholomew questioned if the City would have to buy add-on modules as they became available.

Mr. Carlson stated the City would be eligible to receive the add-on features as they became available through the annual maintenance contract.

**Motion by Hark, second by Bartholomew, to approve purchase of Park and Recreation software**

**Ayes: 5**

**Nays: 0      Motion carried.**

**5. PUBLIC COMMENT:**

Marley Danner, Concord Hills Addition, stated he spent \$35,000 to finish the rain gardens as requested by the City. He opined that the rain gardens had not been maintained properly and questioned why the City required that they be built on the property. He added it took five (5) weeks to obtain a building permit and up to ten (10) days for inspections and he felt that turnaround time was unacceptable.

Councilmember Piekarski Krech questioned what was wrong with the rain gardens. She stated the rain gardens appeared to be operating as they should because their purpose was to filter water.

Mr. Danner stated if the rain garden was not maintained the plantings would not survive and the garden would be overgrown with weeds.

Mayor Tourville asked staff to follow up with Mr. Danner.

**6. PUBLIC HEARINGS:****A. CITY OF INVER GROVE HEIGHTS: Street Reconstruction and Overlay Plan**

Jessica Cook, Ehlers and Associates, reviewed the memorandum provided in the Council packet. She explained for the past few months staff had been discussing the financing of the realignment of Argenta Trail. She stated the purpose of the public hearing was to provide the framework to give the City the necessary authority to issue bonds. She noted the Council was not being asked to contemplate the issuance of bonds at this time. The option being discussed to finance the Argenta Trail project, as well as additional improvements in 2015, was under the authority of a Street Reconstruction and Overlay Plan. She explained the Street Reconstruction and Overlay Plan was similar to a CIP, but was specific to streets that are being reconstructed, realigned, or improved as part of a pavement management program. She reiterated the Council was not being asked at this time to authorize the financing of any particular project identified in the plan. She noted in order to proceed with financing bonds under this framework, the plan needed to be approved by a unanimous vote of the Council. If approved, the plan would then be subject to the reverse referendum process for a period of 30 days.

Councilmember Bartholomew questioned if the reverse referendum period applied to each subsequent bond issue for each project.

Ms. Cook clarified that only the plan itself was subject to the reverse referendum period. She stated following the reverse referendum period, the Council could take separate action to issue bonds under the authority provided by the plan. The first bond issue proposed to be considered in 2015 related to the land acquisition required for the realignment of Argenta Trail and the reconstruction of 70<sup>th</sup> Street from Eagan to T.H. 3. She noted those projects were identified to be funded in 2015 based on the timing of the need for funds. She stated the proposed bond issue was approximately \$5.4 million and the tax impact on a mean value home (\$180,500) would be approximately \$26 per year.

Councilmember Hark questioned if the City was obligated to issue the bonds for the projects identified in subsequent years.

Mr. Kuntz stated the City would have flexibility with respect to the timing and the amount of the projects identified in the plan. He noted the City could not add projects to the plan.

Ms. Cook noted that the plan included several pavement management projects simply as a back-up. She explained staff's intent would still be to bring those projects forward to the Council as they arise to assess the financing as per City policy.

Councilmember Piekarski Krech questioned what the five (5) year tax impact would be.

Ms. Cook stated that would be hard to calculate at this point because the plan did not include assessment revenue.

Councilmember Piekarski Krech stated she could not vote on something without knowing the full scope of the impact on residents.

Ms. Cook reiterated the tax impact for the first proposed bond issue. She stated the proposed bond issue in 2016 was approximately half of the total for 2015. She estimated a total over five years to be approximately \$125 for a mean value property. She noted that did not include any potential assessment revenue.

Mr. Kuntz explained that a number of the projects included in the plan were not able to be assessed.

Mayor Tourville stated the plan identified a worst case scenario and the tax impact could be reduced if the tax base continued to grow.

Ms. Smith replied in the affirmative.

Jenny Bolton, Kennedy & Graven, stated the plan was intended to be a more generic structure of a five year look ahead of what the City may want to consider financing through this particular mechanism.

Councilmember Piekarski Krech questioned how this would affect the City's bond rating.

Ms. Cook stated right now the City had a high debt burden according to Standard & Poor's ranking criteria. She noted the City did benefit from the fact that the average life of the bonds was under ten (10) years. She explained that was why it was proposed that the bond issues under the plan have a life of 15 years. She stated there was a concern that the bond rating could be downgraded if the debt got too large or if the issues extended beyond ten (10) years.

Councilmember Bartholomew clarified the mechanism was proposed because it was more cost effective and advantageous to the City.

Mr. Kuntz questioned if any portion of a bond issue that was assessed counted against the total debt when the bond rating was analyzed.

Ms. Cook replied in the affirmative, with the exception of utility bonds.

**Motion by Mueller, second by Piekarski Krech, to close the public hearing.**

**Ayes: 5**

**Nays: 0      Motion carried.**

Mayor Tourville questioned when the 30 day referendum period would start.

Mr. Kuntz explained the 30 day period would start on July 14<sup>th</sup>.

**Motion by Bartholomew, second by Hark, to adopt Resolution No. 15-112 approving the street reconstruction plan and authorizing the issuance of street reconstruction bonds**

**Ayes: 5**

**Nays: 0      Motion carried.**

**7. REGULAR AGENDA:**

**COMMUNITY DEVELOPMENT:**

**A. JON SKOGH:** Consider First Reading of an Ordinance Amendment allowing Accessory Dwelling Units (ADU) within all Single Family Zoning Districts and specifically for property located at 1355 96<sup>th</sup> St. E.

Mr. Hunting stated the request was to amend the City Code to allow accessory dwelling units. The property is zoned E-1 and is approximately 2.7 acres in size. The applicant proposed to convert an existing structure into a dwelling unit. The code currently only allows for one dwelling unit per single family zoning district. He noted that included E-1 and Agricultural property. He explained a dwelling unit was a full living space either inside a home or in a detached structure. The dwelling unit was intended to be an accessory subordinate unit in size to the single family dwelling. He provided an overview of the applicable regulations staff found other communities had adopted and the suggested items to be addressed as outlined in the staff report. He stated the proposed ordinance amendment would apply to all single family residential zoning districts. He suggested Council consider the mechanism by which the use would be allowed, either as a permitted or a conditional use. He added the Housing Committee preferred that accessory dwelling units be allowed as a permitted use. The Planning Commission suggested a minimum lot size of one acre to allow a detached unit on a property.

Councilmember Piekarski Krech stated she would not support detached accessory dwelling units because it could create issues related to utilities, wells, and septic systems.

Mayor Tourville opined it would be beneficial to look at implementing formal regulations to address accessory dwelling units to ensure they are safe.

Jon Skogh, 1355 96<sup>th</sup> St. E., explained he wanted to provide a means to have family live on his property in their own living space. He stated the preference would be to have permission for a detached accessory dwelling unit because the configuration of their property is such that it would be difficult to put an addition on to their existing home.

Councilmember Piekarski Krech questioned if two septic systems would be allowed on a 2.5 acre lot.

Mr. Hunting stated they would be allowed, provided there is enough space on the lot.

Councilmember Mueller stated he would not support allowing accessory dwellings to be rented.

Councilmember Piekarski Krech questioned how a property with a detached accessory dwelling would be taxed.

Mr. Hunting stated the City handles the addressing aspect. He explained he would find out the taxing implications from the County.

Councilmember Hark questioned if the applicant would need a variance for the setback.

Mr. Hunting explained the applicant could expand the existing structure up to 1,600 square feet. The structure would be required to have a 50 foot setback. He stated a variance would be required.

Councilmember Hark questioned if Council could consider three readings of the ordinance within 60 days.

Mr. Hunting replied in the negative. He noted the applicant would need to agree to extend the deadline.

Councilmember Piekarski Krech suggested the accessory dwellings should be allowed through conditional use to provide neighbors with the opportunity to comment on variance requests.

Councilmember Hark opined he was not as concerned with allowing detached accessory dwellings given

the setback regulations.

Councilmember Mueller questioned if they could be dealt with on a case by case basis.

Councilmember Piekarski Krech opined that allowing two dwellings on a property created something that was no longer a single family property.

Mr. Hunting stated the Planning Commission recommended a minimum lot size of one acre for detached accessory dwellings.

Mr. Kuntz noted that the zoning code amendment was not subject to the 60 day rule. He stated the applicant should be provided with an answer within a reasonable time frame, but the City was not bound by the 60 day rule.

Councilmember Piekarski Krech reiterated she could not support detached accessory dwellings.

Councilmember Bartholomew concurred, stating his preference would be that the accessory dwelling be attached.

Mayor Tourville stated he was also very cognizant of the minimum lot sizes that were established with respect to septic systems and wells. He questioned how the connection of a detached dwelling to municipal utilities would be handled.

Mr. Kuntz stated he did not know if a municipal utility line could be run from the main home to an accessory home. He noted two connections could potentially be required.

Councilmember Piekarski Krech suggested including a condition that a detached accessory dwelling would only be allowed if it was attached to the same well and septic system as the primary dwelling.

The Council discussed the minimum lot size requirements and the consensus was to set the minimum size at one (1) acre.

Mr. Skogh questioned if the Council would consider limiting the number of accessory dwelling units within a specific area.

Mayor Tourville suggested that the applicant research whether or not the proposed detached unit could be hooked up to the existing well and septic system on the property.

**Motion by Piekarski Krech, second by Bartholomew, to approve first reading of an Ordinance to allow Accessory Dwelling Units (ADU) within all Single Family Zoning Districts and specifically for property located at 1355 96<sup>th</sup> St. E. with the changes as noted**

**Ayes: 5**

**Nays: 0            Motion carried.**

**B. CITY OF INVER GROVE HEIGHTS:** Consider Ordinance Amendment to allow Restaurants within a Clubhouse on a Publically Owned Golf Course as an Accessory Use to a Golf Course

Mr. Link stated when the golf course was created it had a restaurant associated with the operation. At that time the property was zoned Agricultural and the ordinance stated that a restaurant was allowed. In 2002 the golf course was rezoned to P, Institutional and the restaurant was inadvertently left out of that action. The ordinance amendment would allow the restaurant as an accessory use to the golf course to reflect the original intent of the ordinance. The Planning Commission recommended approval of the ordinance with a change to allow a restaurant as an accessory use at a private golf course as well.

**Motion by Bartholomew, second by Mueller, to adopt Ordinance No. 1296 approving an Amendment to allow Restaurants within a Clubhouse on a Golf Course as an Accessory Use to a Golf Course and to suspend the rules and allow passage of the ordinance in one reading.**

**Ayes: 5**

**Nays: 0            Motion carried.**

**C. CITY OF INVER GROVE HEIGHTS:** Consider Resolution Supporting the Robert Street Transitway Alternative Study

Mr. Link stated this was previously discussed by Council at their July work session. The purpose of the study was to define an alignment and acceptable mode of transit. There was no consensus to choose a single option and the group felt more analysis by local governments would be required. He noted the proposed resolution had been adopted by other cities and was meant to recognize that the study had been concluded and that there was a need for further study in the future.

**Motion by Hark, second by Bartholomew, to adopt Resolution No. 15-113 supporting the Robert Street Transitway Alternative Study**

**Ayes: 5**

**Nays: 0          Motion carried.**

**PUBLIC WORKS:**

**D. CITY OF INVER GROVE HEIGHTS:** Consider Resolution Establishing an Engineering Consultant Pool for Northwest Area Surface Water and Natural Resources Services

Mr. Thureen explained staff requested statements of qualifications from three firms that were thought to be capable and adequately staffed to be involved in the process. This was done in response to Council's desire to have at least one more firm involved on the City side that could act as a consultant to assist with the development review process. He explained staff also received inquiries from developers wanting to contract with the City's consultants for storm water design services in the Northwest Area. If a developer chose to, they could obtain proposals from the consultants and contract with a firm that would do the work. The City would then perform a cursory review knowing the firm that completed the work had familiarity with the City's design standards and process. He noted staff hoped that this would reduce the number of revisions that would need to be made, the cost to developers, and the time required to get the plans approved.

Mr. Kuntz noted developers would not be required to hire any of the consultants from the pool. The objective was for the City to identify consultants that were capable of doing the work and to attempt to achieve some cost-savings.

Mayor Tourville stated the proposal achieved the overall Council directive of having more than one firm in control of the design and development review process for the Northwest Area.

Councilmember Bartholomew clarified if the developer chose to contract with one of the consulting firms in the pool the development review could be performed internally by City staff.

Mr. Thureen replied in the affirmative.

Councilmember Hark stated he was uncomfortable with the proposal because it could create a conflict of interest.

**Motion by Mueller, second by Piekarski Krech, to adopt Resolution No. 15-114 establishing an Engineering Consultant Pool for Northwest Area Surface Water and Natural Resources Services**

**Ayes: 4**

**Nays: 1 (Hark)          Motion carried.**

**ADMINISTRATION:**

- E. CITY OF INVER GROVE HEIGHTS:** Consider Resolution Pursuant to M.S. 645.021 Approving a Special Law relating to the City of Inver Grove Heights Identified as Laws of Minnesota 2015, Chapter 9, Article 2, Section 10
- F. CITY OF INVER GROVE HEIGHTS:** Consider Unanimous Resolution Pursuant to Section 1-2-3 of Inver Grove Heights City Code Authorizing Consideration and Passage at One Reading of the Following Ordinance: an Ordinance Amending Inver Grove Heights City Code Section 4-1-4(B)(1) and Section 4-1-4(B)(6) both related to Types of Alcoholic Beverage Licenses, Section 4-1-5 related to the Number of Alcoholic Beverage Licenses, Section 4-1-16(B) related to Restrictions on Alcoholic Beverage Sales, Purchases and Consumption, and Section 7-5-1(L)(1) related to Conduct in Parks and Recreational Areas Concerning Alcoholic Beverages
- G. CITY OF INVER GROVE HEIGHTS:** Consider an Ordinance Amending Inver Grove Heights City Code Section 4-1-4(B)(1) and Section 4-1-4(B)(6) both related to Types of Alcoholic Beverage Licenses, Section 4-1-5 related to the Number of Alcoholic Beverage Licenses, Section 4-1-16(B) related to Restrictions on Alcoholic Beverage Sales, Purchases and Consumption, and Section 7-5-1(L)(1) related to Conduct in Parks and Recreational Areas Concerning Alcoholic Beverages

Mr. Kuntz explained since 1992 the Inver Wood golf course had held a 3.2 On-Sale liquor license. In 2015 the legislature passed a special law which would allow the City to issue an intoxicating liquor license to the golf course. He stated to make that special law effective, the City was required to formally accept the special law. He noted approval of the law did not grant the license, it simply granted the City the authority to issue the license. He explained Council was also asked to approve a resolution, by unanimous vote, to suspend the rules and agree to consider the corresponding ordinance in one reading. He stated the ordinance was updating the liquor section of the City Code to reflect that the City was now authorized and able to issue an intoxicating liquor license to Inver Wood golf course. He added the ordinance also addressed the legislative changes related to the hours of operation on Sundays for establishments holding an On-Sale/Sunday intoxicating liquor license. He stated the hours of operation on Sunday were previously set to begin at 10:00 am. and the law now allowed for sales to begin at 8:00 am.

Councilmember Piekarski Krech stated she wanted to ensure that amendments to the sections related to Parks and Recreational areas would be limited to Inver Wood.

**Motion by Mueller, second by Hark, to adopt Resolution No. 15-115 approving a special law relating to the City of Inver Grove Heights identified as Laws of Minnesota 2015, Chapter 9, Article 2, Section 10; Resolution No. 15-116 Authorizing Consideration and Passage at One Reading an Ordinance Amending Inver Grove Heights City Code Section 4-1-4(B)(1) and Section 4-1-4(B)(6) both related to Types of Alcoholic Beverage Licenses, Section 4-1-5 related to Number of Alcoholic Beverage Licenses, Section 4-1-16(B) related to Restrictions on Alcoholic Beverage Sales, Purchases and Consumption, and Section 7-5-1(L)(1) related to Conduct in Parks and Recreational Areas Concerning Alcoholic Beverages; and Ordinance No. 1297 amending Inver Grove Heights City Code Section 4-1-4(B)(1) and Section 4-1-4(B)(6) both related to Types of Alcoholic Beverage Licenses, Section 4-1-5 related to Number of Alcoholic Beverage Licenses, Section 4-1-16(B) related to Restrictions on Alcoholic Beverage Sales, Purchases and Consumption, and Section 7-5-1(L)(1) related to Conduct in Parks and Recreational Areas Concerning Alcoholic Beverages**

**Ayes: 5**

**Nays: 0          Motion carried.**

**8. MAYOR & COUNCIL COMMENTS:**

Councilmember Hark requested that staff put together a list of excess City property that meets the minimum lot requirements for disposal.

Councilmember Mueller stated he would like to be updated on a regular basis regarding the number of building permits being issued.

Councilmember Bartholomew updated the Council on the Yellow Ribbon event that was held to honor and raise awareness for Gold Star families.

**9. EXECUTIVE SESSION:**

- A. Pursuant to M.S. 13D.05, Subd. 3(c)(3) to discuss offer of Wells Fargo Bank to Transfer to City Property Located at 9697 Inver Grove Trail, Inver Grove Heights, MN Identified as Tax Parcel No. 20-02200-54-011**

**Motion by Piekarski Krech, second by Mueller, to enter Executive Session**

**Ayes: 5**

**Nays: 0      Motion carried.**

The Council entered Executive Session at 9:20 p.m.

- 10. ADJOURN:** Motion by Mueller, second by Hark, to adjourn. The meeting was adjourned by a unanimous vote at 10:20 pm

DRAFT

**INVER GROVE HEIGHTS CITY COUNCIL SPECIAL MEETING  
MONDAY, JULY 27, 2015 – 8150 BARBARA AVENUE**

**1. CALL TO ORDER** The City Council of Inver Grove Heights met in special session on Monday, July 27, 2015, in the City Council Chambers. Mayor Tourville called the meeting to order at 5:01 p.m. Present were Council members Bartholomew, Madden, Mueller and Piekarski Krech; City Attorney Kuntz, City Administrator Lynch, City Clerk Tesser, Community Development Director Link, Public Works Director Thureen, Parks and Recreation Director Carlson, Finance Director Smith, Police Chief Stanger and Fire Chief Thill.

**2. Proposed 2016 Budget Overview**

City Administrator Joe Lynch introduced the proposed budget items. Mr. Lynch discussed the budget process and how each department works with the Finance Director to discuss what is the base budget i.e. services, programs, material and people. These presentations from Department heads are additional to the 2016 budget. Budget booklets are not completed and are currently being worked on but will be given to Council as soon as they are complete. The focus tonight is on additional items from each department. Public Works, Police and Fire Department would like to present. There are four main categories: personnel/related costs, professional/technical services, purchased services/supplies and capital outlay.

**A. Public Works**

- i) Public Works Director Scott Thureen presented on the following items under personnel and related costs:

\$7800      Engineering Intern  
This amount is the cost of a second engineering intern to help assist the Engineering Techs in the summer with measuring, storm water inspections, erosion, control inspection and road construction.

\$8,000      Engineering-Overtime  
This amount represents an estimate of cost for over time IUOE staff. Current base is \$7,000. Some costs are covered in the base but because construction workers are working 12 hours staff needs to change their schedules to adhere to their schedule which includes Saturdays.

- ii) Public Works Director Scott Thureen presented on the following items under Professional/Technical Services

\$5,000      Engineering-Corporate  
Engineering legal costs. Usually these costs are covered and charged to projects or to escrow. But there are times where the department cannot charge the legal costs to a project such as drafting policies, ordinances or requests from the public. Currently, the base is \$10,000. Staff would like an additional \$5,000. Councilmember Bartholomew asked what the costs of legal fees were last year. Mr. Thureen did not have the numbers in front of him. Last year's costs will be available at a later date.

\$500      Streets- Precise GPS for 2 additional vehicles.  
On our primary plow and street vehicles we have been slowly adding the hardware and software for Precise GPS. It tracks the movement of the vehicle user, speed and salt usage. Staff uses the GPS tracking if accidents occur or complaints. This information gathered can be downloaded. There are eight (8) snow plow vehicles, four (4) vehicles have the devices. Mr. Thureen would like two (2) more vehicles outfitted with GPS. The hardware is the majority of the related cost.

\$10,000      New Streetlights  
Last year this item was removed from the budget. This is for the installation of new lights when requests are made. There are two different classifications: thorough fair streetlight (city paid) and neighborhood light (neighborhood assessed quarterly). Mr. Thureen is asking for this amount to be reinstated. The cost could be nothing if a power pole already resides, an additional fixture would be at no additional cost. We just pay ongoing power costs. If we need a new pole the average cost could be as high as \$7,000 but the average cost is \$4,000-\$5,000. Councilmember Mueller asked if the school district pays for any of the costs for street lights. Mayor Tourville responded that the circumstance Councilmember Mueller is referring to was on the north side of the street which is city property.

Councilmember Hark asked Mr. Thureen if the \$500 request is for the hardware, software or a combination of both. Mr. Thureen responded that the cost is from the hardware. Mayor Tourville stated that the cost was \$250 for the hardware costs and installation is done ourselves. City Administrator Lynch responded in agreement.

City Administrator Lynch answered Councilmember Bartholomew’s previous questions related to the costs associated with the 2014 legal costs actual amount spent was \$11,568.

iii)      Public Works Director Scott Thureen presented on the following items under Purchased Services and Supplies

- \$800      Public Works-APWA National in Mpls.  
This item is for the Public Works Director to attend the APWA National Annual Conference includes registration fee. The location will be in Minneapolis.
- \$1,000      Engineering-Hydrocad Update  
This is a software program. It’s used for stormwater design, consultants use this program. It has been five (5) years since we last updated the program with the upgrades.
- \$1,000      Engineering-APWA National in Mpls.  
This item is for the Public Works City Engineers to attend APWA National Annual Conference in Minneapolis.
- \$1,000      Engineering Gas Monitor  
This equipment is used in confined spaces such as a manhole for stormwater or sanitary sewer. It monitors gas levels. The device goes around the person’s neck. We have two (2) monitors in the utilities department. Its critical for safety.
- \$400      Streets Conference  
This amount is for additional dollars toward training staff for street sweeping mechanics and general maintenance training for staff.

Total: \$35,000

Mayor Tourville asked if the Engineering overtime costs were for the Engineering staff. Mr. Thureen replied yes. Mayor Tourville stated that the street utility is an ongoing discussion. Mr. Thureen discussed the street light study and the details on the current system. The discussion on potential costs, current rate and plan for replacing the system are being discussed. Questions that are being asked, how do we replace the system? What will be the standard? Who is paying for what service? Could franchise collection help offset payment? Or do we pay Xcel to maintain the system?

Councilmember Hark asked what is the goal? Mr Thureen responded that the goal is, do we plan for the cost of replacing the system and if we replace it, do we use Xcel similar to how we use their services now. Councilmember Hark asked do we have four owners of our electricity: Xcel, Dakota County, Private and City. Mr. Thureen responded yes.

Councilmember Piekarski-Krech asked what do other cities do? Mr. Thureen stated that many cities have over the last decade unified the system. The last system Mr. Thureen reviewed was the City of Burnsville, they have a unified system. Councilmember Piekarski-Krech followed up with an additional question on how the city runs the whole system? City Administrator Lynch declared for this type of process you would have to establish a standard and currently we don't have a light standard. If you look at the development they are all unique and different. Another part to this issue is how quickly can the system be replaced? We don't have ownership of the pole, land or the light. Does the City have the capital need to go that far?

Mayor Tourville commented that we need to find out who is paying for the light, is it the City or is it the neighborhood. He continued that the city could collect a franchise fee. Some surrounding cities have differing degrees of fee collection.

## **B. Police Department**

- i) Police Chief Stanger presented on the following items under personnel and related costs:

\$173,000 The amount for personnel costs breaks down to two (2) additional sworn in positions that incorporates team policing in 2017. One of the patrol positions will be promoted later in the year so only two new positions are being added. We would also like to reincorporate our Community Service Officer (CSO) program. Several years ago we had four (4) CSO full-time positions. We are asking to bring back the CSO positions to two (2) CSO's with varying shifts. This would be two none benefited positions.

Councilmember Mueller asked why the positions will be part-time positions. Chief Stanger replied that the position would be a job share type position and will be used as a recruitment tool to move up to a Police Officer position. Councilmember Mueller pondered how this position will work and get to know the community when they only work part-time. Chief Stanger commented that he believed they would still have the opportunity.

Councilmember Piekarski-Krech asked how does the CSO positions fit into community policing and the team? Chief Stanger stated that the position is not a part of community policing. City Administrator Lynch clarified the question posed and asked how would adding the CSO positions help relieve police officers workload and help make them more effective? Chief Stanger responded that since the CSO positions were removed the sworn in police officers have had to take over their duties. The intention behind reinstating the CSO positions is to help off set the work load so police officers can focus on policing. Some duties CSO's would take over would be: squad delivery, city hall deposits, court runs to county courts, oxygen refilling and deliveries. Councilmember Piekarski-Krech further pondered whether these positions would be an integral part of the community policing. Chief Stanger answered that the position is not a part of community policing, it's an adjunct position. City Administrator Lynch added that if rephrased, would police be able to carry out their duties effectively if the CSO positions were not reinstated. Chief Stanger answered that he doesn't believe his police officers are less effective but they don't have the time to commit to other areas.

Mayor Tourville asked who would oversee the CSO positions. Chief Stanger replied that the Patrol Sergeant Commander would oversee them.

Councilmember Mueller pondered about the length of time a person would work in this position. Chief Stanger responded that there is a sunset clause in the contract. After three or four years, if it's obvious that we won't hire that person as a Police Officer than that person would be asked to move on. Furthermore, Chief Stanger added that this position would help with animal control and parking enforcement, areas that currently they're not actively enforcing.

Councilmember Bartholomew wondered what would be the standard for the candidate, a degreed individual with a law enforcement track. Chief Stanger agreed and added that the candidate will have to be enrolled in a law enforcement program. The hourly wage would be \$12.00.

Councilmember Bartholomew asked about the part-time office support position and the rational behind adding this position. It's a position we used to have but that person retired and it was never replaced in 2012. We're asking to have that position back. We currently have 5.5 non-sworn police personnel and are six (6) months backlogged with data entry, downloading video, and transcribing statements.

Councilmember Hark asked if a contracted person can come in to do the work instead of an employee. Chief Stanger commented that the Police Department is a secured facility. You need a background check, security clearance and certifications. The employee would have to be the same person every day and not a temporary person. Mayor Tourville commented that if this hired person is part-time then the position will be none benefited.

Chief Stanger discussed that in 2012 when they had their part-time employee they were 2-3 weeks backlogged, now they are six (6) weeks backlogged. The Department would like to maintain 2-3 weeks which is normal operational procedure for most agencies.

Councilmember Pierkarski-Krech asked what the ratio is normally between police officers and support staff. Chief Stanger responded that he didn't know of a standard.

- ii) Police Chief Stanger presented on the following items under Professional/Technical Services:

\$1,400

Police- Shred It

The police shredder is 20 years old, it's not working well. Staff looked into contract services with Shred It. The cost is determined by the size of the container. The police department estimated two containers.

Pierkarski-Krech asked if other departments could use the services. Chief Stanger said that matter is being discussed with departments. Mayor Tourville responded that some city's have a tipping fee that is offered to residents and businesses. He asked Chief Stanger to look into adding it to city services. City Administrator Lynch commented that this service is offered at the Fall/Spring Clean-up. Mayor Tourville would like to offer the service more times a year.

iii) Police Chief Stanger presented on the following items under purchased services and supplies:

- \$3,500      \$3,100  
Police-Sergeants to Iphones  
Upgrade sergeants to smart phone so they can communicate with officers in the field. They can also take real time photos for wanted vehicles. They currently have flip phones. All phones in the Police Department have one carrier which is Verizon and tablets are with Sprint/AT&T.
- \$400  
Pole Cam Service  
Chief Stanger asked for two additional cameras for police vehicles. He also mentioned that he prepared a grant with four agencies to the Dept of Commerce for a pole camera that goes up in the air, which would provide live time feedback.
- \$3,100      Police-Patrol Commander Vehicle  
Enrollment for LMC online training for federal, state and OSHA law updates. Also, provides leadership training, legislative law updates, laws on arrest, AWARE training, blood born pathogens etc. The cost is \$85.00 per officer instead of spending \$150 per person plus having to pay overtime because of street duty. Training is once a month and is online.
- \$14,700      Police-Patrol Commander Vehicle  
Outfit patrol command officer vehicle with laptop. There will be additional costs in mounting the hardware. This would provide updates in real time to the department vehicle. It's open for all staff to use.

Total: \$195,700

Chief Stanger handed out graphs for community policing requested by Council previously. Chief Stanger discussed the hiring of a patrol officer on April 1, July 1 and a promotion to sergeant on Sept 1. The staffing additions and start up training costs which would be around \$123,627. The real costs for a full year salary with benefits in 2017 with the salary adjustment of 3.5% would be just under \$203,202.92.

Councilmember Pierarski-Krech pointed out in error with one of the positions benefits. Financial Director Smith will look at the graph and recalculate. City Administrator Lynch stated the additional amount may be \$5,000. Chief Stanger will email out the revised graphs to Council.

Chief Stanger handed out a graph to compare the 2015 nine (9) hours shift to the potential ten (10) hours shift or twelve (12) hours shift models. These models are best case scenarios with no employees taking time off of work i.e. sick time, vacation or training. Chief Stanger went through details of the graph with the Council. Council instructed the organizational structure graph to be sent to them.

**C. Fire Department**

i) Fire Chief Thill presented on the following items under personnel and related costs:

- \$86,600      Duty crew wage increase includes medicare and social security which would be \$6,600.
- \$1,8000      Pagers for firefighters to use during shift.
- \$4,000      Software upgrade to schedule the duty crew.
- \$1,700      Cost of one (1) uniform, one (1) tshirt and one (1) sweatshirt

**INVER GROVE HEIGHTS SPECIAL CITY COUNCIL MEETING– July 27, 2015**

ii) Fire Chief Thill presented on the following items under professional/technical services:

\$17,400 Fire Instruction  
\$6,500 is to hire outside instructors for three different classes. Fire officer certification, officer certification exam and fire safety officer certification.  
\$1,500 is to hire a specialized instructor for a live structural burn  
\$5,900 is to have an employee assistance program for firefighters  
\$5,000 Fire instruction software program

iii) Fire Chief Thill presented on the following items under purchased services and supplies

\$500 Fire Cleaning Supplies.  
Department purchases in bulk every two years  
\$19,200 \$10,200 three (3) fire radios  
\$3,000 Replacement from adjustable nozzles to brass nozzles for safety reasons  
\$6,000 Extraction tool to assist with large semi or bus accidents also would include extraction tool from mechanical equipment if a victim is entrapped the tool would free up the victim's small extremities (feet/hands) without destroying the machine.  
\$11,300 Fire Supplies  
\$9,900 Two (2) MDCs, the Department has four (4) but there are nine (9) vehicles which would be useful to equip the vehicles. Moving the supplies back and forth can be an issue and the vehicle required is not always available.  
\$1,400 Tablet (include service) for Fire Marshal Inspector. Fire Marshal currently uses paper and would benefit from on-site use. This would include internet service for real time access.

Total: \$149,100

City Administrator Lynch briefly updated the Council on upcoming meeting dates in regards to budget presentations and discussion. He also discussed the Pavement Management Plan (PMP) and Park Maintenance and Capital Improvement Fund.

3. **ADJOURN:** Motion by Mueller, second by Bartholomew, to adjourn. The meeting was adjourned by a unanimous vote at 6:23 p.m.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Meeting Date: August 10, 2015  
 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 July 22, 2015 to August 4, 2015.

**SUMMARY**

Shown below is a listing of the disbursements for the various funds for the period ending August 4, 2015. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$429,021.47
Debt Service & Capital Projects	2,021,921.90
Enterprise & Internal Service	334,324.31
Escrows	18,701.80
	<hr/>
Grand Total for All Funds	<u><u>\$2,803,969.48</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 July 22, 2015 to August 4, 2015 and the listing of disbursements requested for approval.

**DAKOTA COUNTY, MINNESOTA**

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

**RESOLUTION APPROVING DISBURSEMENTS FOR THE  
PERIOD ENDING August 4, 2015**

**WHEREAS**, a list of disbursements for the period ending August 4, 2015 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	\$429,021.47
Debt Service & Capital Projects	2,021,921.90
Enterprise & Internal Service	334,324.31
Escrows	18,701.80
Grand Total for All Funds	<u><u>\$2,803,969.48</u></u>

Adopted by the City Council of Inver Grove Heights this 10th day of August, 2015.

Ayes:

Nays:

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

ATTEST:

\_\_\_\_\_  
Michelle Tesser, City Clerk



Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ABDO, EICK & MEYERS, LLP	349140B	07/22/2015	03326	101.41.2000.415.30100	5,100.00
ACE PAINT & HARDWARE	524702/5	07/22/2015	1499631	101.44.6000.451.60040	21.97
ACE PAINT & HARDWARE	524747/5	07/22/2015	501126	101.44.6000.451.60040	12.96
ACE PAINT & HARDWARE	524749/5	07/22/2015	501126	101.44.6000.451.60040	4.99
ACE PAINT & HARDWARE	524777/5	07/22/2015	501126	101.44.6000.451.40040	26.94
ACE PAINT & HARDWARE	524893/5	07/22/2015	501126	101.43.5200.443.60016	8.98
ACE PAINT & HARDWARE	524898/5	07/29/2015	501126	101.44.6000.451.60040	8.49
ACE PAINT & HARDWARE	524912-5	07/22/2015	501126	101.42.4200.423.60065	52.58
ACE PAINT & HARDWARE	524913/5	07/22/2015	501126	101.42.4200.423.60065	34.97
ACE PAINT & HARDWARE	524998/5	07/29/2015	501126	101.44.6000.451.60040	11.96
ACE PAINT & HARDWARE	525008/5	07/29/2015	525008/5	101.44.6000.451.40040	10.98
ACE PAINT & HARDWARE	524837/5	07/22/2015	501126	101.44.6000.451.40040	9.96
ANCOM COMMUNICATIONS, INC.	53905	07/22/2015	24611-00	101.42.4000.421.60040	104.50
ARNESON HEATING & COOLING	7/13/15	07/22/2015	7/13/15	101.45.0000.3224000	64.00
ARROW MOWER, INC.	34675 A	07/22/2015	6/10/15	101.43.5200.443.60016	161.45
ARROW MOWER, INC.	34690	07/22/2015	PARKSKYLE	101.44.6000.451.60040	2.99
BARNA, GUZY, & STEFFEN LTD	4/30/15	07/22/2015	145058	101.41.1100.413.30430	325.00
BARNA, GUZY, & STEFFEN LTD	6/30/15	07/22/2015	147234	101.41.1100.413.30430	338.00
BARR ENGINEERING COMPANY	23190328.15-4	08/05/2015	5/16/15-6/12/15	101.43.5100.442.30300	5,214.00
BLOOMINGTON SECURITY SOLUTIONS	S91038	07/22/2015	6/17/15	101.44.6000.451.40040	280.00
BLOOMINGTON SECURITY SOLUTIONS	S90798	07/22/2015	6/4/15	101.44.6000.451.40040	350.00
BOUND TREE MEDICAL LLC	81848373	07/22/2015	WEB024283	101.42.4200.423.60065	2,147.82
BUDGET SANDBLASTING & PAINTING IN	51915	07/22/2015	5/19/15	101.44.6000.451.60066	260.40
CA DEPT OF CHILD SUPPORT SERVICE	INV0043713	07/24/2015	MIGUEL GUADALAJARA FEIN/TAX	101.203.2032100	279.69
CAT-PERSONAL SAFETY TRAINING	11491	07/29/2015	2/24/15	101.44.6000.451.60045	195.00
CENTURY LINK	5/7/15 651 451 0205	07/29/2015	651 451 0205 745	101.44.6000.451.50020	64.94
CENTURY LINK	651-457-4184 A	07/22/2015	651-457-4184	101.44.6000.451.50020	58.94
CENTURY LINK	651-457-5524	07/22/2015	651-457-5524	101.44.6000.451.50020	66.89
CENTURY LINK	651-451-0205	07/22/2015	6/5/15	101.44.6000.451.50020	64.94
CENTURY LINK	7/7/15	07/29/2015	651 451 0205 745	101.44.6000.451.50020	65.94
CITY OF EDEN PRAIRIE	NOZZLE FORWARD	07/22/2015	NOZZLE FORWARD	101.42.4200.423.30700	700.00
COLLINS ELECTRICAL CONST.	1531123.01	07/22/2015	6/30/15	101.43.5200.443.40046	622.75
COLLINS ELECTRICAL CONST.	1531227.01	07/22/2015	6/30/15	101.43.5200.443.40046	219.25
COMCAST	7/5/15 8772100359	07/22/2015	8772105910359526	101.42.4200.423.30700	25.24
CULLIGAN	6/30/15 157-98511	07/22/2015	157-98511918-7	101.44.6000.451.40040	480.00
CULLIGAN	6/30/15 157-985552	07/22/2015	157-98552482-4	101.44.6000.451.40040	89.51
DAKOTA COMMUNICATIONS CENTER	IG2015-08	07/22/2015	7/13/15	101.42.4000.421.70502	44,208.00
DAKOTA COMMUNICATIONS CENTER	IG2015-08	07/22/2015	7/13/15	101.42.4200.423.70502	4,912.00
DAKOTA CTY FINANCIAL SVCS	16953	07/22/2015	P0001753	101.43.5400.445.40020	1,118.51
DECKER, JOHN	7/8/15	07/22/2015	POLICE	101.42.4000.421.60065	20.00
EAGAN POLICE DEPARTMENT	8/25/15	07/29/2015	SFST TRAINING	101.42.4000.421.50080	75.00
EFTPS	INV0043730	07/24/2015	FEDERAL WITHHOLDING	101.203.2030200	48,020.96
EFTPS	INV0043732	07/24/2015	MEDICARE WITHHOLDING	101.203.2030500	13,523.62
EFTPS	INV0043733	07/24/2015	SOCIAL SECURITY WITHHOLDING	101.203.2030400	44,095.00
FIRE EQUIPMENT SPECIALTIES, INC.	8855	07/22/2015	C-2	101.42.4200.423.40042	418.00
FIRE MARSHALS ASSOCIATION OF MINN	MEMBERSHIP REN	07/22/2015	MEMBERSHIP RENEWAL 2015	101.42.4200.423.50070	40.00
FOX, KIM	7/27/15	07/29/2015	REIMBURSE-HOMETOWN MEATS	101.41.1000.413.50075	105.00
GALLS INC	3702393	07/22/2015	5291308	101.42.4000.421.60065	74.93
GENESIS EMPLOYEE BENEFITS ACH ON	INV0043715	07/24/2015	HSA ELECTION-FAMILY	101.203.2032500	2,605.42
GENESIS EMPLOYEE BENEFITS ACH ON	INV0043716	07/24/2015	HSA ELECTION-SINGLE	101.203.2032500	3,144.67
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.41.1100.413.30550	22.90
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.41.1100.413.30550	4.06
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.41.2000.415.30550	15.84
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.41.2000.415.30550	49.82
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.42.4000.421.30550	213.20
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.42.4000.421.30550	16.24
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.42.4200.423.30550	14.00
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.43.5000.441.30550	9.38
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.43.5000.441.30550	4.06
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.43.5100.442.30550	5.39
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.43.5100.442.30550	46.73
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.43.5200.443.30550	35.51

GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.44.6000.451.30550	3.70
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.44.6000.451.30550	46.28
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.45.3000.419.30550	14.65
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.45.3000.419.30550	3.65
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.45.3200.419.30550	11.40
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.45.3200.419.30550	4.06
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	101.45.3300.419.30550	22.00
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.41.1100.413.30550	1.17
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.41.2000.415.30550	2.29
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.42.4000.421.30550	11.70
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.43.5000.441.30550	1.17
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.43.5100.442.30550	2.34
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.43.5200.443.30550	1.17
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.44.6000.451.30550	3.90
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.45.3000.419.30550	1.06
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	101.45.3300.419.30550	3.51
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.41.1100.413.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.41.2000.415.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.42.4000.421.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.42.4200.423.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.43.5000.441.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.43.5100.442.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.43.5200.443.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.44.6000.451.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.45.3000.419.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.45.3200.419.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	101.45.3300.419.30550	1.56
GERTENS	359860/1	07/22/2015	103566	101.43.5200.443.60016	33.00
GERTENS	359871/1	07/22/2015	103566	101.43.5200.443.60016	13.20
GRAINGER	9777230088	07/22/2015	806460150	101.44.6000.451.40040	88.53
GRAINGER	9794602699	07/29/2015	806460150	101.44.6000.451.40040	172.36
GRAINGER	97886375015	07/22/2015	806460150	101.43.5200.443.60016	13.67
HENNING FIRE PROTECTION EQUIPMENT	621230	07/29/2015	7/21/15	101.42.4000.421.60065	144.00
HILDI INC	6628B	07/22/2015	FIRE RELIEF VALUATION	101.41.2000.415.30700	1,200.00
HOME DEPOT CREDIT SERVICES	9022346	07/22/2015	6035322502554813	101.42.4200.423.60011	114.76
ICMA RETIREMENT TRUST - 457	INV0043717	07/24/2015	ICMA-AGE <49 %	101.203.2031400	3,849.60
ICMA RETIREMENT TRUST - 457	INV0043718	07/24/2015	ICMA-AGE <49	101.203.2031400	4,447.30
ICMA RETIREMENT TRUST - 457	INV0043719	07/24/2015	ICMA-AGE 50+ %	101.203.2031400	1,396.72
ICMA RETIREMENT TRUST - 457	INV0043720	07/24/2015	ICMA-AGE 50+	101.203.2031400	4,724.36
ICMA RETIREMENT TRUST - 457	INV0043721	07/24/2015	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	76.62
ICMA RETIREMENT TRUST - 457	INV0043728	07/24/2015	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	849.24
ICMA RETIREMENT TRUST - 457	INV0043729	07/24/2015	ROTH IRA (AGE 50 & OVER)	101.203.2032400	100.00
JANNETTO, AMY	7/10/15	07/22/2015	7/10/15	101.41.1100.413.30500	25.25
JRK SEED & TURF SUPPLY	15663/4	07/22/2015	1382	101.44.6000.451.60016	186.75
JRK SEED & TURF SUPPLY	15725/4	07/22/2015	99520	101.44.6000.451.60016	1,479.60
JRK SEED & TURF SUPPLY	15952/4	07/29/2015	1382	101.44.6000.451.60016	189.00
KENISON, TERRI	JUNE 2015	07/22/2015	JUNE 2015	101.42.4200.423.30700	850.00
KLUENDER, JAMES	442451	07/29/2015	BIRD BOXES	101.44.6000.451.60065	50.00
L.T.G. POWER EQUIPMENT	190938	07/22/2015	SHOP	101.44.6000.451.60040	128.53
L.T.G. POWER EQUIPMENT	192355	07/29/2015	5656	101.44.6000.451.60040	74.81
LANGUAGE LINE SERVICES	3635543	07/22/2015	9020909043	101.42.4000.421.50020	77.71
LAWMAN BADGE COMPANY	2030 B	08/05/2015	1/26/15	101.42.4000.421.60045	4,862.70
LEVANDER, GILLEN & MILLER P.A.	6/30/15 92000E	07/29/2015	92000E	101.42.4000.421.30410	16,151.90
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Argent	07/29/2015	Invoice	101.43.5100.442.30420	22.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Argent	07/29/2015	Invoice	101.43.5100.442.30420	22.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Bester	07/29/2015	Invoice	101.45.3200.419.30420	136.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Counc	07/29/2015	Invoice	101.41.1000.413.30401	360.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Engine	07/29/2015	Invoice	101.43.5100.442.30420	3,987.22
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Inspec	07/29/2015	Invoice	101.45.3300.419.30420	1,952.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Maso	07/29/2015	Invoice	101.43.5100.442.30420	308.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Mayor	07/29/2015	Invoice	101.41.1000.413.30420	4,356.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Parks	07/29/2015	Invoice	101.44.6000.451.30420	595.60
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Planni	07/29/2015	Invoice	101.45.3200.419.30420	1,894.40
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Police	07/29/2015	Invoice	101.42.4000.421.30420	60.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Public	07/29/2015	Invoice	101.43.5000.441.30420	266.80
LOCAL GOVERNMENT INFORMATION SYSTEMS	40387	07/22/2015	106325	101.42.4000.421.70501	1,735.00
LOCAL GOVERNMENT INFORMATION SYSTEMS	40397	07/22/2015	6/30/15	101.42.4200.423.30700	118.00
M & J SERVICES, LLC	1273	07/22/2015	WATER	101.43.5200.443.40046	790.00
M & J SERVICES, LLC	1274	07/22/2015	STREETS	101.43.5200.443.40046	1,295.00
M & J SERVICES, LLC	1275	07/22/2015	STREETS	101.43.5200.443.40046	760.00
MADISON NATIONAL LIFE INSURANCE COMPANY	AUGUST 2015	07/29/2015	GROUP #012439	101.203.2031700	2,499.05
MAINSTREET DESIGNS, INC.	22803	07/22/2015	2/27/15	101.44.6000.451.60065	656.20

MIDWEST FENCE & MFG CO	165638	07/29/2015	IGHCIT	101.44.6000.451.40047	30.05
MINNESOTA DEPARTMENT OF HUMAN SERVICES	INV0043714	07/24/2015	JUSTIN PARRANTO FEIN/TAXPAY	101.203.2032100	300.41
MN DEPT OF REVENUE	INV0043731	07/24/2015	STATE WITHHOLDING	101.203.2030300	19,857.60
MN FIRE SERVICE CERT BOARD	3562	07/22/2015	7/7/15	101.42.4200.423.30700	500.00
MN GLOVE & SAFETY, INC.	288051	07/22/2015	5/14/15	101.43.5200.443.60045	39.99
MN GLOVE & SAFETY, INC.	288602	07/22/2015	6/19/15	101.44.6000.451.60045	59.99
MN GLOVE & SAFETY, INC.	288786	07/22/2015	6/30/15	101.44.6000.451.60045	52.68
MN NCPERS LIFE INSURANCE	AUGUST 2015	07/29/2015	AUGUST PREMIUM	101.203.2031600	320.00
MOORE MEDICAL LLC	82789059	07/22/2015	21185816	101.42.4200.423.40042	169.00
MOORE MEDICAL LLC	82789059	07/22/2015	21185816	101.42.4200.423.60065	892.00
MOST DEPENDABLE FOUNTAINS	37875	07/22/2015	6/17/15	101.44.6000.451.40047	940.00
MOST DEPENDABLE FOUNTAINS	37967	07/22/2015	6/23/15	101.44.6000.451.40047	713.00
MTI DISTRIBUTING CO	1025319-00	08/05/2015	91180	101.44.6000.451.40047	192.40
MUNICIPAL EMERGENCY SERVICES, INC	648583-SNV	07/22/2015	43426	101.42.4200.423.60045	231.70
NATURE CALLS, INC.	21439	07/22/2015	5/31/15	101.44.6000.451.40065	1,749.00
O' REILLY AUTO PARTS	1767-157046	07/22/2015	7/13/15	101.44.6000.451.60040	1.79
OXYGEN SERVICE COMPANY, INC	3309051	07/22/2015	4394	101.42.4000.421.60065	24.00
PAPCO, INC.	93588	07/22/2015	CIT012	101.44.6000.451.60011	282.58
PAPCO, INC.	93697	08/05/2015	CIT012	101.44.6000.451.60011	148.80
PEARL VALLEY ORGANIX, INC.	55904	07/22/2015	8268	101.44.6000.451.60030	5,819.58
PEARL VALLEY ORGANIX, INC.	55900	07/22/2015	86267	101.44.6000.451.60030	5,646.42
PEARL VALLEY ORGANIX, INC.	55899	07/22/2015	86266	101.44.6000.451.60030	6,020.82
PERA	INV0043722	07/24/2015	PERA COORDINATED PLAN	101.203.2030600	33,578.10
PERA	INV0043723	07/24/2015	EMPLOYER SHARE (EXTRA PERA	101.203.2030600	2,583.06
PERA	INV0043724	07/24/2015	PERA DEFINED PLAN	101.203.2030600	69.23
PERA	INV0043725	07/24/2015	EMPLOYER SHARE (PERA DEFINI	101.203.2030600	69.23
PERA	INV0043726	07/24/2015	PERA POLICE & FIRE PLAN	101.203.2030600	12,382.45
PERA	INV0043727	07/24/2015	EMPLOYER SHARE (POLICE & FIR	101.203.2030600	18,573.70
PINE BEND PAVING, INC.	4782	07/22/2015	6/17/15	101.44.6000.451.40046	11,950.00
PIONEER ATHLETICS	INV556892 B	07/29/2015	CI5498	101.44.6000.451.60016	2,396.25
PIONEER ATHLETICS	INV556892	07/29/2015	CI5498	101.44.6000.451.60016	2,396.25
PIONEER ATHLETICS	INV558049 B	07/29/2015	CI5498	101.44.6000.451.60016	484.00
PIONEER ATHLETICS	INV558049	07/29/2015	CI5498	101.44.6000.451.60016	484.00
SHORT ELLIOTT HENDRICKSON, INC.	600137	07/29/2015	4340	101.43.5100.442.30300	1,363.82
SMITH KRISTI	6/26/15	07/22/2015	AICPA MEMBERSHIP	101.41.2000.415.50070	245.00
SPECIALIZED ENVIRONMENTAL TECH INC	17689	07/22/2015	10984	101.44.6000.451.60016	5,470.00
SPRINT	842483314-164	07/29/2015	Invoice	101.41.1000.413.50020	69.98
SPRINT	842483314-164	07/29/2015	Invoice	101.41.1100.413.50020	69.98
SPRINT	842483314-164	07/29/2015	Invoice	101.41.2000.415.50020	34.99
SPRINT	842483314-164	07/29/2015	Invoice	101.42.4000.421.50020	34.99
SPRINT	842483314-164	07/29/2015	Invoice	101.42.4200.423.50020	34.99
SPRINT	842483314-164	07/29/2015	Invoice	101.43.5000.441.50020	34.99
SPRINT	842483314-164	07/29/2015	Invoice	101.44.6000.451.50020	34.99
SPRINT	842483314-164	07/29/2015	Invoice	101.45.3000.419.50020	34.99
STATE OF MN - CRIMINAL APPREHENSION	231993	07/22/2015	12981	101.42.4000.421.40044	390.00
TASER INTERNATIONAL, INC.	SI1392576	07/29/2015	115181	101.42.4000.421.60018	147.20
THOMSON REUTER - WEST	831719938	07/22/2015	6100701249	101.42.4000.421.30700	155.35
THOMSON REUTER - WEST	832079619	07/22/2015	1000197212	101.42.4000.421.30700	155.35
TRANS UNION LLC	65553256	07/22/2015	924V0009007	101.41.1100.413.30500	47.10
TRUGREEN	3421081	07/22/2015	6/18/15	101.44.6000.451.60035	49.98
TRUGREEN	34234898	07/22/2015	6/18/15	101.44.6000.451.60035	249.90
TRUGREEN	3428383	07/22/2015	6/18/15	101.44.6000.451.60035	49.98
TRUGREEN	34436347	07/22/2015	6005159426	101.44.6000.451.60035	149.94
TRUGREEN	34440816	07/22/2015	6005159426	101.44.6000.451.60035	49.98
TRUGREEN	34452094	07/22/2015	6/22/15	101.44.6000.451.60035	249.90
TRUGREEN	34495096	07/22/2015	6005159426	101.44.6000.451.60035	99.96
TRUGREEN	34513925	07/22/2015	6005159426	101.44.6000.451.60035	299.88
TRUGREEN	34524569	07/22/2015	6005159426	101.44.6000.451.60035	99.96
TRUGREEN	34530804	07/22/2015	6005159426	101.44.6000.451.60035	49.98
TRUGREEN	34545865	07/22/2015	6005159426	101.44.6000.451.60035	149.94
TRUGREEN	34554690	07/22/2015	6005159426	101.44.6000.451.60035	349.86
TRUGREEN	34710162	07/22/2015	6005159426	101.44.6000.451.60035	499.80
TRUGREEN	34720551	07/22/2015	6005159426	101.44.6000.451.60035	199.92
TRUGREEN	34720554	07/22/2015	600515	101.44.6000.451.60035	49.98
TRUGREEN	33590336	07/22/2015	6/8/15	101.44.6000.451.60035	199.92
TRUGREEN	33590383	07/22/2015	6/8/15	101.44.6000.451.60035	249.90
TRUGREEN	33590397	07/22/2015	6/8/15	101.44.6000.451.60035	349.86
TUMBERG, DENNIS	6/27/15	07/22/2015	LOST CHECK	101.43.5100.442.10100	79.47
TUMBERG, DENNIS	6/27/15	07/22/2015	LOST CHECK	101.44.6000.451.10100	39.75
TWIN CITIES OCCUPATIONAL HEALTH PLAN	348I2387	07/22/2015	7/2/15	101.41.1100.413.30500	25.00
UNIFIRST CORPORATION	900260691	07/22/2015	7/14/15	101.43.5200.443.60045	30.89
UNIFIRST CORPORATION	900260691	07/22/2015	7/14/15	101.44.6000.451.60045	21.71

UNIFIRST CORPORATION	0900259753	07/22/2015	7/7/15	101.43.5200.443.60045	30.89
UNIFIRST CORPORATION	0900259753	07/22/2015	7/7/15	101.44.6000.451.60045	21.71
UNIVERSAL ATHLETIC SERVICE, INC.	1501-003676	07/22/2015	154421	101.44.6000.451.60016	(22.32)
VOLUNTEER FIREFIGHTERS BENEFIT	7/15/15	07/22/2015	7/15/15	101.42.4200.423.50070	697.00
WONICK, JUDY	7/10/15	07/22/2015	PARK AND REC	101.44.6000.451.60065	21.41

**Fund: 101 - GENERAL FUND**

**385,174.31**

ENSEMBLE CREATIVE & MARKETING	IGH081015	07/22/2015	7/10/15	201.44.1600.465.50025	1,665.00
ENSEMBLE CREATIVE & MARKETING	IGH081015	07/22/2015	7/10/15	201.44.1600.465.50025	3,426.50
ENSEMBLE CREATIVE & MARKETING	IGH081015	07/22/2015	7/10/15	201.44.1600.465.50025	1,665.00
FUN MINNESOTA	6/1/15	07/22/2015	6/1/15	201.44.1600.465.50080	30.00
IGH CONVENTION & VISITORS BUREAU	7/9/15	07/22/2015	7/9/15	201.44.1600.465.50025	2,000.00
IGH CONVENTION & VISITORS BUREAU	7/9/15	07/22/2015	7/9/15	201.44.1600.465.50035	10.00
MINNESOTA STATE AGRICULTURAL SOCIETY	7/9/15	07/29/2015	200 STATE FAIR TICKETS	201.44.1600.465.50025	2,010.00
MINNESOTA STATE FAIR TICKET OFFICE	7/9/15	07/22/2015	200 TICKETS	201.44.1600.465.50025	2,010.00
RIVER HEIGHTS CHAMBER OF COMMERCE	5610	07/22/2015	7/8/15	201.44.1600.465.50020	100.00
RIVER HEIGHTS CHAMBER OF COMMERCE	5610	07/22/2015	7/8/15	201.44.1600.465.50035	13.21
RIVER HEIGHTS CHAMBER OF COMMERCE	5610	07/22/2015	7/8/15	201.44.1600.465.60010	6.02

**Fund: 201 - C.V.B. FUND**

**12,935.73**

ACE PAINT & HARDWARE	524623/5	07/22/2015	501126	204.44.6100.452.60009	4.98
BROADWAY AWARDS	37289	07/29/2015	7/15/15	204.44.6100.452.60009	257.50
BROADWAY AWARDS	37290	07/29/2015	7/15/15	204.44.6100.452.60009	839.56
FOREMOST PROMOTIONS	304524	07/29/2015	175545	204.44.6100.452.60009	214.00
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	204.44.6100.452.30550	1.00
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	204.44.6100.452.30550	12.78
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	204.44.6100.452.30550	0.50
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	204.44.6100.452.30550	1.56
GREEN MILL RESTAURANT & BAR	416013	07/22/2015	6/19/15	204.44.6100.452.60009	84.00
HOMEGROWN LACROSSE	584	07/22/2015	LEAGUE FEES	204.44.6100.452.30700	1,950.00
HOMEGROWN LACROSSE	584	07/22/2015	LEAGUE FEES	204.44.6100.452.50070	650.00
HOMEGROWN LACROSSE	597	07/22/2015	TOURNAMENT FEE	204.44.6100.452.30700	1,200.00
HOMEGROWN LACROSSE	597	07/22/2015	TOURNAMENT FEE	204.44.6100.452.50070	400.00
MINNESOTA DEVELOPMENTAL BASKETBALL	7/20/15	08/05/2015	JULY 13-16	204.44.6100.452.30700	608.00
MN YOUTH ATHLETIC SERVICES	7/20/15	08/05/2015	MYAS PORTION OF T-SHIRT SALE	204.44.0000.3471000	2,800.75
SAVE A LIFE	3806	08/05/2015	7/20/15	204.44.6100.452.30700	632.50
SWANK MOTION PICTURE INC	2068925	07/22/2015	259507002	204.44.6100.452.60009	401.00
TAHO SPORTSWEAR	15TF1352	07/22/2015	7/6/15	204.44.6100.452.60045	66.22
TERI PAVEK	6/23/15	07/22/2015	REFUND	204.207.2070300	2.66
TERI PAVEK	6/23/15	07/22/2015	REFUND	204.44.0000.3471000	23.34
UNIVERSAL ATHLETIC SERVICE, INC.	1501-003676	07/22/2015	154421	204.44.6100.452.60009	50.73

**Fund: 204 - RECREATION FUND**

**10,201.08**

ACE PAINT & HARDWARE	524900/5	07/22/2015	501126	205.44.6200.453.60016	27.95
ACE PAINT & HARDWARE	524928/5	07/29/2015	501126	205.44.6200.453.60016	2.99
ACE PAINT & HARDWARE	524974/5	07/29/2015	501126	205.44.6200.453.60016	18.48
ACE PAINT & HARDWARE	524801/5	07/22/2015	1494897	205.44.6200.453.60016	48.95
APEC	120315	07/22/2015	6/17/15	205.44.6200.453.60016	314.74
APEC	120315	07/22/2015	6/17/15	205.44.6200.453.60016	857.94
B & B SHEETMETAL AND ROOFING, INC.	52379	07/22/2015	6/30/15	205.44.6200.453.40040	576.00
COCA COLA BOTTLING COMPANY	0148396942	07/22/2015	6/3/15	205.44.6200.453.76100	233.28
COCA COLA BOTTLING COMPANY	118407007	07/22/2015	7/8/15	205.44.6200.453.76100	147.36
COMCAST	7/12/15 8772 10 59	07/29/2015	8772 10 591 0127188	205.44.6200.453.50070	191.14
CRAWFORD DOOR SALES COMPANY	19298	07/29/2015	4840	205.44.6200.453.40040	155.75
DRKULAS 32 BOWL	6/10/15	07/22/2015	6/10/15	205.44.6200.453.50090	208.00
EZ FITNESS SOLUTIONS, LLC	15-0002	07/29/2015	5/21/15	205.44.6200.453.40042	750.00
FUN EXPRESS INC	672573942-01	07/22/2015	7/14/15	205.44.6200.453.60065	48.34
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	205.44.6200.453.30550	11.00
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	205.44.6200.453.30550	34.14
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	205.44.6200.453.30550	12.50
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	205.44.6200.453.30550	3.50
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	205.44.6200.453.30550	12.50
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	205.44.6200.453.30550	4.97
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	205.44.6200.453.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	205.44.6200.453.30550	1.44
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	205.44.6200.453.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	205.44.6200.453.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	205.44.6200.453.30550	1.56
GOPHER BEARING	6584860	07/22/2015	782358	205.44.6200.453.60016	99.79
GRAINGER	9778303173	07/22/2015	6/29/15	205.44.6200.453.60016	61.38
GRAINGER	9778765611	07/22/2015	6/29/15	205.44.6200.453.60016	112.97
GRAINGER	9778765629	07/22/2015	6/29	205.44.6200.453.60040	15.45

GRAINGER	9778765629	07/22/2015	6/29/15	205.44.6200.453.60040	15.45
GRAINGER	9789205342	07/22/2015	806460150	205.44.6200.453.60016	94.75
GRAINGER	9792359250	07/29/2015	806460150	205.44.6200.453.60040	108.90
GRAINGER	9795205882	07/29/2015	806460150	205.44.6200.453.60016	70.52
GRAINGER	9783963490	07/22/2015	7/7/15	205.44.6200.453.60016	226.34
GRAINGER	9783963490	07/22/2015	7/7/15	205.44.6200.453.60016	226.33
HAWKINS, INC.	3734615	07/22/2015	108815	205.44.6200.453.60024	1,882.38
HAWKINS, INC.	3741903	07/22/2015	108815	205.44.6200.453.60024	27.00
HAWKINS, INC.	3750928	07/29/2015	108815	205.44.6200.453.60024	1,821.65
HAWKINS, INC.	3750929	07/29/2015	108815	205.44.6200.453.60024	935.07
HENRICKSEN PSG	569005	07/29/2015	85060954/CITYIGH	205.44.6200.453.40042	60.00
HILLYARD INC	601661820	07/22/2015	274069	205.44.6200.453.60011	134.57
HILLYARD INC	601661820	07/22/2015	274069	205.44.6200.453.60011	134.58
HILLYARD INC	274069	07/22/2015	274069	205.44.6200.453.60011	51.35
HILLYARD INC	274069	07/22/2015	274069	205.44.6200.453.60011	51.35
HILLYARD INC	601673110	07/22/2015	274069	205.44.6200.453.60011	144.92
HILLYARD INC	601673110	07/22/2015	274069	205.44.6200.453.60011	144.91
HILLYARD INC	601675703	07/22/2015	274069	205.44.6200.453.60011	165.83
HILLYARD INC	601675703	07/22/2015	274069	205.44.6200.453.60011	165.83
HILLYARD INC	601679042	07/22/2015	274069	205.44.6200.453.60011	250.25
HILLYARD INC	601679042	07/22/2015	274069	205.44.6200.453.60011	250.25
HILLYARD INC	601682796	07/22/2015	274069	205.44.6200.453.60011	56.47
HILLYARD INC	601682796	07/22/2015	274069	205.44.6200.453.60011	56.47
HUEBSCH SERVICES	3484409	07/22/2015	92965	205.44.6200.453.40040	204.79
HUEBSCH SERVICES	3484409	07/22/2015	92965	205.44.6200.453.40040	56.47
HUEBSCH SERVICES	3499570	07/29/2015	92965	205.44.6200.453.40040	56.47
HUEBSCH SERVICES	3499570	07/29/2015	92965	205.44.6200.453.40040	204.79
JTECH	INV190493	07/22/2015	38492	205.44.6200.453.60040	486.00
MARSHALL, KRISTINA	7/21/15	07/29/2015	REFUND - LATE PIZZA	205.207.2070300	1.99
MARSHALL, KRISTINA	7/21/15	07/29/2015	REFUND - LATE PIZZA	205.44.0000.3492900	28.01
MAXIMUM SOLUTIONS	17366	07/22/2015	VMCC	205.44.6200.453.60065	433.32
MENARDS - WEST ST. PAUL	86036	07/22/2015	30170270	205.44.6200.453.60040	398.00
MENARDS - WEST ST. PAUL	88154	07/22/2015	30170270	205.44.6200.453.60040	51.96
NAC MECHANICAL & ELECTRICAL SERV	115782	07/22/2015	8712-1	205.44.6200.453.40040	492.50
NAC MECHANICAL & ELECTRICAL SERV	115789	07/22/2015	8712-1	205.44.6200.453.40040	370.00
NIKKI GRUNWALD	7/14/15	07/22/2015	7/14/15	205.44.6200.453.60045	34.68
PETTY CASH - ATM	7/14/15	07/22/2015	APR-JUNE 2015	205.44.6200.453.70440	19.58
PLUNKETT'S PEST CONTROL	4216581	07/22/2015	100530	205.44.6200.453.40040	565.28
PLUNKETT'S PEST CONTROL	4216581	07/22/2015	100530	205.44.6200.453.40040	565.29
PREMIER ELECTRICAL CORPORATION	62682	07/22/2015	09700	205.44.6200.453.30700	339.00
PREMIER ELECTRICAL CORPORATION	62682	07/22/2015	09700	205.44.6200.453.30700	339.00
RECREATION SUPPLY COMPANY	287867	08/05/2015	M09501	205.44.6200.453.40040	745.42
ROACH, RICK	7/10/15	07/22/2015	7/10/15	205.44.6200.453.50065	31.64
ROACH, RICK	7/10/15	07/22/2015	7/10/15	205.44.6200.453.50065	9.20
SAFE-WAY BUS COMPANY	5196	07/22/2015	JUNE 2015	205.44.6200.453.70610	1,069.37
SERVICEMASTER PROFESSIONAL SERV	116167	07/22/2015	15-0129-NDR	205.44.6200.453.40040	362.50
SERVICEMASTER PROFESSIONAL SERV	116167	07/22/2015	15-0129-NDR	205.44.6200.453.40040	362.50
SPRUNG SERVICES	66821	07/22/2015	7/6/15	205.44.6200.453.40040	727.50
ST. AMBROSE OF WOODBURY	7/8/15	07/22/2015	REFUND	205.44.0000.3492700	100.00
ST. CROIX VALLEY POPCORN LLC	81517603	07/22/2015	7/6/15	205.44.6200.453.76050	126.00
TAHO SPORTSWEAR	15TF1262	07/22/2015	6/22/815	205.44.6200.453.60045	123.66
TAHO SPORTSWEAR	15TF1363	07/22/2015	7/6/15	205.44.6200.453.60045	38.56
TRIDISTRICT COMMUNITY ED	7/7/15	07/22/2015	7/7/15	205.44.6200.453.60065	52.00
VANCO SERVICES LLC	6808021	07/22/2015	ES12073	205.44.6200.453.70600	58.10
ZYLA, DEBRA	7/7/15	07/22/2015	7/7/15	205.44.0000.3493501	34.00

**Fund: 205 - COMMUNITY CENTER**

**19,519.55**

GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	290.45.3000.419.30550	0.40
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	290.45.3000.419.30550	0.85
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	290.45.3000.419.30550	0.11
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	290.45.3000.419.30550	1.44
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 EDA	07/29/2015	Invoice	290.45.3000.419.30420	60.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 EDA-S	07/29/2015	Invoice	290.45.3000.419.30420	1,128.00

**Fund: 290 - EDA**

**1,190.80**

WELLS FARGO CORPORATE TRUST SEI	1204814	08/01/2015	1204814	350.57.9000.570.90200	4,902.50
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**Fund: 350 - G.O. SEWER REVENUE 2007C**

**4,902.50**

WELLS FARGO CORPORATE TRUST SEI	1204814	08/01/2015	1204814	352.57.9000.570.90200	9,800.00
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**Fund: 352 - G.O. IMPROVEMENT 2008A**

**9,800.00**

WELLS FARGO BANK	1199639	07/29/2015	6/3/15-6/2/16	353.57.9000.570.90300	400.00
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	353.57.9000.570.90200	182,834.37
<b>Fund: 353 - G.O. CAP IMPR BONDS 2009A</b>					<b>183,234.37</b>
WELLS FARGO CORPORATE TRUST SEI 1203969		07/29/2015	7/29/15	354.57.9000.570.90200	107,687.50
<b>Fund: 354 - G.O. SEWER REV BONDS 2010A</b>					<b>107,687.50</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	355.57.9000.570.90200	51,646.88
<b>Fund: 355 - G.O. IMPR BONDS 2010B</b>					<b>51,646.88</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	356.57.9000.570.90200	876.25
<b>Fund: 356 - G.O. PIR REFUNDING 2010C</b>					<b>876.25</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	357.57.9000.570.90200	1,353.75
<b>Fund: 357 - G.O. WMTD REF BONDS 2010C</b>					<b>1,353.75</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	358.57.9000.570.90200	5,550.00
<b>Fund: 358 - G.O. REFUNDING IMPROV BONDS 2011A</b>					<b>5,550.00</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	359.57.9000.570.90200	14,500.00
WELLS FARGO CORPORATE TRUST SEI 1210969		07/22/2015	INVE714AGOTI	359.57.9000.570.90300	217.50
<b>Fund: 359 - G.O. WATER REV REF 2012A</b>					<b>14,717.50</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	360.57.9000.570.90200	1,950.00
WELLS FARGO CORPORATE TRUST SEI 1210969		07/22/2015	INVE714AGOTI	360.57.9000.570.90300	22.50
<b>Fund: 360 - G.O. STORM WATER REFUNDING 2012A</b>					<b>1,972.50</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	361.57.9000.570.90200	26,400.00
WELLS FARGO CORPORATE TRUST SEI 1210969		07/22/2015	INVE714AGOTI	361.57.9000.570.90300	510.00
<b>Fund: 361 - WATER REV REF 2012A</b>					<b>26,910.00</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	362.57.9000.570.90200	7,971.11
<b>Fund: 362 - G.O. IMPR REFUND 2014A (07B)</b>					<b>7,971.11</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	363.57.9000.570.90200	68,860.72
<b>Fund: 363 - G.O. SEWER REFUND 2014B</b>					<b>68,860.72</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	364.57.9000.570.90200	20,338.06
<b>Fund: 364 - G.O. IMPR REFUND 14B (08A)</b>					<b>20,338.06</b>
WELLS FARGO CORPORATE TRUST SEI 1204814		08/01/2015	1204814	389.57.9000.570.90200	22,700.00
<b>Fund: 389 - G.O. TAX INCR REF, 2011A</b>					<b>22,700.00</b>
LAMBERT COMMERCIAL CONSTRUCTIO 1527		07/22/2015	6/25/15	402.44.6000.451.80200	8,552.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Impr P	07/29/2015	Invoice	402.44.6000.451.30420	486.00
<b>Fund: 402 - PARK ACQ. &amp; DEV. FUND</b>					<b>9,038.00</b>
EHLERS AND ASSOCIATES, INC.	67981	07/22/2015	TIF REPORTING	405.57.9000.570.30150	34.17
<b>Fund: 405 - NORTH SIDE WTR STOR. FAC.</b>					<b>34.17</b>
SUNDE LAND SURVEYING	47347	07/22/2015	PROJECT 87-199A	425.72.5900.725.30700	4,480.60
<b>Fund: 425 - 2005 IMPROVEMENT FUND</b>					<b>4,480.60</b>
FLUID INTERIORS LLC	39140	07/22/2015	11093	428.72.5900.728.80500	414.06
FLUID INTERIORS LLC	39261	07/22/2015	32961	428.72.5900.728.80500	131.90
<b>Fund: 428 - 2008 IMPROVEMENT FUND</b>					<b>545.96</b>
WAGNER'S SOD CO, INC	2015-1489	07/22/2015	CITY HALL	433.73.5900.733.80300	111.60
<b>Fund: 433 - 2013 IMPROVEMENT FUND</b>					<b>111.60</b>
PALDA AND SONS, INC.	PAY VO. NO. 2	07/22/2015	CITY PROJECT NO. 2015-09E	435.73.5900.735.80300	111,526.91
<b>Fund: 435 - 2015 IMPROVEMENT FUND</b>					<b>111,526.91</b>
DAKOTA CTY SOIL & WATER	2589	07/29/2015	APRIL-JUNE 2015	440.74.5900.740.30700	825.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 #1509	07/29/2015	Invoice	440.74.5900.740.30420	601.00
PALDA AND SONS, INC.	PAY VO. NO. 2	07/22/2015	CITY PROJECT NO. 2015-09E	440.74.5900.740.80300	663,469.91
SHORT ELLIOTT HENDRICKSON, INC.	300651	07/29/2015	4340	440.74.5900.740.30300	4,130.20
SHORT ELLIOTT HENDRICKSON, INC.	300650	07/29/2015	4340	440.74.5900.740.30300	1,428.36
<b>Fund: 440 - PAVEMENT MANAGEMENT PROJ</b>					<b>670,454.47</b>

EAGAN, CITY OF	7/17/15	07/22/2015	7/17/15	441.74.5900.741.40030	2,604.68
EAGAN, CITY OF	7/17/15 A	07/22/2015	2ND QTR	441.74.5900.741.40030	2,714.11
<b>Fund: 441 - STORM WATER MANAGEMENT</b>					<b>5,318.79</b>
BOLTON & MENK, INC.	0174816	07/29/2015	1/29/15	446.74.5900.746.30300	2,268.15
KIMLEY-HORN & ASSOCIATES, INC.	6710335 B	07/29/2015	160509025.3	446.74.5900.746.30300	29,771.45
LEVANDER, GILLEN & MILLER P.A.	81000E 42170 #151	07/29/2015	Invoice	446.74.5900.746.30420	2,360.90
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 #1511	07/29/2015	Invoice	446.74.5900.746.30420	90.30
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 2014-1	07/29/2015	Invoice	446.74.5900.746.30420	2,288.50
S. M. HENTGES & SONS, INC.	PAY VO NO 2	07/29/2015	2015-11 NWA STREET LIFT STATI	446.74.5900.746.30300	86,369.63
S. M. HENTGES & SONS, INC.	PAY VO NO 2	07/29/2015	2015-11 NWA STREET LIFT STATI	446.74.5900.746.80300	446,125.64
<b>Fund: 446 - NW AREA</b>					<b>569,274.57</b>
EXPERT TREE AND SERVICE AND SCIENCE	6406	07/22/2015	7/15/15	450.75.5900.750.40047	996.75
<b>Fund: 450 - COMMUNITY PROJECTS FUND</b>					<b>996.75</b>
JOEL CARLSON	AUGUST 2015	07/22/2015	AUGUST 2015	451.75.5900.751.30700	1,000.00
OFFICE DEPOT	7/17/15 6011 5685	08/05/2015	6011 5685 1008 8883	451.44.6000.451.60009	17.12
<b>Fund: 451 - HOST COMMUNITY FUND</b>					<b>1,017.12</b>
EHLERS AND ASSOCIATES, INC.	67981	07/22/2015	TIF REPORTING	452.57.9000.570.30150	34.16
<b>Fund: 452 - SPRINGWOOD PONDS TIF#3-1</b>					<b>34.16</b>
BLACKBERRY POINTE APARTMENTS	1ST HALF 2015 BR	07/22/2015	2015 BRENTWOOD HILLS TIF	453.57.9000.570.90100	120,761.05
EHLERS AND ASSOCIATES, INC.	67981	07/22/2015	TIF REPORTING	453.57.9000.570.30150	34.17
<b>Fund: 453 - SE QUADRANT TIF DIST 4-1</b>					<b>120,795.22</b>
COMO LUBE & SUPPLIES	317099	10/01/2014	Invoice	454.43.5500.446.40025	(787.50)
COMO LUBE & SUPPLIES	317136	10/01/2014	Invoice	454.43.5500.446.40025	279.97
COMO LUBE & SUPPLIES	582481	07/22/2015	100395	454.43.5500.446.40025	279.97
<b>Fund: 454 - LANDFILL ABATEMENT</b>					<b>(227.56)</b>
ACE PAINT & HARDWARE	520912/5B	07/22/2015	501126	501.50.7100.512.60016	16.99
ACE PAINT & HARDWARE	524883/5	07/22/2015	501126	501.50.7100.512.60016	11.99
ACE PAINT & HARDWARE	524889/5	07/22/2015	501126	501.50.7100.512.60016	9.99
ALARM & COMMUNICATION SYSTEMS INC	10214	07/22/2015	DAN H	501.50.7100.512.40040	519.00
AUTOMATIC SYSTEMS CO.	29342	07/22/2015	INVE01	501.50.7100.512.40042	251.05
BLACKTOP PROS, LLC	18/17	07/22/2015	7/11/15	501.50.7100.512.40046	1,250.00
EAGAN, CITY OF	7/17/15	07/22/2015	7/17/15	501.50.7100.512.40005	11,296.86
EAGAN, CITY OF	7/17/15 A	07/22/2015	2ND QTR	501.50.7100.512.40005	16,809.05
ELECTRIC FIRE & SECURITY	5633	07/22/2015	IGH WATER TREATMENT	501.50.7100.512.40040	596.00
EMERALD HILLS VILLAGE	1/15/15	07/22/2015	JAN 2015	501.50.7100.512.40005	2,726.82
EMERALD HILLS VILLAGE	FEB 2015	07/22/2015	FEB 2015	501.50.7100.512.40015	3,298.58
EMERALD HILLS VILLAGE	3/15/15	07/22/2015	MARCH 2015	501.50.7100.512.40015	2,550.25
EMERALD HILLS VILLAGE	4/15/15	07/22/2015	APRIL 2015	501.50.7100.512.40005	2,539.45
EMERALD HILLS VILLAGE	5/15/15	07/22/2015	MAY 2015	501.50.7100.512.40005	2,809.45
EMERALD HILLS VILLAGE	6/15/15	07/22/2015	JUNE 2015	501.50.7100.512.40005	2,673.10
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	501.50.7100.512.30550	30.07
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	501.50.7100.512.30550	6.10
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	501.50.7100.512.30550	3.43
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	501.50.7100.512.30550	1.50
HOSE / CONVEYORS INC	54203	07/22/2015	CIT300	501.50.7100.512.60016	16.65
LUBRICATION TECHNOLOGIES INC	651777	07/22/2015	6/30/15	501.50.7100.512.60022	1,040.51
SHERWIN-WILLIAMS	3039-4	07/22/2015	6682-5435-5	501.50.7100.512.40040	115.12
SPRINT	842483314-164	07/29/2015	Invoice	501.50.7100.512.50020	69.98
TOTAL CONSTRUCTION & EQUIP.	64717	07/22/2015	CIT001	501.50.7100.512.40042	1,315.64
TUMBERG, DENNIS	6/27/15	07/22/2015	LOST CHECK	501.50.7100.512.10100	121.69
<b>Fund: 501 - WATER UTILITY FUND</b>					<b>50,079.27</b>
DAKOTA CTY TREASURER	JUNE 2015 B	07/22/2015	JUNE 2015	502.207.2070100	126.00
EAGAN, CITY OF	7/17/15	07/22/2015	7/17/15	502.51.7200.514.40015	23,256.55
EAGAN, CITY OF	7/17/15 A	07/22/2015	2ND QTR	502.51.7200.514.40015	23,157.81
EMERALD HILLS VILLAGE	1/15/15	07/22/2015	JAN 2015	502.51.7200.514.40015	6,228.05
EMERALD HILLS VILLAGE	FEB 2015	07/22/2015	FEB 2015	502.51.7200.514.40015	6,615.72
EMERALD HILLS VILLAGE	3/15/15	07/22/2015	MARCH 2015	502.51.7200.514.40015	5,605.92
EMERALD HILLS VILLAGE	4/15/15	07/22/2015	APRIL 2015	502.51.7200.514.40015	5,582.16
EMERALD HILLS VILLAGE	5/15/15	07/22/2015	MAY 2015	502.51.7200.514.40015	6,176.16
EMERALD HILLS VILLAGE	6/15/15	07/22/2015	JUNE 2015	502.51.7200.514.40015	5,876.19
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	502.51.7200.514.30550	17.67
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	502.51.7200.514.30550	2.46
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	502.51.7200.514.30550	1.56
METROPOLITAN COUNCIL	1046154	07/22/2015	7/2/15	502.51.7200.514.40015	141,807.25

SHERWIN-WILLIAMS	2867-9	07/22/2015	6682-5453-5	502.51.7200.514.60016	81.76
SHERWIN-WILLIAMS	2917-2	07/22/2015	6682-5453-5	502.51.7200.514.60016	20.34
<b>Fund: 502 - SEWER UTILITY FUND</b>					<b>224,555.60</b>
ALL STAR PRO GOLF, INC.	246058	07/22/2015	LEON	503.52.8200.523.76400	545.97
ARAMARK REFRESHMENT SERVICES	1188109	07/22/2015	48128	503.52.8300.524.76100	228.96
ARAMARK UNIFORM SERVICES	629-8272647	07/29/2015	792502342	503.52.8600.527.60045	89.68
ARAMARK UNIFORM SERVICES	629-8263690	07/29/2015	792502342	503.52.8600.527.60045	135.55
COCA COLA BOTTLING COMPANY	188622201	07/22/2015	3079049	503.52.8300.524.76100	852.95
COLLEGE CITY BEVERAGE	00031632	07/29/2015	3592	503.52.8300.524.76150	207.85
COLLEGE CITY BEVERAGE	377570	07/22/2015	3592	503.52.8300.524.76150	462.45
COLLEGE CITY BEVERAGE	377646	07/22/2015	3592	503.52.8300.524.76150	435.85
COVERALL OF THE TWIN CITIES INC	7070214774	07/22/2015	707-2469	503.52.8500.526.40040	689.40
DENNY'S 5TH AVENUE BAKERY	565256	07/22/2015	IW185	503.52.8300.524.76050	51.56
DENNY'S 5TH AVENUE BAKERY	565547	07/22/2015	IW185	503.52.8300.524.76050	51.56
DENNY'S 5TH AVENUE BAKERY	566207	07/29/2015	IW185	503.52.8300.524.76050	92.20
DENNY'S 5TH AVENUE BAKERY	566516	07/29/2015	IW185	503.52.8300.524.76050	48.81
DENNY'S 5TH AVENUE BAKERY	566800	07/29/2015	IW185	503.52.8300.524.76050	84.26
DENNY'S 5TH AVENUE BAKERY	564019	07/22/2015	IW185	503.52.8300.524.76050	101.06
DENNY'S 5TH AVENUE BAKERY	564576	07/22/2015	IW185	503.52.8300.524.76050	65.31
DRAFT TECHNOLOGIES	07201505	07/29/2015	7/20/15	503.52.8300.524.40042	50.00
DRAFT TECHNOLOGIES	07061505	07/22/2015	7/6/15	503.52.8300.524.40042	50.00
GARY'S PEST CONTROL	49631	07/22/2015	6/2/15	503.52.8500.526.40040	71.77
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	503.52.8000.521.30550	18.50
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	503.52.8500.526.30550	7.90
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	503.52.8500.526.30550	4.06
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	503.52.8600.527.30550	21.50
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	503.52.8000.521.30550	2.34
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	503.52.8000.521.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	503.52.8500.526.30550	1.56
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	503.52.8600.527.30550	1.56
GERTENS	361038/1	07/29/2015	100464	503.52.8600.527.60020	21.40
GLOVEIT, LLC	75395	07/22/2015	INVER WOOD	503.52.8200.523.76300	85.00
GMS INDUSTRIAL SUPPLIES, INC.	013385A	07/29/2015	0001869	503.52.8600.527.60012	37.85
GREAT NORTHERN BUILDERS LLC	6/30/15	07/22/2015	6/30/15	503.52.8500.526.40040	442.55
HEGGIES PIZZA	1146491	07/22/2015	1708	503.52.8300.524.76050	58.40
JJ TAYLOR DIST. COMPANY OF MN	2395671	07/29/2015	00834	503.52.8300.524.76150	386.00
LEITNER COMPANY	6/9/15	07/22/2015	213028	503.52.8600.527.60020	443.10
M. AMUNDSON LLP	199240	07/22/2015	902858	503.52.8300.524.76050	266.19
MANSFIELD OIL COMPANY	624759	07/22/2015	24129-04-624759	503.52.8400.525.60021	1,091.21
METRO SALES	INV308169	07/29/2015	S060763	503.52.8000.521.60010	75.52
MN DEPT OF PUBLIC SAFETY	LIQUOR LICENSE	07/29/2015	INVER WOOD GOLF COURSE	503.52.8300.524.50070	20.00
MTI DISTRIBUTING CO	1009653-00	07/29/2015	402307	503.52.8600.527.60050	126.05
MTI DISTRIBUTING CO	1012400-01	07/22/2015	402307	503.52.8600.527.40042	66.11
MTI DISTRIBUTING CO	1012400-03	07/22/2015	402307	503.52.8600.527.40042	18.92
MTI DISTRIBUTING CO	1012400	07/22/2015	402307	503.52.8600.527.40042	42.64
MTI DISTRIBUTING CO	1013663-00	07/22/2015	402307	503.52.8600.527.40047	90.82
MTI DISTRIBUTING CO	1014037	07/22/2015	402307	503.52.8600.527.60050	120.15
MTI DISTRIBUTING CO	1014299-00	07/22/2015	402307	503.52.8600.527.40042	287.98
MTI DISTRIBUTING CO	1009943-00	07/29/2015	402307	503.52.8600.527.60050	(107.14)
NAPA OF INVER GROVE HEIGHTS	42844	07/29/2015	4165	503.52.8600.527.40042	45.97
NAPA OF INVER GROVE HEIGHTS	429002	07/29/2015	4165	503.52.8600.527.40042	67.84
SHAMROCK GROUP	1907807	07/22/2015	7176	503.52.8300.524.76100	139.50
SHAMROCK GROUP	1908808	07/22/2015	7176	503.52.8300.524.76100	117.00
SHAMROCK GROUP	1910819	07/29/2015	07176	503.52.8300.524.76100	127.00
SHAMROCK GROUP	1915554	07/29/2015	07176	503.52.8300.524.76100	152.00
SHAMROCK GROUP	1905613	07/22/2015	7176	503.52.8300.524.76100	177.00
SHAMROCK GROUP	1906566	07/22/2015	7176	503.52.8300.524.76100	60.00
SHAMROCK GROUP	180575	07/22/2015	7176	503.52.8300.524.76100	167.00
SUN CONTROL OF MINNESOTA	12930	07/22/2015	5/29/15	503.52.8500.526.40040	275.00
US FOODSERVICE	4372429	07/22/2015	3805983	503.52.8300.524.76050	1,153.84
US FOODSERVICE	4260206	07/22/2015	3805983	503.52.8300.524.76050	905.22
WINFIELD SOLUTIONS, LLC	60117798	07/22/2015	156850	503.52.8600.527.60035	1,153.41
WINFIELD SOLUTIONS, LLC	60117799	07/22/2015	156650	503.52.8600.527.60035	866.59
WINFIELD SOLUTIONS, LLC	60117795	07/22/2015	60117795	503.52.8600.527.60030	1,401.40
WINFIELD SOLUTIONS, LLC	60289182	07/22/2015	7884532	503.52.8600.527.60030	2,714.71
WINFIELD SOLUTIONS, LLC	60289190	07/22/2015	7884532	503.52.8600.527.60035	953.90
WINFIELD SOLUTIONS, LLC	60289192	07/22/2015	7884532	503.52.8600.527.60035	3,592.49
WIRTZ BEVERAGE MN BEER INC	1090433656	07/22/2015	75606	503.52.8300.524.76150	440.00
WIRTZ BEVERAGE MN BEER INC	1090436493	07/22/2015	75606	503.52.8300.524.76150	176.00

**Fund: 503 - INVER WOOD GOLF COURSE**

**22,632.79**

GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	602.00.2100.415.30550	0.38
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	602.00.2100.415.30550	0.98
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	602.00.2100.415.30550	0.05
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	602.00.2100.415.30550	1.42
SAFE ASSURE CONSULTANTS	888	07/22/2015	6/30/15	602.00.2100.415.50080	6,171.00

**Fund: 602 - RISK MANAGEMENT**

**6,173.83**

ACE PAINT & HARDWARE	524793/5	07/22/2015	501126	603.00.5300.444.40040	32.88
BOYER TRUCKS - PARTS DISTRIBUTION	N77570	03/04/2015	Invoice	603.00.5300.444.40041	(299.45)
BOYER TRUCKS - PARTS DISTRIBUTION	965078	07/22/2015	75419	603.00.5300.444.40041	1,017.36
BOYER TRUCKS - PARTS DISTRIBUTION	974460	07/22/2015	7/8/15	603.00.5300.444.40041	186.68
COMO LUBE & SUPPLIES	562105	05/07/2014	100395	603.00.5300.444.40025	141.03
COMO LUBE & SUPPLIES	307784	04/30/2014	100395	603.00.5300.444.40025	141.03
COMO LUBE & SUPPLIES	547226	07/02/2013	100395	603.00.5300.444.40025	279.97
COMO LUBE & SUPPLIES	335701	07/15/2015	100395	603.00.5300.444.40025	279.97
COMO LUBE & SUPPLIES	CR034620	07/02/2013	STREETS	603.00.5300.444.40025	(609.00)
EMERGENCY APPARATUS MAINTENANC	80361	07/29/2015	4/28/15	603.00.5300.444.40041	125.50
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	603.00.5300.444.30550	9.24
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	603.00.5300.444.30550	1.17
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	603.00.5300.444.30550	1.50
HEPPNER'S AUTO BODY	31960B07	07/22/2015	50245	603.00.5300.444.40041	575.60
INVER GROVE FORD	5182120	07/22/2015	7/6/15	603.00.5300.444.40041	724.70
INVER GROVE FORD	CM0001059	07/22/2015	7/7/15	603.00.5300.444.40041	(170.61)
INVER GROVE FORD	5182467	07/22/2015	7/9/15	603.00.5300.444.40041	37.09
L.T.G. POWER EQUIPMENT	192019	07/22/2015	5656	603.00.5300.444.40041	6,645.10
MACQUEEN EQUIPMENT INC	2152563	07/22/2015	SHOP	603.00.5300.444.40041	176.02
MACQUEEN EQUIPMENT INC	9916	06/03/2015	5/15/15	603.00.5300.444.40041	(573.00)
MACQUEEN EQUIPMENT INC	2153118	06/03/2015	5/6/15	603.00.5300.444.40041	573.00
METROMATS	14750	07/22/2015	6/11/15	603.00.5300.444.40065	38.50
METROMATS	14904	07/22/2015	6/25/15	603.00.5300.444.40065	38.50
MIDWEST LIFT WORKS LLC	1195	07/22/2015	4/3/15	603.00.5300.444.40040	644.52
MN DEPT OF REVENUE	07/21/15	07/23/2015	JUNE FUEL TAX	603.00.5300.444.60021	276.17
MTI DISTRIBUTING CO	1022613-00	07/22/2015	91180	603.00.5300.444.40041	175.96
O' REILLY AUTO PARTS	1767-153939 B	07/29/2015	1578028	603.00.5300.444.40041	8.00
O' REILLY AUTO PARTS	1767-153944	07/22/2015	1508028	603.00.5300.444.60040	147.32
O' REILLY AUTO PARTS	1767-154728	07/22/2015	62588	603.00.5300.444.60012	40.29
O' REILLY AUTO PARTS	1767-154900	07/22/2015	62588	603.00.5300.444.60012	148.99
O' REILLY AUTO PARTS	1767-54865	07/22/2015	7/1/15	603.00.5300.444.40040	17.28
O' REILLY AUTO PARTS	176-15070	07/22/2015	7/13/15	603.00.5300.444.60012	3.09
O' REILLY AUTO PARTS	1767-15699	07/22/2015	7/13/15	603.00.5300.444.40041	17.31
O' REILLY AUTO PARTS	1767-157060	07/22/2015	7/13/15	603.00.5300.444.60040	6.90
O' REILLY AUTO PARTS	1767-157065	07/22/2015	7/13/15	603.00.5300.444.60012	3.09
O' REILLY AUTO PARTS	1767-157202	07/22/2015	7/14/15	603.00.5300.444.60012	8.49
O' REILLY AUTO PARTS	1767-157349	07/22/2015	7/15/15	603.00.5300.444.40041	42.85
O' REILLY AUTO PARTS	1767-157355	07/22/2015	7/15/15	603.00.5300.444.40041	13.14
O' REILLY AUTO PARTS	1767-155674	07/22/2015	53934	603.140.1450050	31.95
O' REILLY AUTO PARTS	1767-155675	07/22/2015	53934	603.00.5300.444.60012	5.59
O' REILLY AUTO PARTS	1767-155680	07/22/2015	53934	603.00.5300.444.40041	10.52
O' REILLY AUTO PARTS	1767-155695	07/22/2015	62588	603.00.5300.444.40041	11.98
O' REILLY AUTO PARTS	1767-155915	07/22/2015	62588	603.00.5300.444.40041	5.49
O' REILLY AUTO PARTS	1767-156090	07/22/2015	7/	603.00.5300.444.40041	9.00
O' REILLY AUTO PARTS	1767-15651	07/22/2015	7/8/15	603.00.5300.444.40041	32.97
O' REILLY AUTO PARTS	1767-156362	07/22/2015	7/9	603.140.1450050	117.50
O' REILLY AUTO PARTS	1767-156374	07/22/2015	7/9/15	603.00.5300.444.40041	9.99
POMP'S TIRE SERVICE, INC.	980019084B	07/22/2015	4502557	603.00.5300.444.60014	344.52
POMP'S TIRE SERVICE, INC.	980018798B	07/22/2015	6/3/15	603.00.5300.444.60014	1,025.00
POMP'S TIRE SERVICE, INC.	980019138B	07/22/2015	5/1/15-5/31/15	603.140.1450050	936.52
RED POWER DIESEL SERVICE, INC.	12524	07/22/2015	7/7/15	603.00.5300.444.40041	313.34
RED POWER DIESEL SERVICE, INC.	12536	07/22/2015	7/8/15	603.00.5300.444.40041	37.21
SNAP-ON INDUSTRIAL	ARV/26129761	07/22/2015	200100474	603.00.5300.444.60040	157.16
TWIN SOURCE SUPPLY	445869	07/22/2015	7/2/15	603.00.5300.444.60011	139.99
UNIFIRST CORPORATION	900260691	07/22/2015	7/14/15	603.00.5300.444.40065	112.05
UNIFIRST CORPORATION	900260691	07/22/2015	7/14/15	603.00.5300.444.60045	28.53
UNIFIRST CORPORATION	0900259753	07/22/2015	7/7/15	603.00.5300.444.40065	112.05
UNIFIRST CORPORATION	0900259753	07/22/2015	7/7/15	603.00.5300.444.60045	49.68

**Fund: 603 - CENTRAL EQUIPMENT**

**14,417.22**

COORDINATED BUSINESS SYSTEMS	CNIN183873	07/22/2015	4502512	604.00.2200.416.40050	1,892.68
OFFICE DEPOT	7/17/15 6011 5685	08/05/2015	6011 5685 1008 8883	604.00.2200.416.60005	121.96
OFFICE DEPOT	7/17/15 6011 5685	08/05/2015	6011 5685 1008 8883	604.00.2200.416.60005	2.62
OFFICE DEPOT	7/17/15 6011 5685	08/05/2015	6011 5685 1008 8883	604.00.2200.416.60010	25.86
OFFICE DEPOT	7/17/15 6011 5685	08/05/2015	6011 5685 1008 8883	604.00.2200.416.60010	9.99

**Fund: 604 - CENTRAL STORES 2,053.11**

GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	605.00.7500.460.30550	3.50
GENESIS EMPLOYEE BENEFITS, INC	IN580255	07/29/2015	Invoice	605.00.7500.460.30550	1.50
HORWITZ NS/I	W34863	07/22/2015	6/30/15	605.00.7500.460.40040	2,017.35
HUEBSCH SERVICES	3484403	07/22/2015	100075	605.00.7500.460.40065	139.07
MAS COMMUNICATIONS	150600049	07/22/2015	1010	605.00.7500.460.40040	48.20
MINNESOTA ELEVATOR, INC	628533	07/22/2015	JULY MONTHLY SVC	605.00.7500.460.40040	239.40
P&D MECHANICAL CONTRACTING CO.	10705	07/22/2015	INVER	605.00.7500.460.40040	3,100.00
P&D MECHANICAL CONTRACTING CO.	10834	07/22/2015	1190	605.00.7500.460.40040	1,190.00
SERVICEMASTER PROFESSIONAL SERV	116167	07/22/2015	15-0129-NDR	605.00.7500.460.40040	1,590.00
USA MOBILITY WIRELESS INC	Y0317493G	07/22/2015	0317493-5	605.00.7500.460.40065	4.57

**Fund: 605 - CITY FACILITIES 8,333.59**

DELL MARKETING	XJPWR3CR3	07/22/2015	19368783	606.00.1400.413.60041	1,205.50
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	606.00.1400.413.30550	4.06
GENESIS EMPLOYEE BENEFITS, INC	IN579951	06/30/2015	16-0000104	606.00.1400.413.30550	12.00
GENESIS EMPLOYEE BENEFITS, INC	IN586147	07/29/2015	Invoice	606.00.1400.413.30550	1.17
INTEGRA TELECOM	1390103	07/22/2015	887115	606.00.1400.413.50020	1,227.50
TIERNEY BROTHERS INC	693109	07/22/2015	103261	606.00.1400.413.80610	414.07
US INTERNET	1100-080034-0021	07/22/2015	110-080034	606.00.1400.413.30700	220.00
WORKS COMPUTING, INC.	23954	07/22/2015	INVER	606.00.1400.413.30700	2,994.60

**Fund: 606 - TECHNOLOGY FUND 6,078.90**

BARR ENGINEERING COMPANY	23190328.15-4	08/05/2015	5/16/15-6/12/15	702.229.2286501	1,213.50
BRAND ENERGY SERVICES	6/9/15	07/22/2015	6/9/15	702.229.2283702	1,473.05
INVER GROVE MAZDA	6/10/15	07/22/2015	6/10/15	702.229.2309201	500.00
LEVANDER, GILLEN & MILLER P.A.	81000E 42170 Forfe	07/29/2015	Invoice	702.229.2291000	56.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Arbor	07/29/2015	Invoice	702.229.2291701	90.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Blacks	07/29/2015	Invoice	702.229.2283502	7,799.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Blacks	07/29/2015	Invoice	702.229.2289802	44.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Blaine	07/29/2015	Invoice	702.229.2286501	268.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Deanc	07/29/2015	Invoice	702.229.2303201	1,518.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Forfeit	07/29/2015	Invoice	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Forfeit	07/29/2015	Invoice	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Forfeit	07/29/2015	Invoice	702.229.2291000	16.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Forfeit	07/29/2015	Invoice	702.229.2291000	48.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Naber:	07/29/2015	Invoice	702.229.2302801	44.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Police-	07/29/2015	Invoice	702.229.2291000	96.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Power	07/29/2015	Invoice	702.229.2287902	988.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Rooty'	07/29/2015	Invoice	702.229.2283102	79.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Salem	07/29/2015	Invoice	702.229.2304801	395.00
LEVANDER, GILLEN & MILLER P.A.	81000E 6/15 Watru:	07/29/2015	Invoice	702.229.2305801	3,374.00
NORTHERN SERVICE CENTER	201552324	07/29/2015	MICHELLE MARIE ACEVEDO SAN	702.229.2291000	300.00
RIVER HEIGHTS MARINA	3931	07/22/2015	7/16	702.229.2291000	384.25

**Fund: 702 - ESCROW FUND 18,701.80**

**total 2,803,969.48**

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Meeting Date: August 10, 2015  
 Item Type: Consent Agenda  
 Contact:  
 Prepared by: Lt. Sean Folmar  
 (651) 450-2465  
  
 Reviewed by: Larry Stanger, Chief of Police

<b>Fiscal/FTE Impact:</b>	
X	None
	Amount included in current budget
	Budget amendment requested
	FTE included in current complement
	New FTE requested – N/A
	Other

**PURPOSE/ACTION REQUESTED:**

Council is asked to authorize Inver Grove Heights Police Department to enter into a Traffic Safety Grant with the State of Minnesota acting through the Office of Traffic Safety.

**SUMMARY:**

The purpose of the Traffic Safety Group is to reduce death and serious injuries caused by motor vehicle crashes on Minnesota roadways. This is a collaborative effort with law enforcement agencies in Dakota County and throughout the State of Minnesota. The traffic safety project and the Toward Zero Deaths initiative focuses on the four E's (enforcement, education, engineering and emergency services) as an interdisciplinary approach to create a safe driving culture in Minnesota. The focus of the Dakota County Traffic Safety Project is to make contact with drivers for impaired driving, occupant protection, speed and distracted driving.

The Police Department of Inver Grove Heights and other Dakota County law enforcement agencies have joined together to apply for a Traffic Safety Grant offered by the State of Minnesota, Office of Traffic Safety. Our grant application requested funds to obtain overtime grant funding to address specified traffic safety issues. The Office of Traffic Safety has approved our grant request and awarded us monetary funds for this project.

This will allow each participating department to schedule officers on an overtime basis to focus their attention on the problems we face on our roadways. This will increase our visibility and devote officer's time and resources in identifying drivers that may be driving while impaired, not using their safety restraints, speeding or driving while distracted.

Enclosed is a copy of a Resolution for your consideration, authorizing the Police Department to enter into this grant agreement.

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

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

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT**

**THIS COOPERATIVE AGREEMENT**, BY AND BETWEEN the State of Minnesota, acting through its Department of Public Safety, (hereinafter called the STATE) and the City of Inver Grove Heights, Inver Grove Heights Police Department, 8150 Barbara Avenue East, Inver Grove Heights, Minnesota 55077 (hereinafter called POLICE DEPARTMENT), witness that, and

**WHEREAS**, the State, pursuant to Minn. Stat. 299A.01 is empowered to distribute money for Traffic Safety Enforcement Projects, and

**WHEREAS**, the POLICE DEPARTMENT is authorized to accept state funds for the purposes specified, and

**WHEREAS**, a grant agreement authorizing Chief Larry Stanger and/or his designee to have signing authority to accept money from the State of Minnesota and to be the fiscal agent and administrator of the grant.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of Inver Grove Heights: the Police Department will carry out the tasks described in its application for grant funds and use those funds for traffic safety projects during the period from October 1, 2015 through September 30, 2016.

**Adopted by the City Council of the City of Inver Grove Heights on this 10th day of August, 2015.**

Ayes:

Nays:

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

Attest:

\_\_\_\_\_  
Michelle Tesser, City Clerk

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Consider Replacement of Arena Sound System at Community Center

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Meeting Date: August 10, 2015  
Item Type: Consent Agenda  
Contact: Tracy Petersen – 651.450.2588  
Prepared by: Tracy Petersen  
Reviewed by: Eric Carlson – Parks & Recreation

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

**PURPOSE/ACTION REQUESTED**

To accept the quote from EMI Audio for a new sound system in both the East and West Arena at the Community Center. This amount is included in the 2015 VMCC budget with project not to exceed \$51,000.

**SUMMARY**

The original sound system in both ice arenas was installed in 1997. The current system has seen some corrosion/rusting in many of the speakers as well as the system is not up-to-date nor user-friendly to allow use of current technology such as IPods, I Pads, etc. Our main user groups (including Simley High School and the Inver Grove Heights Hockey Association) have experienced continued issues with the system not working properly.

With the high volume of users utilizing these areas for ice and turf events as well as hosting of section hockey, tournaments and other large events, it is important that we have a system that consistently works at a high level.

The new system will use our existing wiring but provide new speakers, amplifiers, controls, wireless microphones and up-to-date music sources that are all accessible. The system will also be compatible with our existing assisted listening devices.

EMI Audio: \$50,649.63  
WAVS Inc.: \$57,354.00

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**Accept 2015 Donations for Various Parks and Recreation Programs**

Meeting Date: August 10, 2015  
 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 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**

Accept 2015 donations/sponsorships totaling \$9,125 for various parks and recreation programs/events through June 30, 2015.

**SUMMARY**

The Parks and Recreation Department receives various donations and sponsorships from businesses and other organizations to support and enhance recreation programs and events.

<u>Business/Organization</u>	<u>Amount</u>	<u>Purpose</u>
Dairy Queen	\$300	Rec Program Sponsor
Heartland Credit Union	\$600	Special Event Sponsor
Various Businesses	\$6,525	Safety Camp Sponsors
Dr. Jennifer Eisenhuth	\$400	Special Event Sponsor
River Heights Arts Alliance	\$300	Special Event Sponsor
MN Twins Community Fund	\$1,000	Youth Sports Sponsor
<b>TOTAL</b>	<b>\$9,125</b>	

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Approve Custom Grading Agreement for 6042 Blaine Avenue (Lot 5, Block 1, Oakbush 3<sup>rd</sup> Addition)**

Meeting Date: August 10, 2015  
 Item Type: Consent  
 Contact: Thomas J. Kaldunski, City Engineer *TJK*  
 Prepared by: Thomas J. Kaldunski, 651.450.2572  
 Reviewed by: Scott D. Thureen, Public Works Director *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

**PURPOSE/ACTION REQUESTED**

Approve Custom Grading Agreement for a new home to be built at 6042 Blaine Avenue (Lot 5, Block 1, Oakbush 3<sup>rd</sup> Addition).

**SUMMARY**

The owners of 6042 Blaine Avenue (Lot 5, Block 1, Oakbush 3<sup>rd</sup> Addition) are affected by the City Ordinance Title 9, Chapter 5, Section 9-5-5. This Ordinance requires lots of record which do not have recorded contracts or agreements with the City to provide information to ensure the Development meets current City standards for grading, erosion control and storm water management.

The owners, James and Linda Murphy, have provided the required grading and erosion control plans. They have also signed the Custom Grading Agreement (attached). An engineering escrow of \$1,500 has been provided to cover any costs incurred by the City for review and inspection of the site grading. The owners have applied for a building permit and have provided a \$10,000 cash surety.

It is recommended that the City Council approve the Custom Grading Agreement for 6042 Blaine Avenue (Lot 5, Block 1, Oakbush 3<sup>rd</sup> Addition).

TJK/jds  
 Attachments: Custom Grading Agreement

**CUSTOM GRADING AGREEMENT**  
**FOR**  
**6042 BLAINE AVENUE**  
**LOT 5, BLOCK 1, OAKBUSH 3<sup>RD</sup> ADDITION**  
**INVER GROVE HEIGHTS, MINNESOTA**  
**DAKOTA COUNTY, MINNESOTA**

## CUSTOM GRADING AGREEMENT

**THIS CUSTOM GRADING AGREEMENT**, made and entered into on the 10<sup>th</sup> day of August, 2015, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (City), and the Owner identified herein.

### RECITALS:

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

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

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

1. That the Owner enter into this Custom Grading Agreement, which contract defines the work which the Owner undertakes to complete; and
2. The Owner shall provide an irrevocable letter of credit in the amount and with conditions satisfactory to the City, providing for the actual construction and installation of such Improvements within the period specified by the City.

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

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

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

### ARTICLE 1 DEFINITIONS

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

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

**1.3 OWNER.** "Owner" means James Murphy and Linda T. Murphy, husband and wife.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**1.15 FORCE MAJEURE.** "Force Majeure" means acts of God, including, but not limited to floods, ice storms, blizzards, tornadoes, landslides, lightning and earthquakes (but not including reasonably anticipated weather conditions for the geographic area), riots, insurrections, war or civil disorder affecting the performance of work, blockades, power or other utility failures, and fires or explosions.

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

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

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

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

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

1.18 **FORMAL NOTICE.** "Formal Notice" means notices given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage and postal charges prepaid, addressed as follows:

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

**If to Owner:** James Murphy and Linda T. Murphy  
6042 Blaine Avenue  
Inver Grove Heights, MN 55076

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

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

Lot 5, Block 1, Oakbush 3<sup>rd</sup> Addition, Dakota County, Minnesota.

**ARTICLE 2**  
**APPROVAL OF DEVELOPMENT PLANS**

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

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

**ARTICLE 3**  
**IMPROVEMENTS**

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

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

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

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

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

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

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

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

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

**ARTICLE 4**  
**OTHER PERMITS**

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

**ARTICLE 5**  
**RESPONSIBILITY FOR COSTS**

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

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

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

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

**ARTICLE 6**  
**OWNER WARRANTIES**

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

**ARTICLE 7**  
**CITY WARRANTIES**

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

**ARTICLE 8**  
**INDEMNIFICATION OF CITY**

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

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

**ARTICLE 9**  
**CITY REMEDIES UPON OWNER DEFAULT**

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

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

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

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

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

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

**ARTICLE 10**  
**ESCROW DEPOSIT**

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

The bank and form of the irrevocable letter of credit, or cash deposit shall be subject to approval by the City Finance Director and City Attorney and shall continue to be in full force and effect until released by the CITY. The irrevocable letter of credit shall be for a term ending December 31, 2017. In the alternative, the letter of credit may be for a one year term provided it is automatically renewable for successive one year periods from the present or any future expiration dates with a final expiration date of December 31, 2017, and further provided that the irrevocable letter of credit states that at least sixty (60) days prior to the expiration date the bank will notify the City that if the bank elects not to renew for an additional period. The irrevocable letter of credit shall secure compliance by the Owner with the terms of this Custom Grading Agreement. The City may draw down on the irrevocable letter of credit or cash deposit, without any further notice than that provided in Section 9.1 relating to a Owner Default, for any of the following reasons:

- a.) a Owner Default; or
- b.) upon the City receiving notice that the irrevocable letter of credit will be allowed to lapse before December 31, 2017.

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

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

**10.2 ESCROW RELEASE AND ESCROW INCREASE.**

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

**10.3 ENGINEERING ESCROW AMOUNT.** In addition to the Escrow Amount, the Owner shall also deposit \$1,500 in cash with the City (hereafter "Engineering Escrow Amount") contemporaneously with execution of this Agreement.

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

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

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

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

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

To the extent the engineering inspection charges or the amount needed to correct the deficiencies and problems relating to grading, drainage, erosion control, or landscaping exceed the initially deposited \$1,500 Engineering Escrow Amount, the Owner is responsible for payment of such excess within thirty (30) days after billing by the City.

## **ARTICLE 11** **MISCELLANEOUS**

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

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

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

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

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

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

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

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

**11.9 COUNTERPARTS.** This Custom Grading Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

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

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

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

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

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

**CITY OF INVER GROVE HEIGHTS**

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

**ATTEST:**

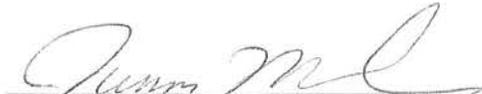
\_\_\_\_\_  
Michelle Tesser, City Clerk

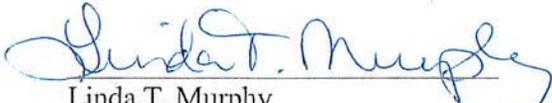
STATE OF MINNESOTA    )  
  )     ss.  
COUNTY OF DAKOTA     )

On this 10<sup>th</sup> day of August, 2015, before me a Notary Public within and for said County, personally appeared George Tourville and Michelle Tesser to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

\_\_\_\_\_  
Notary Public

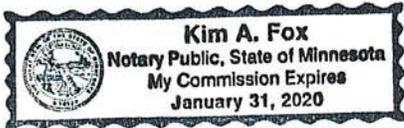
OWNER:

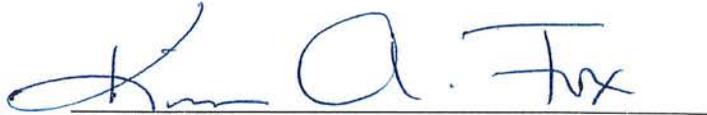
  
James Murphy

  
Linda T. Murphy

STATE OF MINNESOTA    )  
  )    ss.  
COUNTY OF DAKOTA    )

On this 29<sup>th</sup> day of July, 2015, before me a Notary Public within and for said County, personally appeared James Murphy and Linda T. Murphy, husband and wife, to me personally known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as their free act and deed.



  
Notary Public

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

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

**APPENDIX 1**  
**LIST OF DEVELOPMENT PLANS**

<b><u>PLAN</u></b>	<b><u>DATE OF PLAN PREPARATION</u></b>	<b><u>PREPARED BY</u></b>
1.) Lot Certificate	June 29, 2015	Lake and Land Surveying Jonathan Faraci, PE

Approved by the City Engineer on July 28, 2015.

# CERTIFICATE OF SURVEY

LAKE AND LAND SURVEYING, INC.  
 1200 Centre Pointe Curve, Suite 275, St. Paul, Minnesota 55120  
 Phone: 651-776-6211

Survey Made For: Mr. Jim Murphy  
 Legal Description: Lot 5, Block 1, OAKBUSH THIRD ADDITION  
 Dakota County, Minnesota

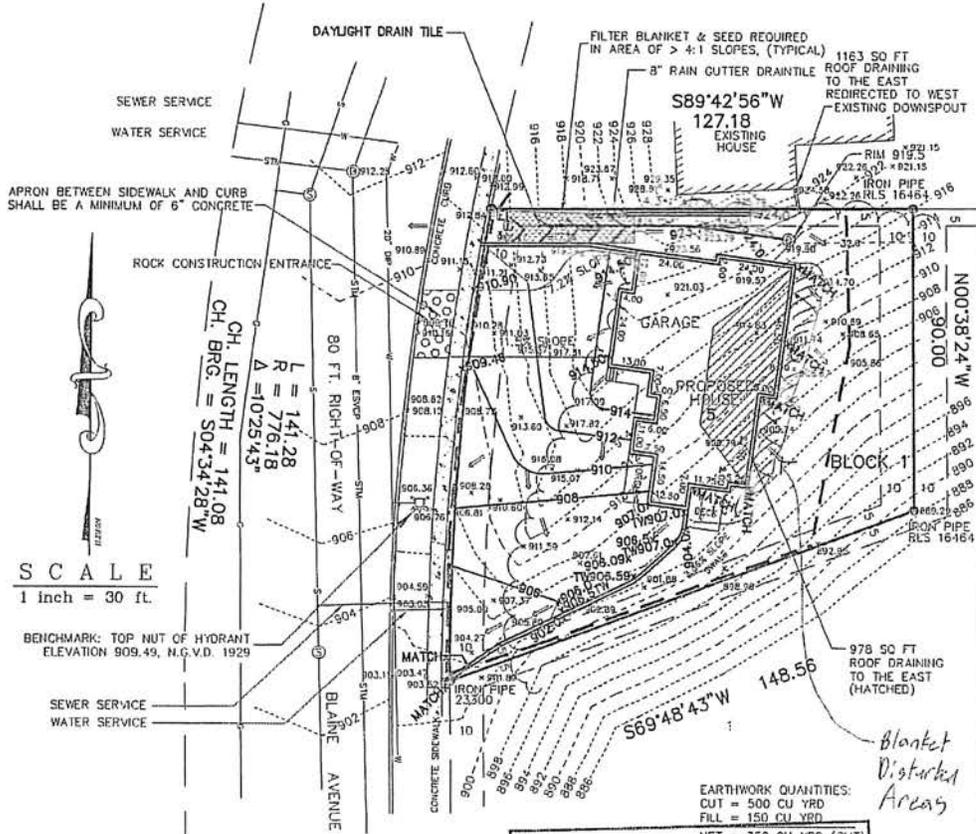
6042 BLAINE

**PROPOSED HOUSE INFORMATION:**

FIRST FLOOR= 917.40  
 TOP OF BLOCK= 915.71 (VARIES)  
 GARAGE SLAB= 914.50  
 BASEMENT WALKOUT= 907.00

**IMPERVIOUS AREA:**

LOT AREA = 15,540 SQ FT  
 ALLOWABLE IMPERVIOUS AREA:  
 30% OF LOT AREA = 4662 SQ FT  
 TOTAL IMPERVIOUS SURFACE = 4491 SQ FT



**SCALE**  
 1 inch = 30 ft.

BENCHMARK: TOP NUT OF HYDRANT  
 ELEVATION 909.49, N.G.V.D. 1929

EARTHWORK QUANTITIES:  
 CUT = 500 CU YRD  
 FILL = 150 CU YRD

Blanket Disturbed Areas

## NOTES

- Denotes Iron Monument found size, type, & R.L.S. No. as noted.
- 906- Denotes Proposed Contour
- 912.8x Denotes Proposed Spot Elevation
- ← Denotes Proposed Drainage Direction
- x 904.55 Denotes Existing Spot Elevation
- G- Denotes Gas Main
- S- Denotes Sanitary Sewer
- W- Denotes Water Main
- STW- Denotes Storm Sewer
- ⊙ Denotes Sanitary Manhole
- ⊙ Denotes Drainage Manhole
- ⊙ Denotes Fire Hydrant
- Denotes Silt Fence
- 126-- Denotes Existing Contour
- Denotes Concrete Surface

SITE ADDRESS: XXXX Blaine Avenue, Inver Grove Heights, MN  
 TOTAL AREA: 15,540 SQ.FT./ 0.36 ACRES.  
 BASIS OF BEARINGS: PLAT OF: OAKBUSH THIRD ADDITION  
 LAKE & LAND SURVEYING, JOB NO. 2015.083

**City of Inver Grove Heights**  
 8150 Barbara Avenue  
 Inver Grove Heights, MN 55077-3412

Accepted on the 11th day of June 2015 for the City of Inver Grove Heights. The City Engineer is responsible for all construction, earthwork and performance requirements. The City Engineer is not responsible for the design or construction of the proposed project. The City Engineer is not responsible for the design or construction of the proposed project. The City Engineer is not responsible for the design or construction of the proposed project.

APPROVED AS NOTED  
 Date: 7/28/2015 By: Thomas J. Kellum

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

Revised June 29, 2015  
 June 11, 2015

Registered Land Surveyor & Registered Engineer  
 Minnesota Registration No. 15464

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**APPENDIX 2**  
**IMPROVEMENTS**

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

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

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Resolution Accepting Proposal from Stantec Consulting Services, Inc. (Stantec) for Preparation of Project Documents, Geotechnical Services, and Other Engineering Services for the Purchase and Installation of a Pressure Reducing Valve (PRV) Vault to Serve the Northwest Area (NWA) Water System Pressure Zone – City Project No. 2015-11 – 70th Street Lift Station**

Meeting Date: August 10, 2015  
 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

*SDT*

- Fiscal/FTE Impact:
- None
  - Amount included in current budget
  - Budget amendment requested
  - FTE included in current complement
  - New FTE requested – N/A
  - Other: Water Fund (512)

**PURPOSE/ACTION REQUESTED**

Consider resolution accepting proposal from Stantec for preparation of project documents, geotechnical services, and other engineering services for the purchase and installation of a pressure reducing valve (PRV) vault to serve the Northwest Area Water System Pressure Zone – City Project No. 2015-11 – 70th Street Lift Station

**SUMMARY**

Stantec is part of the City’s engineering consultant pool. Stantec is being recommended for this project based on their knowledge of the project and past experience with City projects such as the 65th Street PRV (City Project No. 2012-09D) and various water modeling projects in the Northwest Area.

As part of the Capital Improvement Program (CIP) this PRV has been identified for construction in the NWA to reduce high water pressures (see map of area). The City requested a proposal from Stantec for this work. The August 4, 2015 proposal is attached. Stantec’s proposed fee for the work is \$14,000.

I recommend that the Council adopt the resolution accepting the proposal from Stantec and awarding a contract to Stantec for the preparation of project construction documents, geotechnical services, and bidding services for the fabrication and installation of a pressure reducing valve vault in conjunction with City Project No. 2015-11 – 70th Street Lift Station. The Council should also authorize Stantec to secure quotes for the project. The City’s water utility will provide funding for these improvements utilizing the Water Fund (512). The estimated construction cost is \$110,000.

TJK/kf

- Attachments: Resolution  
 Stantec Proposal for Engineering Services  
 Stantec Proposal dated July 1, 2015 Pressure Reduction Zone Memo  
 Plans

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY**

**RESOLUTION ACCEPTING PROPOSAL FROM STANTEC CONSULTING SERVICES, INC. (STANTEC) FOR  
PREPARATION OF PROJECT DOCUMENTS, GEOTECHNICAL SERVICES, AND OTHER ENGINEERING  
SERVICES FOR THE PURCHASE AND INSTALLATION OF A PRESSURE REDUCING VALVE (PRV) VAULT  
TO SERVE THE NORTHWEST AREA (NWA) WATER SYSTEM PRESSURE ZONE – CITY PROJECT NO.  
2015-11 – 70TH STREET LIFT STATION**

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

**WHEREAS**, as part of the Capital Improvement Program, a pressure reducing valve is required near the 70th Street Lift Station to serve the NWA pressure reduction zone; and

**WHEREAS**, in order to complete the design and construction in a timely manner for City Project No. 2015-11, assistance of a consulting engineering firm is required for preparing construction documents and securing quotes for the PRV purchase and installation; and

**WHEREAS**, City staff requested, and received, a proposal from Stantec; and

**WHEREAS**, based on the experience of the firm, the scope and associated fee for the proposed services, it was decided that Stantec be selected from the City's engineering consultant pool as the consulting firm for this work in conjunction with City Project No. 2015-11 – 70th Street Lift Station.

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

1. The proposal from Stantec is accepted and staff is authorized to enter into a contract in the amount of \$14,000 for preparation of a project documents, geotechnical services and other engineering services outlined in the proposal dated August 4, 2015.
2. The preparation of project documents and other engineering services are authorized.
3. City staff is authorized to secure quotes for the purchase and installation of the PRV station.
4. Project funding is provided through the Water Fund.

Adopted by the City Council of Inver Grove Heights, Minnesota this 10th day of August 2015.

AYES:  
NAYS:

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

ATTEST:

\_\_\_\_\_  
Michelle Tesser, City Clerk



**Stantec Consulting Services Inc.**  
2335 Highway 36 West, St. Paul MN 55113-3819

August 4, 2015  
File: 193803143

**Attention: Tom Kaldunski**  
City Hall  
8150 Barbara Avenue  
Inver Grove Heights, MN 55077

Dear Tom,

**Reference: 70<sup>th</sup> Street Pressure Reducing Valve Vault**

This letter presents our proposal to provide professional services necessary to prepare documents necessary for procurement and installation of a prefabricated valve vault to house pressure reducing valves (PRV) near the new 70<sup>th</sup> Street Lift Station.

**Background**

As development continues in the northwestern portion of the City, it is important to consider how best to provide water service with the varying ground elevations. When water pressure exceeds 80 psi at the service connection, the State Plumbing Code requires a domestic PRV. When a large area of the water system has high pressures, a new pressure zone can be created with municipal PRVs to lower pressures to the entire area. It was previously recommended that a reduced pressure zone be created to serve development north of 70<sup>th</sup> Street, including the new Blackstone Ponds. The hydraulic grade of the new reduced pressure zone should be set to match the neighboring Eagan water system hydraulic grade of 1,060 ft to allow for a future emergency interconnection. Water system pressure along 70<sup>th</sup> Street would be reduced 25 psi to approximately 55 – 80 psi.

Several locations were discussed for the PRV vault to serve the new pressure zone. The ability to loop the existing water mains serving the reduced zone was an important component in determining where to locate the PRV. It was determined to locate the PRV vault in City owned Blackstone Vista Outlot B, just south of 70<sup>th</sup> Street, to serve multiple functions. The PRV vault would be out of the street preventing conflicts with other utilities and providing easy and safe access by City staff, the mainline valve in the street would act as a bypass for emergency supply back into the west edge of Asher Pressure Zone, and no changes to developer agreement or major utility changes to work currently under way is required.

Development of the Blackstone Vista is currently proceeding but installation of water and sanitary utilities will end near Outlot B. The City has contracted a separate contractor to construct the new 70<sup>th</sup> Street Lift Station and nearby water and sanitary utilities. The City's lift station contractor will install water main to the rough edges of the PRV vault footprint. The proposed location for the PRV vault is in the driveway for the new lift station. The City will contract for installation of the PRV vault so that construction can occur after construction of the lift station but before final restoration and driveway work is completed.



August 4, 2015  
Attention: Tom Kaldunski  
Page 2 of 2

**Reference: 70<sup>th</sup> Street Pressure Reducing Valve Vault**

**Understanding**

Stantec will provide professional services to prepare documents necessary to implement a precast vault to house new pressure reducing valves with associated piping and appurtenances.

We will request and obtain price quotations from vendors as requested by the City for procuring the precast concrete vault structure. We will also prepare a cost estimate for the installation of the proposed vault for Council consent.

Stantec will prepare a second quotation package with necessary specifications and Drawings to be used to solicit quotations from contractors for the installation of the proposed vault structure, and soils preparations associated with the vault and piping connections.

**Compensation and Schedule**

We propose to provide Inver Grove Heights with professional engineering services required to provide the scope of service described herein. Upon receiving written authorization to proceed with this project we will organize and deliver a draft bid quote package for your review. The team providing services will include Mark Rolfs as Principal in Charge, Ryan Capelle as Project Manager, and Tim Grinstead and Jason Bordewyk as Engineers. We propose to provide services on an hourly basis and estimate the level of effort required for this report to be \$14,000. It is our understanding that the vault and associated piping will rest on soil disturbed during lift station installation and that it will need to be compacted to 100% of Standard Proctor Density. Our proposed fee includes a conservative budget of \$5,000 for soils engineering and testing.

We are truly grateful for this opportunity to continue serving you and the City of Inver Grove Heights.

Regards,

**STANTEC CONSULTING SERVICES INC.**

A handwritten signature in black ink, appearing to read "R. Capelle".

Ryan J. Capelle, P.E.  
Project Manager  
Phone: 651.604.4257  
Fax: 651.636.1311  
ryan.capelle@stantec.com

c. Dan Helling, IGH

v:\1938\active\193803143\deslgn\draft\_prv station proposal.docx

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To:	Tom Kaldunski & Dan Helling City of Inver Grove Heights	From:	Jason K. Bordewyk St. Paul, MN
File:	193803143	Date:	July 1, 2015

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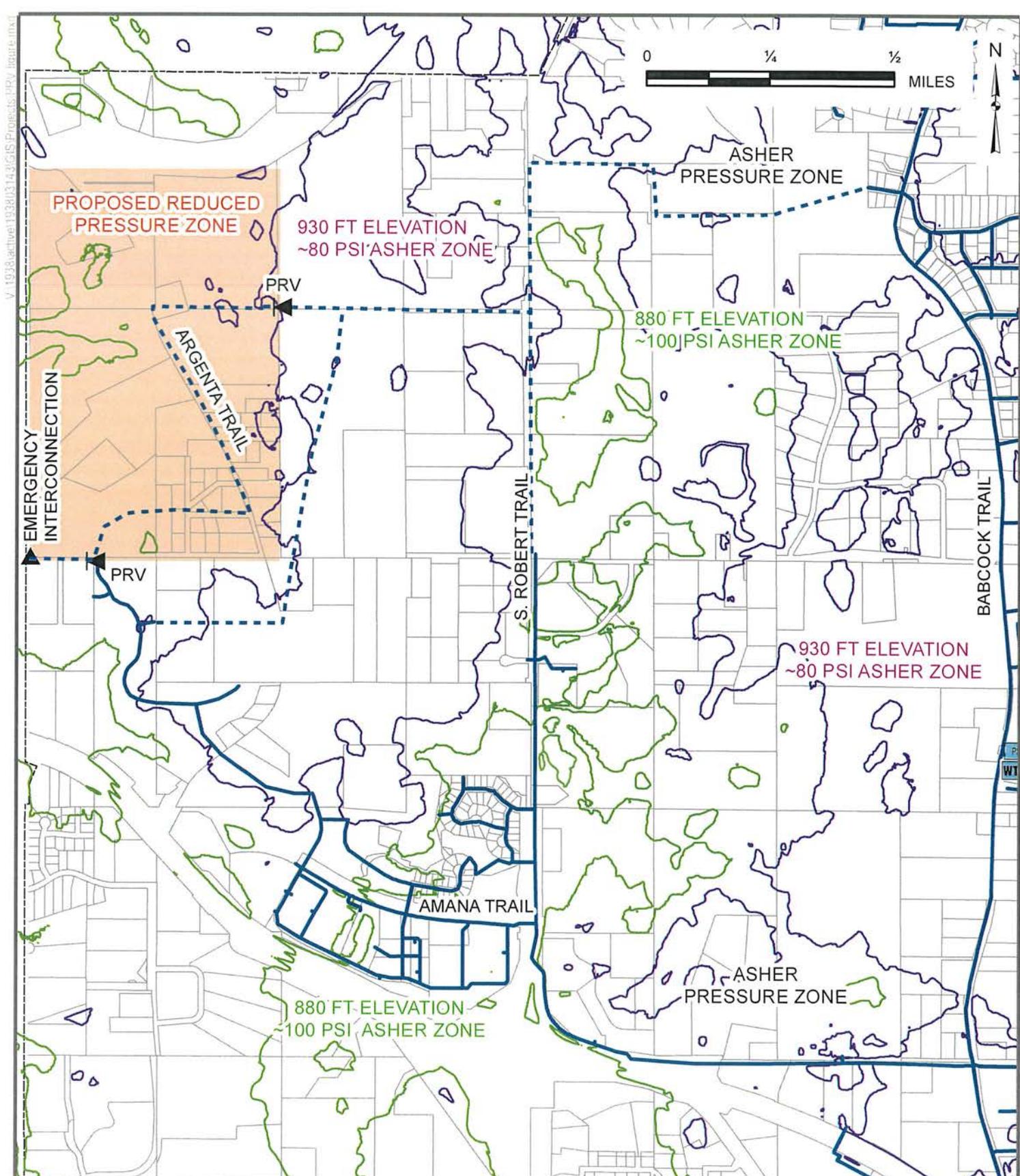
**Reference: Proposed Reduced Water System Pressure Zone Review**

As development continues in the northwestern portion of the City, it is important to consider how best to provide water service with the varying ground elevations. Ground elevations west of Babcock Trail vary from approximately 830 to 1,000 ft. The Asher Pressure Zone hydraulic grade line is 1,115 ft and would provide static pressures from 45 to 120 psi to the ground elevations listed. When water pressure exceeds 80 psi at the service connection, the State Plumbing Code requires a domestic pressure reducing valve (PRV). When a large area of the water system has high pressures, a new pressure zone could be created with municipal pressure reducing valves to lower pressures.

The Blackstone Vista development has ground elevations which result in approximately 50 parcels having pressures of approximately 80 psi or greater. Ground elevations to the north and west continue to decrease resulting in more high water system pressures. The approximately 240 acres north of 70<sup>th</sup> Street would have pressures in excess of 80 psi. It is recommended that a reduced pressure zone be created to serve development in this area. Based on planned developments and available land, the best option to loop the Asher Pressure Zone is just south of 70<sup>th</sup> Street. The hydraulic grade of the new reduced pressure zone should be set to match the neighboring Eagan water system hydraulic grade of 1,060 ft to allow for a future emergency interconnection. Water system pressure in the new Reduced Pressure Zone would be approximately 55 – 80 psi.

The City has considered an emergency interconnection with the City of Eagan on 70<sup>th</sup> Street. The City of Eagan's water system hydraulic grade near 70<sup>th</sup> Street is 1,060 ft. Therefore, connecting to the Asher Pressure Zone would only allow the City to serve Eagan through a PRV, but Eagan would not be able to serve Inver Grove Heights. The emergency interconnect with the City of Eagan should be provided from the new Reduced Pressure Zone. The interconnection would not require pressure reduction and would allow Eagan to serve the new reduced pressure zone during an emergency as well as the City serving Eagan. Locating the PRV in City owned Blackstone Vista Outlot B, just south of 70<sup>th</sup> Street, would serve multiple functions. The PRV station would be out of the street preventing conflicts with other utilities, the mainline valve in the street would act as a bypass for emergency supply back into the west edge of Asher Pressure Zone, and no changes to developer agreement or major utility changes to work currently under way is required.

The PRV station can be constructed as part of a prefabricated vault station similar to the existing station on 65<sup>th</sup> Street or constructed in an 8 or 10 ft diameter manhole to reduce lead time. It is recommended that an 8 inch fire flow and a smaller diameter domestic PRV be constructed just south of 70<sup>th</sup> Street in Outlot B. A valve should be located on the mainline pipe with two 12" tees stubbed out to the outlot location. The City plans the mainline pipe to be 16 inch diameter. It is recommended to reduce from 16 inch to 12 inch water main at first tee to the PRV structure, the water main serving the PRV structure would be 12 inch and then reduced to the 8 inch PRV valve. The PRV station would then be constructed under separate contract outside the roadway.



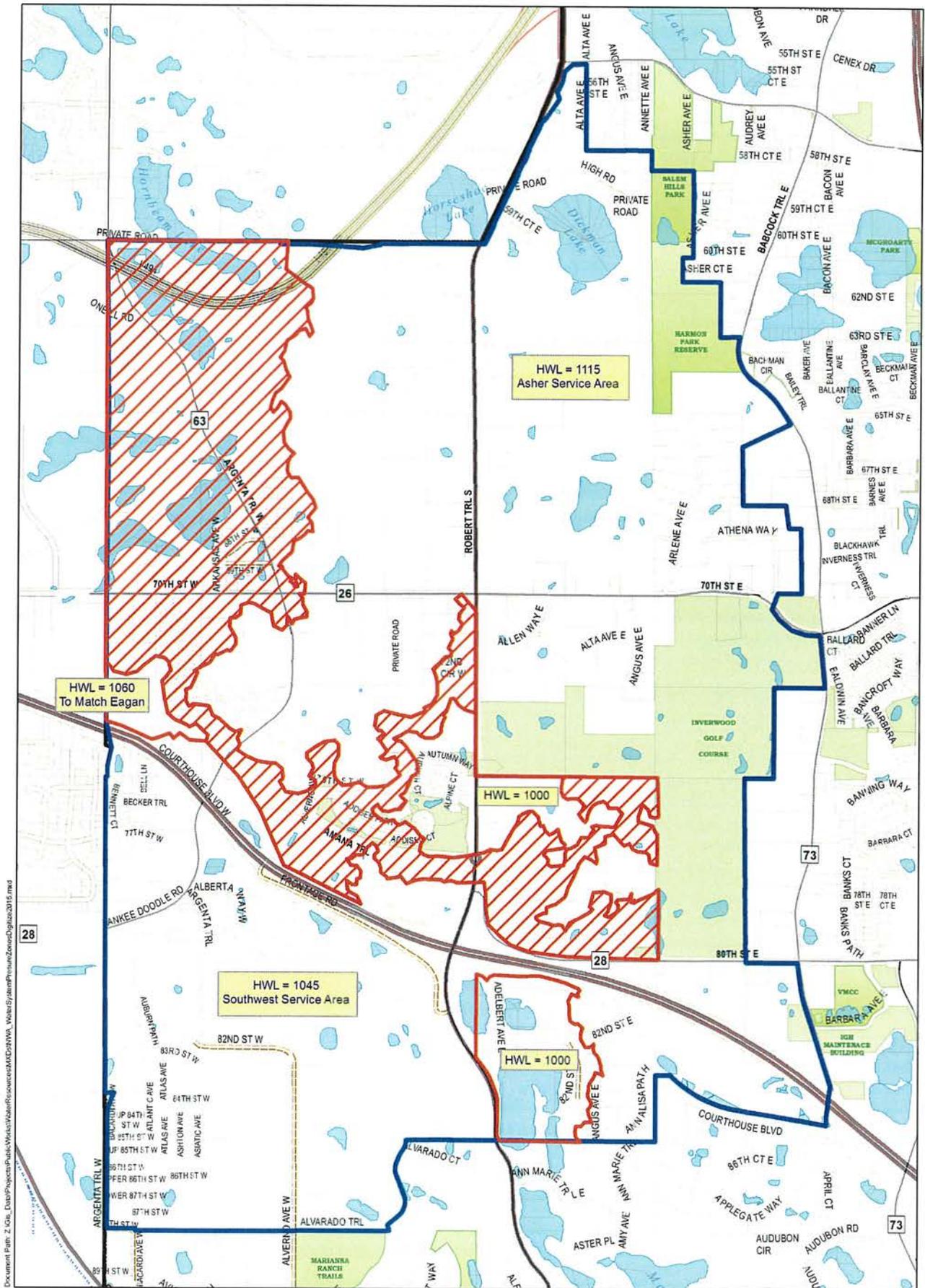
**FIGURE 1 - PROPOSED FUTURE REDUCED PRESSURE ZONE**

INVER GROVE HEIGHTS HYDRAULIC MODEL



July 2015

The information on this map has been compiled by Stantec staff from a variety of sources and is subject to change without notice. Stantec makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information.



Document Path: Z:\GIS\_Data\Projects\Public\WaterResources\Map\CorNW\_Area\Map\PressureZones\2015.mxd



0 500 1,000 1,500  
Feet

Northwest Expansion Area  
July 24, 2015  
(Digitized Figure 8A from BRAA)

## Water System Pressure Zones

- Legend**
- Pressure Reduction Valve Area
  - Service Area Boundary
  - Northwest Area Boundary





**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**Loyal Order of Moose Lodge 1088 – Application to Conduct Excluded Bingo, 5927 Concord Blvd.**

---

Meeting Date: August 10, 2015  
Item Type: Consent  
Contact: 651.450.2513  
Prepared by: Michelle Tesser  
Reviewed by: N/A

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

**PURPOSE/ACTION REQUESTED:**

Consider resolution approving application of the Loyal Order of Moose Lodge 1088 to Conduct Excluded Bingo for the property located at 5927 Concord Boulevard

**SUMMARY:**

The Loyal Order of Moose Lodge 1088 submitted an application for excluded bingo on the dates of September 11, 2015, September 12, 2015 and September 13, 2015. The Moose Lodge is seeking approval from the City in order to conduct bingo for a civic celebration.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

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**PERSONNEL ACTIONS**

Meeting Date: August 10, 2015  
Item Type: Consent  
Contact: Joe Lynch, City Administrator  
Prepared by: Carrie Isaacson, Accounting Tech  
Reviewed by: Janet Shefchik, H.R. Manager

**Fiscal/FTE Impact:**

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

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

Please confirm the transfer of: Mike Sperl from Street Maintenance to Park Maintenance.

Please confirm the separation of employment of: Alex Malen, Jacob Dean, Samantha Hall and Noah Lara-Jacobsen.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

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**SCHEDULE 2<sup>nd</sup> Reading**

Meeting Date: August 10, 2015  
Item Type: Regular  
Contact: Joe Lynch, City Administrator  
Prepared by: Michelle Calvert, City Government Intern  
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 the Second Reading of an Ordinance Amendment to Ordinance 5-6-1 to amend the language and to consider changes to the Bow Hunting Area map.

**SUMMARY:**

Council reviewed the first reading of the ordinance amendment at the July 27, 2015 meeting. Council had some follow-up questions with regard to proposed changes to the map and suggested that the areas where new development exists or is platted be excluded from the 2015 Bow Hunting map. That map has been created and is attached.

Minor language changes to the ordinance were heard. One addition included in the ordinance was to add language regarding a property exception process. It was requested that the existence of the process be included as part of the ordinance language, as Council decided they would prefer to hear from any and all individuals requesting such exceptions on an annual basis. Council had also requested that the process be rewritten and made easily available to the public. That addition is included in the attached Amended Ordinance, with the process and form also included with this memorandum.

**RECOMMENDATIONS**

Staff: Present amended ordinance per Council comments for second reading.

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE  
SECTION 5-6-1 (D) RELATED TO RESTRICTIONS ON USE OF BOW AND ARROW**

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

**Section One.** Amendment. Section 5-6-1 (D) of the Inver Grove Heights City Code is hereby amended to read as follows:

**5-6-1: USE OF FIREARMS AND BOWS AND ARROWS:**

D. Restrictions On Use Of Bow And Arrow:

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

a. While hunting or engaged in target practice in that geographic portion of the city designated on the map dated August 24, 2015 attached to the ordinance codified herein as the area available for hunting or target practice, subject to the conditions hereafter set forth; or

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

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

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

e. While engaged in target practice at a licensed commercial archery range.

2. Provided, however, the shooting or discharge of a bow and arrow under the circumstances described in subsection D(1) of this section relating to hunting or target practice in that geographic portion of the city designated on the map dated August 24, 2015 attached to the ordinance codified herein shall only occur if the following conditions are met:

a. There shall be no shooting or discharge of any bow and arrow within three hundred feet (300') of any residential or commercial structure.

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

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

d. On an individual parcel less than five (5) acres in size, no shooting or discharge of a bow and arrow shall occur unless allowed under subsections D(2)(e) and D(2)(f) of this section.

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

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

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

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

(1) Prior to any shooting or discharge of a bow and arrow, the person receiving the written permission shall file with the city police department the following information in writing: name, address and telephone number of the fee owner and of the persons receiving the permission; the beginning and end dates when hunting or target practice is to occur; a general description of the location of the subject parcel; a copy of the written permission received from the fee owner; the license plate number of the vehicle that the person will be driving to the subject parcel; evidence that the person has a valid Minnesota archery license; and emergency contact information.

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

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

3. To facilitate inquiries with respect to which parcels of land are not available for hunting or target practice because the owners thereof decline to grant permission for such activities, the deputy clerk shall maintain a list by owner name and address for such nonavailable parcels. In order for the owner name and parcel address to be placed on the list, the parcel owner must in writing notify the deputy clerk that the owner wishes to be on the list and has decided not to grant permission for hunting or target practice. The name of the owner and the parcel address shall be removed from the list if the owner files a written request with the deputy clerk to remove the owner name and parcel address. The creation of the list is a voluntary program. There is no requirement that an owner and parcel be on the list in order for the owner to decline permission to anyone for hunting or target practice. The purpose of the list is to present an opportunity for an owner to make known that the owner has decided not to grant permission with the result that contacts with the owner are reduced or eliminated. (Ord. 1162, 9-24-2007)

4. The Council, by resolution, may in its discretion on an annual basis add parcels to that geographic portion of the city available for hunting or target practice referenced in section 5-6-1(D)(1)(a). If the Council adds additional parcels by resolution the authorization granted by the resolution and the inclusion of such parcels within the above-referenced geographic area shall expire on December 31<sup>st</sup> of the year when the resolution was passed. If an owner wishes the Council to include the owner's parcel within the above-referenced geographic area, the owner must make an application to the city no later than September 1 of the year the owner wishes the parcel to be included.

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

Passed in regular session of the City Council on the \_\_\_\_ day of August, 2015.

**CITY OF INVER GROVE HEIGHTS**

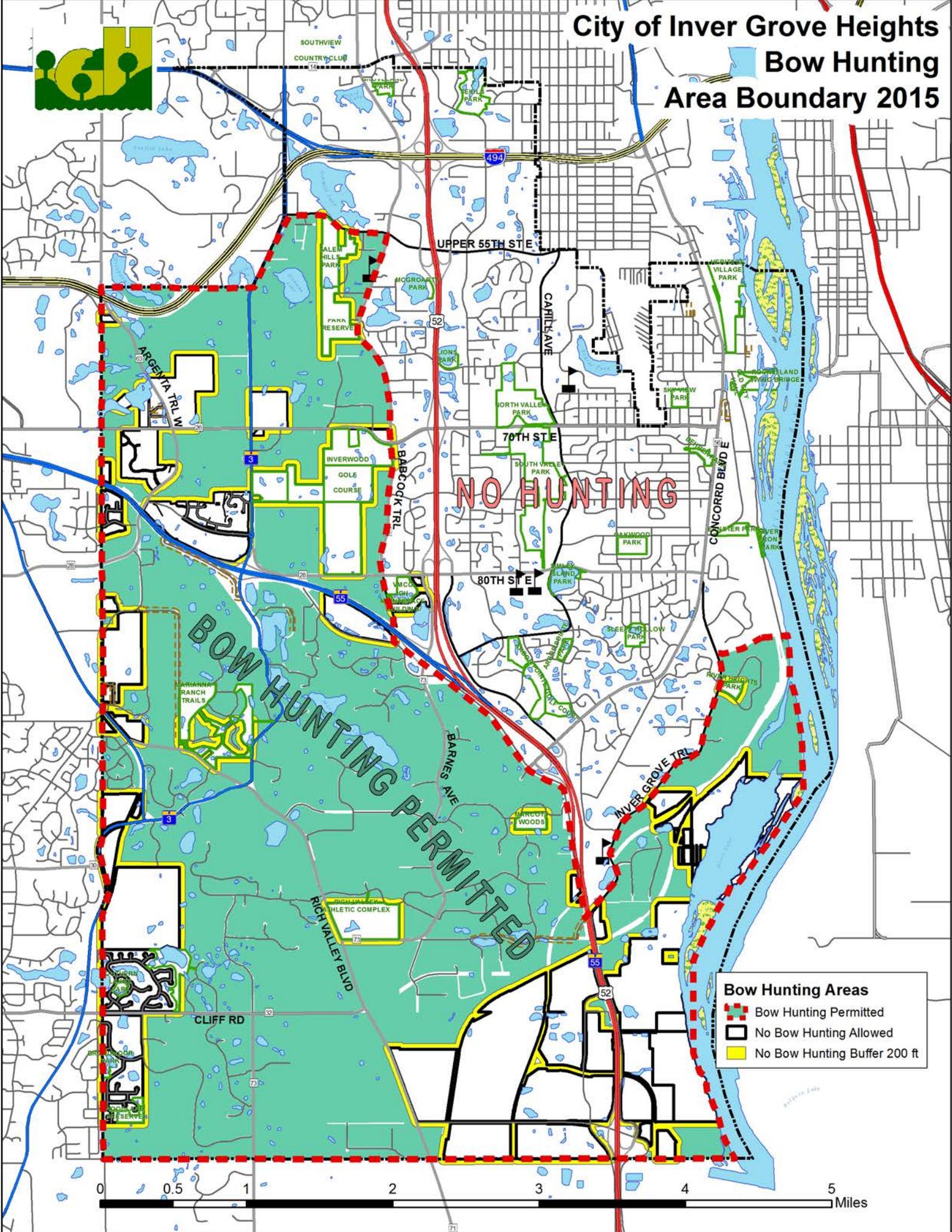
By: \_\_\_\_\_  
George Tourville, Mayor

ATTEST:

By: \_\_\_\_\_  
Michelle Tesser, City Clerk

# City of Inver Grove Heights

## Bow Hunting Area Boundary 2015



NO HUNTING

BOW HUNTING PERMITTED

- Bow Hunting Areas**
- Bow Hunting Permitted
  - No Bow Hunting Allowed
  - No Bow Hunting Buffer 200 ft



**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**JON SKOGH – Case No. 15-13ZA**

Meeting Date: August 10, 2015  
 Item Type: Regular Agenda  
 Contact: Allan Hunting 651.450.2554  
 Prepared by: Allan Hunting, City Planner  
 Reviewed by:

**Fiscal/FTE Impact:**

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

**PURPOSE/ACTION REQUESTED**

Consider the Second reading of an Ordinance Amendment allowing Accessory Dwelling Units (ADU) within all single family zoning districts and specifically for property located at 1355 96<sup>th</sup> Street E.

- Requires 3/5th's vote.
- 60-day deadline: N/A

**SUMMARY**

The City Council approved the first reading of the ordinance on July 13. There were a couple of items of discussion Council had and directed staff to provide some additional information.

1. Council approved the first reading allowing detached accessory dwelling units in areas of the city not served by municipal sewer and water provided the lot is at least 1.0 acre in size. There was some discussion about both the primary home and ADU utilizing the same septic system and well. The Building Official has indicated that it possible for the primary and ADU to utilize the same septic system and well on the lot.

2. Council asked for further information regarding utilities and if utilities can be shared or if separate utilities are required.

Frank Martin, Chief Building Official provided a memo on the topic and how the building code addresses rental units (memo attached). If the unit acts as an accessory unit for a family member and is not rented out, the building code rules are less and the building could still function as a single home with combined utilities. Once the unit is rented out, then the home is treated more like a two unit building and greater code restrictions apply such as fire separation construction and need for separate utilities (furnace, water heater, and electric).

The draft ordinance is structured to allow the ADU to be rented out. Once these ADU's are in place, at some point in time, they may be rented out. Restricting as non-rental units may be hard to enforce.

**ANALYSIS**

Staff made one change to the ordinance restricting ADU's in detached accessory structures must utilize the same septic system in the rural areas of the city.

As the ordinance is written, all accessory structures would be required to meet principal structure setbacks. The Skogh's request would involve increasing the size of their existing accessory structure over 1,000 square feet. This would require a setback of at least 50 feet. The existing structure is less than 50 feet from property line. The Skogh's would be required to

apply for a setback variance according to their current proposal. Council would have to address a practical difficulty if a variance application is made.

Also included with this memo is the Planning Commission minutes from July 7.

**RECOMMENDATION**

**Planning Staff:** Staff is supportive of allowing ADU's and would support an ordinance as drafted and as the Planning Commission recommended.

**Planning Commission:** Recommended approval of the ordinance amendment on a city wide basis with the minimum lot size for a detached ADU to be at least 1.0 acre (8-0).

Attachments: Ordinance Amendment (Second Reading)  
Planning Commission Recommendation from July 7  
Memo from Frank Martin, Chief Building Official

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

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

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,  
TITLE 10, (ZONING ORDINANCE) CHAPTER 15 REGARDING ALLOWING  
ACCESSORY DWELLING UNITS (ADU) IN SINGLE FAMILY RESIDENTIAL  
ZONING DISTRICTS**

---

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

**Section One. Amendment.** Title 10, Chapter XX, of the Inver Grove Heights City Code is hereby amended to read as follows:

**10-XX: ACCESSORY DWELLING UNIT:**

Accessory dwelling units (ADU) may be permitted as an accessory use to a single family dwelling in the A, E-1, E-2, R-1A, R-1B and R-1C zoning districts subject to the following:

1. A rental license for the non-owner-occupied unit shall be required pursuant to Chapter \_\_ of City Code.
2. Each accessory dwelling unit shall require a city registration pursuant to requirements of City Code.
3. An accessory dwelling unit shall be clearly a subordinate part of the single-family dwelling. In no case shall the ADU be more than 1000 square feet, nor less than 250 square feet.
4. An accessory dwelling unit may be permitted within a detached accessory structure provided the lot size on which the unit would be located is one (1) acre or greater and provided the ADU shares the same septic system and well as the principal unit in areas not served by municipal sewer and water. The ADU is not allowed its own private septic system and well.
5. A detached accessory dwelling unit may be allowed in a detached accessory structure provided the detached structure's gross floor areas is 1000 square feet or less on lots less than or equal to 2.5 acres and 1,600 gross square feet or less on lots greater than 2.5 acres in size. In no case shall the ADU be more than 1000 square feet, nor less than 250 square feet.
6. No more than one accessory dwelling unit shall be allowed on a lot.

7. The property owner must reside in either the primary residence or the ADU as their permanent residence.

8. An ADU may not be subdivided or otherwise segregated in ownership from the primary residence structure.

9. The exterior design of an accessory dwelling unit shall incorporate a similar architectural style, roof pitch, colors, and materials as the principal building on the lot, and shall be compatible with the character of the surrounding residential buildings.

10. The total number of occupants in the accessory dwelling unit shall not exceed three (3) persons.

11. Lots with accessory dwelling units shall provide at least two (2) off-street parking spaces in addition to the one (1) off-street parking space required for the primary residence.

12. Accessory dwelling units in combination with their associated single family dwelling unit must conform to all city code requirements for single family dwellings, including but not limited to setback, height, impervious surface and accessory structure standards.

13. The accessory dwelling unit and the associated single family dwelling unit must meet current state building, plumbing, electrical, mechanical and Fire Code provisions including fire emergency vehicle access to any accessory dwelling unit.

14. A accessory dwelling unit in a detached accessory structure shall have a separate address from the principal dwelling unit on the lot and shall be identified with address numbers assigned by the City and pursuant to size and location regulations of the city code.

**Section Two. Amendment.** Title 10, Chapter 2-2, DEFINITIONS, of the Inver Grove Heights City Code is hereby amended to add the following:

ACCESSORY DWELLING UNIT (ADU): A subordinate habitable dwelling unit, which has its own basic requirements of shelter, heating, cooking and sanitation, added to or created within a single-family dwelling or detached accessory structure.

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

Passed in regular session of the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2015.

**CITY OF INVER GROVE HEIGHTS**

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

ATTEST:

\_\_\_\_\_  
Michelle Tesser, City Clerk

**RECOMMENDATION TO  
CITY OF INVER GROVE HEIGHTS**

**TO:** Mayor and City Council of Inver Grove Heights

**FROM:** Planning Commission

**DATE:** July 7, 2015

**SUBJECT:** **JON SKOGH – CASE NO. 15-13ZA**

**JON SKOGH – CASE NO. 15-13ZA (continued from June 16, 2015 meeting)**

Mr. Hunting summarized the request to allow for an accessory dwelling unit in a detached structure on a lot over 2.5 acres in size in the E-1 zoning district, and the staff's decision to look at the broader picture of allowing ADUs throughout the City. A draft ordinance was provided which was based on ordinances from other cities. The ADU would have to meet building and fire code requirements and a detached unit should have as separate address.

Commissioner Lissarrague recommended that detached ADUs have separate utilities from the principle structure, questioned whether a new septic system would be necessary on large lots, and was concerned about the City's ability to enforce the ordinance.

Mr. Link advised that septic systems were subject to MPCA regulations, and an ADU would require analysis of the existing septic system to determine whether it is functioning properly and is large enough to accommodate the ADU or whether a new or enlarged septic system must be installed.

Chair Maggi asked if the regulations addressed utilities as well.

Mr. Link replied he was unsure of the State requirements regarding utilities. He advised that the City Council is currently considering a rental licensing program. The program would require someone renting to get a license from the City, as well as meet certain minimum requirements. The way the ordinance is currently drafted an accessory dwelling unit would be exempt if it is being rented out by a family member; an affidavit would have to be signed by the owner affirming that the person renting is a family relative. This would give the City some control; however, the difficulty would be in monitoring it.

Chair Maggi asked if there were likely multiple regulations in the City that were difficult to enforce.

Mr. Link replied in the affirmative. He stated the City does not have a proactive code enforcement program, but rather reacts to citizen complaints. If a complaint is received they follow up on it; in most cases people are willing to comply with the code and simply were not aware of the requirements.

Commissioner Klein stated once the family member moved out or died most vacant units would likely be rented out to a non-family member.

Commissioner Robertson was concerned about the impact detached ADUs would have on the aesthetic of neighborhoods with small lot sizes and the potential for them to be a permitted use,

which would give the neighbors no control over the situation.

Chair Maggi asked Commissioner Robertson what she would recommend for a minimum lot size for detached ADUs.

Commissioner Robertson replied one acre.

Commissioner Niemioja asked what the minimum lot size should be for ADUs that are part of the principle structure.

Commissioner Robertson stated she was not concerned about a minimum lot size for an interior unit because of the multiple codes in place for single-family homes (i.e. setbacks, impervious surface, etc.).

Commissioner Scales did not feel lot size was an issue for detached ADUs as the regulations in place regarding detached accessory structures would likely prohibit most small lots from having a detached ADU.

Commissioner Robertson was not comfortable with assuming the regulations would disallow detached ADUs on smaller lots, stating there were always exceptions.

Commissioner Wippermann stated that having a detached garage was much different than having a detached living space.

Commissioner Niemioja stated that aesthetically a garage would be similar to an ADU.

Commissioner Wippermann stated that character, livability, and privacy would be impacted significantly more with a family living in a unit versus a garage.

Commissioner Scales asked if a detached ADU required a full driveway.

Mr. Hunting replied in the affirmative, stating that would not be possible on most standard city lots.

Commissioner Niemioja stated with an interior ADU; however, the only issue would be parking and notification to the City.

Commissioner Robertson stated many of the cities that allowed ADUs were in tight urban areas with significant density; therefore, adding an ADU did not result in a drastic change. She was concerned; however, about the impact it would have on the neighbors in a more suburban area.

Commissioner Lissarrague stated there seemed to be two issues at hand; a homeowner wanting to convert their garage into living quarters for their elderly parents and someone wanting to create a separate living space for their children. He felt the Skogh application was an ideal testing ground for this type of living arrangement.

Commissioner Simon questioned whether they would consider portable ADUs, stated the ADU should not be allowed to be sold separately from the primary residence, questioned whether

deed restrictions would be necessary, and stated other cities defined the difference between a duplex and a single-family home as having separate utilities.

Chair Maggi asked if the draft ordinance addressed temporary structures.

Mr. Hunting replied the draft ordinance did not have any provisions to allow for temporary structures.

Chair Maggi asked if deed restrictions would be applicable in Minnesota.

Mr. Hunting replied he was unsure if that was necessary.

Mr. Link advised that in some parts of the country they do not have strong zoning laws and therefore rely more heavily on private restrictions. That is typically not the case in Minnesota. He stated that conditional use permits, and any related restrictions, were filed with Dakota County. An advantage of the conditional use permit is that the City is the enforcing body; with deed restrictions the enforcement responsibility lies with the neighboring property owners.

Commissioner Scales asked how many local communities had licensing requirements.

Mr. Link replied that most cities in the vicinity had license requirements for rental units.

Commissioner Scales asked if the City currently required separate utilities for detached accessory structures.

Mr. Link replied he was unsure.

Commissioner Scales believed that utilities for a detached accessory structure were currently allowed to come off the primary structure. If that is the case, he did not see any reason to require separate utilities for a detached ADU.

Commissioner Robertson asked if staff was aware of language in current ordinances regarding utilities for a detached structure.

Mr. Link replied he did not believe it was addressed in City Code, and was unsure if it was regulated by State Building Code.

Commissioner Niemioja referred to City Code regarding accessory farm residences, stating a person with a primary farm residence owning over 20 acres is allowed to have someone else living on their property as long as that person is working on the farm and the residence is compliant with other city code. Therefore, there are codes existing that start to address the ADU issue. She noted that the Urban Land Institute's Inver Grove Heights Housing Audit advised with our growing population the City is going to need to increase the number of households; ADUs would be a way to do that. She stated the aging population does not necessarily want to live in a retirement community, but rather would like to live near their children. ADUs would also be a good way for millennials to be able to afford to live independently. She stated that ADUs already exist in the community and by codifying them they could be controlled and regulated. She pointed out that there are no occupancy rules for

related people in the city and a homeowner could have 20 people living in their home. She stated that in established neighborhoods with smaller lot sizes it does not seem like a detached ADU would necessarily fit; however, perhaps they could have an interior ADU. She stated that while additional people living in an ADU could result in less privacy, the extra people could also provide extra safety. She suggested a one acre minimum for detached ADUs.

Commissioner Robertson stated there was a different set of issues with detached ADUs versus interior and she asked if they should have two separate ordinances.

Mr. Hunting replied he would prefer to have only one ordinance. He advised that the draft ordinance addressed both interior and detached ADUs, and that appropriate requirements could be added for the two types of ADUs.

Commissioner Lissarrague asked for more information regarding portable structures.

Commissioner Simon replied that portable structures were typically small units with wheels.

Chair Maggi stated that ADUs were not necessarily for aging parents, stating there was a significant small home movement amongst millennials.

Commissioner Lissarrague stated he would like detached ADUs to have separate utilities, be allowed only on lots over one acre in size, and recommended at such units be licensed and monitored annually.

### **Opening of Public Hearing**

Jon Skogh and Kayla Harren, 1355 – 96<sup>th</sup> Street East, advised they were available to answer any questions.

Mr. Skogh advised that they already have separate electric service to the building in question, will bring in gas service, are planning to install a separate septic system, and would do whatever was required for the well.

Chair Maggi noted that current codes and policies in place would dictate many of the decisions regarding ADUs.

Mr. Skogh advised that when they originally built this garage they had no intention of using it as living space. Because a larger setback is needed for living space than for a garage, they would have to come back for a variance from setback requirements.

Commissioner Robertson asked what Mr. Skogh's thoughts were on the accessory unit should his daughter decide to move out.

Mr. Skogh stated they had no plans to rent it and would likely use it as a guest house for visitors.

Commissioner Niemioja advised that an ADU would likely increase his property value.

Chair Maggi closed the public hearing.

**Planning Commission Discussion**

Commissioner Klein asked for clarification regarding a specific property in the City that had servants' quarters on it.

Mr. Link stated that would not be allowed by current code and may have been considered a legal non-conforming use.

Chair Maggi stated the Planning Commission seemed to be generally supportive of allowing accessory dwelling units, believed interior and detached ADUs should be treated differently, and recommended establishing a minimum lot size. She asked Commissioners if they were comfortable with a one acre minimum lot size for detached structures.

Commissioner Wippermann stated he would prefer a 2.5 acre minimum as it would provide property owners more flexibility in regard to location of the ADU.

Commissioner Klein agreed with a 2.5 acre minimum.

Commissioner Scales advised that he favored a one acre minimum, stating he was hesitant to limit it to 2.5 acres because of the many lots in the outlying areas in which the acreage was sold off in five acre parcels but the original home was on a one or two acre parcel.

Chair Maggi stated Commissioners should also discuss the maximum structure size allowed on a one acre parcel versus 2.5.

Mr. Hunting advised that lots less than 2.5 acres are allowed one 1,000 square foot detached accessory structure, lots greater than 2.5 acres are allowed one 1,600 square foot structure, and lots five acres or greater are allowed up to two accessory structures with a maximum of 2,400 gross square feet combined.

Chair Maggi stated it would seem reasonable to use the same size limitations for ADUs as are currently allowed for detached accessory structures.

Commissioner Klein stated if a property owner had an existing accessory building they would have to look at a smaller footprint when adding an ADU.

Commissioner Robertson noted that properties less than five acres were allowed only one detached building so the existing detached structure would have to be removed if they wanted an ADU.

Commissioner Simon stated they also had the option of putting the ADU in the existing accessory structure.

Chair Maggi asked if ADUs were inclusive of the existing code regarding number of allowed accessory buildings.

Mr. Hunting replied in the affirmative.

Commissioner Wippermann recommended that ADUs be allowed by conditional use permit which would require neighbor notification and provide an opportunity for them to provide input on a situation that may interfere with their quality of life.

Commissioner Robertson stated she also supported allowing ADUs by conditional use permit.

Chair Maggi stated staff's recommendation was for ADUs to be a permitted use because of the time and cost involved in the conditional use permit process.

Commissioner Lissarrague suggested the Commission first address the Skogh application because of the time constraints and then move onto ADUs in general.

Chair Maggi advised there was no way to separate the two; approving the Skogh request would be approving an ordinance.

Commissioner Niemioja responded they could separate out the Skogh application by requiring conditional use permits only on lots less than 2.5 acres.

Chair Maggi asked staff to discuss permitted use versus conditional use.

Mr. Hunting stated staff felt that ADUs within the principle dwelling would not have a significant impact on the neighbors and should be a permitted use. The Commission may want to consider a conditional use permit for detached ADUs; however, which would have a greater potential impact to residents. Conditional use permits require additional fees and 7-8 weeks time.

Chair Maggi asked Commissioner Wippermann what his rationale was for wanting to require a conditional use permit for an ADU when a garage of the same size would be a permitted use.

Commissioner Wippermann stated that living space had more potential impact to neighbors than would a garage (lights, people coming and going, etc.).

Commissioner Lissarrague stated the conditional use permit process could result in one person being allowed to have an ADU and another person being denied.

Commissioner Wippermann stated that was no different than variance requests.

Commissioner Niemioja asked if the draft ordinance was written for both interior and detached ADUs to be a permitted use.

Mr. Hunting replied in the affirmative. He clarified that it would be difficult to deny a conditional use permit request as long as the applicant met the performance standards.

Commissioner Scales asked if there were restrictions on wells.

Mr. Link stated he was unsure of how the State plumbing code addressed wells, but stated each single-family lot must have their own well.

Commissioner Scales stated that must be a new regulation as there were many shared wells in

the City and he wanted to make sure the City was not putting restrictions in place for ADUs that were different from what was allowed for other structures.

Commissioner Robertson questioned whether it was necessary to get this detailed since issues such as shared wells were already addressed in code.

Commissioner Scales stated it should be addressed since Commissioner Lissarrague was recommending separate utilities for detached ADUs.

Mr. Hunting stated that utilities were regulated by state building, plumbing and electrical code and the City must abide by those codes and cannot be more restrictive.

Chair Maggi asked if Commissioners were comfortable with a one acre minimum for detached ADUs.

Half of the Commissioners responded they would prefer a 2.5 acre minimum.

Commissioner Scales believed that one acre would be appropriate because of the increased setbacks necessary for an ADU.

Chair Maggi stated the trend was for smaller lots and homes and she would support a one acre minimum.

Commissioner Klein stated many ADUs would likely be installed on lots with well and septic and he was concerned about the impact of additional wells and septic.

Chair Maggi questioned how many requests they would receive because of the significant cost of constructing an ADU.

Commissioner Scales stated most property owners would likely run a line from their house rather than dig an additional well for an ADU.

Commissioner Klein stated it was more an issue of septic systems creating problems in well fields.

Commissioner Niemioja stated because there currently was no occupancy maximum anyone in the City could have extra people in their home, which would impact the well system, and she felt they were muddling the issue a bit on the septic matter.

Commissioner Robertson commented that currently the trend may be for smaller lots and larger houses, but she was uncomfortable compiling ordinances based on trends that would likely shift.

Commissioner Wippermann asked what the lot size requirements were for the E-1 and E-2 zoning districts.

Mr. Hunting advised that E-2 was an older designation which had a 1.75 acre minimum, E-2 required a 2.5 acre minimum, R-1A required a 40,000 square foot minimum, R-1B required a

20,000 square foot minimum, and R-1C required a 12,000 square foot minimum.

Commissioner Niemioja felt that ADUs would offer a different and creative housing solution which would help fulfill the Comprehensive Plan's goal of diversifying the housing options in the community. She felt this was a good alternative to something like a high-rise.

Commissioner Wippermann asked if ADUs would count towards the maximum number of dwelling units allowed for existing developments.

Mr. Hunting replied there was nothing prohibiting the addition of ADUs from subdivisions.

Commissioner Wippermann stated that having a number of ADUs in a neighborhood could result in an exceedance of the units allowed in a specific development. He stated some of the reports that were provided to Commissioners made note that ADUs counted towards the overall density and in many cases was a limiting factor as there were only so many units allowed in a specific development.

Commissioner Niemioja advised that Apple Valley allowed only three ADUs per neighborhood.

Commissioner Wippermann asked for clarification of whether occupancy could be restricted to relatives.

Mr. Link replied there were two different sets of regulations. The draft ordinance in the zoning regulations does not specify who lives in an ADU; however, when you get into rental licensing in some cases if you have a relative living there you are exempt from licensing requirements.

In regard to minimum lot size, Commissioner Scales suggested the Commission leave the split vote as is and let Council read the minutes and make their own decision.

Commissioner Robertson questioned whether there was a third option for minimum lot size.

Commissioner Niemioja advised that for consistency in code she would like to opt for either one or 2.5 acres.

Chair Maggi asked if the Commission could move the application forward with a split recommendation on the minimum lot size.

Mr. Hunting replied in the affirmative.

Chair Maggi asked Commissioners if detached ADUs should be allowed by permitted use or conditional use.

Commissioner Klein recommended it be a permitted use because of the paperwork and cost involved in a conditional use permit.

Commissioner Niemioja stated the conditional use permit process seemed unnecessarily burdensome.

Commissioner Scales agreed with allowing detached ADUs as a permitted use, and stated likely there would be very few of these structures.

Commissioner Robertson stated she would prefer they be allowed by conditional use permit to allow the neighbors to have some input.

Chair Maggi read through the draft ordinance to see if there were any comments.

Commissioner Niemioja questioned whether Commissioners wanted to require registration for interior ADUs.

Mr. Hunting replied that the draft ordinance required city registration for both interior and detached.

Commissioner Wippermann suggested limiting the number of occupants to two versus three which would cover a situation of caring for elderly parents and would minimize parking impacts from a potential rental situation with three unrelated individuals.

Commissioner Scales stated he was uncomfortable limiting it to two occupants, stating if a couple had a child they would no longer qualify.

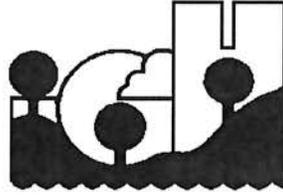
Chair Maggi asked if anyone other than Commissioner Wippermann felt strongly about reducing the total occupancy to two.

No other Commissioners responded.

**Planning Commission Recommendation**

Motion by Commissioner Scales, second by Commissioner Niemioja, to approve the request for an ordinance amendment allowing accessory dwelling units (ADU) on a city-wide basis, which would also address the property located at 1355 – 96<sup>th</sup> Street East, with the minimum lot size for a detached ADU to be either one acre or 2.5 acres on a split vote.

Motion carried (8/0). This item goes to the City Council on July 13, 2015.



## MEMORANDUM

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**TO:** TOM LINK, COMMUNITY DEVELOPMENT DIRECTOR  
**FROM:** FRANKLIN MARTIN, CHIEF BUILDING OFFICIAL  
**SUBJECT:** ACCESSORY DWELLING UNITS.  
**DATE:** 27 JULY 2015  
**CC:** ALLAN HUNTING, CITY PLANNER

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### Summary

The challenge to Accessory Dwelling Units is going to be their long term use within existing structures. While they may initially be created for family and/or friends, ultimately, they may wind up being used as separate rental units. The information below clearly shows that if the unit is open to the home and used by conjoined building occupants, then it is considered code compliant. *However*, if it becomes a separate dwelling unit, then the Minnesota State Building Code clearly requires alterations to the structure for code compliance due to the change in use of the building.

### Definitions:

**Accessory Structure** – A structure not greater than 3,000 square feet in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.

### **Dwelling**

**Single-Family** – Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or occupied for living purposes.

**Two-Family** – Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot that is used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or occupied for living purposes.

**Townhouse** – A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the Minnesota State Building Code.

**Dwelling Unit** – A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

**Floor Area** – The calculated square footage of the floor within the inside perimeter of the exterior walls of the building under consideration without deduction for hallways, stairways, closets, the thickness of interior walls, columns, or other features.

**Lot** – A portion or parcel of land considered as a unit.

### **Occupancy Classification**

**IRC-1:** Single-family dwelling.

**IRC-2:** Two-family dwelling.

**IRC-3:** Townhomes.

**IRC-4:** Accessory Structures:

- a. Garages;
- b. Storage sheds;
- c. Similar structures.

**Story** – That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above.

### Code Requirements:

Step 1: Classify the occupancy.

<b>Occupancy Classifications (Table R300.1, MSBC)</b>	
IRC-1	Single-family dwelling
IRC-2	Two-family dwelling

IRC-3	Townhome
IRC-4	Accessory structures

*Dilemma: By classifying the original occupancy as an IRC-1, Single-family dwelling, when it 'ceases' to be used as an Accessory Dwelling Unit, and 'becomes' a regular rental unit, the Occupancy Classification will change creating a non-compliant occupancy.*

Step 2: Determine occupancy separation requirements.

*Dilemma: When you start with a single-family home, there are no separation requirements between bedrooms, common living areas, finished basements, or additions; however, once those separate areas become rental units, now **both** the occupancy classification changes to two-family dwelling and separation requirements apply.*

In two-family dwellings, Section R302.3, 2015 Minnesota State Residential Code, Two-Family Dwellings, states, "Dwelling units in two-family dwellings shall be separated from each other by wall and/or floor assemblies having not less than a 1-hour fire-resistance rating when tested in accordance with ASTM E 119 or UL 263. **Fire-resistance-rated floor/ceiling and wall assemblies shall extend to and be tight against the exterior wall, and wall assemblies shall extend from the foundation to the underside of the roof sheathing.**"

*Dilemma: While the original construction of the home was 'compliant' for a single-family home, once the alteration to accommodate the Accessory Dwelling Unit is completed, there is no Code requirement that compels the owner to alter beyond their 'Mother-in-Law' unit. Proper planning would circumvent a lot of barriers later; however, the owner would have to be willing to alter the structure **before** the Accessory Dwelling Unit is utilized.*

The 2015 Minnesota State Building Code have a plethora of requirements for dwelling unit separation requirements pertaining to 'through penetrations', 'membrane penetrations', and 'dwelling/garage opening/penetration' protection. The problem comes in preplanning for the accessory dwelling unit and whether or not the homeowner chooses to actually 'separate' the units in a code compliant manner.

Step 3: Determine minimum room areas.

Section R304, 2015 Minnesota State Residential Code, Minimum Room Areas, states, "**Every** dwelling unit shall have at least one habitable room that shall have not less than 120 square feet of gross floor area."

Minimum Required Rooms and Minimum Dimensions	
Room	Minimum Dimension
One habitable room (living room)	120 square feet
'Other' habitable rooms (bedrooms)	70 square feet minimum (except kitchens)
<i>Portions of a room with a sloping ceiling measuring less than 5 feet or a furred ceiling measuring less than 7 feet from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required habitable area for that room.</i>	

*Dilemma: If areas are created in attics, or over garages, with hand-framed rafters, then the area for consideration will be reduced when the slope of the roof is a common rafter. A solution may be reframing the roof to a gambrel, shed, or French mansard roof systems to maximize ceiling heights.*

Step 4: Determine utilities.

Heating: The Section R303.9, 2015 Minnesota State Building Code, Required Heating, states, "When the winter design temperature in Table R301.2 (1) is below 60 degrees Fahrenheit, **every** dwelling unit shall be provided with heating facilities capable of maintaining a minimum room temperature of 68 degrees Fahrenheit at a point 3 feet above the floor and 2 feet from exterior walls in **all** habitable rooms at the design temperature. The installation of one or more portable space heaters shall not be used to achieve compliance with this section."

*Dilemma: When the Accessory Dwelling Unit includes the dwelling unit within the single-family classification, then everything is okay; however, when the unit is altered into a rental unit, then separate heating appliances and ductwork must be constructed.*

Plumbing: There is nothing specifically requiring that dwelling unit sewer and water be separated. The only mention of sewer and water connections is found in Section 4715.0310, 2009 Minnesota State Plumbing Code, Use of Public Sewer and Water Systems Required, which states, "Every building must have its own independent connection with a public or private sewer, except that a group of buildings may be connected to one or more manholes which are constructed on the premises, and connected to a public or private sewer. These manholes must conform to the standards set by the local sewer authority."

*Benefit: This language is so loosely worded that the city could decide either way on mandating manifold or individual utility connections.*

Sanitation:

- a. Kitchen: Each dwelling unit shall be provided with a kitchen area and every kitchen area shall be provided with a sink.
- b. Sewage: All plumbing fixtures shall be connected to a sanitary sewer or to an approved private sewage disposal system.
- c. Water supply to fixtures: All plumbing fixtures shall be connected to an approved water supply. Kitchen sinks, lavatories, bathtubs, showers, bidets, laundry tubs and washing machine outlets shall be provided with hot and cold water.

*Dilemma: While the Minnesota State Plumbing Code does not specifically mandate separate utilities, provisions to the ordinance should mandate a 'type' of Maintenance Easement Agreement that provides either tenant/owner the opportunity to repair, replace, maintain, or add onto the drain, waste, and vent system of the house. Additionally, the Minnesota State Building Code does require separate toilet and kitchen elements.*

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**JASON AND KATHLEEN HOPKINS – Case No. 15-26V**

Meeting Date: August 10, 2015  
 Item Type: Regular  
 Contact: Heather Botten 651.450.2569  
 Prepared by: Heather Botten, Associate Planner  
 Reviewed by: Planning

**Fiscal/FTE Impact:**

- None
- Amount included in current budget
- Budget amendment requested
- FTE included in current complement
- Other

**PURPOSE/ACTION REQUESTED**

Consider a Resolution relating to a Variance to allow more than one detached accessory building on the property located at 8545 Ann Marie Trail.

- Requires a 3/5<sup>th</sup>s vote.
- 60-day deadline: August 21, 2015 (first 60-days)

**SUMMARY**

The applicant is requesting a variance to allow a second accessory building on the property whereas only one is allowed. There is currently an attached garage and a 240 square foot detached structure on the property. The applicants are proposing to construct a new 624 square foot detached accessory building. The zoning code allows one structure up to 1,000 gross square feet. The two accessory buildings combined would be less than 1,000 square feet.

The site has some restrictions, including a pipeline in the middle of the property and topographical challenges. Adding onto the existing detached structure, located behind the house, would require extensive tree removal and grading of the property along with additional impervious surface to add a driveway. Adding onto the attached garage would require a variance from the front setback and relocation of an existing well. The proposed location of the new garage would be off of the existing driveway located behind large coniferous trees that would likely screen the proposed building from the neighbors.

The request would not be out of character for the neighborhood and it is consistent with the comprehensive plan. The structure does not appear to have any adverse impact on neighboring properties. There is limited buildable area on the property due to a pipe line easement, and challenging topography and location of the well. Adding on to existing structures would require more disturbances to the property.

Planning Staff: Based on the information provided staff recommends approval of the request with the conditions listed in the attached resolution.

Planning Commission: At the July 21, 2015 public hearing the Planning Commission also recommended approval of the request (9-0).

Attachments: Approval Resolution  
 PC Recommendation  
 Planning Staff Report

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

**RESOLUTION NO. 15-\_\_\_\_\_**

**RESOLUTION APPROVING A VARIANCE TO ALLOW TWO DETACHED ACCESSORY  
BUILDINGS WHEREAS ONE IS ALLOWED IN THE E-2 ZONING DISTRICT**

**CASE NO. 15-26V  
Hopkins**

Property located at 8545 Ann Marie Trail and legally described as follows:

**Lot 2 Block 2, Vali Hi, according to the recorded plat, Dakota County, Minnesota**

**WHEREAS**, an application has been received for a Variance to allow two detached accessory buildings on the property whereas one is allowed in the E-2 zoning district;

**WHEREAS**, the afore described property is zoned E-2, Estate Residential;

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

**WHEREAS**, the City of Inver Grove Heights Planning Commission reviewed the request on July 21, 2015 in accordance with City Code Section City Code 10-3-3: C;

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

- a. An accessory building is a typical improvement for a residential property and the structure does not appear to have any adverse impacts on neighboring properties.
- b. Aesthetically the proposed location of the structure would meet setbacks and would be located behind mature pine trees; architecturally the structure would match the existing attached garage.
- c. The request is in harmony with the general purpose and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- d. The size of the two detached accessory buildings together on the applicant’s property would be less than 1,000 square feet, complying with the maximum size typically allowed.
- e. Adding on to existing structures would require more disturbances to the property as there is limited buildable area on the property due to a pipe line easement, challenging topography and location of the well.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS**, that the variance to allow two detached accessory buildings is hereby approved with the following conditions:

- 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
- 2. A grading/erosion control plan shall be required at the time of the building permit application; this shall include drainage swales around the building.

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

Adopted by the City Council of Inver Grove Heights this 10<sup>th</sup> day of August, 2015.

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

Ayes:

Nays:

ATTEST:

\_\_\_\_\_  
Michelle Tesser, City Clerk

**RECOMMENDATION TO  
CITY OF INVER GROVE HEIGHTS**

**TO:** Mayor and City Council of Inver Grove Heights  
**FROM:** Planning Commission  
**DATE:** July 21, 2015  
**SUBJECT:** **JASON AND KATHLEEN HOPKINS – CASE NO. 15-26V**

**Reading of Notice**

Commissioner Simon read the public hearing notice to consider the request for a variance to allow more than one detached accessory building, for the property located at 8545 Ann Marie Trail. 5 notices were mailed.

**Presentation of Request**

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant is requesting a variance to allow a second accessory building on the property whereas only one is allowed. There is currently an attached garage and a 240 square foot detached structure on the property. The applicants are proposing to construct a new 624 square foot detached accessory building. The zoning code allows one structure up to 1,000 gross square feet. The two accessory buildings combined would be less than 1,000 square feet. The site has some restrictions, including a pipeline in the middle of the property and topographical challenges. Adding onto the existing structure would require extensive tree removal and grading, a variance from the front setback, and relocation of an existing well. The existing trees would likely screen the proposed building from the neighbors. Staff recommends approval of the request with the conditions listed in the report. Staff did not hear from any neighboring property owners.

**Opening of Public Hearing**

Jason and Kathleen Hopkins, 8545 Ann Marie Trail, advised they were available to answer any questions.

Chair Maggi asked the applicants if they read and understood the report.

Mr. Hopkins replied in the affirmative. He advised that the proposed structure would be for additional vehicle storage, stating the existing garage was very small

Commissioner Niemioja stated it would be almost impossible for the neighbors to see the proposed structure.

Mr. Hopkins agreed, stating the only person who could possibly see it would be the neighbor to the east. He advised that he spoke with the neighbors and offered to plant a pine tree to screen the building even further.

Commissioner Klein asked if the applicants were in agreement with the conditions listed in the report.

Mr. Hopkins replied in the affirmative.

Chair Maggi closed the public hearing.

**Planning Commission Recommendation**

Motion by Commissioner Klein, second by Commissioner Niemioja, to approve the request for a variance to allow more than one detached accessory building on a property, for the property located at 8545 Ann Marie Trail, with the conditions listed in the report.

Chair Maggi stated because of the unique circumstances on this property approval of the request would not necessarily set a precedent.

Motion carried (9/0). This item goes to the City Council on August 10, 2015.

**P L A N N I N G   R E P O R T**  
**C I T Y   O F   I N V E R   G R O V E   H E I G H T S**

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**REPORT DATE:** July 15, 2015

**CASE NO:** 15-26V

**HEARING DATE:** July 21, 2015

**APPLICANT/PROPERTY OWNER:** Jason & Kathleen Hopkins

**REQUEST:** Variance to allow two detached accessory buildings on a property whereas one is the maximum allowed.

**LOCATION:** 8545 Ann Marie Trail

**COMPREHENSIVE PLAN:** Rural Density Residential

**ZONING:** E-2, Estate Zoning

**REVIEWING DIVISIONS:** Planning

**PREPARED BY:** Heather Botten  
Associate Planner

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**BACKGROUND**

The applicant is requesting a variance to allow a second accessory building on the property whereas the total number of detached accessory buildings shall be limited to one. The property is 2.06 acres in size, located in the E-2 zoning district. There is a pipeline easement that runs through the middle of the property and topographical grade changes limiting the buildable area on the site. There is currently an attached garage and a 240 square foot detached structure on the property. The applicants are proposing to construct a new 624 square foot detached accessory building located off the existing driveway. The zoning code permits a maximum of one detached accessory structure in the E-2 zoned district; sheds 120 square feet or less are exempt from this requirement.

The applicant has stated the additional structure is needed to store his own personal items. The accessory building would be in compliance with setbacks, exterior building materials and impervious surface standards.

**SPECIFIC REQUEST**

The following specific application is being requested:

- 1) A variance to allow two detached accessory buildings on a property whereas one is the maximum allowed in the E-2 zoning district.

### EVALUATION OF THE REQUEST

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

- North: Single Family Residential; zoned R-1A; guided Low Density Residential
- South: Single Family Residential; zoned E-2; guided Rural Density Residential
- West: Single Family Residential; zoned E-1; guided Rural Density Residential
- East: Single Family Residential; zoned E-2; guided Rural Density Residential

### VARIANCE REVIEW

City Code Title 11, Chapter 3. **Variances**, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variance, City Code identifies criteria which are to be considered practical difficulties. The applicant's request is reviewed below against those criteria.

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

The surrounding properties are zoned and developed residential. Allowing accessory buildings on the property would be in harmony with the general purpose and intent of the comprehensive plan which is a single family housing neighborhood. The zoning code allows one structure up to 1,000 gross square feet in the E-2 zoning district; the two accessory buildings combined would be less than 1,000 square feet. The structure would meet all other code requirements including setbacks, impervious surface and exterior building material requirements.

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

In all single-family residential districts the Zoning Ordinance considers detached accessory buildings to be a reasonable use. The property is a little over 2 acres in size. The size of the two accessory buildings combined on the applicant's property would be less than 1,000 square feet, complying with the maximum size typically allowed. Adding onto the existing structure would require extensive tree removal and grading of the property. Allowing an additional structure off the existing driveway seems like a reasonable use.

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

In addition to a pipe line easement going through the middle of the property, the topography on the property is a challenge. The property slopes downward towards the back of the house. Adding on to the existing garage would require a variance from the front setbacks. The well is also located along the side of the garage which would require relocation adding to the burden on the property to comply with the code. There would

be more disturbances to the property adding on to the existing detached structure including removal of trees along with added grading and impervious surface to gain access to the building.

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

Aesthetically the proposed location of the structure would meet setbacks and would be located behind existing mature pine trees, tucked into a hill. Architecturally the structure would match the existing attached garage, complying with exterior building material requirements. The closest neighboring home would be to the east, over 100' feet away from the structure. There are existing significant trees that would screen the building from neighbors and the right-of-way.

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

Economic considerations do not appear to be a basis for this request; allowing a second structure would reduce the amount of grading and tree removal on the property.

## **ALTERNATIVES**

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

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

1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.
2. A grading/erosion control plan shall be required at the time of the building permit application; this shall include drainage swales around the building.

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

## **RECOMMENDATION**

The request is not out of character for the neighborhood and is consistent with the comprehensive plan. The structure does not appear to have any adverse impact on neighboring properties. There is limited buildable area on the property due to a pipe line easement, and challenging topography and location of the well. Adding on to existing structures would require more disturbances to the property. The two accessory structures combined would comply with maximum size requirements. Based on the information in the preceding report and the conditions listed in Alternative A, staff is recommending approval of the variance to allow an additional 624 square foot accessory building.

Attachments:            Location Map  
                                 Applicant Narrative  
                                 Site Plan  
                                 Photos of the property

Map not to scale



# Hopkins Case No. 15-26V



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

### Exhibit A Zoning and Location Map

**To:** Inver Grove Heights Planning Commission

**Date:** June 19, 2015

**Re:** Request for Variance

**From:** Jason and Kathleen Hopkins

Dear Inver Grove Heights Planning Commission,

We are writing this detailed request as a supplement to the Variance Application as per its instructions. I am seeking your consideration for a variance for my property, 8545 Ann Marie Trail, Inver Grove Heights, MN 55077; Plat Vali Hi, Lot 2 Block 2 and zoned E2 built in 1984. Specifically, I am seeking a variance to have 1 additional building on my property over 120 square feet. The usage of this second stand alone building will be for a detached garage roughly 26 feet by 24 feet in dimension. Currently, I have a storage shed built in 2013 with 240 square feet which stores my yard tools, lawn tractor, snowmobile, tiller, outdoor furniture and attachments for my lawn tractor. This is located in the back portion of my 2.06 acre lot tucked into a heavily wooded area. We have an attached garage 20 feet by 20 feet in size. The current garage houses my wife's car, tools and limited storage. We cannot get both of our vehicles into the garage and open the vehicle doors and access the entry door due to the small size of the structure. I intend to use this new detached garage to store my vehicle, utility trailer (currently stored on the driveway) and future car for our teenage daughters.

We purchased this home in 2012 as a foreclosure after being unoccupied for two years and have focused much of our energy on restoring it back to livable condition. The home had extensive water damage and mold which needed rebuilding on the inside. In addition we had the front yard re-graded in 2013 to fix the water drainage problem in the front yard. The topography of the lot is very hilly rendering much of the lot unbuildable without very significant alteration of the lot itself. The lot is also very heavily wooded with approximately 75% of the property fully wooded. We would like to maintain the trees for privacy and to prevent erosion of the lot itself. We also want to maintain the existing natural landscape for wildlife, one of the main reasons we purchased this home. This also maintains the character of the neighborhood as most lots are acreage and heavily wooded with rolling hills.

There is a small area east of the existing garage for expansion but space is limited for construction due to a very mature tree. The well head supplying the home along with the termination of the natural gas line and electrical panels are located in this space would need relocation if an addition was added. We consulted an architect and the tree and well head pose constraints in the addition size and also would change the overall look of the home which would not blend with the existing homes in the neighborhood. We are aware of the 3 foot setback from well heads per state code. Options would be to relocate and re-drill the existing well head but this would also require disruption of the large tree root system on the property. Expanding into this area would require relocation of the main natural gas line

for the home without building over it and having concrete covering the gas and main electrical lines supplying the home.

Expanding upon the existing detached shed would require the removal of approximately 30 mature trees, significant movement, grading of the land and large overlay of blacktop on the property. The location of this new driveway to reach the expanded shed would be directly in front of the house to avoid this being visible to the abutting neighbors.

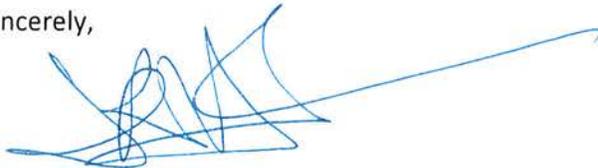
The proposed location of the one level detached garage would be on the north east side of the property adjacent to the existing driveway (see included diagram). The proposed plan would locate the garage tucked behind 5 mature pine trees (approximately 35-40 feet tall) and recessed into the existing hill rendering it barely visible from the street and hidden from our 2 closest neighbors. In our proposed plans we intend to match the existing homes roof lines and elevation so it looks natural and blending into the existing home structure is a priority for us. We would tie the garage concrete apron into the existing asphalt driveway so no additional expansion of the current driveway would be needed. The location of this garage would not affect light or air flow to the adjacent properties as the height of the structure would be well below the existing tree line. Utility placement would be easy via a newly placed buried tube for electrical to run through, would comply with electrical code.

The proposed garage is planned to be 26 feet wide by 24 feet deep and one story tall. This matches the existing garage roof dimensions and would total 624 square feet. The garage combined with the existing shed would total 864 square feet, still under the existing 1000 square foot lot requirement. Setbacks from the street would be approximately 60 feet and the setback from the side property line would be 20 feet, both within city code limits of 30 feet from the street easement and 10 feet from side property lines.

We have discussed our intended expansion plans with all of our abutting neighbors and informed them of the variance process we are engaging in.

Thank you for your consideration of this request for a variance. Please feel free to contact us with any further questions or information you need in order to make your recommendation.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Jason and Kathleen Hopkins', with a long horizontal line extending to the right.

Jason and Kathleen Hopkins

Property: 8545 Ann Marie Trail, Inver Grove Heights, MN 55077 with impervious surfaces diagramed and property lines from Dakota County GIS map



8545 Ann Marie Trail

Proposed garage location, existing site. Trees will not be removed.



Existing Garage and roofline, proposed garage would match this design and height.



East side of yard



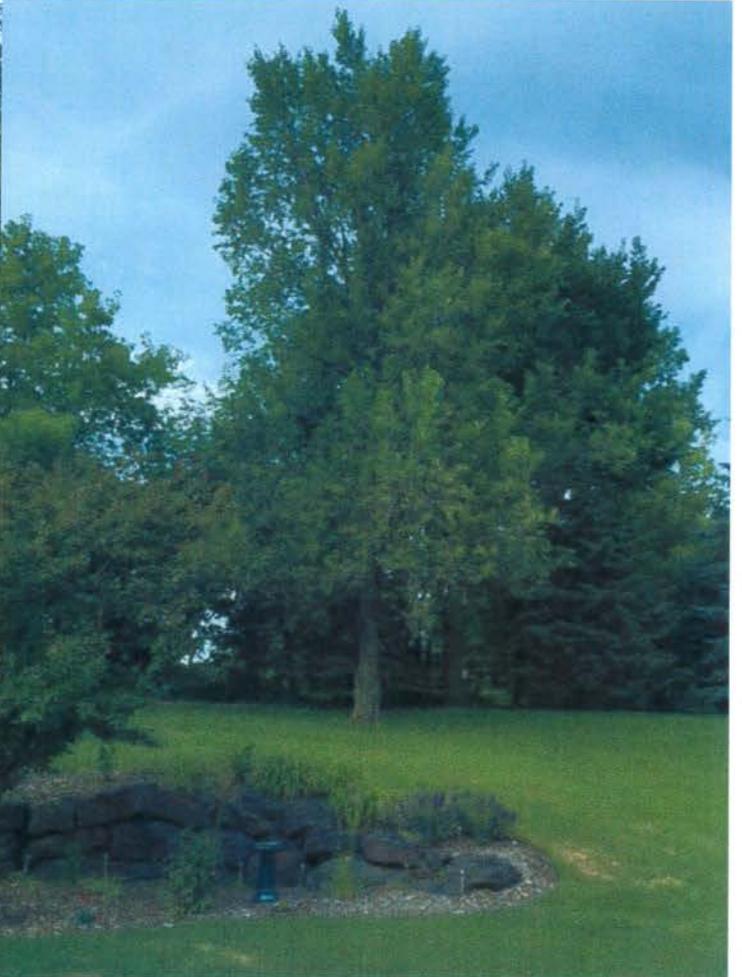
East side of  
yard.



Street view



Street view



Front Yard topography

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**MICHAEL FOSTER/SOUTHVIEW ANIMAL HOSPITAL - Case No. 15-27CA**

Meeting Date: August 10, 2015  
 Item Type: Regular  
 Contact: Heather Botten 651.450.2569  
 Prepared by: *HB* Heather Botten, Associate Planner  
 Reviewed by: *HB*

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

**PURPOSE/ACTION REQUESTED**

Consider the following requests for property located at 32 Mendota Road:

- a) A Resolution relating to a Conditional Use Permit Amendment to allow for an addition onto the existing veterinary clinic building.
  - Requires a 4/5<sup>th</sup>'s vote
  
- b) A Resolution relating to a Variance to allow vertical steel siding on the addition to match the existing building.
  - Requires a 3/5<sup>th</sup>'s vote
  - 60-day deadline: August 21, 2015 (first 60-days)

**SUMMARY**

The applicant is requesting a conditional use permit amendment to add a 675 square foot building addition onto the existing animal hospital. The one story addition would be located behind the existing building on existing impervious surface. There is also a variance being requested from the exterior building requirements to allow vertical siding to match the existing building. City Code allows a maximum of one-third of a building wall to be sheet or corrugated steel siding whereas the applicants are proposing that the entire addition be vertical siding to match the existing structure.

The proposed addition meets all setback requirements. No additional impervious surface would be added to the site as the addition would be located over existing hard surface. The proposed request meets the CUP criteria relating to the Comprehensive Plan and zoning consistency, compatibility with land uses, environmental impacts, and public health and safety impacts.

The variance request would not be out of character for the neighborhood. The existing site was developed in the 40's, prior to the adoption of a city code. The addition is located behind the existing structure not visible from the right-of-way. The proposed siding would not alter the character of the locality as it would match the existing building material.

Planning Staff: Based on the information provided and the conditions listed in the attached resolutions, staff is recommending **approval** of the Conditional Use Permit Amendment and Variance requests.

Planning Commission: Recommended **approval** of the request at their July 21, 2015 meeting with the conditions listed in the attached resolutions (9-0).

Attachments: CUP Resolution  
 Variance Resolution  
 Planning Commission Recommendation  
 Planning Staff Report

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

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

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT AMENDMENT TO ALLOW  
FOR AN ADDITION ONTO THE EXISTING VETERINARY CLINIC**

**CASE NO. 15-27CA**

Foster/Southview Animal Hospital

**WHEREAS**, an application for Conditional Use Permit Amendment has been submitted for property located at 32 Mendota Road and legally described as the following;

**Lot 1, Glenn Clarke Homestead, according to the recorded plat, Dakota County, Minnesota**

**WHEREAS**, the aforescribed property is currently zoned B-3, General Business;

**WHEREAS**, a veterinary clinic is listed as a conditional use within the B-3 zoning district;

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

**WHEREAS**, a public hearing concerning the conditional use permit was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statute, Section 462.357, Subdivision 3 on July 21, 2015;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS**, that a Conditional Use Permit Amendment to allow an addition onto the existing veterinary clinic building is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below.

Site Plan	dated 06-22-15
Exterior Elevations	dated 06-22-15
2. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
3. All final development plans shall be subject to the review and approval of the City Fire Marshal.
4. No display pennants, flags, searchlights, balloons or other similar devices shall be used on the subject property.

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

Adopted by the City Council of Inver Grove Heights this 10<sup>th</sup> day of August, 2015.

AYES:  
NAYS:

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

ATTEST:

\_\_\_\_\_  
Michelle Tesser, City Clerk

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

**RESOLUTION NO. 15-\_\_\_\_\_**

**RESOLUTION APPROVING A VARIANCE FROM THE EXTERIOR BUILDING  
MATERIAL REQUIREMENTS TO ALLOW VERTICAL STEEL SIDING ON THE  
ADDITION**

**CASE NO. 15-27CA**  
Foster/Southview Animal Hospital

Property located at 32 Mendota Road and legally described as follows:

**Lot 1, Glenn Clarke Homestead, according to the recorded plat, Dakota County, Minnesota**

**WHEREAS**, an application has been received for a Variance to allow vertical steel siding on the building addition to match the existing building;

**WHEREAS**, the afore described property is zoned B-3, General Business;

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

**WHEREAS**, the City of Inver Grove Heights Planning Commission reviewed the request on July 21, 2015 in accordance with City Code Section City Code 10-3-3: C;

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

- a. Aesthetically the proposed location of the structure would meet setbacks and would be located behind the existing structure not visible from the right-of-way; architecturally the siding would match the siding on the existing building.
- b. The request is in harmony with the general purpose and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- c. The proposed siding would match the existing siding on the building constructed in or around 1947, prior to the adoption of the city code.
- d. The request is not out of character for the neighborhood and it does not appear to have any adverse impacts on abutting properties.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS**, that the variance from exterior building material requirements to allow vertical steel siding on the addition is hereby approved with the following condition:

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

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

Adopted by the City Council of Inver Grove Heights this 10<sup>th</sup> day of August, 2015.

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

Ayes:  
Nays:

ATTEST:

\_\_\_\_\_  
Michelle Tesser, City Clerk

**RECOMMENDATION TO  
CITY OF INVER GROVE HEIGHTS**

**TO:** Mayor and City Council of Inver Grove Heights  
**FROM:** Planning Commission  
**DATE:** July 21, 2015  
**SUBJECT:** **MICHAEL FOSTER/SOUTHVIEW ANIMAL HOSPITAL – CASE NO. 15-27CA**

**Reading of Notice**

Commissioner Simon read the public hearing notice to consider a request for a conditional use permit amendment to allow for an addition onto the existing building, and any other variances related thereto, for the property located at 32 Mendota Road. 13 notices were mailed.

**Presentation of Request**

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant is requesting a conditional use permit to add a 675 square foot building addition onto the existing animal hospital. The one story addition would be located behind the existing building on existing impervious surface. There is also a variance being requested from the exterior building requirements to allow steel siding to match the existing building. The conditional use permit criteria have been met. City Code allows a maximum of one-third of a building wall to be sheet or corrugated steel siding whereas the applicants are proposing that the entire addition be vertical siding to match the existing structure. For the reasons listed in the report, staff recommends approval of the request with the conditions listed in the report.

**Opening of Public Hearing**

Mike Tiedman, 17010 Glencoe Avenue, Lakeville, advised that the proposed steel siding was vertical board and batten, similar to what you would see on a residential property.

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

Mr. Tiedman replied in the affirmative.

Chair Maggi closed the public hearing.

**Planning Commission Recommendation**

Motion by Commissioner Gooch, second by Commissioner Lissarrague, to approve the request for conditional use permit amendment to allow for an addition onto the existing building and a variance from the exterior building material requirements, with the conditions listed in the report.

Motion carried (9/0). This item goes to the City Council on August 10, 2015.

**P L A N N I N G    R E P O R T**  
**C I T Y   O F   I N V E R   G R O V E   H E I G H T S**

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**REPORT DATE:** July 15, 2015

**CASE NO:** 15-27CA

**HEARING DATE:** July 21, 2015

**APPLICANT/PROPERTY OWNER:** Michael Foster

**REQUEST:** A conditional use permit amendment to add an addition to the existing building and a variance from the exterior building material requirements.

**LOCATION:** 32 Mendota Road

**COMPREHENSIVE PLAN:** RC, Regional Commercial

**ZONING:** B-3, General Business

**REVIEWING DIVISIONS:** Planning

**PREPARED BY:**  Heather Botten  
Associate Planner

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**BACKGROUND**

The applicant is requesting a conditional use permit amendment to add a 675 square foot building addition to the existing animal hospital. The one-story addition would be located behind the existing building, on existing impervious surface.

The specific request consists of the following:

- A.) A **Conditional Use Permit Amendment** to add an addition to the existing building.
- B.) A **Variance** from the exterior building material requirements to allow steel siding to match the existing building.

**EVALUATION OF THE REQUEST**

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

North	Commercial; West St. Paul
East	Car dealership; zoned B-3; guided RC, Regional Commercial
South	Car dealership; zoned B-3; guided RC, Regional Commercial
West	Car dealership; zoned B-3; guided RC, Regional Commercial

**SITE PLAN REVIEW**

**Setbacks.** The building addition exceeds the required perimeter setbacks for the site.

Parking Lot. With the building addition the parking lot would be restriped. With the new configuration the property gains two additional parking space; meeting the required 29 spaces.

Access. Public access to the site would not be changing; there is one entrance off of Mendota Road share by the abutting property to the west.

Landscaping. No additional landscaping would be required with the proposed addition. The applicants would not be removing any of the existing landscaping on the property.

Engineering. Engineering has reviewed the plans and takes no exception to the proposed addition. The addition will be located over existing impervious surface and no new impervious surface will be added to the site.

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

### **GENERAL CONDITIONAL USE PERMIT REVIEW**

This section reviews the plans against the CUP criteria in the Zoning Ordinance (Section 10-3A).

1. *The use is consistent with the goals, policies and plans of the City Comprehensive Plan, including future land uses, utilities, streets and parks.*

The use is consistent with the goals, policies, and plans of the Comprehensive Plan. The future land use of this parcel is Regional Commercial and a veterinary clinic would be consistent with the uses envisioned in this district.

2. *The use is consistent with the City Code, especially the Zoning Ordinance and the intent of the specific Zoning District in which the use is located.*

The applicant's property is zoned commercial. The use is consistent with the intent of the B-3 zoning district.

3. *The use would not be materially injurious to existing or planned properties or improvements in the vicinity.*

The proposed use would not have a detrimental effect on public improvements in the vicinity of the project. A veterinary clinic in the B-3 zoning district is a allowed conditional use.

4. *The use does not have an undue adverse impact on existing or planned City facilities and services, including streets, utilities, parks, police and fire, and the reasonable ability of the City to provide such services in an orderly, timely manner.*

This use does not appear to have any negative effects on City facilities or services. The Fire Marshal will review the plans at the time of building permit submittal.

5. *The use is generally compatible with existing and future uses of surrounding properties, including:*
  - i. *Aesthetics/exterior appearance*  
The proposed addition will match the existing building material. The steel siding does require a variance discussed later in the report.
  - ii. *Noise*  
The expansion to the vet clinic will not generate noises that are inconsistent with the B-3 zoning.
  - iii. *Fencing, landscaping and buffering*  
No additional screening or landscaping is required.

6. *The property is appropriate for the use considering: size and shape; topography, vegetation, and other natural and physical features; access, traffic volumes and flows; utilities; parking; setbacks; lot coverage and other zoning requirements; emergency access, fire lanes, hydrants, and other fire and building code requirements.*

The amount of traffic would not be out of the ordinary for a commercial area. The expansion of the building will have little effect on the surrounding properties.

7. *The use does not have an undue adverse impact on the public health, safety or welfare.*

This use does not appear to have any negative effects on the public health, safety or welfare.

8. *The use does not have an undue adverse impact on the environment, including, but not limited to, surface water, groundwater and air quality.*

This use would not have an undue adverse impact on the environment; no additional runoff would be generated from the site as the addition would be located on existing hard surface.

### **Variance**

The applicant is requesting the 675 square foot addition to be steel siding to match the existing structure. The city code allows a maximum of 1/3 a building wall to be sheet or corrugated steel siding.

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

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

The comprehensive plan guides the property for regional commercial which would allow for this use and expansion. The general purpose for regional commercial is retail and service type uses. This request appears consistent with the intent of the comprehensive plan.

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

The existing site was developed in 1947, prior to the adoption of a city code. The addition is located behind the existing structure not visible from the right-of-way and the siding would match the existing building material. It seems reasonable to have the siding match the existing siding on the building.

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

The existing site was developed prior to the adoption of a city code; the proposed steel siding would match the existing building material.

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

The addition is located behind the existing structure and the material would match the existing building material. The steel siding would not alter the character of the locality as it would blend in with the existing building.

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

Economic considerations do not appear to be a basis for this request.

## **ALTERNATIVES**

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

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

- Approval of a **Conditional Use Permit Amendment** to allow a 675 square foot building addition subject to the following conditions:

1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below.

Site Plan	dated 06-22-15
Exterior Elevations	dated 06-22-15
  2. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
  3. All final development plans shall be subject to the review and approval of the City Fire Marshal.
  4. No display pennants, flags, searchlights, balloons or other similar devices shall be used on the subject property.
- Approval of a Variance to allow the addition to be steel siding based on the following practical difficulty;
    - a. The request is in harmony with the general purposes and intent of the City Ordinance and is consistent with the Comprehensive Plan.
    - b. The existing site was developed in 1947, prior to the adoption of the city code. The addition is located behind the existing building, not visible from the right-of-way. The steel siding would match the existing siding on the building.
    - c. The request is not out of character for the neighborhood and it does not appear to have any adverse impacts on the neighboring properties.
- B. Denial.** If the Planning Commission does not favor the proposed application the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

**RECOMMENDATION**

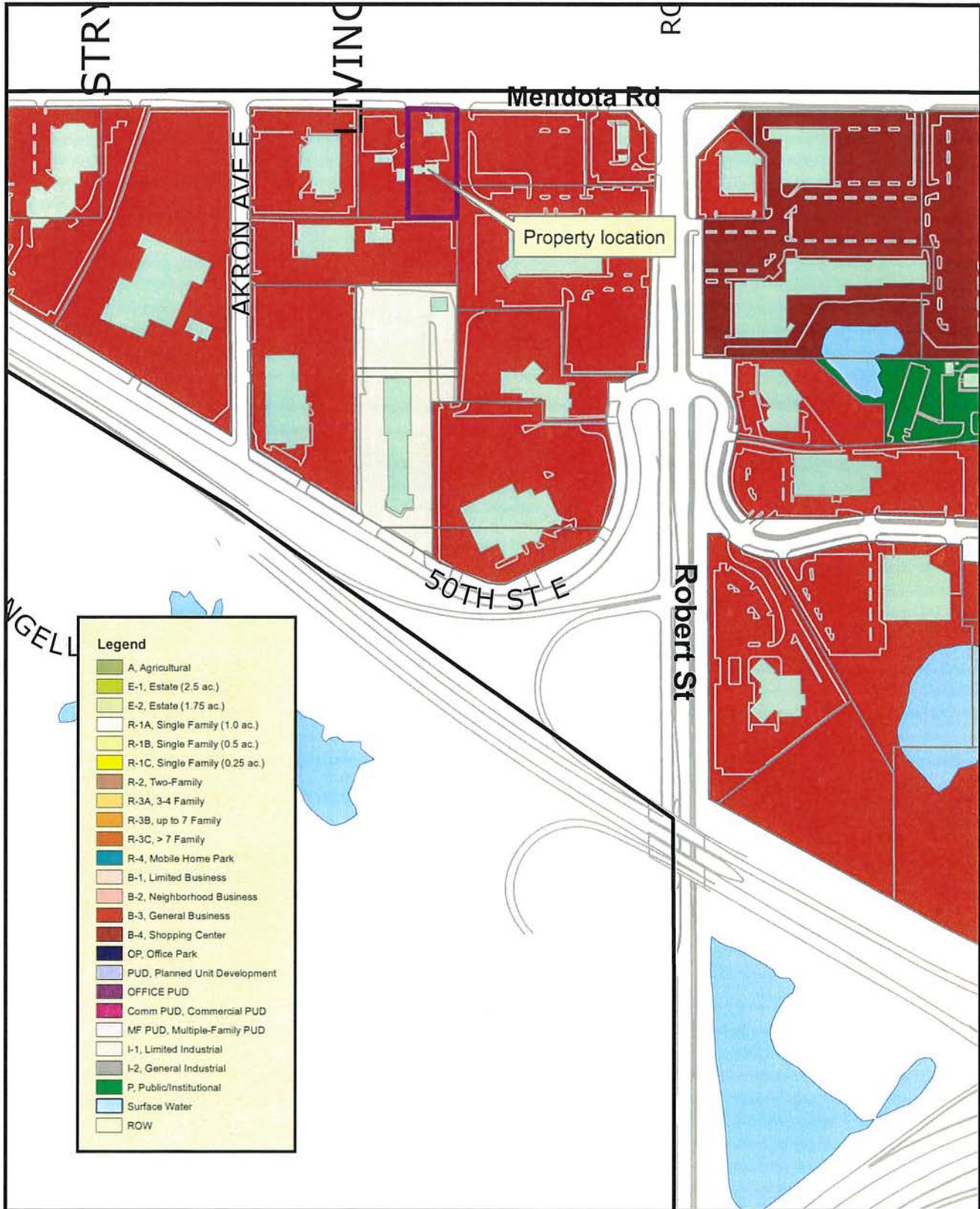
Based on the information in the preceding report and the conditions listed in Alternative A, staff is recommending approval of the requested conditional use permit amendment and variance.

Attachments: Location Map  
Narrative  
Site Plan  
Exterior Elevation

Map not to scale



# Michael Foster Case No. 15-27CA



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

### Exhibit A Zoning and Location Map

22 June, 2015

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

RE: Conditional Use Permit  
Southview Animal Hospital  
32 Mendota Road West  
Inver Grove Heights, MN 55077

To Whom It May Concern,

Southview Animal Hospital would like to apply for an amendment to their conditional use permit. They are an existing veterinary clinic serving small animals at the above listed address, which is located in a General Business District – Zone B-3.

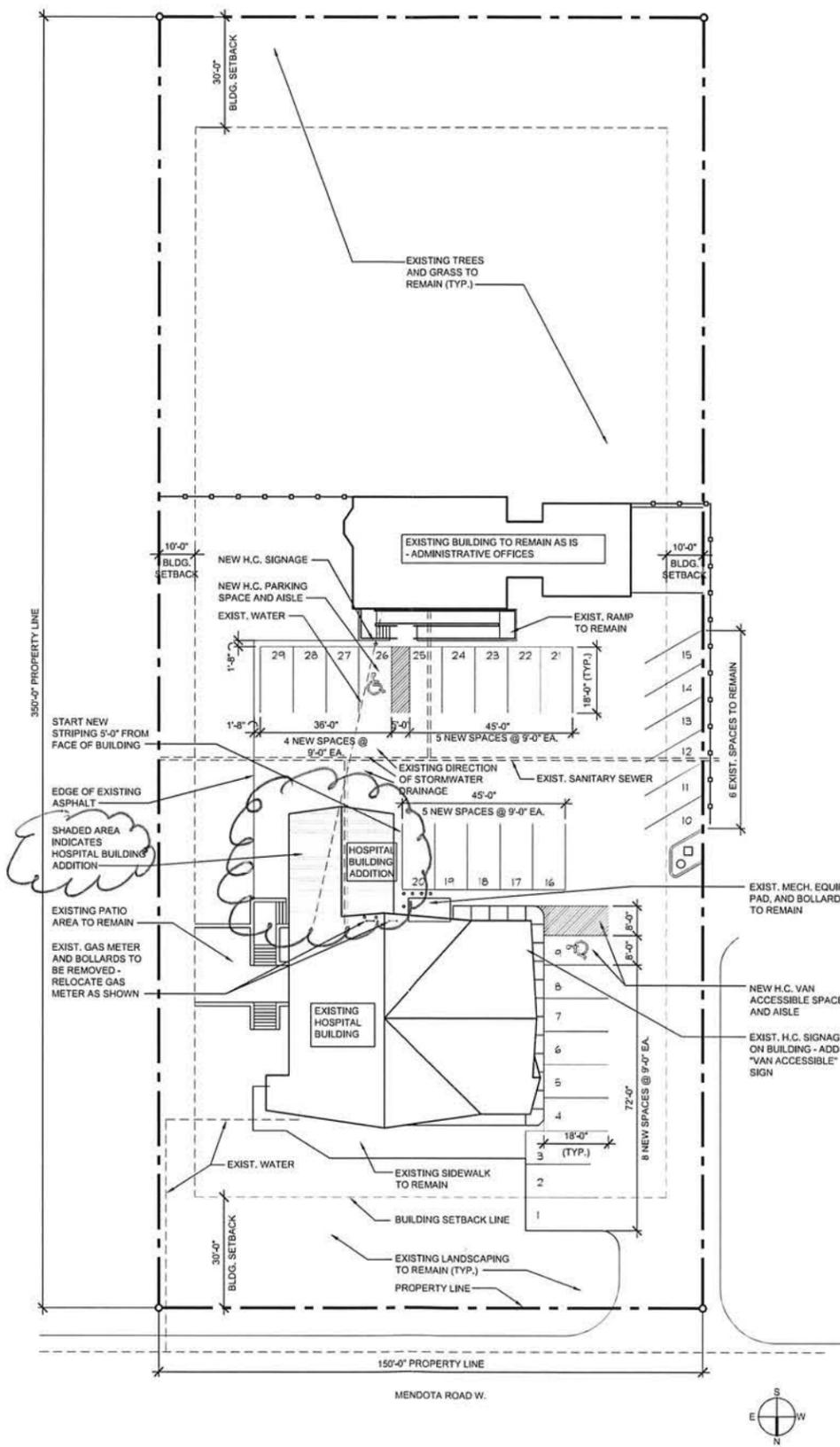
The scope of work for this project will include a one story, 675 square foot addition to their existing hospital building. The addition will be located off of the southeast corner of the existing building. The addition will encroach into the existing asphalt parking area. As a result, the existing parking area will be re-striped. All of the hardscaping and landscaping on the site will be existing to remain. The exterior of the addition will be finished in steel siding and asphalt shingles to match the existing building. For additional information, please reference the attached plans.

If you have any questions about the above-mentioned items, please feel free to contact me at your convenience at (651) 222-4642.

Thank you,



Michael Tiedman



**PARKING DATA**

<b>REQUIRED:</b>		
ADMINISTRATIVE OFFICE USABLE AREA	1,097 S.F. @ 1 SPACE/200 S.F.	= 5 SPACES
EXISTING HOSPITAL USABLE AREA	4,144 S.F. @ 1 SPACE/200 S.F.	= 21 SPACES
HOSPITAL ADDITION USABLE AREA	674 S.F. @ 1 SPACE/200 S.F.	= 3 SPACES
<b>TOTAL REQUIRED</b>		<b>= 29 SPACES</b>
<b>ACCESSIBLE SPACES REQUIRED:</b>		
25-00 TOTAL SPACES PROVIDED:	ACCESSIBLE REQUIRED	= 2 SPACES
1 OF EVERY 6 ACCESSIBLE SPACES TO BE A VAN SPACE		= 1 SPACE
<b>PROVIDED:</b>		
STANDARD SPACES		= 27 SPACES
ACCESSIBLE SPACES		= 1 SPACE
VAN ACCESSIBLE SPACES		= 1 SPACE
<b>TOTAL PROVIDED</b>		<b>= 29 SPACES</b>

**SITE PLAN NOTES**

1. THE MAX. SLOPE IN ANY DIRECTION AT H.C. PARKING STALLS AND ACCESS AISLES SHALL NOT EXCEED 1:8 (2%).
2. EXISTING PARKING AREA, DRIVE AISLES, SIDEWALKS, CURB CUTS, LANDSCAPING, ETC. TO REMAIN. G.C. TO RE-STRIPE PARKING AREA AS SHOWN ON THE PLAN

**VA**  
**VANNEY ASSOCIATES INC.**  
 ARCHITECTS ♦ DESIGNERS  
 360 N. ROBERT STREET STE. 201  
 SAINT PAUL, MINNESOTA 55101  
 (612) 727-6642 FAX (612) 727-3034

FOR CONDITIONAL  
 USE PERMIT  
 SUBMITTAL

Consultants  
 HOSPITAL  
 REMODELING:  
 SOUTHVIEW  
 ANIMAL  
 HOSPITAL  
 32 MENDOTA RD. W.  
 INVER GROVE HEIGHTS,  
 MINNESOTA

commission number 50-1015

drawn MGT  
 reviewed RFV  
 preliminary 06/22/15  
 final  
 bidding  
 permit  
 revisions

drawing title  
 SITE PLAN

sheet number  
 A1.0



VANNOY ASSOCIATES INC.  
 ARCHITECTS • DESIGNERS  
 360 W. ROBERT STREET STE. 201  
 SAINT PAUL, MINNESOTA 55101  
 (612) 221-4442 FAX (612) 222-1036

FOR CONDITIONAL  
 USE PERMIT  
 SUBMITTAL

Consultants

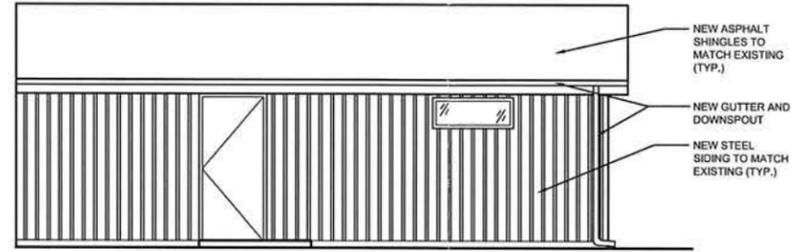
HOSPITAL REMODELING:  
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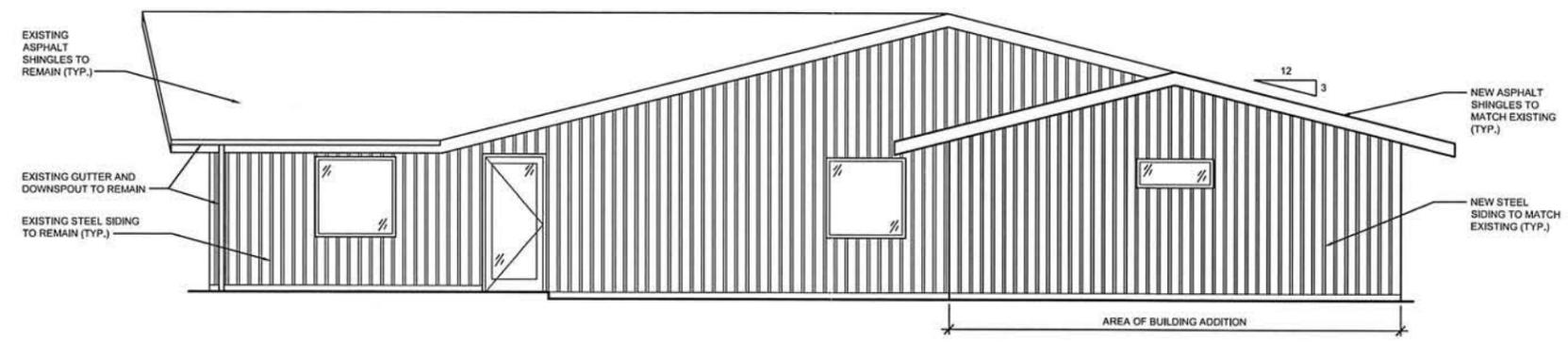
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 EXTERIOR ELEVATIONS

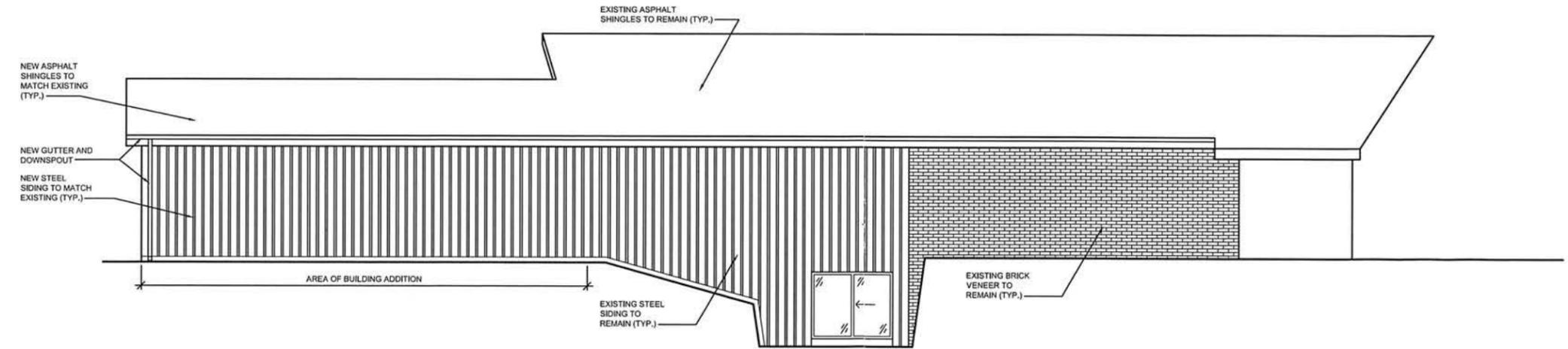
sheet number A6.1



3 WEST ELEVATION  
 A6.1 1/4" = 1'-0"



2 SOUTH ELEVATION  
 A6.1 1/4" = 1'-0"



1 EAST ELEVATION  
 A6.1 1/4" = 1'-0"