

INVER GROVE HEIGHTS CITY COUNCIL AGENDA

Monday, January 9, 2017

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 November 14, 2016 City Council Meeting Minutes
 - ii. Minutes of November 18, 2016 Canvass Board Meeting
 - iii. Minutes of November 28, 2016 City Council Meeting Minutes
 - iv. Minutes of December 5, 2016 City Council Work Session Minutes
 - v. Minutes of December 12, 2016 City Council Meeting Minutes
 - B. Resolution Approving Disbursements for Period Ending January 4, 2017
 - C. Consider Approval of American with Disabilities Policies
 - D. Consider Approval of Debt Financing Consent of Webster Community Solar Garden Subscription Agreements with SolarStone Community LLC to Webster Holdco LLC
 - E. Consider Change Order #2 and Pay Request #5 (Final) for the VMCC Roofing Project – City Project 2016–14
 - F. Consider Pay Request #3 and Change Order #2 for the Inver Wood Golf Course Improvement Project – City Project 2016–07
 - G. Resolution Decertifying Tax Increment Financing District No. 2–1 of the City of Inver Grove Heights
 - H. Consider Change Order No. 2 and Pay Voucher No. 7 for the 2015 Capital Improvement Program, City Project No. 2015–13 – NWA Trunk Utility Improvements, Argenta District (70th Street Lift Station to Blackstone Ridge) and 2015–16 – Trunk Utilities, Argenta Trail to Blackstone Ridge
 - I. Resolution Accepting Proposal from Wenck Associates for Professional Engineering Services Related to Stormwater Facilities Design and Stormwater Modeling for City Project No. 2016–08 – Trunk Highway 3/70th Street Intersection Improvements (Roundabout)
 - J. Resolution Accepting Proposal from Bolton & Menk for Professional Engineering Services Related to Municipal Sewer and Water Design and Easements for City Project No. 2016–08 – Trunk Highway 3/70th Street Intersection Improvements (Roundabout)
 - K. Approval of Negotiated Settlement Agreement between Robert J. Steininger and the City of Inver Grove Heights Concerning the Acquisition of Easements on the Steininger Property for the NWA Trunk Watermain Improvements – 65th Street Loop (Argenta Trail to Babcock Trail) for City Project No. 2015–12 / City Project No. 2015–08
 - L. Consider Resolution Separating City Project No. 2015–12 – NWA Trunk Watermain Improvements – 65th Street Loop (Phase I) Argenta Trail to Babcock Trail and Establishing Two Additional Projects: City Project No. 2017–12 – NWA Trunk Watermain Improvements –

65th Street Loop (Phase II of 2015–12) Hwy 3 to Harmon Park and City Project No. 2017–03 –
NWA Trunk Watermain Improvements – 65th Street Loop (Phase III of 2015–12) Hwy 3 to
Blackstone Ridge

M. Personnel Actions

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

6. **PUBLIC HEARINGS:**

A. Approve Pawn America, LLC Pawnbroker License 2017

7. **REGULAR AGENDA:**

COMMUNITY DEVELOPMENT:

A. **CITY OF INVER GROVE HEIGHTS:** Resolution Approving the Application for Funding from the Dakota County CDA Redevelopment Incentive Grant Program for the Arbor Pointe Commercial Neighborhood

B. **CITY OF INVER GROVE HEIGHTS:** Resolution Approving the Application for Fiscal Year 2017 Dakota County Community Development Block Grant Funding

C. **GRACE CHRISTIAN REFORM CHURCH;** Consider a Resolution relating to a Variance to exceed the maximum height requirements and to allow more than one freestanding sign for the property located at 3540 75th Street.

D. **5681 GLC PROPERTIES, LLC;** Consider an Ordinance Amendment to allow the 15,400 square foot building to be used for office/retail/restaurant and amending trip generation for Lot 1, Block 1, Bishop Heights 4th located at 5681 Bishop Avenue.

E. **ROVINDRA OHNESWERE;** Consider a Resolution relating to a Variance to allow a 39 foot driveway width whereas 30 feet is maximum width allowed for property located at 3999 87th Street.

F. **NORTH AMERICAN TRAILER;** Consider a Resolution relating to a Non Conforming Use Certificate to establish existing conditions and status of use for the existing truck repair and storage facility for property located at 7649–7655 Concord Boulevard.

ADMINISTRATION:

G. **CITY OF INVER GROVE HEIGHTS:** Consider Council Appointments for 2017:

i. Official Depositories

ii. Official Newspaper

iii. Acting Mayor

iv. Council Delegates to Dakota County Communications Center Board

v. Representatives to Northern Dakota County Cable Communications Commission

vi. Designate Deputy Weed Inspector Brian Swoboda

8. MAYOR & COUNCIL COMMENTS:

9. EXECUTIVE SESSION:

Executive Session Pursuant to Minn. Stat. § 13D.05, Subd. 3

1. Discussion of Acquisitions on Dickman Trail
2. Fire Station Property
3. McPhillips

10. 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

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, NOVEMBER 14, 2016- 8150 BARBARA AVENUE**

1. CALL TO ORDER and 2. ROLL CALL

The City Council of Inver Grove Heights met in regular session on Monday, November 14, 2016, 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, Assistant City Engineer Tom Kaldunski, City Clerk Tesser, Parks and Recreation Director Carlson, Finance Director Smith, Public Works Director Thureen and Assistant Fire Chief Bergum

3. PRESENTATIONS:

Inver Grove Heights Royalty Scholarship presentation was added to the agenda. A brief summary of the scholarship program was given by President of the scholarship board, Dale Henninger. The educational scholarship began 10 years ago and has provided over 48 crowned women \$32,000 in educational scholarships. The royalty presented a photo of Mayor Tourville with the royalty candidates to the council.

Assistant Fire Chief Bergum presented a brief reminder regarding open burning to residents. Mr. Bergum stated residents must have an open burning permit through the Fire Department. Leaf burning and other material is illegal no matter the size of the lot. Only dry wood is allowed to burn. He stated permit applications can be downloaded on the website or picked up at the Fire Department.

Mayor Tourville summarized the Veteran's Day State of Minnesota event was again at the Veteran's Memorial Community Center in Inver Grove Heights on Friday. He stated it was a great and well attended event. He thanked the Parks and Recreation, Fire and Police Department for being present at the event. Senators of the area were present as well as the elementary school choir.

Tracy Petersen, Recreation Coordinator presented the holiday in the heights events. Selfie Scavenger Hunts, Breakfast with Santa/Candy Cane Hunt, Skate with Santa, Holiday Bingo, Light Up the Heights lights competition/map and City Outdoor Tree Lighting event were discussed. Mayor Tourville stated that you can call or go online to sign up or for more information.

4. CONSENT AGENDA:

A. Resolution 16-186 Approving Disbursements for Period Ending October 19, 2016

B. Approve Transfers to City of Inver Grove Heights Economic Development Authority (EDA) Resolution 16-187

C. Consider Approval of Lions Trophy Case Replacement/Agreement

D. Schedule Public Hearing on December 12, 2016 at 7:00PM

E. Consider Approval of Tables and Chairs for Veterans Memorial Community Center

F. Consider Final Compensating Change Order No. 7 and Final Pay Voucher No.11 for the 2015 Capital Improvement Program, City Project No. 2015-10 – NWA Trunk Utility Improvements, Argenta District (Alverno to Blackstone Vista Development) and City Project No. 2015-11 – NWA 70th Street Lift Station, Argenta District Resolution 16-188

G. Consider Change Order No. 6 and Pay Voucher No. 9 for City Project No. 2015-09E – 47th Street Area Reconstruction and City Project No. 2016-14 – 47th Street Area Water and Sewer Improvements and Rehabilitation

H. Resolution 16-189 Approving an Amendment to the Joint Powers Agreement between Inver Grove Heights and Eagan Establishing the Eagan-Inver Grove Heights Watershed Management Organization (WMO)

I. Consider Resolution 16-190 to Ratify and Confirm the Acceptance of the Proposal from Barr Engineering for a Condition Inspection of the Existing 96-inch CMP Culvert under Dickman Trail and Railroad Right-of-Way

- J.** Consider Resolution 16-191 Accepting Proposal from Bolton & Menk, Inc. for a Comprehensive Sanitary Sewer Study – Robert District/B-Line District Alternate (City Project No. 2015-20)
- K.** Approve Custom Grading Agreement, Stormwater Facilities Maintenance Agreement and Encroachment Agreement for 1563 86th Court (Lot 6, Block 1, Orchard Trail)
- L.** Approve Custom Grading Agreement, Stormwater Facilities Maintenance Agreement and Drainage, Utility and Stormwater Ponding Easement for 9909 Baxter Trail (Lot 5, Block 2, Marcott Woods 2nd Addition)
- M.** Approve Drainage and Utility Easements across Lots 4, 5 and 23, Block 1, Park Point
- N.** Consider a Resolution 16-192 Scheduling a Public Hearing to Consider the Draft of Part 2 of the Wellhead Protection Plan
- O.** Personnel Actions

Motion by Bartholomew, second by Hark, to approve the Consent Agenda 4.A- 4O. was pulled.

Ayes: 5

Nays: 0 Motion carried.

Councilmember Hark pulled item 4C. Councilmember Hark stated that he wanted a procedure to be developed when handling third party items. He asked that the procedure be in writing. Mr. Carlson went through the current partnerships with the American Legion, Hockey Association, and the school. Councilmember Hark stated that an agreement should be part of the practice. Mr. Carlson stated staff will keep that in mind going forward.

Motion by Hark, second by Piekarski Krech, to approve the trophy case item 4C.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT:

6. PUBLIC HEARINGS:

7. REGULAR AGENDA:

I. FINANCE:

A. Resolution 16-193 Providing for the Sale of \$8,755,000 General Obligation Refunding Bonds, Series 2016A

B. Resolution 16-194 Providing for the Sale of \$8,535,000 General Obligation Refunding Bonds, Series 2017A

Ms. Cook stated three outstanding bond issues were up for refinancing to save the city on interest costs. City Hall bond 2009 and Bonds 2010 to extended sewer in the NWA and another bond for the storm sewer project. The agreement would be a competitive sales process, description of the bond and estimates of the savings are in front of the council. These estimates were in October. She stated the bond market is volatile because of the elections. Some interests have gone up .5% in the last seven days. The interest saving estimates with all three bonds total \$1.5 million. Ehlers will monitor the market in the next two weeks and will recommend to staff when or if to go forward with the bond sale. There will be changes to the documents provided to the council.

Ms. Cook stated that assuming the interest rates stabilize we will look at two bond issuances and the sale on the same date. One bond issuance would be the city hall. The bond closes in 2016. The other bonds (storm sewer/extended sewer) identified would be closed in 2017. This is being structured so that both sets of bonds are bank qualified for a lowest interest rate. Both bonds would sale in December but one closed in 2016 and the other in 2017. Ms. Cook stated tonight the council's action that is required will be to authorize Ehlers to move forward with the sale. Ehlers will communicate with staff for the best time and draft a pre sale report and revised market estimates. The disclosure documents would be sent to the council at their home addresses.

Mayor Tourville stated that staff will let us know what the savings will be. Ms. Cook stated legally there needs to be a certain amount of savings.

Councilmember Hark asked what the range of savings must be and how is that gauged. Ms. Cook replied the statutory requirement is 3% of the refunded bonds. Ehlers likes to see it in the 3-5% range and the savings cover the cost of issuance and the transaction costs. She stated you don't want to spend more for the deal then you would be saving.

Councilmember Bartholomew stated we will not go forward until that amount is in the perimeter of the 3-5%. Ms. Cook stated that Ehlers will go forward but there's no cost to proceed until the point that we get the ratings then you're incurring the cost of the rating agency.

There are a couple of points to pull the sale. She stated you would not want to incur transfer costs. Mayor Tourville stated we need to approve A and B. Councilmember Hark asked if staff relies on Ehlers recommendation. Ms. Cook stated ultimately its staffs' recommendation.

Mayor Tourville stated bonds have to meet the statutory requirements. There are no costs associated with this award of sale until the rating is completed. Ms. Cook stated we will know before that going forward. She stated by the end of the week Ehlers should know what's happening with the market.

Motion by Bartholomew second Hark to approve Resolution A. \$8,535,000 General Obligation Refunding Bonds, Series 2017A and Resolution B. \$8,755,000 General Obligation Refunding Bonds 2016A.

Ayes: 5

Nays: 0 Motion carried.

C. Consider First Reading of an Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees

Ms. Smith stated this is the first reading of three readings of the development fee ordinance. The last reading will be on December 12, 2016 and will be a public hearing. Modifying the fees is based on the recommendation of Ehlers.

Councilmember Piekarski Krech asked if businesses will be given notice. She expressed concern on whether this change will be communicated in time for businesses to respond.

Ms. Smith stated that in the last couple of years staff gave information to the Chamber to give out to businesses.

Mayor Tourville discussed the importance of the communication piece.

Mayor Tourville stated after today’s meeting that staff meeting with businesses should be told about these proposed rates. Ms. Smith agreed.

Motion by Mueller second Hark to approve the First Reading of the Ordinance Amendment for .

Ayes: 5
Nays: 0 Motion carried.

I. COMMUNITY DEVELOPMENT:

D. DAN LENCOWSKI; Consider Resolutions relating to Variances to allow an accessory structure over 1,000 square feet and to allow a setback of 17.7 feet where as 50 feet is required for property located at 9311 Rich Valley Boulevard.

Mr. Link summarized the item. He discussed the 17.7 feet setback and the accessory structure requirement of over 1,100 square feet. Mr. Link stated staff and the planning commission recommended denial of the request due to no unique practical difficulty. Mr. Link stated the applicant simply wants a larger building. The planning commission and staff recommended approval of the variance of the 17.7 foot setback.

Mayor Tourville asked if the applicant was present. Mr. Link stated he is not presented but staff did communicate with him the date. Councilmember Bartholomew stated the building needs to be under 1,000 square feet. Mr. Link stated in the affirmative. Mr. Link stated that the Planning application allows for an extension of 60 days so this item can be tabled.

The council discussed the structure. The applicant wasn’t present at the meeting. Councilmember Piekarski Krech asked that the applicant be present so she could ask him additional questions.

Council stated they would table this item to either the November 28, 2016 or within the 60 days extension period.

Motion by Tourville second Piekarski Krech to table the item until November 28, 2016 or within the 60 day extension.

Ayes: 4
Nays: 1 Mueller Motion carried.

E. JEFF BURNS; Consider a Resolution 16-195 relating to a Variance to allow a garage addition to be located 44 feet from the property line whereas 50 feet is required for property located at 10405 Andrea Trail.

Mr. Link introduced the item. He stated that the variance is to increase the garage addition increase the feet from the property line to 44 feet. Mr. Link discussed the difficulty of the shape of the building and the hardship of the topography. He described it as steep terrain with vegetation. He added that the adjacent property owner is the cemetery. The planning staff and planning commission find that the variance is necessary for the extension of the building.

Motion by Piekarski Krech second Bartholomew to approve the variance on the garage addition at 10405 Andrea Trail.

Ayes: 5
Nays: 0 Motion carried.

III. PUBLIC WORKS:**F. Second Reading of an Ordinance Amending Inver Grove Heights City Code, Title 9, Chapter 5, Section 9-5-1 through Section 9-5-12 Related to Stormwater.**

Mr. Kaldunski summarized the amendment of the ordinance. It is the second reading of the ordinance. He stated there is no change to the ordinance. The changes have been on the website and no comments from residents were received.

Councilmember Hark asked about comments from an Arbor Point neighbor and whether they were discussed. Mr. Kaldunski stated that person has received a response.

Councilmember Bartholomew asked if there were any changes. Mr. Kaldunski stated in the negative.

Motion by Bartholomew second Piekarski Krech to approve the second reading of the ordinance amending Title 9, Chapter 5, Section 9-5-1 through Section 9-5-12 Related to Stormwater.

Ayes: 5

Nays: 0 Motion carried

8. MAYOR & COUNCIL COMMENTS

Mayor Tourville stated that the canvass board meeting schedule on November 14, 2016 was moved to Friday, November 18, 2016 at 10:00am. City Clerk Tesser stated that staff is still awaiting the Abstract Report from the County. Mayor Tourville asked if other cities have received the report. Ms. Tesser stated she didn't know but she received the Service Center report at 6:00pm today. Mayor Tourville stated we shouldn't have the meeting without the report. Ms. Tesser stated no, we shouldn't have the canvass meeting. Mayor Tourville asked if we will have the report by Friday. Ms. Tesser stated in the affirmative, statutorily it must be received by Friday.

9. ADJOURN: Motion by Piekarski Krech, second by Mueller to adjourn. The meeting was adjourned by a unanimous vote at 7:47 p.m.

**INVER GROVE HEIGHTS CANVASS BOARD MEETING
FRIDAY, NOVEMBER 18, 2016 – 8150 BARBARA AVENUE**

1. CALL TO ORDER/ROLL CALL:

The City Council of Inver Grove Heights met for the Canvass Board meeting to certify the General Election results from the November 8, 2016 Election. Mayor George Tourville opened up the meeting that was tabled on Monday, November 14, 2016. Tourville called the meeting to order at 10:00 a.m. Present were Mayor Tourville, Council Members: Bartholomew, Hark, Mueller and Piekarski Krech. Staff: City Clerk Tesser.

2. Certify Results of the 2016 General Election

City Clerk Tesser stated that the Canvass Board packet was provided to the council with the Abstract Report drafted by Dakota County, Summary Statements, Write-in Tally Sheets including precincts, early voting and absentees. The Resolution #16-205 requires approval and certifies the votes casted. Ms. Tesser reviewed the statistics from the Election. The council discussed the statistics at length.

3. Adjourn: A motion was made by Councilmember Bartholomew, seconded by Hark to adjourn the meeting. Motion was carried unanimously. Meeting adjourned at 10:30 a.m.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, NOVEMBER 28, 2016- 8150 BARBARA AVENUE**

1. CALL TO ORDER and 2. ROLL CALL ,

The City Council of Inver Grove Heights met in regular session on Monday, November 28, 2016, 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, City Clerk Tesser, Parks and Recreation Director Carlson, Finance Director Smith, Public Works Director Thureen and Fire Chief Thill.

3. PRESENTATIONS: None.

4. CONSENT AGENDA:

- A. Resolution 16-196 Approving Disbursements for Period Ending November 17, 2016
- B. Joint Powers Agreement for the Dakota County Electronic Crimes Unit (ECU) Resolution 16-197
- C. Authorize Payments to Churches for Polling Locations for the 2016 Primary and General Elections Resolution 16-198
- D. Consider Approval of 2017 Parks and Recreation Department Fees
- E. Consider Resolution 16-199 Approving the Dakota County 2017 Community Funding Application for Waste Abatement Activities
- F. Consider Amendments to Development Contract for Blackstone Ridge relating to Bypass Lane on 70th Street
- G. Personnel Actions

Consent Item 4G. was added to the agenda. 4G is the Personnel Action. Councilmember Bartholomew asked to pull item 4C. Councilmember Hark asked to pull item 4E.

Motion by Bartholomew, second by Hark, to approve the Consent Agenda 4.A- 4.G. 4G and 4C were pulled.

Ayes: 5

Nays: 0

Motion carried.

Item 4C

Councilmember Bartholomew asked why the amount for St. Patrick's Church is for \$200.00. Ms. Tesser responded that it was brought forward to the council that St. Patrick's Church would be paid for the use of the facility in the amount of \$200.00 however, if the Council would like to increase that amount to \$400.00 since we used both their facility spaces for the primary and general election that is up to the Council to make that decision. Councilmember Bartholomew asked that St. Patrick's Church be provided the \$400.00. Councilmember Piekarski Krech asked if the reason for the \$1,400.00 amount submitted is because of budgetary constrictions. City Administrator Lynch stated in the negative, the amount is in the budget. He explained that there is no contractual agreement between the city and the churches that we provided monetary payment for the use of the election polling locations but in the past they have been given \$200.00 each. Staff can change that amount to \$400.00 for St. Patrick's Church since we used both of their facility spaces.

Councilmember Bartholomew asked if the total amount of the resolution would then increase to \$1600.00. Ms. Tesser responded in the affirmative.

Motion by Tourville, second by Bartholomew, to approve the \$1,600.00 payment to the churches for the use of the polling locations.

Ayes: 5

Nays: 0

Motion carried.

Item 4E

Councilmember Hark asked if the document in front of the council is different than the document in the packet. Ms. Calvert, City Intern stated that the JPA that is before the council is the correct document. The packet didn't have the JPA because the County didn't provide the agreement to Ms. Calvert in time. Councilmember Hark asked if the document on the table was the same as the version that was emailed. Ms. Calvert responded in the affirmative.

Motion by Hark, second by Piekarski Krech, to approve the Dakota County 2017 Community Funding Application for Waste Abatement Activities.**Ayes: 5****Nays: 0 Motion carried.****5. PUBLIC COMMENT:****6. PUBLIC HEARINGS:****A. Consider Approval of the 2017 Renewal Applications for Liquor Licenses**

The public hearing opened at 7:06pm.

Ms. Tesser stated that the reason for the two public hearings is to approve the 10 licenses in which background investigations have been completed. She stated other applications have been received except for one business in which she has a meeting schedule with them tomorrow.

Ms. Tesser stated she would like to discuss with the council the possible change in the liquor licensing cycle. She discussed the issues with the timing of the election and the liquor license application deadlines. She stated she would like to meet with liquor license holders to discuss this change in the next couple of months. She stated that the cycle options could be mid-July which would alleviate that pressure of insurance issuances that are usually done the end of December. She also discussed that meeting only being scheduled in December puts hardships on liquor license holders as well if an application is incomplete. She discussed the importance of the December and January high liquor sales in case an application was not approved.

Councilmember Hark asked if we are being proactive with the liquor license applications. He asked if staff documents phone calls and is following up with license holders. Ms. Tesser replied absolutely.

Councilmember Piekarski Krech asked if the council is approving the 10 licenses. Ms. Tesser replied in the affirmative. Ms. Tesser stated she noticed in the paper two Public Hearings, one on November 28th and the other on December 14th. Mayor Tourville asked if the council can keep the public hearing open. Attorney Kuntz stated that the memo before the Council indicates that two public hearings are before the council. He asked the City Clerk if the first notice specifically stated the 10 businesses that are in front of the council. Ms. Tesser replied in the negative. It was the opinion of the Mr. Kuntz to keep the public hearing open and not approve the 10 licenses in front of the council at the November 28th meeting.

The public hearing closed at 7:13pm.

Motion by Bartholomew, second by Mueller to table the hearing.**Ayes: 5****Nays: 0 Motion carried**

7. REGULAR AGENDA:

I. FINANCE:

A. Consider Second Reading of an Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees

Finance Director, Ms. Smith summarized the item to the council. She noted the development fees have been posted to the website, social media outlets and the River Heights Chamber. She stated the Public Hearing is scheduled for December 12, 2016.

Councilmember Piekarski Krech asked why the amount is increased in regards to the B line and asked if there's a shortfall.

Public Works Director, Scott Thureen stated it's been the plan for the B line as properties come into this area they will need to pay those fees. It's a debt and the payment structure is set up for the rate that needs to be paid as acreages come in.

Councilmember Piekarski Krech asked if the B line paid off. Councilmember Piekarski Krech stated it's been 40 years. Mr. Thureen stated the B line costs were covered by other funds so if collections of the fees are not required then it leaves a hole in the funding.

Councilmember Piekarski Krech asked why there are no other rates for other lines. Mayor Tourville stated because those lines don't have any other connection opportunities because the land is developed.

Councilmember Piekarski Krech requested information on the rationale in regards to the increase of fees on the B line.

Councilmember Mueller asked why the fee has a range between 3.5-5%. Ms. Smith stated that the fees range differently in each area and each percentage is determined already.

The Council discussed the conceptual fees of future development at length.

Councilmember Hark asked if the fees are annually increased. City Administrator Lynch stated that Ehlers is continuously looking at the debt to help get the debt paid.

Councilmember Bartholomew asked for the capacity on the B line to see what amount is left. City Administrator Lynch stated staff would do that. Mayor Tourville asked for the information before the 12th of December.

Councilmember Hark asked Mr. Thureen or Ms. Smith if follow-up questions were received. She stated in the negative but that it was on the website and social media outlets.

Councilmember Mueller stated that staff should think about opening communication to outside of the internet or social media. The council discussed communication measures at length.

Councilmember Bartholomew asked if this is effective on January 1 and if an application is pending do they have to pay the new rate. Community Development Director Link stated that only contractors have a rate and it's been steady for three years. If there is a need for people to get notification of the rates then staff will do that. Most are ineffective because the rates were frozen for a three year period. He stated staff does let contractors know if there is a pending application.

Motion by Bartholomew, second by Piekarski Krech to approve Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees.

Ayes: 5

Nays: 0 Motion carried

II. COMMUNITY DEVELOPMENT:

B. DAN LENCOWSKI; Consider Resolutions 16-200 relating to Variances to allow an accessory structure over 1,000 square feet and to allow a setback of 17.7 feet where as 50 feet is required for property located at 9311 Rich Valley Boulevard.

Mr. Link summarized the item. He stated the item was tabled at the last November 14th meeting. He discussed the existing accessory building and the request to increase the square footage to 1,100. The addition would be on the back side of the building. It would maintain the existing set back of 17.7 feet. The ordinance states that the maximum building on a less than 2 acre property is 1,000 sq ft. A variance on the side back would be required. The planning staff recommends the variance for the set back and denial for the variance of the 1,100 square feet structure. The planning commission recommends the same. The building increase doesn't show any unique or practical difficulty and the only reason for the addition is the applicant's desire for a larger building.

Applicant, Mr. Lencowski, 9311 Rich Valley Blvd, illustrated his need for an increase of his garage and a reasonable use of the extra 100 feet. He discussed the property boundary that would impede on his own limited space. Mr. Lencowski discussed the issue with backing up in the driveway because of the busy road of Rich Valley. He stated adding the 100 ft would allow recreational vehicles to not block the ability to back up a vehicle in the driveway. He stated it would be aesthetically beneficial to the neighbors and be aesthetically pleasing. He stated there is practical difficulty because they can't move the garage back because of the vegetation.

Councilmember Hark asked staff if practical difficulty is for the land or building. Mr. Link stated it's meant for the land and that the building is not considered a practical difficulty.

Councilmember Piekarski Krech stated that the 100 feet is not that big a deal and the square footage of the garage is small.

Mayor Tourville discussed the importance for protecting his property and not having equipment and recreation vehicles displayed in the yard. He stated it fits with the neighborhood.

Councilmember Bartholomew asked what the next size up with the lot is if it is larger than 2.5 acres. Mr. Link stated the maximum is 1500 square feet. Councilmember Bartholomew brought up the ratio and that the 100 feet increase makes sense.

Councilmember Hark asked about the practical difficulty and how this can fit that description. Councilmember Piekarski Krech stated that the difficulty is the space of the garage and changes would impede on his property. Mayor Tourville stated that the approval of the variance expanding the building would change the set back requirement to 50 feet. Mr. Link responded in affirmative.

Motion by Piekarski Krech, second by Mueller to approve the variance of 1,100 accessory building and setback.

Ayes: 5

Nays: 0 Motion carried

C. B52 RESTAURANT; Consider a Planned Unit Development Amendment and an Amendment to the Bishop Heights PUD Ordinance 1329 to add 2,299 square feet of roof top restaurant space for Lot 2/3, Block 1, Bishop Heights and amending traffic volumes for the property located at 5639 Bishop Avenue. Resolution 16-201.

Mr. Link summarized the item. He went through the plans in detail. The traffic counts were completed and determination found an increase of 25 trips to the rush hour traffic. The road system is able to handle the increase of this population. The proposal is a 2,300 square foot roof top addition on B52 Restaurant. The seating of the roof top would be 100. The current patio seating is for 40 people, that would be eliminated with the construction and so there is an additional 60 in the seating capacity. These change the requirement of the number of parking spaces which requires an additional 20 parking spaces. The site already has a shared parking agreement with the hotel and the theater. Those three buildings parking lots together have enough parking for the additional spaces.

Mr. Link stated the planning commission and planning staff approve the PUD and amendment to the traffic volumes for the property.

Councilmember Piekarski Krech asked about the sign requirement regarding the overflow of parking and if it will be placed at the building entrance or the entrance of the restaurant. Mr. Link stated it would make sense to be at the entrance of the parking lot. She asked that this question be clarified.

Scott Moeller, Progressive Architecture, 4920 Otter Lake Road. The sign will be at the parking lot entrance directing traffic to the back to the driveway entrance. He discussed the plan and stated they don't want to disturb the hotel occupants. The deck and wall would block the noise on the hotel side. The best view is the city of St. Paul and that will be the direction of the seating. The current patio will be eliminated.

Councilmember Piekarski Krech asked about the architectural standards in the area similar to Arbor Pointe. Mr. Link stated we don't have any standards for the area.

Attorney Tim Kuntz asked when construction is scheduled. Moeller stated that the beams should go in the winter and hopefully construction will start in the spring. Mr. Kuntz stated that their liquor license will need to be extended to the new premise and mentioned that including that information in the renewal might be a good idea. The B52 restaurant owner was present and stated that the annual renewal application has been completed. Mr. Kuntz stated that they will need to let the city know before they begin the sale of liquor. The owner agreed and stated he would address this issue with the proper authorities beforehand.

Motion by Piekarski Krech, second by Bartholomew to approve Amendment to the Bishop Heights PUD Ordinance #1329 to add 2,299 square feet of roof top restaurant space.

Ayes: 5

Nays: 0 Motion carried

III. PUBLIC WORKS:

D. Resolution Establishing Utility Rates for 2017 (Resolution Water 16-202, Resolution Sewer, 16-203, Resolution Storm Water 16-204).

Mr. Thureen summarized the item. Councilmember Mueller asked about increasing the gallons for senior citizens with the increase of rates.

Mr. Thureen stated staff would need to look at the percentage of seniors and how it would impact the city. He stated he would need to look at this before discussing this further.

Councilmember Piekarski Krech asked about the average use in gallons.

Mr. Thureen stated he would need to look into the average use. The Council asked that the updated information be ready for the next meeting on December 12th.

Motion by Piekarski Krech, second by Hark to table establishing rates for Senior Citizens and discussion at the December 12, 2016 meeting.

Ayes: 5

Nays: 0 Motion carried

E. Third Reading of an Ordinance Amending Inver Grove Heights City Code, Title 9, Chapter 5, Section 9-5-1 through Section 9-5-12 Related to Stormwater.

Mr. Kaldunski summarized the item. This ordinance reading began in October. Public Hearings were opened and information has been out to the residents. No additional comments were received after the second reading. There were no changes to the ordinance from the first and second ordinance reading.

Motion by Piekarski Krech, second by Bartholomew, to approve the third reading of the Inver Grove Heights City Code, Title 9, Chapter 5, Section 9-5-1 through Section 9-5-12 Related to Stormwater.

Ayes: 5

Nays: 0 Motion carried

8. MAYOR & COUNCIL COMMENTS:

Mayor Tourville stated that the Work Session is scheduled for the first meeting in December.

9. EXECUTIVE SESSION:

Mr. Lynch stated Item 2 was removed from the agenda due to time constraints. The item will be on the December 12th 2016 agenda as an Executive Session. The allegations against the city employee will go first and the JPA for the Dakota County Property will go second.

Mr. Kuntz stated that the MN statute § 13D.05, Subd. 2(b). is allowed to hold a closed executive session pursuant to the statutes reference below. No actions are expected for these items. Mr. Kuntz named those that would be attending the executive session.

1. Preliminary consideration of allegations against employee Larry Stanger pursuant to Minn. Stat. § 13D.05, Subd. 2(b).

2. Joint Powers Agreement for Dakota County Property Purchase Pursuant to Minn. Stat. §13D.05, Subd. 3 (c)(2) and (3) relating to Flannery Property; to review confidential or protected non-public appraisal data and to consider offers and counteroffers.

10. ADJOURN: Motion by Piekarski Krech, second by Bartholomew to adjourn. The meeting was adjourned by a unanimous vote at 9:30p.m.

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, DECEMBER 5, 2016, 6:00 PM – 8150 BARBARA AVENUE**

A. CALL TO ORDER/ROLL CALL: The City Council of Inver Grove Heights met in work session on Monday, December 5, 2016, in the Inver Grove Heights City Council Chambers. Mayor George Tourville called the meeting to order at 6:00 p.m. Present were: Mayor Tourville, Councilmembers Bartholomew, Hark, Mueller and Piekarski Krech. Staff; City Administrator Joe Lynch, Community Development Director Tom Link, Finance Director Kristi Smith, Tom Kaldunski City Engineer, Scott Thureen Public Works Director, and City Attorney Tim Kuntz. The Pledge of Allegiance was recited.

1. 2017 BUDGET

K. Smith, Finance Director, reported that the updated Capital Improvement Plan (CIP) was delivered to council on Thursday or Friday and turned over the discussion to Steve Apfelbacher.

Mr. Apfelbacher went over the updated financing report from the last council work session. The new report reflects an updated project list. It reflects council's desire to have the debt service no higher than 10%. The major changes were: the fire station got reduced from \$9.5 million to \$6.2 million. The maintenance facility was pushed out one year (not part of the five-year plan takes out \$9 million) and the assumption the county would lead and participate in the 117th Street improvement project (another \$5 million reduction). All the adjustments reduced the capital costs to about \$18 million for a bonding amount.

The consultants and staff could not get to the amount down to 10% for the next five years. Another \$10 million would need to be cut from the \$42 million to get down to 10%. Other revenues could be look at such as sales tax or franchise tax to finance other identified projects.

The 10% target would be good until the year 2019, then in 2020 it would be 12%, and in 2021 it would be 13% as the projects accumulate.

Mayor Tourville asked if the figures are realistic for the fire station and maintenance facility. A different approach would be to remodel fire stations one and three. For 2017, we will need to look at what projects we can afford.

Councilmember Piekarski Krech said work needs to be done by the council to look at the list and decide what needs to be done for the core functions.

Mr. Apfelbacher stated that was the purpose of the study and it determined roughly \$30 million is needed for the tax levy over the next five years. The numbers can be tested next year.

Councilmember Hark said the council does not know where they are at with the fire station, but decisions do need to be made.

J. Lynch reminded the council the document will need to be adopted. The CIP is a guiding plan. It will be brought back to a council meeting.

K. Smith reported that handouts included answers to the questions from the Central Equipment budget and exhibits regarding the budget.

Exhibit C showed the levy breakdown for base plus additions - the operating levy is \$16,973,400, debt levy \$2,220,392 and WMTD \$24,033 for a total levy of \$19,197,825.

Exhibit D reflects a base plus additions increase to the tax rate of 3.61%. The estimated tax rate is 51.044%.

Exhibit F showed the impact of the mean and median residential properties as well as two business parcels. There was a mean residential increase of \$61 or 5.4%, a median residential increase of \$68 or 7.3%. For a business valued at \$563,700 there is a decrease of \$76 or - 2.2% and a business valued at \$3,058,200 there was an increase of \$454 or 2.4%.

2. 2017 STREET PROJECT - BANCROFT

S. Thureen introduced the topic of the Bancroft street project saying a petition of 30 out of 50 homeowners signed the petition. The feasibility will be brought to the council at the next city council meeting so that a schedule can be set up for the project.

T. Kaldunski, City Engineer said a map was included in the council's packet that covered the project area on Bancroft Way and Baldwin Avenue. There are townhomes in the area with frontage to the road and they will be assessed. The roads were built in 1994 with a 25-year design. The road was built by leveling out the soil, putting down 6" of gravel and 4" of bituminous. Seal coating was done in 1999. The roads are showing signs of age and cracking. The petition asked for a mill and overlay and that would not be recommended because of the soil conditions. What is being recommended is building a standard street by putting down 24" of sand, a 6" gravel base and 4" of bituminous. We are recommending a 36-foot width road. Sewer and water is good in the area with minor repair work needed to be done. The storm sewer need replacement. The curb would be "b" curb and not surmountable curb. Cost estimates for the project are \$2.17 million of that amount a majority would be paid out of the pavement management program, the program will follow the CAPS with \$650,000 in assessments. A special benefit appraisal was done and it said homes could be assessed \$9,000 and \$955 for the townhomes. A neighborhood meeting will be held before the public hearing.

Councilmember Hark asked how it would be conveyed to residents that a mill and overlay was requested and a street reconstruction is being planned. T. Kaldunski replied that at the neighborhood meeting the soil report would be explained to residents talking about the soil conditions and drainage in the area. It would be explained that a mill and overlay is not feasible. The new style of curb would also be explained. A neighborhood meeting is being planned for early January with a public hearing also in January.

Mayor Tourville asked how much last year's street assessment was. T. Kaldunski said it was \$7,500 but it started out at \$9,000. Costs for the project would also be explained at the neighborhood meeting.

S. Thureen said the feasibility report would be brought in front of the city council at the next meeting.

3. PINE BEND BLUFF TRAILHEAD

E. Carlson, Parks and Recreation Director, summarized the Pine Bend Bluff Trailhead and actions the council will be asked to take in January 2017. The city has partnered with Dakota County and agreements are ready to be signed.

In 2014, the City of Inver Grove Heights was awarded a \$2,000,000 grant from a bonding bill by the Metropolitan Council. The grant money must be used at the Swing Bridge Park, Heritage

Village Park, and the Mississippi River Regional Trail. The funds can be used for land acquisition, roadway; public utility, storm water treatment improvements and park improvements. The city must match grant dollars on a one to one basis.

\$1.3 million of the grant proceeds for improvements in Heritage Village Park would include property acquisition (along Doffing Avenue), park improvements, parking lot construction and trail improvements. The matching dollars would come from the CDBG Funds and Doffing Avenue Acquisition Fund. The grant agreement has not been signed yet.

Staff met with the county to plan the expenditure of \$700,000 of the grant money. For these projects the county would provide the one to one funds. The projects would be Project 1. - Pine Bend Bluff Trailhead, Project 2 - Swing Bridge historic interpretation and Project 3 - HVP/Swing Bridge Trail connection.

The county plans to construct a parking lot, restrooms, small shelter and make landscaping improvements to be used as a trailhead for the Mississippi River Regional Trail at 111th Street. Some of the property is owned by the MN DNR and for the grant money to be spent, the city would need to have fee title or an ownership interest in the property. The city and county will need to have easement rights on the property, so an agreement needs to be signed with the DNR.

There would be a Joints Power Agreement for the property transfer of the unimproved road (111th Street) to serve as an access road to the future trailhead. Once the agreement is signed the county will become the road authority that includes road improvements and maintenance. The county will pay for the access road. This includes snow removal.

The county plans to construct a parking lot, restroom, small shelter and make the landscaping improvements for the trailhead at the Mississippi River Regional Trail at 111th Street. The would be responsible for the sign, construction, maintenance and operation of all the proposed improvements. They would also be responsible for the future maintenance of the all the improvements. A joint powers agreement is required by the grant agreement based on the fact the city will not own/operate the improvements.

Projects one and two the county would hire the contractor, pay the contractor, provide the city the necessary paperwork to submit a grant proceeds request to the Met Council and the city will pay the county back with the grant money. (No city dollars would be used).

Project three the city will make the improvements and pay the contractors. The city will then provide the necessary paperwork to the Met Council to reimburse ourselves.

There are five or six other cities that the county is working with using these same procedures.

The fence was discussed at the trucking company at 111th Street. There is a fence already in place on three sides.

Councilmember Bartholomew asked who would be responsible for the maintenance and upkeep of the trail. He also asked the length of the trail. E. Carlson answered it would be the city's responsibility because it would be owned by the city. He would provide the length and approximate cost to maintain the trail at a January council meeting.

Mayor Tourville asked if it would be considered a regional trail. E. Carlson answered it would be a city trail.

E. Carlson said staff will be meeting with the Met Council on December 8th to review the documents for compliance with the grant agreement. The Parks Commission will review the information on December 14th. The Planning Commission will review the information on December 20th. The council will be asked for approval of the agreements on January 9, 2017.

4. VETERAN MEMORIAL COMMUNITY CENTER EAST RINK

E. Carlson introduced the potential replacement of the east rink floor. The community center opened in 1996. There are two sheets of ice. The refrigeration system was repaired in 2007 and 2008 but had a life expectancy of 20 to 25 years. Today it is 20 years old. The east ice rink is used year-round. 19,000 hours of ice time is used to generate revenue about \$307,000 year-round.

In October, a leak was found in the in-floor piping system that resulted in the removal of the ice to repair the leak with a cost of \$21,500 for staff time, lost revenue and repairs. The ice went back into service in November. The steel header is corroding. It is unknown if the problem will reoccur. It is recommended that the floor be replaced from June to September. It would take about 120 days from start to finish. The estimated costs are \$824,000 to \$954,000. The work would also address ADA issues. Replacing the floor also means that ice would not be available at the community center. The west rink will not support ice in the summer because of a lack of dehumidification equipment. Staff needs to know a decision soon because groups are calling to book ice time during those months.

Councilmember Bartholomew asked about the difference in the estimated amount. E. Carlson responded that it depends on if the existing dasher boards are reused or if new dasher boards were installed. The existing dasher board system is in good shape and some sections may need to be replaced.

Councilmember Mueller asked who were the biggest users of ice and the life expectancy of a new floor. E. Carlson said the biggest user is hockey but there's public skating and learning to skate lessons. A new floor would have a life expectancy of 40 to 50 years.

Councilmember Hark asked what the ADA improvements were. E. Carlson reported they were needed because players or coaches can't get to the benches without going on the ice.

Mayor Tourville suggested doing a request for funds to do the improvements from the Mighty Ducks organization.

It was the consensus to bring it back to council on December 12th and to recommend hiring Stevens Engineering to provide design service, construction documents, bidding services, and construction observation services for \$29,800. E. Carlson will also let groups know that ice may not be available in June through September next year.

5. COMPREHENSIVE PLAN UPDATE CONTRACT

A. Hunting, City Planner introduced Brad Scheib with HKGi who will discuss the 2040 Comprehensive Plan – Contract and Work Program. HKGi adjusted their scope of work from council's comments to include additional meetings and public input opportunities.

B. Scheib reported the refined proposal includes:

1. Additional public engagement through website with a portal for community input
2. Include key commissions as part of the targeted focus group meetings
3. Additional two meetings with the Planning Commission
4. Additional meetings with the EDA
5. Additional meetings with advisory commissions

Scheib stated areas that would be looked at in detail would be the NW area and Argenta Trail. Scheib discussed his firm's experience and qualifications in looking at these areas in detail. He gave examples of other projects his firm has studied and help develop.

T. Link, Community Development Director, reported that there was a meeting with the CDA tomorrow on small area plans and their grant programs. Grant applications are due on January 20th and awarded in April.

Staff will be bringing the HKGi contract back to the December 12th meeting for approval on the consent agenda.

6. LEGISLATIVE UPDATE

J. Lynch presented the City of Inver Grove Heights Legislative Initiatives and Positions for the 2017 Legislative Session in conjunction with the Municipal Legislative Commission, the League of Minnesota Cities and the Association of Metropolitan Municipalities. The list was handed out tonight and included:

Bonding Efforts Including Capital Improvement - Fire Station and Maintenance Facility
 Extending the TIF District
 Maintain the Homestead Program
 Fiscal Disparities
 Having no Levy Limits
 Local Control
 Data Practices Act
 Water Quality
 Local Government Aid
 Investments, Transportation and Jobs
 Organized Trash Hauling
 Franchise Fees
 Regulation of Massage Therapists
 Three Bonding Efforts – Broderick Blvd, Argenta Trail, and Gun Club Property

These issues will be brought back to the council for approval and approval of hiring a lobbying firm.

Councilmember Piekarski Krech said to add Mighty Ducks to the list.

Mayor Tourville mentioned the legislative breakfast in January. J. Lynch said the breakfast is January 13th at 7:30 am at the Eagan Community Center. Invites are being worked on.

7. ADJOURN

Motion by Councilmember Mueller and seconded by Hark to adjourn the meeting. Motion was carried unanimously. The work session adjourned at approximately 8:00 p.m.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, December 12, 2016- 8150 BARBARA AVENUE**

1. CALL TO ORDER and 2. ROLL CALL

The City Council of Inver Grove Heights met in regular session on Monday, December 12, 2016, 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, City Clerk Tesser, Parks and Recreation Director Carlson, Finance Director Smith, Public Works Director Thureen and Fire Chief Thill.

3. PRESENTATIONS:

Fire Chief Thill introduced the first ever Fire Department Citizen Academy graduates. Chief Thill stated 13 individuals completed the course. Fire Department Lieutenant Paul Rank coordinated the joint effort and did a wonderful job. The certificates were handed out to the graduates. Kara Perry, Linda Letourneau, Eric Bader. Not pictured: Heather Mickelson, Dan Nelson, Jonathan Weber, Michelle Weber. Ms. Thill congratulated the First Annual Fire Citizen Academy graduates.

4. CONSENT AGENDA:

- A. i. Approval of City Council Meeting Minutes October 10, 2016
- ii. Approval of City Council Meeting Minutes October 24, 2016
- iii. Approval of City Council Work Session Meeting November 7, 2016
- B. Resolution 16-206 Approving Disbursements for Period Ending December 7, 2016
- C. Consider Approval of Rental License Fee Resolution 16-207
- D. Consider Approval of 2017 Fee Schedule Resolution 16-208
- E. Consider Approval of 2017 City Council Meeting Schedule
- F. Approve 2017 Meeting Schedule of Advisory Commissions
- G. Approve Resolution 16-209 Extending Pawnbrokers License and Set Public Hearing for January 9, 2017
- H. Approve by Resolution 16-210 the contract between Hoisington Kogler, Inc and the City to conduct the 2040 Comprehensive Plan Update
- I. Consider Hiring Stevens Engineering for the VMCC East Rink Floor Replacement Project
- J. Consider Pay Request #6 for the VMCC/Grove Energy Improvement Project(s) – City Project 2016-06
- K. Consider Change Order No. 1 and Pay Voucher No. 6 for the 2015 Capital Improvement Program, City Project No. 2015-13 – NWA Trunk Utility Improvements, Argenta District (70th Street Lift Station to Blackstone Ridge) and 2015-16 – Trunk Utilities, Argenta Trail to Blackstone Ridge
- L. Approve Parking Lot Plan, Stormwater Facilities Maintenance Agreement, and Permanent Drainage and Stormwater Ponding Easement for 6070 Cahill Avenue – River Heights Vineyard Church (Parking Lot Expansion)
- M. Approval of Negotiated Settlement Agreement between Elroy S. Brandvold and the City of Inver Grove Heights concerning the acquisition of easements on the Brandvold property for 70th Street – NWA Trunk Watermain Improvements – 65th Street Loop (Argenta Trail to Babcock Trail) for City Project No. 2015-12 / City Project No. 2015-08 Resolution 16-211
- N. Approval of Negotiated Settlement Agreement between Source Land Capital, LLC, as Contract Vendee and Garold M. Murphy and Marilyn L. Murphy, as Contract Vendor, and the City of Inver Grove Heights concerning the acquisition of a right of entry on the Murphy Property for the NWA Trunk Watermain Improvements - 65th Street Loop (Argenta Trail to Babcock Trail) for City Project No. 2015-12 Resolution 16-212
- O. Approval of Negotiated Settlement Agreement between George T. Deuth and Jacqueline S. Deuth and the City of Inver Grove Heights concerning the acquisition of easements on the Deuth Property for the NWA Trunk Watermain Improvements - 65th Street Loop (Argenta Trail to Babcock Trail) for City Project No. 2015-12 / City Project No. 2015-08 Resolution 16-213
- P. Resolution 16-214 Approving Joint Powers Agreement with Dakota County for Right-of-Way Acquisition for Future Argenta Trail

- Q.** Consider a Resolution 16-215 Receiving Feasibility Report and Scheduling a Public Hearing for City Project No. 2016-09E – Bancroft Way Area Reconstruction
- R.** Approve the 2017 Legislative Initiatives and Positions
- S.** Approve the Capital Improvement Plan 2017-2021
- T.** Personnel Actions

Motion by Bartholomew, second by Hark, to approve the Consent Agenda 4.A- 4.T. 4D. was pulled.

Ayes: 5

Nays: 0 Motion carried.

Councilmember Piekarski Krech pulled item 4D. She asked if the fee schedule is posted on the website. Mayor Tourville stated that the fees schedule, once it's approved, will be on the website. She stated she would like the charges to be explained. Mr. Hunting, City Planner stated that the fee information are all on the website, he stated we rarely gets a request for a paper copy of fees anymore. He stated the comp plan and the zoning ordinance, zoning map and comp map are all online. Any appraisers that have this type of request go to the website.

Motion by Piekarski Krech, second by Mueller, to approve item 4D.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT:

6. PUBLIC HEARINGS:

A. Consider Resolution 16-216 Accepting the Draft Part 2 Wellhead Protection Plan

Public Work Director Thureen summarized the item to the council. Mark Janovec with Stantec was introduced and presented the well protection area and the ground water model. He discussed sources of contamination and what can harm wells. Mr. Janovec discussed the parcels in the line. He discussed the vulnerability of the geological map and the moderate vulnerability because of those geological areas. He stated there are 430+ wells and storage tanks. The property owners have to make sure they don't threaten the aquifer. Aquifer is the drinking supply to the community. They have 90 days to adopt and 60 days to implement the plan. Grants are available to seal the wells that are threats to the aquifer.

Councilmember Piekarski Krech asked about the contamination and sustainability of private wells.

Mr. Janovec responded that the private wells are what is in the database. An ongoing effort is to account for all the wells. Councilmember Piekarski Krech stated some of those wells are old and new. Councilmember Piekarski Krech replied that the depth is unknown. Mr. Janovec replied that information is not provided and the state needs to update their records.

Mayor Tourville asked that Thureen provide updated information on the website for the grant opportunities to seal wells. Thureen stated the plan itself has that information and the different aspects of the plans will be developed in the next couple of years. Councilmember Piekarski Krech asked if the golf course wells are in the database. Thureen stated he wasn't aware if they were present in the database. Councilmember Piekarski Krech asked who manages the wells. She asked if the City is responsible for identifying those wells and communicating to residents that they must cap the well. He stated that the City cannot enforce the well but the Dept of Health can enforce the residents to seal the well. He discussed the importance of the grants to help relieve financial pressures.

Councilmember Bartholomew asked about the communication plan. Thureen stated that the protection plan will be on the website. He stated it will be in the newsletter and information mailed to residents regarding the wellhead protection plan.

Close the public hearing 7:19 p.m.

Motion by Piekarski Krech second Bartholomew to close the hearing.

Ayes: 5

Nays: 0 Motion carried.

Motion by Hark second Bartholomew to approve the resolution accepting the Draft Part 2 Wellhead Protection Plan.

Ayes: 5

Nays: 0 Motion carried.

B. Consider Approval of the 2017 Renewal Applications for Liquor Licenses

The public hearing that was tabled on November 28, 2016 was reopened at 7:19 p.m.

City Clerk Tesser presented the 31 liquor license holder renewals and stated all required material and investigations by the Police Department were completed for the 2017 licensing cycle.

Public Hearing closed at 7:20 p.m.

Motion by Piekarski Krech second Hark to close the hearing.

Ayes: 5

Nays: 0 Motion carried.

Motion by Piekarski Krech second Bartholomew to approve the 2017 liquor license renewals.

Ayes: 5

Nays: 0 Motion carried.

C. Consider Third Reading of an Ordinance #1327 Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees

Ms. Smith presented the item. She stated this is the third reading with no changes from the first or second reading. No comments were received from residents and two questions were received from River Heights Chamber but no official responses from the Chamber. She stated this information was on the website and after approval it will again go on the website. Councilmember Hark clarified this is for connection fees only.

Motion by Piekarski Krech second Bartholomew to close the hearing.

Ayes: 5
Nays: 0 **Motion carried.**

Motion by Bartholomew second Piekarski Krech to approve the third reading of the ordinance amendment Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees

Ayes: 5
Nays: 0 **Motion carried.**

7. REGULAR AGENDA:

I. FINANCE:

A. Resolution 16-217 Awarding the Sale of \$8,755,000 General Obligation Capital Improvement Refunding Bonds, Series 2016A; Fixing Their Form and Specifications; Directing their Execution and Delivery; Providing for their Payment; and Providing for the Redemption of Bonds Refunded Thereby

B. Approval of Refunding Escrow Agreement for General Obligation Capital Improvements Bonds, Series 2009A

C. Resolution Awarding the Sale of \$5,755,000 General Obligation Sewer Revenue Refunding Bonds, Series 2017A; Fixing their Form and Specifications; Directing their Execution and Delivery; Providing for their Payment; and Providing for the Redemption of Bonds Refunded Thereby

D. Approval of Refunding Escrow Agreement for General Obligation Sewer Revenue Bonds, Series 2010A

Ms. Smith introduced the item. She stated the council directed staff to go out for bids on the general obligation bonds. Bids opened this morning by Ehlers. Ms. Smith stated Mr. Apfelbacher is here to discuss the bids.

Mr. Apfelbacher discussed the refund of debt issuances for two bonds issued in 2009, one bond for the City Hall. The other bond is from the issuance of the sewer project. They will do one in 2016 and the other in 2017 to stay within the \$10 million eligibility which results in a lower interest rate. The state law must have an improvement of at least 3% net savings. The prepared statement was drafted. The Standard & Poors current rating confirmed at an AA rating. The report discusses that the city has a strong economy and management, budgetary performance, budgetary flexibility and liquidity. Mr. Apfelbacher stated that the triple rating is usually for larger cities and the double rating is a step under the triple rating.

Mr. Apfelbacher discussed the bond market and the increase in the interest rates. Therefore, the projection is less than what was projected. The bond sale report was shown to the council. Mr. Apfelbacher stated that the new amended amount is \$8,515,000 its less than what was advertised but a premium was introduced. The lowest bid was 2.5895%. There were 6 bids in total. The future savings proposed is \$1,048,981. The debt of all expenses presently is \$838,457, its 8.8% of savings in the debt reduction. The refunding will save the City approximately \$65,500 per year in interest expenses beginning in 2019. This will be the savings for 16 years. Mr. Apfelbacher stated it's a strong refunding and we recommend the city award the bid.

The second issuance bond is for the NWA in the amount of \$5,685,000. The low bidder interest is 2.6898%. He stated that future savings is \$303,000 and is \$16,000 a year debt savings. The percentage of savings is above the 3.3% requirement. He stated it's a reasonable refunding.

Councilmember Hark asked if the annual savings is \$64,000 for the 2016A bond. Mr. Apfelbacher stated that is correct and it's over a 16 year period. The savings would begin in 2019. Ms. Smith stated to the

council that the resolution in front of you will be modified. The resolution will reflect the sale report. Mr. Apfelbacher stated bids opened at 11:00am and we finalized on 2:00pm which explains the late numbers. Mr. Apfelbacher stated that it's disappointing that the market has changed with the Election and the that interest rates are increasing. He stated the bids and the savings is still a good issue.

City Administrator Lynch stated that with the past conversations with the Council regarding the challenges of the capital improvement plan, awarding the bids will help to create space and lessens the pressure on the city to have to find revenue funds to cover the gap. He stated that staff believes it's a good move at this time.

Motion by Piekarski Krech second Bartholomew to approve 7A Resolution 16-217 Awarding the Sale of \$8,755,000 General Obligation Capital Improvement Refunding Bonds, Series 2016A; Fixing Their Form and Specifications; Directing their Execution and Delivery; Providing for their Payment; and Providing for the Redemption of Bonds Refunded Thereby.

**Ayes: 5
Nays: 0 Motion carried.**

Motion by Bartholomew second Piekarski Krech to approve 7B Approval of Refunding Escrow Agreement for General Obligation Capital Improvements Bonds, Series 2009A.

**Ayes: 5
Nays: 0 Motion carried.**

Motion by Bartholomew second Piekarski Krech to approve 7C Resolution Awarding the Sale of \$5,755,000 General Obligation Sewer Revenue Refunding Bonds, Series 2017A; Fixing their Form and Specifications; Directing their Execution and Delivery.

**Ayes: 5
Nays: 0 Motion carried.**

Motion by Bartholomew second Piekarski Krech to approve 7D Approval of Refunding Escrow Agreement for General Obligation Sewer Revenue Bonds, Series 2010A.

**Ayes: 5
Nays: 0 Motion carried.**

E. 2017 Tax Budgets and Levies (16-219 Levy 16-220 Budget 16-221 Watershed)

Ms. Smith introduced the item. She presented a power point presentation on the final budget. She stated final budgets and levies must be certified to Dakota County on or before December 28, 2016 along with other staff requirements by the end of the year. She discussed the expenditures, expenses and tax levies.

She pointed out the importance of the levy staying in the operation levy is a percent increase of 6.77%. The bond retirement is a change of 6.95%.

The watershed management district was reduced. The proposed tax rate is 3.61%. The net tax capacity and the net tax levy was adjusted for the fiscal disparity.

The 2017 general fund revenues is \$20,688,900 most of this is property taxes. The 2017 General Fund

Expenditures is \$20,605,900. Ms. Smith stated that the general fund is relying on the host community fund and includes \$200,000 in 2017. It is slowly become less reliant but it needs to be at zero.

Ms. Smith stated that the impact on the residential properties, the mean value is \$248,915 which is a taxable market value of \$231,845. The increase is \$74.00 per household or 6%. The median value is \$214,000 which is a taxable market value of \$195,584. The increase is \$78.00 per household or 8.5%.

She stated last year the increase rate was zero. This year she stated the impact on business properties is a 3.34% decrease of the business value at \$583,200 which is a decrease of \$76.00 or 2.2%. A business valued at \$3 million would have a decrease value of .73%, that's an increase of \$454.02 or 2.4%.

Mayor Tourville stated that there's been a lot of meetings and discussions that started in the beginning of the year regarding the budget. Mayor Tourville opened up the meeting for comments from the audience.

Bill Klein, 8103 Cleadis Ave., asked what is the number of the fiscal disparities.

Ms. Smith stated that the amount is \$4 million of the tax capacity and the impact of the tax spread is \$2.2 million. Ms. Smith stated we received \$1.7 million.

Klein stated it's important not to be dependent on that number. Fiscal disparities are city funds that can be taken away at any time. Klein stated we shouldn't be depending on that amount.

Mayor Tourville stated the City is not depending on that amount. He stated that the legislature is looking at regional services being set up for funding opportunities for out-state cities.

Motion by Bartholomew second Hark to approve the 2017 Tax Budgets and Levies and Watershed Management.

Ayes: 5

Nays: 0 Motion carried.

II. COMMUNITY DEVELOPMENT:

F. PULTE HOMES OF MN; Consider the following Resolutions for property located at 3790/3800 Dodd Road:

- a) An Ordinance #1328 Amendment approving a Rezoning of the property from I-1, Limited Industry to R-1C, Single Family Residential.**
- b) A Resolution 16-222 approving the Final Plat, Development Contract and related agreements for the plat of Tipperary.**
- c) A Resolution 16-223 approving Variances from minimum lot size, lot width and right-of-way width within the plat of Tipperary.**

Mr. Link introduced the item. The total parcel is 6 acres but 3 acres lies in the City of Inver Grove Heights. The other parcel lies in Eagan. The proposal is for 21 lots.

The variance request is for minimum lot size and width to ensure the design are the same with Eagan's neighborhood. The shape is irregular and the roads are isolated. The property is an irregular shape. The plan complies with road standards and storm water management and sewer rules. He stated the parcel

lies in the joint powers agreement with Eagan. Agreements are outlined in the development contract. The planning staff and planning commission unanimously approve the ordinance amendment and final plat.

Councilmember Hark asked if the joint powers agreement includes plowing of the roads. Thureen stated we handle that with an informal agreement with the city of Eagan. Eagan will handle the plowing. He stated it's an informal agreement between the cities. Councilmember Hark stated he wants to make sure there are no surprises.

Mr. Kuntz stated that the agreement is provided in the contract that discusses the plowing and ice control.

Applicant, Paul Holte, 7500 Office Bridge Circle, Eden Prairie. He discussed that Pulte has been trying to build in Inver Grove Heights for awhile and is excited about the project.

Tourville asked if this contract was approved by the City of Eagan. Applicant, Holte replied in the affirmative.

Motion by Piekarski Krech second Bartholomew to approve the ordinance amendment and resolution approving the final plate, development contract and related agreement.

Ayes: 5
Nays: 0 **Motion carried.**

G. CITY OF INVER GROVE HEIGHTS; Consider an Ordinance #1330 Amendment relating to the consolidation of the airport relations commission with the environmental advisory commission
Mr. Link stated that the Council agreed to dissolve the airport relations commission in spring. The proposed ordinance approved the consolidation and asked that the environmental commission and planning commission adding the additional add on to be stewards of the environment.

Mr. Link summarized the item. He stated the council made the decision to consolidate the airport relation and environment commission. He stated that the council has appointed members of the airport commission to the environment commission. Mr. Link stated this is a formal agreement. He added that it was recommended by the environment commission to add the objective of the commission to consider the following: to promote the public awareness in understanding local environmental issues.

Mayor Tourville stated we have been looking at this all year. It's about getting enough people for the commissions. The environment and airport relations commissions both work with common goals.

Motion by Piekarski Krech second Hark to suspend the rules of the three reading rules.
Nays: 0 **Motion carried.**

Motion by Piekarski Krech second Hark to approve the ordinance.
Nays: 0 **Motion carried.**

III. PUBLIC WORKS:

H. Resolution Establishing Utility Rates for 2017 (Water 16-224, Sewer 16-225, Storm 16-226)

Mr. Thureen summarized the Utility rates. He stated this was presented at the November 28th meeting. The suggestion was to consider the water use volume for special senior rate. Thureen stated currently it's the first 6,000 gallons per use; the recommendation was to increase it to 10,000. Thureen provided a

memo to the council that gave the results of the analysis and the impact on the financials. Staff recommends that no changes be made to the rates proposed on November 28th, which is a 2% increase for water, 7% of sewer and no changes for storm water to be considered.

Mayor Tourville stated it was a good recommendation but the cost would mean other groups, other than the Senior Citizens, would have to make up the difference.

Motion by Bartholomew second Hark to approve the three resolutions.

Nays: 0 Motion carried.

8. Consider Approval of Larry Stanger's Separation Agreement with the City of Inver Grove Heights

Mr. Kuntz, City Attorney stated that this is a separation agreement between the City and the current Police Chief Larry Stanger. The agreement terms are as follows, under the agreement Mr. Stanger resigns as the Police Chief and this is effective April 30, 2017. Between today's dates 12/12/16-1/2/17 the employee will be on paid leave. Beginning on 1/3/17 – 4/30/17 he will be on an unpaid leave of absence, he will use his earned and accrued personnel leave to carry him through until 4/30/17. He will accrue personnel leave and paid leave during that time. When the unpaid leave of absence ends what is not used is paid out in cash to him under the agreement. Through April 30, 2017 he will be under the health insurance coverage of the city in the 2016 rates. Any holidays occurred during the paid and unpaid portion would be paid to the employee. By the agreement the employee will release any claims. In regards to the data practice act an investigation by the Scott County Sheriff's Department related to an alleged incident. The investigation report became public once the investigation commenced. The City also had an independent investigation done for an internal investigation on whether any city policies or procedures had been violated by the employee. The report named City report will become public data 15 days after today. The 15 day requirement is for the rescission period. Once it expires the report becomes available on Dec 28th 2016. It's recommended by the City Administrator and myself that the council approve the separation agreement.

Councilmember Hark asked whether during the unpaid leave time if the Chief will have access to email or any other city related information. Mr. Kuntz stated he will not have access to city property. Mr. Kuntz stated related to the leave he will not provide services during that time and will not have duties. Lynch stated other matters in regards to email and computer data were not accessible to Stanger since the leave began.

Councilmember Piekarski Krech stated we read the report and don't have questions.

Mr. Kuntz stated that the motion is to approve the agreement.

Motion by Mueller second Piekarski Krech to approve the separation agreement.

Nays: 0 Motion carried.

9. MAYOR & COUNCIL COMMENTS

At 8:11pm, Mayor Tourville read the statement. He stated this will be made available to residents.

Joe Lynch stated that the City Hall will be closed on December 26th and January 2nd. City Council have no other meetings for December.

Mayor Tourville stated that this is Jim Mueller's last meeting and extended appreciation to him for his service.

10. **ADJOURN:** Motion by Mueller, second by Piekarski Krech to adjourn. The meeting was adjourned by a unanimous vote at 8:15p.m.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: January 9, 2017
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Kristi Smith, Finance Director
 Reviewed by: N/A

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

PURPOSE/ACTION REQUESTED

Approve the attached resolution approving disbursements for the period of December 8, 2016 to January 4, 2017.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending January 4, 2017. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$869,464.47
Debt Service & Capital Projects	3,788,383.47
Enterprise & Internal Service	214,184.80
Escrows	25,607.02
	<hr/>
Grand Total for All Funds	<u><u>\$4,897,639.76</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 December 8, 2016 to January 4, 2017 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING January 4, 2017**

WHEREAS, a list of disbursements for the period ending January 4, 2017 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	\$869,464.47
Debt Service & Capital Projects	3,788,383.47
Enterprise & Internal Service	214,184.80
Escrows	25,607.02
Grand Total for All Funds	<u><u>\$4,897,639.76</u></u>

Adopted by the City Council of Inver Grove Heights this 9th day of January 2017.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk



Payment Dates 12/08/2016 - 01/04/2017

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
Fund: 101 - GENERAL FUND					
GRAINGER	9156351901	12/21/2016	806460150	101.43.5200.443.60016	3.40
STREICHER'S	I1226101	12/21/2016	285	101.42.4000.421.60045	424.95
DCA TITLE	38753	12/21/2016	20-71160-01-130	101.41.1000.413.30420	525.00
ALADTEC, INC.	14555	12/14/2016	10/20/16	101.42.4200.423.50070	3,120.00
VERIFIED CREDENTIALS, INC.	258583	12/21/2016	10/31/16	101.41.1100.413.30500	342.75
WELLS FARGO CREDIT CARD ACH Jones & Bartlett Learn WF 11/16..	12/07/2016	Jones & Bartlett Learn - Bergum...	101.42.4200.423.60018	-9.24	
WELLS FARGO CREDIT CARD ACH Samsclub #4738 WF 11/16	12/07/2016	Samsclub #4738 - Casarez, J - S...	101.42.4000.421.60065	327.22	
WELLS FARGO CREDIT CARD ACH Walmart.Com WF 11/16	12/07/2016	Walmart.Com - Bergum, Er - dis...	101.42.4200.423.60040	64.10	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.43.5200.443.60016	19.36	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.43.5200.443.60016	124.50	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.43.5200.443.60016	7.16	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.43.5200.443.60016	20.15	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.43.5200.443.60016	59.76	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.44.6000.451.40040	124.95	
WELLS FARGO CREDIT CARD ACH Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	101.44.6000.451.60066	7.99	
APA	099679-16102	12/21/2016	099679	101.45.3200.419.50070	510.00
WELLS FARGO CREDIT CARD ACH Fedexoffice 00006205 WF 11/...	12/07/2016	Fedexoffice 00006205 - Belleis...	101.42.4200.423.50030	22.98	
GENESIS EMPLOYEE BENEFITS, ...	IN895728	12/21/2016	10/1/16-10/31/16	101.42.4000.421.30550	34.00
GENESIS EMPLOYEE BENEFITS, ...	IN895728	12/21/2016	10/1/16-10/31/16	101.45.3300.419.30550	6.00
WELLS FARGO CREDIT CARD ACH Amazonprime Membership WF ...	12/07/2016	Amazonprime Membership - U...	101.43.5200.443.60016	-99.00	
WELLS FARGO CREDIT CARD ACH Menards West St Paul M WF 11...	12/07/2016	Menards West St Paul M - Unde...	101.43.5200.443.60040	49.94	
WELLS FARGO CREDIT CARD ACH Paul Conway Shields WF 11/16	12/07/2016	Paul Conway Shields - Bergum, ...	101.42.4200.423.60040	904.59	
WELLS FARGO CREDIT CARD ACH U Of M Contlearning Os WF 11/...	12/07/2016	U Of M Contlearning Os - Kaldu...	101.43.5100.442.50080	95.00	
WELLS FARGO CREDIT CARD ACH U Of M Ticket/Events WF 11/16	12/07/2016	U Of M Ticket/Events - O'Conno...	101.44.6000.451.50080	75.00	
WELLS FARGO CREDIT CARD ACH Usps Po 2688010540 WF 11/16	12/07/2016	Usps Po 2688010540 - Lee, Katri...	101.42.4000.421.50035	188.00	
WELLS FARGO CREDIT CARD ACH Sams Club #4738 WF 11/16	12/07/2016	Sams Club #4738 - Casarez, J - S...	101.42.4000.421.60065	45.00	
DAKOTA CTY PROP TAXATION &...11/7/16	12/21/2016	11/7/16	101.45.0000.3413000	276.00	
SHORT ELLIOTT HENDRICKSON, ...323463	12/14/2016	4340	101.43.5100.442.30300	1,961.26	
WELLS FARGO CREDIT CARD ACH Applebees Inve19219336 WF 1...	12/07/2016	Applebees Inve19219336 - Swo...	101.44.6000.451.50075	50.00	
WELLS FARGO CREDIT CARD ACH Minnesota Chiefs Of Po WF 11/...	12/07/2016	Minnesota Chiefs Of Po - Lee, K...	101.42.4000.421.50030	109.90	
WELLS FARGO CREDIT CARD ACH Century College - Ce WF 11/16 ...	12/07/2016	Century College - Ce - Belleisle, ...	101.42.4200.423.30700	-400.00	
WELLS FARGO CREDIT CARD ACH Positive Promotions In WF 11/16	12/07/2016	Positive Promotions In - Lee, Ka...	101.42.4000.421.60006	112.95	
WELLS FARGO CREDIT CARD ACH George Patton Associat WF 11/...	12/07/2016	George Patton Associat - Lee, K...	101.42.4000.421.60006	720.67	
WELLS FARGO CREDIT CARD ACH The Home Depot #2808 WF 11/...	12/07/2016	The Home Depot #2808 - Patna...	101.42.4200.423.60018	400.52	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Brandt...	101.42.4200.423.40040	-13.97	
WELLS FARGO CREDIT CARD ACH Mn Recreation And Park WF 11...	12/07/2016	Mn Recreation And Park - O'Co...	101.44.6000.451.50080	39.00	
WELLS FARGO CREDIT CARD ACH Vp Culligan Water Cond WF 11/...	12/07/2016	Vp Culligan Water Cond - O'Con...	101.44.6000.451.40050	9.55	
WELLS FARGO CREDIT CARD ACH Inn On Lake Superior WF 11/16	12/07/2016	Inn On Lake Superior - Lee, Katri...	101.42.4000.421.50080	225.48	
WELLS FARGO CREDIT CARD ACH Inn On Lake Superior WF 11/16	12/07/2016	Inn On Lake Superior - Lee, Katri...	101.42.4000.421.50080	225.48	
WELLS FARGO CREDIT CARD ACH Personalization Mall WF 11/16	12/07/2016	Personalization Mall - Isaacson, ...	101.41.1100.413.50030	438.59	
WELLS FARGO CREDIT CARD ACH Harbor Freight Tools 2 WF 11/16	12/07/2016	Harbor Freight Tools 2 - Lee, Kat...	101.42.4000.421.60065	12.95	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl...	101.42.4200.423.40040	348.50	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl...	101.42.4200.423.40040	53.14	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl...	101.42.4200.423.60011	39.34	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl...	101.44.6000.451.60065	151.80	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl...	101.44.6000.451.60065	75.84	
WELLS FARGO CREDIT CARD ACH Amazon Mktplace Pmts WF 11/...	12/07/2016	Amazon Mktplace Pmts - Otis, J...	101.42.4000.421.50020	38.64	
WELLS FARGO CREDIT CARD ACH Amazon Mktplace Pmts WF 11/...	12/07/2016	Amazon Mktplace Pmts - Otis, J...	101.42.4200.423.60040	29.95	
WELLS FARGO CREDIT CARD ACH Www Stakemill Com WF 11/16	12/07/2016	Www Stakemill Com - Kaldunski...	101.43.5100.442.60040	208.13	
NORTHWEST LASERS, INC.	2983	12/21/2016	11/18/16	101.43.5100.442.60040	1,455.38
WELLS FARGO CREDIT CARD ACH Hose Conveyors Inc WF 11/16	12/07/2016	Hose Conveyors Inc - O'Connor, ...	101.44.6000.451.60040	78.12	
WELLS FARGO CREDIT CARD ACH In Twin Cities Founta WF 11/16	12/07/2016	In Twin Cities Founta - O'Conno...	101.44.6000.451.40047	240.00	
WELLS FARGO CREDIT CARD ACH Minnesota Glove & Safe WF 11...	12/07/2016	Minnesota Glove & Safe - Marti...	101.43.5100.442.60045	127.94	

Expense Approval Report

Payment Dates: 12/08/2016 - 01/04/2017

Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH	Minnesota Glove & Safe WF 11...	12/07/2016	Minnesota Glove & Safe - Marti...	101.43.5100.442.60045	811.45
WELLS FARGO CREDIT CARD ACH	Minnesota Glove & Safe WF 11...	12/07/2016	Minnesota Glove & Safe - Marti...	101.45.3300.419.60045	176.96
WELLS FARGO CREDIT CARD ACH	Sq Sq Expert Tree Se WF 11/16	12/07/2016	Sq Sq Expert Tree Se - O'Conno...	101.44.6000.451.60030	1,500.00
WELLS FARGO CREDIT CARD ACH	Vistapr Vistaprint.Com WF 11/16	12/07/2016	Vistapr Vistaprint.Com - Isaacso...	101.42.4000.421.50030	65.28
WELLS FARGO CREDIT CARD ACH	Vistapr Vistaprint.Com WF 11/16	12/07/2016	Vistapr Vistaprint.Com - Isaacso...	101.45.3000.419.50030	26.78
WELLS FARGO CREDIT CARD ACH	Vistapr Vistaprint.Com WF 11/1...	12/07/2016	Vistapr Vistaprint.Com - Isaacso...	101.42.4000.421.50030	-4.33
WELLS FARGO CREDIT CARD ACH	Vistapr Vistaprint.Com WF 11/1...	12/07/2016	Vistapr Vistaprint.Com - Isaacso...	101.45.3000.419.50030	-1.80
COMCAST	11/19/16 8772 10 591 0024732	11/30/2016	8772 10 591 0024732	101.42.4200.423.30700	-10.42
GOODPOINTE TECHNOLOGY, IN...	2017-IGH	12/21/2016	11/21/16	101.43.5100.442.40044	2,740.00
ACME TOOLS	4573548	12/14/2016	13903	101.42.4200.423.60040	418.71
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.42.4000.421.60065	23.98
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.42.4200.423.60040	59.86
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.43.5200.443.60016	97.36
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.44.6000.451.60012	7.29
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.44.6000.451.60012	16.99
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.44.6000.451.60012	24.48
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.44.6000.451.60045	17.98
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	101.44.6000.451.60066	15.74
WELLS FARGO CREDIT CARD ACH	Bergerson Caswell, Inc WF 11/16	12/07/2016	Bergerson Caswell, Inc - O'Conn...	101.44.6000.451.40050	697.50
WELLS FARGO CREDIT CARD ACH	Bergerson Caswell, Inc WF 11/16	12/07/2016	Bergerson Caswell, Inc - O'Conn...	101.44.6000.451.40050	1,395.00
WELLS FARGO CREDIT CARD ACH	Cmc Rescue Inc WF 11/16	12/07/2016	Cmc Rescue Inc - Belleisle, - res...	101.42.4200.423.60040	274.68
WELLS FARGO CREDIT CARD ACH	Reco WF 11/16	12/07/2016	Reco - Belleisle, - cleaner for SC...	101.42.4200.423.60011	95.24
DATA FLOW	24072	12/14/2016	11/23/16	101.41.2000.415.50030	299.09
WELLS FARGO CREDIT CARD ACH	Brownells Inc WF 11/16	12/07/2016	Brownells Inc - Otis, Josh - Bro...	101.42.4000.421.60018	42.93
WELLS FARGO CREDIT CARD ACH	Minnesota State Fire C WF 11/16	12/07/2016	Minnesota State Fire C - Smith-...	101.42.4200.423.50080	675.00
WELLS FARGO CREDIT CARD ACH	At&T Bill Payment WF 11/16	12/07/2016	At&T Bill Payment - Mylan, Pat -...	101.41.1000.413.50020	93.03
WELLS FARGO CREDIT CARD ACH	At&T Bill Payment WF 11/16	12/07/2016	At&T Bill Payment - Mylan, Pat -...	101.43.5100.442.50020	32.22
KENISON, TERRI	NOV. 2016	12/14/2016	NOVEMBER 2016	101.42.4200.423.30700	850.00
WELLS FARGO CREDIT CARD ACH	4imprint WF 11/16	12/07/2016	4imprint - Lee, Katri - 4imprint- ...	101.42.4000.421.60006	1,850.80
DAKOTA ELECTRIC ASSN	246837-9 12/16	12/23/2016	246837-9	101.44.6000.451.40020	1,505.68
DAKOTA ELECTRIC ASSN	250165-8 12/16	12/23/2016	250165-8	101.44.6000.451.40020	382.21
DAKOTA ELECTRIC ASSN	393563-2 12/16	12/23/2016	393563-2	101.44.6000.451.40020	203.88
DAKOTA ELECTRIC ASSN	426713-4 12/16	12/23/2016	426713-4	101.43.5400.445.40020	43.64
DAKOTA ELECTRIC ASSN	443054-2 12/16	12/23/2016	443054-2	101.44.6000.451.40020	14.00
XCEL ENERGY	525783376	12/12/2016	51-5279113-0	101.43.5200.443.40020	715.54
XCEL ENERGY	525783376	12/12/2016	51-5279113-0	101.43.5400.445.40020	9,971.25
WELLS FARGO CREDIT CARD ACH	Centurylink/Speedpay WF 11/16	12/07/2016	Centurylink/Speedpay - O'Conn...	101.44.6000.451.50020	74.94
WELLS FARGO CREDIT CARD ACH	Centurylink/Speedpay WF 11/16	12/07/2016	Centurylink/Speedpay - O'Conn...	101.44.6000.451.50020	84.93
WELLS FARGO CREDIT CARD ACH	Centurylink/Speedpay WF 11/16	12/07/2016	Centurylink/Speedpay - O'Conn...	101.44.6000.451.50020	95.70
WELLS FARGO CREDIT CARD ACH	Centurylink/Speedpay WF 11/16	12/07/2016	Centurylink/Speedpay - O'Conn...	101.44.6000.451.50020	74.94
MINNEAPOLIS OXYGEN CO.	00001481	12/21/2016	01910	101.42.4200.423.40042	56.10
MINNEAPOLIS OXYGEN CO.	00001482	12/21/2016	01915	101.42.4200.423.40042	56.10
OXYGEN SERVICE COMPANY, INC	03359051	12/14/2016	04394	101.42.4000.421.60065	26.40
WEEDS NATIVE LANDSCAPING ...	1058	12/21/2016	11/30/16	101.43.5200.443.40046	1,074.93
CULLIGAN	11/30/16 157-98459100-6	12/14/2016	157-98459100-6	101.42.4200.423.60065	67.80
LEVANDER, GILLEN & MILLER P....	11/30/16 92000E	12/14/2016	92000E	101.42.4000.421.30410	19,170.91
HENNING FIRE PROTECTION EQ...	1410	12/14/2016	11/30/16	101.43.5200.443.60016	56.00
HENNING FIRE PROTECTION EQ...	1410	12/14/2016	11/30/16	101.44.6000.451.40040	63.00
DOUGHERTY, MOLENDIA, SOLFE...	159856	12/21/2016	7072 37886	101.42.4000.421.30410	161.00
BARNA, GUZY, & STEFFEN LTD	165693	12/21/2016	11/30/16	101.41.1100.413.30430	598.00
LANGUAGE LINE SERVICES	3966523	12/14/2016	9020909043	101.42.4000.421.50020	41.18
LOCAL GOVERNMENT INFORM...	42712	12/21/2016	106325	101.42.4000.421.70501	1,844.00
LOCAL GOVERNMENT INFORM...	42722	12/21/2016	111541	101.42.4200.423.30700	124.00
ACME TOOLS	4592619	12/14/2016	13903	101.42.4200.423.60040	338.71
THOMSON REUTERS - WEST	835155081	12/14/2016	1000197212	101.42.4000.421.30700	190.05
PETTY CASH-WF PURCHASE CA...	ALLAN HUNTING WF OOP 11/16	12/15/2016	ALLAN HUNTING	101.45.3200.419.50080	204.52
PETTY CASH-WF PURCHASE CA...	CARRIE ISAACSON WF OOP 11/...	12/15/2016	CARRIE ISAACSON	101.41.1200.414.50065	17.28
PETTY CASH-WF PURCHASE CA...	CARRIE ISAACSON WF OOP 11/...	12/15/2016	CARRIE ISAACSON	101.41.1200.414.60065	5.33
CW TECHNOLOGY	CW36942	12/21/2016	CIGH0001	101.45.3000.419.60040	175.02
CW TECHNOLOGY	CW36943	12/21/2016	CIGH0001	101.43.5100.442.40044	54.50

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GENESIS EMPLOYEE BENEFITS, ...	IN932159	12/14/2016	10/1/16-10/31/16	101.42.4000.421.30550	40.00
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.41.1100.413.30550	31.76
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.41.2000.415.30550	72.14
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.42.4000.421.30550	243.70
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.42.4200.423.30550	21.50
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.43.5000.441.30550	0.15
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.43.5100.442.30550	44.51
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.43.5200.443.30550	0.39
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.44.6000.451.30550	41.04
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.45.3000.419.30550	18.92
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.45.3200.419.30550	16.15
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	101.45.3300.419.30550	29.50
PETTY CASH-WF PURCHASE CA...	KIM FOX WF OOP 11/16	12/15/2016	KIM FOX	101.41.1000.413.50075	147.83
PETTY CASH-WF PURCHASE CA...	KIM FOX WF OOP 11/16	12/15/2016	KIM FOX	101.45.3000.419.60010	24.40
PETTY CASH-WF PURCHASE CA...	KRISTI SMITH WF OOP 11/16	12/15/2016	KRISTI SMITH	101.41.2000.415.50075	15.00
PETTY CASH-WF PURCHASE CA...	MICHELLE TESSER WF OOP 11/...	12/15/2016	MICHELLE TESSER	101.41.1100.413.50075	31.95
PETTY CASH-WF PURCHASE CA...	MICHELLE TESSER WF OOP 11/...	12/15/2016	MICHELLE TESSER	101.41.1200.414.50065	17.28
PETTY CASH-WF PURCHASE CA...	MICHELLE TESSER WF OOP 11/...	12/15/2016	MICHELLE TESSER	101.41.1200.414.50065	17.28
PETTY CASH-WF PURCHASE CA...	MICHELLE TESSER WF OOP 11/...	12/15/2016	MICHELLE TESSER	101.41.1200.414.50065	17.28
PETTY CASH-WF PURCHASE CA...	MICHELLE TESSER WF OOP 11/...	12/15/2016	MICHELLE TESSER	101.41.1200.414.50065	17.28
PETTY CASH-WF PURCHASE CA...	NICOLE PORTUGAL WF OOP 11...	12/15/2016	NICOLE PORTUGAL	101.43.5100.442.60045	129.95
PETTY CASH-WF PURCHASE CA...	SHELLEY CALVERT WF OOP 11/...	12/15/2016	SHELLEY CALVERT	101.41.1100.413.50020	40.00
PETTY CASH-WF PURCHASE CA...	SHELLEY CALVERT WF OOP 11/...	12/15/2016	SHELLEY CALVERT	101.41.1100.413.50065	7.02
PETTY CASH-WF PURCHASE CA...	SHELLEY CALVERT WF OOP 11/...	12/15/2016	SHELLEY CALVERT	101.41.1100.413.50065	17.82
PETTY CASH-WF PURCHASE CA...	STEVE DODGE WF OOP 11/16	12/15/2016	STEVE DODGE	101.43.5100.442.50080	10.00
PETTY CASH-WF PURCHASE CA...	STEVE DODGE WF OOP 11/16	12/15/2016	STEVE DODGE	101.43.5100.442.50080	16.00
PETTY CASH-WF PURCHASE CA...	STEVE DODGE WF OOP 11/16	12/15/2016	STEVE DODGE	101.43.5100.442.50080	13.00
PETTY CASH-WF PURCHASE CA...	STEVE DODGE WF OOP 11/16	12/15/2016	STEVE DODGE	101.43.5100.442.50080	13.00
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	101.41.1100.413.60065	109.42
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	101.41.2000.415.50030	575.00
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	101.41.2000.415.60070	20.42
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	101.45.3000.419.60010	210.30
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	101.45.3300.419.60070	151.30
TYLER TECHNOLOGIES, INC	025-174450	12/14/2016	41443	101.41.2000.415.40044	438.00
HIDEAWAY SHOOTING RANGE L...	12/1/16	12/14/2016	12/1/16	101.42.4000.421.60018	544.68
INSIGHT EDGE	1493	12/14/2016	12/1/16	101.44.6000.451.30700	400.00
FIRSTSCRIBE	2471684	12/21/2016	12/1/16	101.43.5100.442.40044	250.00
TOKEN MEDIA	50430	12/14/2016	12/1/16	101.42.4200.423.60018	2,820.80
TOKEN MEDIA	50431	12/14/2016	12/1/16	101.42.4200.423.60040	507.20
PLUNKETT'S PEST CONTROL	5579716	12/14/2016	2073675	101.42.4200.423.40040	266.76
XCEL ENERGY	526233122	12/12/2016	51-4779167-3	101.44.6000.451.40010	260.70
XCEL ENERGY	526233122	12/12/2016	51-4779167-3	101.44.6000.451.40020	1,082.37
DAKOTA CTY SHERIFF'S OFFICE	DCSO-2017ECU	12/14/2016	12/2/16	101.42.4000.421.30700	15,000.00
DAKOTA COMMUNICATIONS C...	IG2017-01	12/14/2016	JANUARY 2017	101.42.4000.421.70502	43,934.40
DAKOTA COMMUNICATIONS C...	IG2017-01	12/14/2016	JANUARY 2017	101.42.4200.423.70502	5,905.60
BAUER, NANCY	16-07	12/14/2016	11/7/16	101.41.1100.413.30700	187.50
BAUER, NANCY	16-08	12/14/2016	10/10/16	101.41.1100.413.30700	87.50
LEAGUE OF MN CITIES	247786	12/14/2016	12/4/16	101.41.1000.413.50080	325.00
MTI DISTRIBUTING CO	1098348-00	12/14/2016	91180	101.44.6000.451.40047	2,414.81
COMCAST	12/5/16 8772 10 591 0359526	12/21/2016	8772 10 591 0359526	101.42.4200.423.30700	20.98
XCEL ENERGY	526528549	12/12/2016	51-6431857-4	101.42.4200.423.40010	565.86
XCEL ENERGY	526528549	12/12/2016	51-6431857-4	101.42.4200.423.40020	1,158.77
XCEL ENERGY	526530050	12/12/2016	51-6435129-1	101.43.5400.445.40020	887.58
MN PIPE & EQUIPMENT	0371848	12/21/2016	2195	101.44.6000.451.40047	983.17
UNIFIRST CORPORATION	090 0335681	12/21/2016	1051948	101.43.5200.443.60045	37.70
UNIFIRST CORPORATION	090 0335681	12/21/2016	1051948	101.44.6000.451.60045	34.25
DAKOTA ELECTRIC ASSN	109394-7 12/16	12/23/2016	109394-7	101.43.5400.445.40020	1,198.24
CHAMPION WINDOW CO.	179026	12/14/2016	REFUND BD2016-2935	101.45.0000.3221000	118.00
DAKOTA CTY SHERIFF'S OFFICE	5001-2016EOP-1	12/14/2016	2016 EMERGENCY SERVICES M...	101.42.4000.421.30700	5,148.00
GERRY'S FIRE & SAFETY INC	53870	12/21/2016	12/6/16	101.42.4200.423.40042	88.50

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EMERGENCY RESPONSE SOLUT...	7602	12/14/2016	12/6/16	101.42.4200.423.60040	2,849.68
STREAMLINE DESIGN INC	36963	12/21/2016	12/7/16	101.42.4200.423.60045	216.00
HARRISON FRENCH AND ASSOC...	R00181176	12/14/2016	PLANNING FEE - REIMBURSEM...	101.45.0000.3413000	296.00
LAW ENFORCEMENT TARGETS I...	0297240	12/21/2016	0005154	101.42.4000.421.60018	2,971.00
T MOBILE	12/8/16 494910368	12/21/2016	494910368	101.43.5100.442.50020	49.99
ASSOCIATED MECHANICAL CON...	50394	12/21/2016	S26577	101.42.4200.423.30700	600.00
XCEL ENERGY	527246459	12/12/2016	51-5185446-3	101.42.4000.421.40042	44.05
EMERGENCY RESPONSE SOLUT...	7674	12/21/2016	12/9/16	101.42.4200.423.60040	1,094.91
EMERGENCY RESPONSE SOLUT...	7675	12/21/2016	12/9/16	101.42.4200.423.60040	1,094.91
EFTPS	INV0059094	12/09/2016	FEDERAL WITHHOLDING	101.203.2030200	97.07
MN DEPT OF REVENUE	INV0059095	12/09/2016	STATE WITHHOLDING	101.203.2030300	40.98
EFTPS	INV0059096	12/09/2016	MEDICARE WITHHOLDING	101.203.2030500	29.24
EFTPS	INV0059097	12/09/2016	SOCIAL SECURITY WITHHOLDING	101.203.2030400	125.04
ING DIRECT	INV0059098	12/09/2016	MSRS-HCSP	101.203.2032200	251.80
AFSCME COUNCIL 5	INV0059099	12/09/2016	UNION DUES (AFSCME FAIR SH...	101.203.2031000	31.70
AFSCME COUNCIL 5	INV0059100	12/09/2016	UNION DUES (AFSCME FULL SH...	101.203.2031000	773.52
AFSCME COUNCIL 5	INV0059101	12/09/2016	UNION DUES (AFSCME FULL SH...	101.203.2031000	87.90
MINNESOTA DEPARTMENT OF ...	INV0059102	12/09/2016	JOEL JACKSON FEIN/TAXPAYER ...	101.203.2032100	428.80
MINNESOTA DEPARTMENT OF ...	INV0059103	12/09/2016	JUSTIN PARRANTO FEIN/TAXPA...	101.203.2032100	127.36
GENESIS EMPLOYEE BENEFITS A...	INV0059104	12/09/2016	HSA ELECTION-FAMILY	101.203.2032500	2,554.74
GENESIS EMPLOYEE BENEFITS A...	INV0059105	12/09/2016	HSA ELECTION-SINGLE	101.203.2032500	2,596.53
ICMA RETIREMENT TRUST - 457	INV0059106	12/09/2016	ICMA-AGE <49 %	101.203.2031400	4,656.73
ICMA RETIREMENT TRUST - 457	INV0059107	12/09/2016	ICMA-AGE <49	101.203.2031400	6,752.30
ICMA RETIREMENT TRUST - 457	INV0059108	12/09/2016	ICMA-AGE 50+ %	101.203.2031400	1,462.03
ICMA RETIREMENT TRUST - 457	INV0059109	12/09/2016	ICMA-AGE 50+	101.203.2031400	5,244.36
ICMA RETIREMENT TRUST - 457	INV0059110	12/09/2016	ICMA (EMPLOYER SHARE ADMI...	101.203.2031400	78.92
IUOE	INV0059111	12/09/2016	UNION DUES IUOE	101.203.2031000	1,229.63
LELS	INV0059112	12/09/2016	UNION DUES (LELS)	101.203.2031000	1,620.00
PERA	INV0059113	12/09/2016	PERA COORDINATED PLAN	101.203.2030600	33,425.06
PERA	INV0059114	12/09/2016	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,571.10
PERA	INV0059115	12/09/2016	PERA DEFINED PLAN	101.203.2030600	69.23
PERA	INV0059116	12/09/2016	EMPLOYER SHARE (PERA DEFIN...	101.203.2030600	69.23
PERA	INV0059117	12/09/2016	PERA POLICE & FIRE PLAN	101.203.2030600	15,080.81
PERA	INV0059118	12/09/2016	EMPLOYER SHARE (POLICE & FI...	101.203.2030600	22,621.19
ICMA RETIREMENT TRUST - 457	INV0059119	12/09/2016	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	1,269.24
ICMA RETIREMENT TRUST - 457	INV0059120	12/09/2016	ROTH IRA (AGE 50 & OVER)	101.203.2032400	200.00
ICMA RETIREMENT TRUST - 457	INV0059121	12/09/2016	ROTH-AGE <49 %	101.203.2032400	119.81
LELS SERGEANTS	INV0059122	12/09/2016	UNION DUES (LELS SGT)	101.203.2031000	294.00
EFTPS	INV0059123	12/09/2016	FEDERAL WITHHOLDING	101.203.2030200	45,309.46
MN DEPT OF REVENUE	INV0059124	12/09/2016	STATE WITHHOLDING	101.203.2030300	17,749.21
EFTPS	INV0059125	12/09/2016	MEDICARE WITHHOLDING	101.203.2030500	11,904.76
EFTPS	INV0059126	12/09/2016	SOCIAL SECURITY WITHHOLDING	101.203.2030400	30,497.14
BAUER, NANCY	16-09	12/14/2016	12/5/16	101.41.1100.413.30700	187.50
SENSIBLE LAND USE COALITION	12/12/16	12/14/2016	SLUC LUNCH PROGRAM	101.45.3000.419.50080	40.00
SENSIBLE LAND USE COALITION	12/12/16	12/14/2016	SLUC LUNCH PROGRAM	101.45.3200.419.50080	80.00
M & J SERVICES, LLC	1564	12/21/2016	12/12/16	101.43.5200.443.40046	565.00
M & J SERVICES, LLC	1565	12/21/2016	12/12/16	101.43.5200.443.40046	380.00
MN GLOVE & SAFETY, INC.	298808	12/21/2016	CTINVE	101.43.5200.443.60045	141.93
MASTER MECHANICAL INC	46574	12/21/2016	INVFIR	101.42.4200.423.40040	416.02
PETTY CASH-WF PURCHASE CA...	NOVEMBER 2016	12/12/2016	NOVEMBER 2016	101.41.2000.415.70440	134.39
UNIFIRST CORPORATION	090 0336789	12/21/2016	1051948	101.43.5200.443.60045	37.70
UNIFIRST CORPORATION	090 0336789	12/21/2016	1051948	101.44.6000.451.60045	32.40
EYEMED	163064609	12/14/2016	12/13/16	101.203.2032700	254.96
PINE BEND PAVING, INC.	16-801	12/21/2016	12/13/16	101.43.5200.443.60016	3,197.33
KEEPRS, INC	330253	12/21/2016	INVGROHTFD	101.42.4200.423.60040	3,655.60
KEEPRS, INC	330254	12/21/2016	INVGROHTFD	101.42.4200.423.60040	3,925.35
KEEPRS, INC	330255	12/21/2016	INVGROHTFD	101.42.4200.423.60040	2,924.35
GOODPOINTE TECHNOLOGY, IN...	3693	12/21/2016	12/13/16	101.43.5100.442.40044	1,583.75
CITY OF MINNEAPOLIS RECEIVA...	400451000627	12/21/2016	6012005356	101.42.4000.421.30700	1,596.60
STREICHER'S	I1239805	12/21/2016	285	101.42.4000.421.60045	3,760.00

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INTOXIMETERS	SO-0085507	12/14/2016	C000MNINVO	101.42.4000.421.60065	95.00
SOUTH METRO SPORTS	12/14/16	12/21/2016	12/14/16	101.43.5200.443.60045	101.00
SOUTH METRO SPORTS	12/14/16 2	12/21/2016	12/14/16	101.43.5200.443.60045	144.00
SOUTH METRO SPORTS	12/14/16 3	12/21/2016	12/14/16	101.43.5200.443.60045	138.00
M & J SERVICES, LLC	1557	12/21/2016	12/14/16	101.43.5200.443.40046	2,925.00
STERLING CODIFIERS	18714	12/14/2016	IN0921	101.41.1100.413.30700	500.00
IAFC MEMBERSHIP	82644 2017	12/14/2016	2017 MEMBERSHIP	101.42.4200.423.50070	234.00
MN DEPT OF LABOR & INDUSTRY	NOVEMBER 2016	12/14/2016	NOVEMBER 2016 SURCHARGE	101.207.2070100	3,326.95
METROPOLITAN COUNCIL	NOVEMBER 2016	12/14/2016	NOVEMBER 2016	101.41.0000.3414000	-223.65
MN DEPT OF LABOR & INDUSTRY	NOVEMBER 2016	12/14/2016	NOVEMBER 2016 SURCHARGE	101.41.0000.3414000	-66.54
CAT-PERSONAL SAFETY TRAINI...	1215	12/21/2016	12/15/16	101.43.5200.443.60045	130.00
COLLINS ELECTRICAL CONST.	1631692.01	12/21/2016	12/15/16	101.43.5200.443.40046	429.76
CLAREY'S SAFETY EQUIPMENT	169412	12/21/2016	090500	101.42.4200.423.60040	140.00
ZEE MEDICAL SERVICE	54112226	12/21/2016	12/16/16	101.42.4000.421.60065	320.85
SPRINT	842483314-181	12/21/2016	842483314	101.41.1000.413.50020	69.98
SPRINT	842483314-181	12/21/2016	842483314	101.41.1100.413.50020	69.98
SPRINT	842483314-181	12/21/2016	842483314	101.41.2000.415.50020	34.99
SPRINT	842483314-181	12/21/2016	842483314	101.42.4000.421.50020	34.99
SPRINT	842483314-181	12/21/2016	842483314	101.42.4200.423.50020	34.99
SPRINT	842483314-181	12/21/2016	842483314	101.43.5000.441.50020	34.99
SPRINT	842483314-181	12/21/2016	842483314	101.44.6000.451.50020	34.99
SPRINT	842483314-181	12/21/2016	842483314	101.45.3000.419.50020	34.99
ING DIRECT	INV0059232	12/16/2016	MSRS-HCSP	101.203.2032200	79,471.73
ETHICAL LEADERS IN ACTION, L...	1341	12/21/2016	12/17/16	101.42.4200.423.50080	2,000.00
BETTS, BETH	1071	12/21/2016	12/19/16	101.44.6000.451.30700	1,428.00
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	101.207.2070300	67.61
MN DEPT OF REVENUE	Nov 2016 CR	12/20/2016	Nov 2016 - Sales & Use Tax	101.207.2070300	-0.20
PETTY CASH - POLICE	12/21/16	12/21/2016	PETTY CASH	101.45.3300.419.50080	10.55
MCFOA	2017 DUES E. BERGUM	12/21/2016	2017 DUES	101.42.4200.423.50070	100.00
MCFOA	2017 DUES J. THILL	12/21/2016	2017 DUES	101.42.4200.423.50070	100.00
EMERGENCY RESPONSE SOLUT...	7734	12/21/2016	12/21/16	101.42.4200.423.60040	1,453.18
EMERGENCY RESPONSE SOLUT...	7735	12/21/2016	12/21/16	101.42.4200.423.60040	469.56
SCHROEDER, RYAN R.	DECEMBER 2016	12/21/2016	DECEMBER 2016	101.41.1100.413.30700	4,500.00
AFSCME COUNCIL 5	INV0059423	12/23/2016	UNION DUES (AFSCME FAIR SH...	101.203.2031000	31.70
AFSCME COUNCIL 5	INV0059424	12/23/2016	UNION DUES (AFSCME FULL SH...	101.203.2031000	773.52
AFSCME COUNCIL 5	INV0059425	12/23/2016	UNION DUES (AFSCME FULL SH...	101.203.2031000	87.90
MINNESOTA DEPARTMENT OF ...	INV0059426	12/23/2016	STEVE HER FEIN/TAXPAYER ID: ...	101.203.2032100	427.04
MINNESOTA DEPARTMENT OF ...	INV0059427	12/23/2016	JOEL JACKSON FEIN/TAXPAYER ...	101.203.2032100	428.80
MINNESOTA DEPARTMENT OF ...	INV0059428	12/23/2016	JUSTIN PARRANTO FEIN/TAXPA...	101.203.2032100	127.36
GENESIS EMPLOYEE BENEFITS A...	INV0059429	12/23/2016	HSA ELECTION-FAMILY	101.203.2032500	2,255.78
GENESIS EMPLOYEE BENEFITS A...	INV0059430	12/23/2016	HSA ELECTION-SINGLE	101.203.2032500	2,543.90
ICMA RETIREMENT TRUST - 457	INV0059431	12/23/2016	ICMA-AGE <49 %	101.203.2031400	4,367.76
ICMA RETIREMENT TRUST - 457	INV0059432	12/23/2016	ICMA-AGE <49	101.203.2031400	7,302.30
ICMA RETIREMENT TRUST - 457	INV0059433	12/23/2016	ICMA-AGE 50+ %	101.203.2031400	1,242.52
ICMA RETIREMENT TRUST - 457	INV0059434	12/23/2016	ICMA-AGE 50+	101.203.2031400	4,694.36
ICMA RETIREMENT TRUST - 457	INV0059435	12/23/2016	ICMA (EMPLOYER SHARE ADMI...	101.203.2031400	78.92
PERA	INV0059436	12/23/2016	PERA COORDINATED PLAN	101.203.2030600	34,343.16
PERA	INV0059437	12/23/2016	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,641.72
PERA	INV0059438	12/23/2016	PERA DEFINED PLAN	101.203.2030600	69.23
PERA	INV0059439	12/23/2016	EMPLOYER SHARE (PERA DEFIN...	101.203.2030600	69.23
PERA	INV0059440	12/23/2016	PERA POLICE & FIRE PLAN	101.203.2030600	13,947.87
PERA	INV0059441	12/23/2016	EMPLOYER SHARE (POLICE & FI...	101.203.2030600	20,921.81
ICMA RETIREMENT TRUST - 457	INV0059442	12/23/2016	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	1,269.20
ICMA RETIREMENT TRUST - 457	INV0059443	12/23/2016	ROTH IRA (AGE 50 & OVER)	101.203.2032400	200.00
ICMA RETIREMENT TRUST - 457	INV0059444	12/23/2016	ROTH-AGE <49 %	101.203.2032400	118.70
EFTPS	INV0059445	12/23/2016	FEDERAL WITHHOLDING	101.203.2030200	47,528.04
MN DEPT OF REVENUE	INV0059446	12/23/2016	STATE WITHHOLDING	101.203.2030300	18,802.25
EFTPS	INV0059447	12/23/2016	MEDICARE WITHHOLDING	101.203.2030500	12,888.76
EFTPS	INV0059448	12/23/2016	SOCIAL SECURITY WITHHOLDING	101.203.2030400	35,917.86
EFTPS	INV0059449	12/23/2016	FEDERAL WITHHOLDING	101.203.2030200	313.61

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MN DEPT OF REVENUE	INV0059450	12/23/2016	STATE WITHHOLDING	101.203.2030300	133.04
EFTPS	INV0059451	12/23/2016	MEDICARE WITHHOLDING	101.203.2030500	105.60
EFTPS	INV0059452	12/23/2016	SOCIAL SECURITY WITHHOLDING	101.203.2030400	184.74
ING DIRECT	INV0059453	12/23/2016	MSRS-HCSP	101.203.2032200	609.04
GENESIS EMPLOYEE BENEFITS A...	CM0001466	12/30/2016	HSA ELECTION-FAMILY	101.203.2032500	-902.00
GENESIS EMPLOYEE BENEFITS A...	CM0001468	12/30/2016	HSA ELECTION-SINGLE	101.203.2032500	-123.69
EFTPS	INV0059568	12/30/2016	FEDERAL WITHHOLDING	101.203.2030200	135.30
MN DEPT OF REVENUE	INV0059569	12/30/2016	STATE WITHHOLDING	101.203.2030300	58.86
EFTPS	INV0059570	12/30/2016	MEDICARE WITHHOLDING	101.203.2030500	26.16
EFTPS	INV0059571	12/30/2016	SOCIAL SECURITY WITHHOLDING	101.203.2030400	111.84
PERA	INV0059572	12/30/2016	PERA POLICE & FIRE PLAN	101.203.2030600	62.43
PERA	INV0059573	12/30/2016	EMPLOYER SHARE (POLICE & FI...	101.203.2030600	93.65
EFTPS	INV0059574	12/30/2016	FEDERAL WITHHOLDING	101.203.2030200	77.34
MN DEPT OF REVENUE	INV0059575	12/30/2016	STATE WITHHOLDING	101.203.2030300	27.59
EFTPS	INV0059576	12/30/2016	MEDICARE WITHHOLDING	101.203.2030500	16.78
EFTPS	INV0059589	12/30/2016	FEDERAL WITHHOLDING	101.203.2030200	30.93
MN DEPT OF REVENUE	INV0059590	12/30/2016	STATE WITHHOLDING	101.203.2030300	8.72
EFTPS	INV0059591	12/30/2016	MEDICARE WITHHOLDING	101.203.2030500	3.58
U.S. HEALTHWORKS	0061351-MN	12/31/2016	006745	101.41.1100.413.30500	210.00
CENTURY COLLEGE	00632926	12/31/2016	12140693	101.42.4200.423.50080	1,475.00
HARDWOOD CREEK LUMBER, I...	10619	12/31/2016	12/13/16	101.43.5100.442.60065	331.75
MARTIN-MCALLISTER	10763	12/31/2016	INV001	101.41.1100.413.30500	1,500.00
INVER GROVE FORD	12/27/16	12/31/2016	94917	101.42.4000.421.70300	267.81
RESCUEPAX, LLC	237	12/31/2016	12/28/16	101.42.4200.423.60040	1,908.00
CRAWFORD DOOR SALES COM...	24766	12/31/2016	4373	101.42.4200.423.40040	220.00
VERIFIED CREDENTIALS, INC.	260948	12/31/2016	12/31/16	101.41.1100.413.30700	212.50
SHORT ELLIOTT HENDRICKSON, ...	324990	12/31/2016	4340	101.43.5100.442.30300	2,817.64
LONE OAK GRAPHICS INC	37565	12/31/2016	8150	101.41.1000.413.60065	39.05
EMERGENCY RESPONSE SOLUT...	7803	12/31/2016	12/29/16	101.42.4200.423.60040	3,288.00
SHRED-IT	8121410670	12/31/2016	15212695	101.42.4000.421.30700	182.54
CITY OF FARMINGTON - MAAG	9/26/16-9/30/16 B	12/31/2016	DAKOTA CTY MAAG	101.42.4000.421.50075	301.60
FIRE SAFETY USA	95565	12/31/2016	12/8/16	101.42.4200.423.60040	1,020.00
GENESIS EMPLOYEE BENEFITS, ...	IN895728 B	12/31/2016	10/1/16-10/31/16	101.42.4000.421.30550	34.00
GENESIS EMPLOYEE BENEFITS, ...	IN895728 B	12/31/2016	10/1/16-10/31/16	101.45.3300.419.30550	6.00
GENESIS EMPLOYEE BENEFITS, ...	IN938174	12/31/2016	11/1/16-11/30/16	101.42.4000.421.30550	34.00
GENESIS EMPLOYEE BENEFITS, ...	IN938174	12/31/2016	11/1/16-11/30/16	101.45.3300.419.30550	6.00
TYLER TECHNOLOGIES, INC	025-176144	01/04/2017	41443	101.41.2000.415.40044	31,835.15
TYLER TECHNOLOGIES, INC	025-176681	01/04/2017	41443	101.41.2000.415.40044	438.00
CRAIG RAPP, LLC	12.22.16	01/04/2017	2017 ANNUAL PROGRAM	101.41.1100.413.50080	2,350.00
EYEMED	163082571	01/04/2017	JANUARY 2017	101.203.2032700	236.83
METROPOLITAN AREA MGMT A...	2017 DUES	01/04/2017	2017 DUES	101.41.1100.413.50070	45.00
MN NCPERS LIFE INSURANCE	JANUARY 2017	01/04/2017	JANUARY 2017	101.203.2031600	304.00
Fund 101 - GENERAL FUND Total:					753,378.81

Fund: 201 - C.V.B. FUND

WELLS FARGO CREDIT CARD ACH	Facebk Bv88v96132 WF 11/16	12/07/2016	Facebk Bv88v96132 - Shimek, Tr ...	201.44.1600.465.50025	19.97
WELLS FARGO CREDIT CARD ACH	Google Svcsapps_Visit WF 11/16	12/07/2016	Google Svcsapps_Visit - Shimek,...	201.44.1600.465.50025	10.00
WELLS FARGO CREDIT CARD ACH	Apl Itunes.Com/Bill WF 11/16	12/07/2016	Apl Itunes.Com/Bill - Shimek, Tr..	201.44.1600.465.50025	128.54
WELLS FARGO CREDIT CARD ACH	Apl Itunes.Com/Bill WF 11/16 ...	12/07/2016	Apl Itunes.Com/Bill - Shimek, Tr..	201.44.1600.465.50025	-8.55
WELLS FARGO CREDIT CARD ACH	Mcdonald'S F12347 WF 11/16	12/07/2016	Mcdonald'S F12347 - Shimek, Tr...	201.44.1600.465.50075	7.09
WELLS FARGO CREDIT CARD ACH	Caribou Coffee #1315 WF 11/16	12/07/2016	Caribou Coffee #1315 - Shimek,...	201.44.1600.465.50075	5.32
WELLS FARGO CREDIT CARD ACH	Express Ste Rvrportinn WF 11/16	12/07/2016	Express Ste Rvrportinn - Shimek,...	201.44.1600.465.50075	110.86
WELLS FARGO CREDIT CARD ACH	Kowalski'S Wht WF 11/16	12/07/2016	Kowalski'S Wht - Shimek, Tr - B...	201.44.1600.465.50075	9.98
WELLS FARGO CREDIT CARD ACH	Lou Nanne'S WF 11/16	12/07/2016	Lou Nanne'S - Shimek, Tr - Metr...	201.44.1600.465.50075	13.57
PETTY CASH-WF PURCHASE CA...	TRACY SHIMEK WF OOP 11/16	12/15/2016	TRACY SHIMEK	201.44.1600.465.50065	17.28
PETTY CASH-WF PURCHASE CA...	TRACY SHIMEK WF OOP 11/16	12/15/2016	TRACY SHIMEK	201.44.1600.465.50065	139.86
TAKE 5 MEDIA GROUP, LLC	38185	12/21/2016	12/6/16	201.44.1600.465.50025	450.00
MN ASSOC OF CONVENTION & ...	2017 MEMBERSHIP RENEWAL	12/14/2016	2017 MEMBERSHIP RENEWAL	201.44.1600.465.50070	385.00
RIVER HEIGHTS CHAMBER OF C...	7847	12/31/2016	10/14/16-12/19/16	201.44.1600.465.50035	23.31
RIVER HEIGHTS CHAMBER OF C...	7847	12/31/2016	10/14/16-12/19/16	201.44.1600.465.60010	4.30
ENSEMBLE CREATIVE & MARKET...	IGH122216	12/31/2016	NOVEMBER 2016	201.44.1600.465.50025	5,458.00

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EXPLORE MINNESOTA TOURISM	METRO 2017	01/04/2017	2017 MARKETING PROGRAM	201.44.1600.465.50025	5,000.00
				Fund 201 - C.V.B. FUND Total:	11,774.53

Fund: 204 - RECREATION FUND

WELLS FARGO CREDIT CARD ACH In Minnesota Developm WF 11...	12/07/2016	In Minnesota Developm - Grah...	204.44.6100.452.30700	288.00	
WELLS FARGO CREDIT CARD ACH Sq Sq Gosq.Com Steph WF 11/...	12/07/2016	Sq Sq Gosq.Com Steph - Grah...	204.44.6100.452.30700	40.00	
WELLS FARGO CREDIT CARD ACH Kidcreate Studio WF 11/16	12/07/2016	Kidcreate Studio - O'Connor, - c...	204.44.6100.452.30700	60.00	
WELLS FARGO CREDIT CARD ACH Sq Dance And Enter WF 11/16	12/07/2016	Sq Dance And Enter - O'Connor...	204.44.6100.452.30700	288.00	
WELLS FARGO CREDIT CARD ACH Wm Supercenter #3364 WF 11/...	12/07/2016	Wm Supercenter #3364 - Grah...	204.44.6100.452.60009	45.70	
WELLS FARGO CREDIT CARD ACH Fun Express WF 11/16	12/07/2016	Fun Express - O'Connor, - Boo ...	204.44.6100.452.60009	116.41	
WELLS FARGO CREDIT CARD ACH Mn Recreation And Park WF 11...	12/07/2016	Mn Recreation And Park - O'Co...	204.44.6100.452.50080	39.00	
GENESIS EMPLOYEE BENEFITS, ...	IN936788	16-Nov	204.44.6100.452.30550	13.98	
IGH/SSP COMMUNITY EDUCAT...	12/1/16	NOVEMBER	204.227.2271000	3,301.00	
IGH SENIOR CLUB	12/1/16	NOVEMBER 2016	204.227.2271000	144.00	
INSIGHT EDGE	1493	12/1/16	204.44.6100.452.30700	400.00	
MAYER ARTS INC	2885	12/1/16	204.44.6100.452.30700	670.00	
MN DEPT OF REVENUE	Nov 2016	Nov 2016 - Sales & Use Tax	204.207.2070300	370.53	
MAYER ARTS INC	2885 B	11/4/16	204.44.6100.452.30700	2.00	
				Fund 204 - RECREATION FUND Total:	5,778.62

Fund: 205 - COMMUNITY CENTER

SLOTREM, ALYSSA	9/15/16	12/21/2016	REIMBURSE - ZUMBA LICENSE	205.44.6200.453.50080	90.72
WELLS FARGO CREDIT CARD ACH Adobe WF 11/16	12/07/2016	Adobe - Adams, Bet - monthly s...	205.44.6200.453.50070	139.93	
WELLS FARGO CREDIT CARD ACH Chipotle 0025 WF 11/16	12/07/2016	Chipotle 0025 - Abrahamson - a...	205.44.6200.453.60065	10.00	
WELLS FARGO CREDIT CARD ACH Facebk S3w7jaahh2 WF 11/16	12/07/2016	Facebk S3w7jaahh2 - Adams, Be...	205.44.6200.453.50025	16.34	
WELLS FARGO CREDIT CARD ACH Cub Foods #1639 WF 11/16	12/07/2016	Cub Foods #1639 - Crary, Amy -...	205.44.6200.453.60065	94.14	
WELLS FARGO CREDIT CARD ACH Officemax/Officedepot6 WF 11...	12/07/2016	Officemax/Officedepot6 - Roach...	205.44.6200.453.60016	54.60	
WELLS FARGO CREDIT CARD ACH Menards West St Paul M WF 11...	12/07/2016	Menards West St Paul M - Unde...	205.44.6200.453.40042	28.16	
WELLS FARGO CREDIT CARD ACH Menards West St Paul M WF 11...	12/07/2016	Menards West St Paul M - Unde...	205.44.6200.453.60011	17.82	
WELLS FARGO CREDIT CARD ACH Menards West St Paul M WF 11...	12/07/2016	Menards West St Paul M - Unde...	205.44.6200.453.60011	17.82	
WELLS FARGO CREDIT CARD ACH Cub Foods #1695 WF 11/16	12/07/2016	Cub Foods #1695 - Crary, Amy -...	205.44.6200.453.60065	4.61	
WELLS FARGO CREDIT CARD ACH Thatcher Pools WF 11/16	12/07/2016	Thatcher Pools - O'Connor, - re...	205.44.6200.453.80200	16,328.00	
WELLS FARGO CREDIT CARD ACH Cub Foods, Inc. WF 11/16 CR	12/07/2016	Cub Foods, Inc. - Crary, Amy - R...	205.44.6200.453.60065	-22.96	
WELLS FARGO CREDIT CARD ACH Mfuneralplanningcom WF 11/...	12/07/2016	Mfuneralplanningcom - Adams...	205.44.6200.453.50025	400.00	
WELLS FARGO CREDIT CARD ACH Wm Supercenter #2642 WF 11/...	12/07/2016	Wm Supercenter #2642 - Crary,...	205.44.6200.453.60065	7.91	
WELLS FARGO CREDIT CARD ACH Duraflexinternational WF 11/16	12/07/2016	Duraflexinternational - Roach, R...	205.44.6200.453.40040	903.00	
WELLS FARGO CREDIT CARD ACH Duraflexinternational WF 11/16	12/07/2016	Duraflexinternational - Roach, R...	205.44.6200.453.60016	49.62	
WELLS FARGO CREDIT CARD ACH Comcast Cable Comm WF 11/16	12/07/2016	Comcast Cable Comm - O'Conn...	205.44.6200.453.50070	191.72	
WELLS FARGO CREDIT CARD ACH Samsclub #4736 WF 11/16	12/07/2016	Samsclub #4736 - Abrahamson -...	205.44.6200.453.60065	41.09	
WELLS FARGO CREDIT CARD ACH Uline Ship Supplies WF 11/16	12/07/2016	Uline Ship Supplies - O'Connor,...	205.44.6200.453.60040	349.49	
WELLS FARGO CREDIT CARD ACH Fastenal Company01 WF 11/16	12/07/2016	Fastenal Company01 - Roach, Ri...	205.44.6200.453.40040	26.69	
WELLS FARGO CREDIT CARD ACH Schindler Elevator Cor WF 11/16	12/07/2016	Schindler Elevator Cor - O'Conn...	205.44.6200.453.40040	844.52	
WELLS FARGO CREDIT CARD ACH Target 00025197 WF 11/16	12/07/2016	Target 00025197 - Moyniha...	205.44.6200.453.60040	6.23	
WELLS FARGO CREDIT CARD ACH Accesdisplaygroup WF 11/16	12/07/2016	Accesdisplaygroup - Wonick, Ju...	205.44.6200.453.60040	343.40	
WELLS FARGO CREDIT CARD ACH R&R Specialties Of Wis WF 11/16	12/07/2016	R&R Specialties Of Wis - O'Con...	205.44.6200.453.30700	1,800.00	
WELLS FARGO CREDIT CARD ACH R&R Specialties Of Wis WF 11/16	12/07/2016	R&R Specialties Of Wis - O'Con...	205.44.6200.453.40042	184.00	
WELLS FARGO CREDIT CARD ACH R&R Specialties Of Wis WF 11/16	12/07/2016	R&R Specialties Of Wis - O'Con...	205.44.6200.453.60016	1,996.00	
BIEBERT, CLAUDIA	11/16/16	12/21/2016	REIMBURSE - PT LICENSE	205.44.6200.453.50080	55.00
WELLS FARGO CREDIT CARD ACH Surveymonkey.Com WF 11/16	12/07/2016	Surveymonkey.Com - Adams, B...	205.44.6200.453.50070	250.00	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl,...	205.44.6200.453.60016	34.62	
WELLS FARGO CREDIT CARD ACH The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl,...	205.44.6200.453.60065	131.76	
WELLS FARGO CREDIT CARD ACH Napa Store 3279006 WF 11/16	12/07/2016	Napa Store 3279006 - Baltgalvis ..	205.44.6200.453.40042	17.76	
WELLS FARGO CREDIT CARD ACH Department Of Labor An WF 11...	12/07/2016	Department Of Labor An - O'Co...	205.44.6200.453.40040	100.00	
WELLS FARGO CREDIT CARD ACH Flow Systems Llc WF 11/16	12/07/2016	Flow Systems Llc - Baltgalvis - z...	205.44.6200.453.40042	47.70	
WELLS FARGO CREDIT CARD ACH Hawkins Inc WF 11/16	12/07/2016	Hawkins Inc - O'Connor, - pool ...	205.44.6200.453.60024	2,360.56	
WELLS FARGO CREDIT CARD ACH Hillyard Inc Minneapol WF 11/16	12/07/2016	Hillyard Inc Minneapol - O'Conn...	205.44.6200.453.60011	668.24	
WELLS FARGO CREDIT CARD ACH Hillyard Inc Minneapol WF 11/16	12/07/2016	Hillyard Inc Minneapol - O'Conn...	205.44.6200.453.60011	668.24	
WELLS FARGO CREDIT CARD ACH Hose Conveyors Inc WF 11/16	12/07/2016	Hose Conveyors Inc - O'Connor, ...	205.44.6200.453.40042	34.85	
WELLS FARGO CREDIT CARD ACH Nac Mechanical WF 11/16	12/07/2016	Nac Mechanical - O'Connor, - r...	205.44.6200.453.40040	6,680.00	
WELLS FARGO CREDIT CARD ACH Pioneer Press Advertis WF 11/16	12/07/2016	Pioneer Press Advertis - O'Conn...	205.44.6200.453.50025	650.00	
WELLS FARGO CREDIT CARD ACH United Laboratories WF 11/16	12/07/2016	United Laboratories - O'Connor, ..	205.44.6200.453.60011	771.27	
WELLS FARGO CREDIT CARD ACH United Laboratories WF 11/16	12/07/2016	United Laboratories - O'Connor, ..	205.44.6200.453.60011	771.27	

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WELLS FARGO CREDIT CARD ACH	Superior Sauna & Steam WF 11...	12/07/2016	Superior Sauna & Steam - Baltga..	205.44.6200.453.40040	91.80
WELLS FARGO CREDIT CARD ACH	Wal-Mart #5089 WF 11/16	12/07/2016	Wal-Mart #5089 - Belleisle, - pl...	205.44.6200.453.60065	32.84
WELLS FARGO CREDIT CARD ACH	Gartner Refrigeratio WF 11/16	12/07/2016	Gartner Refrigeratio - O'Connor,..	205.44.6200.453.40040	1,303.20
WELLS FARGO CREDIT CARD ACH	Ww Grainger WF 11/16	12/07/2016	Ww Grainger - O'Connor, - clea...	205.44.6200.453.60011	476.92
WELLS FARGO CREDIT CARD ACH	Ww Grainger WF 11/16	12/07/2016	Ww Grainger - O'Connor, - clea...	205.44.6200.453.60011	476.93
WELLS FARGO CREDIT CARD ACH	Ww Grainger WF 11/16	12/07/2016	Ww Grainger - O'Connor, - clea...	205.44.6200.453.60016	19.64
WELLS FARGO CREDIT CARD ACH	Zumba Fitness WF 11/16	12/07/2016	Zumba Fitness - Crary, Amy - m...	205.44.6200.453.60018	30.00
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	205.44.6200.453.60012	2.36
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	205.44.6200.453.60012	11.42
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	205.44.6200.453.60016	15.98
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	205.44.6200.453.60065	7.47
WELLS FARGO CREDIT CARD ACH	Dollar Tree WF 11/16	12/07/2016	Dollar Tree - Crary, Amy - Black...	205.44.6200.453.60065	18.00
WELLS FARGO CREDIT CARD ACH	Electronic Communicati WF 11/...	12/07/2016	Electronic Communicati - O'Con...	205.44.6200.453.40040	2,985.09
WELLS FARGO CREDIT CARD ACH	Electronic Communicati WF 11/...	12/07/2016	Electronic Communicati - O'Con...	205.44.6200.453.40040	230.00
WELLS FARGO CREDIT CARD ACH	Glewwe Doors WF 11/16	12/07/2016	Glewwe Doors - O'Connor, - do...	205.44.6200.453.40040	194.00
WELLS FARGO CREDIT CARD ACH	Glewwe Doors WF 11/16	12/07/2016	Glewwe Doors - O'Connor, - do...	205.44.6200.453.60016	352.00
WELLS FARGO CREDIT CARD ACH	Envatomarket31868747 WF 11...	12/07/2016	Envatomarket31868747 - Abra...	205.44.6200.453.60065	24.00
HENNING FIRE PROTECTION EQ...	1410	12/14/2016	11/30/16	205.44.6200.453.40040	69.00
HENNING FIRE PROTECTION EQ...	1410	12/14/2016	11/30/16	205.44.6200.453.40040	69.00
PETTY CASH-WF PURCHASE CA...	AMY CRARY WF OOP 11/16	12/15/2016	AMY CRARY	205.44.6200.453.40042	21.50
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	205.44.6200.453.30550	12.50
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	205.44.6200.453.30550	3.50
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	205.44.6200.453.30550	12.50
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	205.44.6200.453.30550	26.64
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	205.44.6200.453.30550	0.11
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	10.69
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	3.24
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	3.24
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	5.13
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	3.24
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	3.24
PETTY CASH-WF PURCHASE CA...	RICK ROACH WF OOP 11/16	12/15/2016	RICK ROACH	205.44.6200.453.50065	3.24
VANCO SERVICES LLC	00007888927	12/14/2016	NOVEMBER 2016	205.44.6200.453.70600	97.35
INSIGHT EDGE	1493	12/14/2016	12/1/16	205.44.6200.453.30700	400.00
XCEL ENERGY	526233122	12/12/2016	51-4779167-3	205.44.6200.453.40010	2,503.26
XCEL ENERGY	526233122	12/12/2016	51-4779167-3	205.44.6200.453.40010	5,497.10
XCEL ENERGY	526233122	12/12/2016	51-4779167-3	205.44.6200.453.40020	15,534.69
XCEL ENERGY	526233122	12/12/2016	51-4779167-3	205.44.6200.453.40020	12,478.22
SURE STOP FLOOR SAFETY, INC.	123547	12/21/2016	I 123547	205.44.6200.453.30700	2,509.10
BOECKMAN, SHARI	12/4/16	12/21/2016	REIMBURSE- BARRE WORKSHOP	205.44.6200.453.50080	73.50
HUEBSCH SERVICES	3782347	12/14/2016	92965	205.44.6200.453.40040	204.79
HUEBSCH SERVICES	3782347	12/14/2016	92965	205.44.6200.453.40040	88.39
TOTAL CONSTRUCTION & EQUIP.	12/9/16	12/21/2016	REFUND - DAMAGE DEPOSIT	205.44.0000.3492500	1,000.00
MINUS, ANTHONY	12/9/16	12/21/2016	REFUND - SWIM LESSON	205.44.0000.3493501	64.00
MN DEPT OF HEALTH	2017 FBL-14926-10565	12/14/2016	FBL-14926-10565	205.44.6200.453.50070	1,000.00
HEALTHY CONTRIBUTIONS LLC	12/15/16	12/21/2016	12/15/16	205.44.6200.453.70600	15.15
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	205.207.2070300	6,095.04
COMMON SENSE BUILDING SE...	40114	12/31/2016	DECEMBER 2016	205.44.6200.453.40040	7,288.05
Fund 205 - COMMUNITY CENTER Total:					98,531.18
Fund: 290 - EDA					
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	290.45.3000.419.30550	1.33
Fund 290 - EDA Total:					1.33
Fund: 326 - NAT'L GUARD ARMORY D/S					
MN STATE ARMORY BUILDING ...	12/6/16 FINAL PAYMENT	12/14/2016	FINAL PAYMENT	326.57.9000.570.90100	56,869.64
MN STATE ARMORY BUILDING ...	12/6/16 FINAL PAYMENT	12/14/2016	FINAL PAYMENT	326.57.9000.570.90200	3,830.36
Fund 326 - NAT'L GUARD ARMORY D/S Total:					60,700.00
Fund: 391 - GO TAX INCR REF, 2014A (05B)					
WELLS FARGO CORPORATE TRU...	11/4/16	12/15/2016	INVE714AGOTI	391.57.9000.570.90100	620,000.00
WELLS FARGO CORPORATE TRU...	11/4/16	12/15/2016	INVE714AGOTI	391.57.9000.570.90200	6,200.00

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Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
EHLERS AND ASSOCIATES, INC.	72422	12/31/2016	12/28/16	391.57.9000.570.30150	1,000.00
				Fund 391 - GO TAX INCR REF, 2014A (05B) Total:	627,200.00
Fund: 404 - SEWER CONNECTION FUND					
METROPOLITAN COUNCIL	NOVEMBER 2016	12/14/2016	NOVEMBER 2016	404.217.2170000	22,365.00
				Fund 404 - SEWER CONNECTION FUND Total:	22,365.00
Fund: 405 - NORTH SIDE WTR STOR. FAC.					
EHLERS AND ASSOCIATES, INC.	72274	12/14/2016	12/12/16	405.57.9000.570.30150	53.75
				Fund 405 - NORTH SIDE WTR STOR. FAC. Total:	53.75
Fund: 436 - 2016 IMPROVEMENT FUND					
HERFORD NORBY GOLF ARCHIT...	3096	12/14/2016	10/12/16	436.52.5900.736.80300	19,500.00
LEITNER COMPANY	217486	12/07/2016	12/6/16	436.52.5900.736.80300	483.50
WSB & ASSOCIATES, INC.	11/21/16 1	12/14/2016	01702-270	436.73.5900.736.30300	6,394.50
WELLS FARGO CREDIT CARD ACH	Stantec Consulting Svc WF 11/16	12/07/2016	Stantec Consulting Svc - O'Conn...	436.44.5900.736.30700	329.32
BARR ENGINEERING COMPANY	23191332.00-1	12/21/2016	11/30/16	436.73.5900.736.30300	822.50
LEITNER COMPANY	217468	12/14/2016	12/6/16	436.52.5900.736.80300	967.01
HERFORD NORBY GOLF ARCHIT...	4021	12/14/2016	12/10/16	436.52.5900.736.80300	6,500.00
APEX ARENA SOLUTIONS, INC.	PAY REQUEST #6	12/14/2016	VMCC/GROVE ENERGY IMPROV...	436.44.5900.736.40040	109,074.17
DUININCK	PAY REQUEST #3	12/21/2016	CITY PROJECT 2016-07	436.52.5900.736.80300	305,288.95
CENTRAL ROOFING COMPANY	PAY REQUEST #5	12/21/2016	CITY PROJECT 2016-14	436.44.5900.736.80200	50,339.31
KIMLEY-HORN & ASSOCIATES, I...	8654503	12/31/2016	160509027.3	436.73.5900.736.30300	1,980.54
				Fund 436 - 2016 IMPROVEMENT FUND Total:	501,679.80
Fund: 440 - PAVEMENT MANAGEMENT PROJ					
SRF CONSULTING GROUP, INC	09278.00-5	12/31/2016	11/30/16	440.74.5900.740.30300	8,194.38
SHORT ELLIOTT HENDRICKSON, ...	325420	12/31/2016	4340	440.74.5900.740.30300	9,190.71
SHORT ELLIOTT HENDRICKSON, ...	325420	12/31/2016	4340	440.74.5900.740.30300	6,336.93
KIMLEY-HORN & ASSOCIATES, I...	8654503	12/31/2016	160509027.3	440.74.5900.740.30300	20,025.51
				Fund 440 - PAVEMENT MANAGEMENT PROJ Total:	43,747.53
Fund: 446 - NW AREA					
BRANDVOLD, ELROY	11/28/16	12/21/2016	ROW CITY PROJECT 2015-12	446.74.5900.746.80100	5,900.00
BARR ENGINEERING COMPANY	23190328.16-8	12/21/2016	2016 PROJECT REVIEWS	446.74.5900.746.30300	651.05
BARR ENGINEERING COMPANY	23190328.16-8	12/21/2016	2016 PROJECT REVIEWS	446.74.5900.746.30300	651.05
DAKOTA CTY FINANCIAL SVCS	00023167	12/21/2016	P0001753	446.74.5900.746.30700	817,736.78
KIMLEY-HORN & ASSOCIATES, I...	8698398	12/21/2016	160509031.3	446.74.5900.746.30300	4,009.45
ELEMENT MATERIALS TECHNO...	ESP0119974IN	12/21/2016	00006343	446.74.5900.746.30300	235.25
ELEMENT MATERIALS TECHNO...	ESP0119974IN	12/21/2016	00006343	446.74.5900.746.30300	235.25
EJM PIPE SERVICES	PAY VO. NO. 6	12/14/2016	CITY PROJECT NO. 2015-16	446.74.5900.746.80300	169,880.37
EJM PIPE SERVICES	PAY VO. NO. 6	12/14/2016	CITY PROJECT NO. 2015-16	446.74.5900.746.80300	344,112.67
DEUTH, GEORGE	12/15/16	12/21/2016	ROW PROJECT 2015-12	446.74.5900.746.80100	42,000.00
EMMONS & OLIVIER RESOURCES	00095-0051-6	12/31/2016	00095-0051	446.74.5900.746.30300	373.75
EVERGREEN LAND SERVICES	00-11743	12/31/2016	12/16/16	446.74.5900.746.30300	2,504.30
BOLTON & MENK, INC.	0197738	12/31/2016	T21.109315	446.74.5900.746.30300	147.13
STANTEC CONSULTING SERVICE...	1139617	12/31/2016	92607	446.74.5900.746.30300	10,539.02
SEAN PATRICK BUTTS	7600	12/31/2016	2015-12 WATER TRUNK UTILITI...	446.74.5900.746.30300	1,800.00
EJM PIPE SERVICES	PAY VO. NO. 7	12/31/2016	CITY PROJECT NO. 2015-13	446.74.5900.746.80300	649,856.22
EJM PIPE SERVICES	PAY VO. NO. 7	12/31/2016	CITY PROJECT NO. 2015-13	446.74.5900.746.80300	488,507.10
				Fund 446 - NW AREA Total:	2,539,139.39
Fund: 450 - COMMUNITY PROJECTS FUND					
SAVATREE	4228657	12/21/2016	1022556	450.75.5900.750.40047	15,863.00
				Fund 450 - COMMUNITY PROJECTS FUND Total:	15,863.00
Fund: 501 - WATER UTILITY FUND					
GRAINGER	9207347205	12/14/2016	806460150	501.50.7100.512.40040	166.59
VALLEY-RICH CO, INC	23479	12/14/2016	R160566 11/20	501.50.7100.512.40046	4,375.25
AMERICAN FLAGPOLE & FLAG ...	129927	12/14/2016	11/16/16	501.50.7100.512.60016	104.95
DAKOTA AGGREGATES, LLC.	A6071801	12/14/2016	9021	501.50.7100.512.40046	684.60
WELLS FARGO CREDIT CARD ACH	The Home Depot #2843 WF 11/...	12/07/2016	The Home Depot #2843 - Sperl,...	501.50.7100.512.60011	143.12
HD SUPPLY WATERWORKS LTD	G444417	12/14/2016	099872	501.50.7100.512.40043	4,268.37
DALCO CORPORATION	3103118	12/14/2016	1/0001020261	501.50.7100.512.60011	333.13
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	501.50.7100.512.60011	12.96

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WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	501.50.7100.512.60016	25.97
CITY OF BLOOMINGTON	11/1/16-11/30/16	12/14/2016	11/1/16-11/30/16	501.50.7100.512.30700	420.00
HENNING FIRE PROTECTION EQ...	1410	12/14/2016	11/30/16	501.50.7100.512.60016	156.00
GOPHER STATE ONE-CALL	6110459	12/14/2016	MN00435	501.50.7100.512.30700	425.25
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	501.50.7100.512.30550	43.79
SHERWIN-WILLIAMS	4735-6	12/14/2016	6682-5453-5	501.50.7100.512.40040	69.99
OXYGEN SERVICE COMPANY, INC	08029475	12/14/2016	04393	501.50.7100.512.40040	23.79
MAX STEININGER, INC.	12/5/16	12/14/2016	REFUND HYDRANT PERMIT #16...	501.207.2070300	-41.22
MAX STEININGER, INC.	12/5/16	12/14/2016	REFUND HYDRANT PERMIT #16...	501.50.0000.3813000	-578.50
XCEL ENERGY	526522045	12/12/2016	51-6098709-7	501.50.7100.512.40010	872.11
XCEL ENERGY	526522045	12/12/2016	51-6098709-7	501.50.7100.512.40020	14,903.74
S. M. HENTGES & SONS, INC.	12/6/16	12/14/2016	REFUND HYDRANT PERMIT #16...	501.207.2070300	-37.43
S. M. HENTGES & SONS, INC.	12/6/16	12/14/2016	REFUND HYDRANT PERMIT #16...	501.50.0000.3813000	-525.28
HD SUPPLY WATERWORKS LTD	G466892	12/14/2016	099872	501.50.7100.512.40043	-370.00
SPRINT	842483314-181	12/21/2016	842483314	501.50.7100.512.50020	70.18
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	501.207.2070200	1,563.90
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	501.207.2070300	35.31
TKDA	002016004373	12/31/2016	0015781.001	501.50.7100.512.30700	1,533.14
GOODIN COMPANY	02191914-00	12/31/2016	1001619	501.50.7100.512.40043	72.14
GERLACH OUTDOOR POWER E...	125101	12/31/2016	109186	501.50.7100.512.60016	30.90
GERLACH OUTDOOR POWER E...	125127	12/31/2016	109186	501.50.7100.512.60016	39.49
SHORT ELLIOTT HENDRICKSON, ...	325584	12/31/2016	4340	501.50.7100.512.30300	1,589.80
ELROY'S ELECTRIC SERVICE	5244	12/31/2016	12/12/16	501.50.7100.512.40042	54.00
ELECTRIC FIRE & SECURITY	657	12/31/2016	CIT800	501.50.7100.512.40040	622.00
VESSCO INC	68020	12/31/2016	13641	501.50.7100.512.40040	340.60
HD SUPPLY WATERWORKS LTD	G487232	12/31/2016	099872	501.50.7100.512.40043	317.85
MIDWEST SAFETY COUNSELORS,..	IVC39956B	12/31/2016	10/24/16	501.50.7100.512.60065	354.00
Fund 501 - WATER UTILITY FUND Total:					32,100.49

Fund: 502 - SEWER UTILITY FUND

MN GLOVE & SAFETY, INC.	297155	12/14/2016	CTINVP	502.51.7200.514.60045	37.98
TEAM LABORATORY CHEMICAL ...	INV0004119	12/14/2016	231940	502.51.7200.514.40043	1,499.50
MN GLOVE & SAFETY, INC.	297954	12/14/2016	CTINVP	502.51.7200.514.60045	89.97
MN GLOVE & SAFETY, INC.	297955	12/14/2016	CTINVP	502.51.7200.514.60045	18.99
MN GLOVE & SAFETY, INC.	297956	12/14/2016	CTINVP	502.51.7200.514.60045	49.99
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	502.51.7200.514.30550	23.23
XCEL ENERGY	526522045	12/12/2016	51-6098709-7	502.51.7200.514.40010	129.75
XCEL ENERGY	526522045	12/12/2016	51-6098709-7	502.51.7200.514.40020	1,241.78
DAKOTA CTY TREASURER	NOVEMBER 2016	12/14/2016	NOVEMBER 2016	502.207.2070100	129.00
CAT-PERSONAL SAFETY TRAINI...	1216	12/31/2016	12/15/16	502.51.7200.514.60045	582.56
MN GLOVE & SAFETY, INC.	299008	12/31/2016	CTINVE	502.51.7200.514.60045	169.95
Fund 502 - SEWER UTILITY FUND Total:					3,972.70

Fund: 503 - INVER WOOD GOLF COURSE

DEX MEDIA	10/20/16 110360619	11/09/2016	110360619	503.52.8500.526.50025	47.50
WELLS FARGO CREDIT CARD ACH	Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	503.52.8600.527.60012	27.81
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M WF 11...	12/07/2016	Menards West St Paul M - Unde...	503.52.8500.526.40040	46.07
WELLS FARGO CREDIT CARD ACH	Menards West St Paul M WF 11...	12/07/2016	Menards West St Paul M - Unde...	503.52.8600.527.60012	30.73
WINFIELD SOLUTIONS, LLC	000061248031	12/14/2016	442575	503.52.8600.527.60035	384.80
TWIN CITY SAW	A22370	12/14/2016	11/14/16	503.52.8600.527.40042	134.47
WELLS FARGO CREDIT CARD ACH	Dennys 5th Avenue Bake WF 11...	12/07/2016	Dennys 5th Avenue Bake - Moy...	503.52.8300.524.76050	72.54
WELLS FARGO CREDIT CARD ACH	Target 00025197 WF 11/16	12/07/2016	Target 00025197 - Moyniha...	503.52.8300.524.60065	7.49
WELLS FARGO CREDIT CARD ACH	Mills Fleet Farm 2700 WF 11/16	12/07/2016	Mills Fleet Farm 2700 - Felix, Ke...	503.52.8600.527.60045	71.99
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8300.524.40042	3.20
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8300.524.40042	13.84
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8400.525.40041	45.93
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8400.525.40041	47.75
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8500.526.40040	71.70
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8500.526.60040	4.29
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Underd...	503.52.8600.527.60012	18.71
WINFIELD SOLUTIONS, LLC	000061265563	12/14/2016	442575	503.52.8600.527.60012	160.31
WELLS FARGO CREDIT CARD ACH	Reeds Sales And Servic WF 11/16	12/07/2016	Reeds Sales And Servic - Felix, K...	503.52.8600.527.60021	87.31

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UNIFIRST CORPORATION	090 0334654	12/14/2016	1258268	503.52.8600.527.60045	46.04
DAKOTA ELECTRIC ASSN	201360-5 12/16	12/23/2016	201360-5	503.52.8600.527.40020	206.59
XCEL ENERGY	525799637	12/12/2016	51-5754364-1	503.52.8500.526.40010	45.72
XCEL ENERGY	525799637	12/12/2016	51-5754364-1	503.52.8500.526.40020	826.35
XCEL ENERGY	525799637	12/12/2016	51-5754364-1	503.52.8600.527.40010	114.23
XCEL ENERGY	525799637	12/12/2016	51-5754364-1	503.52.8600.527.40020	612.26
MTI DISTRIBUTING CO	1098072-00	12/14/2016	402307	503.52.8600.527.60008	71.29
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	503.52.8000.521.30550	0.11
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	503.52.8500.526.30550	12.66
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	503.52.8600.527.30550	21.50
UNIFIRST CORPORATION	090 0335779	12/14/2016	1258268	503.52.8600.527.60045	51.63
NAPA OF INVER GROVE HEIGHTS	482188	12/14/2016	4165	503.52.8600.527.40042	7.37
NAPA OF INVER GROVE HEIGHTS	482189	12/14/2016	4165	503.52.8600.527.40042	62.99
UNIFIRST CORPORATION	090 0336892	12/21/2016	1258268	503.52.8600.527.60045	46.04
TDS METROCOM	12/13/16 651 457 3667	12/21/2016	651 457 3667	503.52.8500.526.50020	257.72
ARTHUR J GALLAGHER RISK	1992093	12/14/2016	INVEGRO-03	503.52.8500.526.50014	1,558.96
UNIFIRST CORPORATION	090 0338009	12/21/2016	1258268	503.52.8600.527.60045	51.87
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	503.207.2070300	544.66
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	503.52.8500.526.50020	19.36
UNIFIRST CORPORATION	090 0339147	12/31/2016	1258268	503.52.8600.527.60045	51.07
UNIFIRST CORPORATION	090 0340278	12/31/2016	1258268	503.52.8600.527.60045	51.92

Fund 503 - INVER WOOD GOLF COURSE Total: 5,936.78

Fund: 602 - RISK MANAGEMENT

WELLS FARGO CREDIT CARD ACH	Gartner Refrigeratio WF 11/16	12/07/2016	Gartner Refrigeratio - O'Connor,...	602.00.2100.415.40048	309.00
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	602.00.2100.415.30550	1.66
QUINLIVAN & HUGHES, PA	123375	12/14/2016	223019.23019	602.00.2100.415.30700	1,756.65
LEAGUE OF MN CITIES INS TRUST	C0027383	12/31/2016	KELLY ENGEBRETSON	602.00.2100.415.70200	2,123.75

Fund 602 - RISK MANAGEMENT Total: 4,191.06

Fund: 603 - CENTRAL EQUIPMENT

MTI DISTRIBUTING CO	1080350-00	12/21/2016	91180	603.00.5300.444.40041	19.91
EMERGENCY APPARATUS MAIN...	90131	12/21/2016	10/25/16	603.00.5300.444.40041	4,361.41
MTI DISTRIBUTING CO	1091153-02	12/21/2016	91180	603.00.5300.444.40041	84.63
WELLS FARGO CREDIT CARD ACH	Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Under...	603.00.5300.444.40041	19.26
TOTAL CONSTRUCTION & EQUIP.	69257	12/21/2016	CIT001	603.00.5300.444.40040	494.73
EMERGENCY APPARATUS MAIN...	90473	12/21/2016	11/14/16	603.00.5300.444.40041	1,346.75
WELLS FARGO CREDIT CARD ACH	Tractor-Supply-Co #019 WF 11/...	12/07/2016	Tractor-Supply-Co #019 - Jacks...	603.00.5300.444.40041	-19.26
TITAN MACHINERY	171205	12/21/2016	11/17/16	603.00.5300.444.80800	23,174.44
LITTLE FALLS MACHINE INC	00058923	11/18/2016	054603	603.00.5300.444.40041	273.62
WELLS FARGO CREDIT CARD ACH	Hose Conveyors Inc WF 11/16	12/07/2016	Hose Conveyors Inc - O'Connor, ...	603.00.5300.444.40041	164.71
WELLS FARGO CREDIT CARD ACH	The Corner S WF 11/16	12/07/2016	The Corner S - Jackson, R - Non ...	603.00.5300.444.60021	5.87
O' REILLY AUTO PARTS	1767-240721	12/21/2016	1578028	603.00.5300.444.40041	24.68
FORCE AMERICA, INC.	IN001-1099704	12/21/2016	366100	603.00.5300.444.40041	286.64
ZIEGLER INC	SW140154656	12/21/2016	4069900	603.00.5300.444.40041	3,183.65
SPRINGER, KATE	6126669/1	12/21/2016	11/28/16	603.00.5300.444.40042	245.50
FORCE AMERICA, INC.	IN001-1100002	12/21/2016	366100	603.00.5300.444.40041	430.42
O' REILLY AUTO PARTS	1767-241518	12/21/2016	1578028	603.00.5300.444.60012	74.94
O' REILLY AUTO PARTS	1767-241537	12/21/2016	1578028	603.00.5300.444.60040	25.59
INVER GROVE FORD	5221164	12/21/2016	11/29/16	603.00.5300.444.40041	58.45
XCEL ENERGY	525783376	12/12/2016	51-5279113-0	603.00.5300.444.40010	182.40
XCEL ENERGY	525783376	12/12/2016	51-5279113-0	603.00.5300.444.40020	1,443.68
HENNING FIRE PROTECTION EQ...	1410	12/14/2016	11/30/16	603.00.5300.444.40040	121.00
O' REILLY AUTO PARTS	1767-241655	12/21/2016	1578028	603.140.1450050	11.67
O' REILLY AUTO PARTS	1767-241656	12/21/2016	1578028	603.140.1450050	40.15
CRAWFORD DOOR SALES COM...	24503	12/21/2016	4840	603.00.5300.444.40040	2,814.95
NUSS TRUCK AND EQUIPMENT	70980759P	12/21/2016	38679B	603.00.5300.444.40041	627.04
POMP'S TIRE SERVICE, INC.	980034316	12/21/2016	4502557	603.140.1450050	1,702.50
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	603.00.5300.444.30550	9.24
LANO EQUIPMENT, INC.	01-405235	12/21/2016	CITYINVERGROVE	603.00.5300.444.60014	459.98
O' REILLY AUTO PARTS	1767-241914	12/21/2016	1578028	603.00.5300.444.40041	102.34
MANSFIELD OIL COMPANY	20138336	12/21/2016	23866	603.00.5300.444.60021	1,331.03

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Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
MOORE MEDICAL LLC	99298040 I	12/14/2016	21185816	603.00.5300.444.80700	1,250.00
TOWN & COUNTRY FENCE	189561	12/21/2016	12/2/16	603.00.5300.444.40040	250.00
EMERGENCY RESPONSE SOLUT...	7585	12/14/2016	12/2/16	603.00.5300.444.80700	15,380.83
EMERGENCY AUTOMOTIVE TEC...	MP120116-11	12/21/2016	12/2/16	603.140.1450050	137.24
HOSE / CONVEYORS INC	00064817	12/21/2016	CIT300	603.00.5300.444.40041	260.82
ABM EQUIPMENT & SUPPLY	0149878-IN	12/21/2016	0131896	603.00.5300.444.40041	263.75
MTI DISTRIBUTING CO	1098402-00	12/21/2016	91180	603.00.5300.444.40041	14.54
O' REILLY AUTO PARTS	1767-242334	12/21/2016	1578028	603.00.5300.444.40041	12.95
O' REILLY AUTO PARTS	1767-242402	12/21/2016	1578028	603.00.5300.444.60040	23.98
UNIFIRST CORPORATION	090 0335681	12/21/2016	1051948	603.00.5300.444.40065	150.03
UNIFIRST CORPORATION	090 0335681	12/21/2016	1051948	603.00.5300.444.60045	34.37
MTI DISTRIBUTING CO	1098431-00	12/21/2016	91180	603.00.5300.444.40041	24.13
O' REILLY AUTO PARTS	1767-242518	12/21/2016	1578028	603.00.5300.444.40041	45.56
O' REILLY AUTO PARTS	1767-242523	12/21/2016	1578028	603.00.5300.444.40041	12.96
O' REILLY AUTO PARTS	1767-242563	12/21/2016	1578028	603.00.5300.444.40041	237.82
O' REILLY AUTO PARTS	1767-242563	12/21/2016	1578028	603.140.1450050	68.06
O' REILLY AUTO PARTS	1767-242587	12/21/2016	1578028	603.00.5300.444.40041	560.10
ANCOM COMMUNICATIONS, I...	28981	12/14/2016	809	603.00.5300.444.80700	2,212.90
MINNESOTA EQUIPMENT	P25688	12/21/2016	INVER001	603.00.5300.444.40041	1,041.17
ARROW MOWER, INC.	44544	12/21/2016	GROVINVE	603.00.5300.444.40041	63.47
ARROW MOWER, INC.	44545	12/21/2016	GROVINVE	603.00.5300.444.40041	7.68
INVER GROVE FORD	5221829	12/21/2016	12/7/16	603.00.5300.444.40041	14.42
INVER GROVE FORD	5221830	12/21/2016	12/7/16	603.00.5300.444.40041	33.41
MANSFIELD OIL COMPANY	945248	12/21/2016	23866-02-945248	603.140.1450060	7,519.77
MANSFIELD OIL COMPANY	949798	12/21/2016	23866-01-949798	603.140.1450060	816.48
MANSFIELD OIL COMPANY	CM-018436	12/07/2016	23866	603.00.5300.444.60021	-250.00
MANSFIELD OIL COMPANY	CM-021676	12/07/2016	23866	603.00.5300.444.60021	-3,745.70
O' REILLY AUTO PARTS	1767-242804	12/21/2016	1578028	603.00.5300.444.60012	10.98
MANSFIELD OIL COMPANY	945246	12/21/2016	23866-01-945246	603.140.1450060	4,309.59
H&L MESABI	97083	12/21/2016	514	603.00.5300.444.40041	1,238.13
O' REILLY AUTO PARTS	1767-243035	12/21/2016	1578028	603.00.5300.444.40041	196.44
O' REILLY AUTO PARTS	1767-243043	12/21/2016	1578028	603.00.5300.444.40041	98.22
FACTORY MOTOR PARTS COMP...	1-209420	12/21/2016	10799	603.140.1450050	110.20
MID CITY SERIVCES, INC.	52177	12/21/2016	12/9/16	603.00.5300.444.40065	42.75
O' REILLY AUTO PARTS	1767-243337	12/21/2016	1578028	603.00.5300.444.40041	15.36
BOYER TRUCKS - MINNEAPOLIS	291048	12/21/2016	C20390	603.00.5300.444.40041	107.29
EHLERS AND ASSOCIATES, INC.	72273	12/14/2016	12/12/16	603.00.5300.444.70600	4,602.50
UNIFIRST CORPORATION	090 0336789	12/21/2016	1051948	603.00.5300.444.40065	150.03
UNIFIRST CORPORATION	090 0336789	12/21/2016	1051948	603.00.5300.444.60045	34.37
METRO JANITORIAL SUPPLY INC	11014232	12/21/2016	12/13/16	603.00.5300.444.60011	185.17
METRO JANITORIAL SUPPLY INC	11014233	12/21/2016	12/13/16	603.00.5300.444.60011	240.02
O' REILLY AUTO PARTS	1767-243728	12/21/2016	1578028	603.00.5300.444.40041	158.60
INVER GROVE FORD	6218430/1	12/21/2016	12/13/16	603.00.5300.444.40041	557.67
CENTENNIAL GLASS	W00006573	12/21/2016	12/13/16	603.00.5300.444.40041	190.00
TRUCK UTILITIES, INC.	0305780	12/21/2016	000154	603.00.5300.444.40041	390.00
INVER GROVE FORD	5222365	12/21/2016	12/14/16	603.00.5300.444.40041	42.29
SEMA EQUIPMENT INC.	985034	12/21/2016	4504309	603.00.5300.444.60014	1,913.74
O' REILLY AUTO PARTS	1767-244010	12/21/2016	1578028	603.00.5300.444.40041	2.99
O' REILLY AUTO PARTS	1767-244016	12/21/2016	1578028	603.00.5300.444.40041	15.00
DISCOUNT STEEL INC	4167372	12/21/2016	4160521	603.00.5300.444.60040	1,615.00
LARSON COMPANIES	B-263500022	12/21/2016	14649	603.00.5300.444.40041	22.74
O' REILLY AUTO PARTS	1767-244244	12/21/2016	1578028	603.140.1450050	369.00
O' REILLY AUTO PARTS	1767-244256	12/21/2016	1578028	603.140.1450050	196.18
MOTOROLA	13141051	12/21/2016	1000632605 0004	603.00.5300.444.80700	12,219.00
BETTS, BETH	1071	12/21/2016	12/19/16	603.00.5300.444.40040	392.70
O' REILLY AUTO PARTS	1767-241681	12/21/2016	1578028	603.140.1450050	-0.72
O' REILLY AUTO PARTS	1767-242690	12/21/2016	1578028	603.00.5300.444.40041	-77.36
O' REILLY AUTO PARTS	1767-243864	12/21/2016	1578028	603.00.5300.444.40041	-10.00
MN DEPT OF REVENUE	NOVEMBER 2016	12/23/2016	NOVEMBER 2016 PETRO TAX	603.00.5300.444.60021	374.21
CPS DISTRIBUTORS, INC.	12232016	12/31/2016	12/23/16	603.00.5300.444.80700	3,684.00

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Vendor Name	Payable Number	Post Date	Description (Payable)	Account Number	Amount
COMMON SENSE BUILDING SE...	40114	12/31/2016	DECEMBER 2016	603.00.5300.444.40040	298.00
Fund 603 - CENTRAL EQUIPMENT Total:					103,236.75
Fund: 604 - CENTRAL STORES					
WELLS FARGO CREDIT CARD ACH	Wal-Mart #5089 WF 11/16	12/07/2016	Wal-Mart #5089 - Belleisle, - pl...	604.00.2200.416.60010	11.68
COORDINATED BUSINESS SYST...	CNIN228042	12/14/2016	4502588	604.00.2200.416.40050	3,181.04
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	604.00.2200.416.60005	144.51
INNOVATIVE OFFICE SOLUTIONS	SUM-029165	12/14/2016	S28777	604.00.2200.416.60010	2,226.12
Fund 604 - CENTRAL STORES Total:					5,563.35
Fund: 605 - CITY FACILITIES					
WELLS FARGO CREDIT CARD ACH	Mei Total Elevator Sol WF 11/16	12/07/2016	Mei Total Elevator Sol - O'Conn...	605.00.7500.460.40040	253.61
WELLS FARGO CREDIT CARD ACH	Best Buy 00000067 WF 11/16	12/07/2016	Best Buy 00000067 - O'Donn...	605.00.7500.460.60040	676.98
J.H. LARSON COMPANY	S101352093.002	12/21/2016	29039	605.00.7500.460.60065	41.52
WELLS FARGO CREDIT CARD ACH	Horwitz WF 11/16	12/07/2016	Horwitz - O'Connor, - HVAC wo...	605.00.7500.460.40040	228.20
WELLS FARGO CREDIT CARD ACH	Department Of Labor An WF 11...	12/07/2016	Department Of Labor An - O'Co...	605.00.7500.460.40040	100.00
WELLS FARGO CREDIT CARD ACH	Crawford Door Sales Co WF 11/...	12/07/2016	Crawford Door Sales Co - O'Con...	605.00.7500.460.40040	115.00
WELLS FARGO CREDIT CARD ACH	Ace Hardware & Paint WF 11/16	12/07/2016	Ace Hardware & Paint - Under...	605.00.7500.460.60016	10.98
XCEL ENERGY	525783376	12/12/2016	51-5279113-0	605.00.7500.460.40020	7,151.58
CULLIGAN	11/30/16 157-98503022-8	12/21/2016	157-98503022-8	605.00.7500.460.60011	46.40
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	605.00.7500.460.30550	3.50
SPOK, INC.	Z0317493L	12/21/2016	0317493-5	605.00.7500.460.40065	9.28
HUEBSCH SERVICES	3782346	12/14/2016	100075	605.00.7500.460.40065	115.73
MAILFINANCE	N6275741	12/14/2016	12/8/16	605.00.7500.460.40044	780.00
LONE OAK COMPANIES	12/12/16	12/14/2016	UTILITY BILLING	605.00.7500.460.50035	1,473.38
BETTS, BETH	1071	12/21/2016	12/19/16	605.00.7500.460.30700	857.30
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	605.00.7500.460.40065	0.32
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	605.00.7500.460.60011	0.05
LONE OAK COMPANIES	12/28/16	12/21/2016	ULTILITY MAILING	605.00.7500.460.50035	1,071.34
COMMON SENSE BUILDING SE...	40114	12/31/2016	DECEMBER 2016	605.00.7500.460.40040	3,746.11
HORWITZ NS/I	W39920	12/31/2016	CTYOFIGH	605.00.7500.460.40040	1,950.80
Fund 605 - CITY FACILITIES Total:					18,632.08
Fund: 606 - TECHNOLOGY FUND					
WELLS FARGO CREDIT CARD ACH	Nli Sharefile WF 11/16	12/07/2016	Nli Sharefile - Mylan, Pat - Nli S...	606.00.1400.413.30750	325.00
WORKS COMPUTING, INC.	26946	12/14/2016	INVER	606.00.1400.413.80610	10,775.98
WORKS COMPUTING, INC.	26992	12/21/2016	INVER	606.00.1400.413.30700	270.00
WELLS FARGO CREDIT CARD ACH	Act Mngts.Org It Sympo WF 11/...	12/07/2016	Act Mngts.Org It Sympo - O'Do...	606.00.1400.413.50080	575.00
LOCAL GOVERNMENT INFORM...	42659	12/14/2016	106325	606.00.1400.413.30700	192.50
WELLS FARGO CREDIT CARD ACH	Dropbox 14r4t91hrvts WF 11/16	12/07/2016	Dropbox 14r4t91hrvts - Tesser,...	606.00.1400.413.50070	9.99
CDW GOVERNMENT INC	GBR5045	12/14/2016	2394832	606.00.1400.413.80610	409.13
INTEGRA TELECOM	14291627	12/14/2016	887115	606.00.1400.413.50020	1,339.79
US INTERNET	110-080034-0038	12/14/2016	12/10/16-1/9/17	606.00.1400.413.30700	220.00
WELLS FARGO CREDIT CARD ACH	At&T Bill Payment WF 11/16	12/07/2016	At&T Bill Payment - Mylan, Pat ...	606.00.1400.413.50020	53.67
GS DIRECT, INC.	329681	12/21/2016	CIT165	606.00.1400.413.60010	629.17
GENESIS EMPLOYEE BENEFITS, ...	IN936788	12/21/2016	16-Nov	606.00.1400.413.30550	16.75
PETTY CASH-WF PURCHASE CA...	MICHELLE TESSER WF OOP 11/...	12/15/2016	MICHELLE TESSER	606.00.1400.413.50070	9.99
PETTY CASH-WF PURCHASE CA...	PATRICK MYLAN WF OOP 11/16	12/15/2016	PATRICK MYLAN	606.00.1400.413.50065	34.02
PETTY CASH-WF PURCHASE CA...	PATRICK MYLAN WF OOP 11/16	12/15/2016	PATRICK MYLAN	606.00.1400.413.50065	181.44
PETTY CASH-WF PURCHASE CA...	PATRICK MYLAN WF OOP 11/16	12/15/2016	PATRICK MYLAN	606.00.1400.413.50065	181.44
AERIAL PULSE	104	12/14/2016	12/4/16	606.00.1400.413.30700	750.00
ADVANCEDTEK	85053	12/21/2016	12/6/16	606.00.1400.413.80610	2,035.79
TDS METROCOM	12/13/16 651 457 7490	12/21/2016	651 457 7490	606.00.1400.413.50020	170.51
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	606.00.1400.413.50020	0.18
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	606.00.1400.413.60010	0.51
MN DEPT OF REVENUE	Nov 2016	12/20/2016	Nov 2016 - Sales & Use Tax	606.00.1400.413.60041	5.73
Fund 606 - TECHNOLOGY FUND Total:					18,186.59
Fund: 702 - ESCROW FUND					
WELLS FARGO CREDIT CARD ACH	Samsclub #4736 WF 11/16	12/07/2016	Samsclub #4736 - Abrahamson - ...	702.229.2307200	74.90
WELLS FARGO CREDIT CARD ACH	In Budget Sign Shop, WF 11/16	12/07/2016	In Budget Sign Shop, - O'Connor..	702.229.2307200	225.00
WELLS FARGO CREDIT CARD ACH	Target 00025197 WF 11/16	12/07/2016	Target 00025197 - Moyniha...	702.229.2307200	217.83
WELLS FARGO CREDIT CARD ACH	Wal-Mart #5089 WF 11/16	12/07/2016	Wal-Mart #5089 - Belleisle, - pl...	702.229.2307200	37.62

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WELLS FARGO CREDIT CARD ACH	Menards Burnsville Mn WF 11/...	12/07/2016	Menards Burnsville Mn - Abrah...	702.229.2307200	14.97
WELLS FARGO CREDIT CARD ACH	Wal-Mart #1786 WF 11/16	12/07/2016	Wal-Mart #1786 - Abrahamson ...	702.229.2307200	30.40
BARR ENGINEERING COMPANY	23190328.16-8	12/21/2016	2016 PROJECT REVIEWS	702.229.2296102	3,323.54
BARR ENGINEERING COMPANY	23190328.16-8	12/21/2016	2016 PROJECT REVIEWS	702.229.2300402	594.00
BARR ENGINEERING COMPANY	23190328.16-8	12/21/2016	2016 PROJECT REVIEWS	702.229.2304402	319.00
WELLS FARGO CREDIT CARD ACH	Party City #769 WF 11/16	12/07/2016	Party City #769 - Graham, Je - B...	702.229.2307200	100.77
IMPERIAL HOMES, INC.	12/5/16	12/14/2016	RELEASE ENGINEERING ESCROW	702.229.2291900	222.82
MAX STEININGER, INC.	12/5/16	12/14/2016	REFUND HYDRANT PERMIT #16...	702.229.2294300	1,000.00
S. M. HENTGES & SONS, INC.	12/6/16	12/14/2016	REFUND HYDRANT PERMIT #16...	702.229.2294300	1,000.00
HENNEPIN COUNTY DISTRICT C...	16430743	12/14/2016	ANDREW ALEXANDER CLEAVES	702.229.2291000	78.00
CAPSTONE HOMES	47879	12/14/2016	7528 AUBURN CT	702.229.2299800	2,500.00
CAPSTONE HOMES	65011	12/14/2016	7532 AUBURN CT	702.229.2299800	2,500.00
HARRISON FRENCH AND ASSOC...	R00181176	12/14/2016	PLANNING FEE - REIMBURSEM...	702.229.2285501	1,000.00
EMMONS & OLIVIER RESOURCES	00095-0052-11	12/21/2016	00095-0052	702.229.2287302	2,611.65
EMMONS & OLIVIER RESOURCES	00095-0052-11	12/21/2016	00095-0052	702.229.2293602	278.43
EMMONS & OLIVIER RESOURCES	00095-0052-11	12/21/2016	00095-0052	702.229.2297601	94.50
COFFEY, PAUL	12/16/16	12/21/2016	HOLIDAY LIGHTS - 2ND PLACE	702.229.2307200	75.00
STRANDLOF, JOE	12/16/16	12/21/2016	HOLIDAY LIGHTS - 1ST PLACE	702.229.2307200	100.00
NANCY, BROWN	12/16/16	12/21/2016	HOLIDAY LIGHTS - 1ST PLACE	702.229.2307200	100.00
JUNGBAUER, CHRISTY	12/16/16	12/21/2016	HOLIDAY CONTEST - 2ND PLACE	702.229.2307200	75.00
NORTHERN SERVICE CENTER	19AVVB1646601	12/21/2016	RAUSCHNOT, TODD	702.229.2291000	200.00
SEMPER DEVELOPMENT	12/19/16	12/31/2016	12/19/16	702.229.2282800	8,833.59
				Fund 702 - ESCROW FUND Total:	25,607.02
				Grand Total:	4,897,639.76

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Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	753,378.81
201 - C.V.B. FUND	11,774.53
204 - RECREATION FUND	5,778.62
205 - COMMUNITY CENTER	98,531.18
290 - EDA	1.33
326 - NAT'L GUARD ARMORY D/S	60,700.00
391 - GO TAX INCR REF, 2014A (05B)	627,200.00
404 - SEWER CONNECTION FUND	22,365.00
405 - NORTH SIDE WTR STOR. FAC.	53.75
436 - 2016 IMPROVEMENT FUND	501,679.80
440 - PAVEMENT MANAGEMENT PROJ	43,747.53
446 - NW AREA	2,539,139.39
450 - COMMUNITY PROJECTS FUND	15,863.00
501 - WATER UTILITY FUND	32,100.49
502 - SEWER UTILITY FUND	3,972.70
503 - INVER WOOD GOLF COURSE	5,936.78
602 - RISK MANAGEMENT	4,191.06
603 - CENTRAL EQUIPMENT	103,236.75
604 - CENTRAL STORES	5,563.35
605 - CITY FACILITIES	18,632.08
606 - TECHNOLOGY FUND	18,186.59
702 - ESCROW FUND	25,607.02
Grand Total:	4,897,639.76

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Account Number	Account Name	Payment Amount
101.203.2030200	FED INC TAXES W/HELD P...	93,491.75
101.203.2030300	MN STATE W/H TAX PAY...	36,820.65
101.203.2030400	SOC SEC W/HELD PAYABLE	66,836.62
101.203.2030500	MEDICARE W/HELD PAYA...	24,974.88
101.203.2030600	PERA WITHHELD PAYABLE	145,985.72
101.203.2031000	UNION DUES DEDUCT PA...	4,929.87
101.203.2031400	DEF COMP DEDUCT PAYA...	35,880.20
101.203.2031600	PERA INSURANCE PAYABLE	304.00
101.203.2032100	CHILD SUPPORT DEDUCT	1,539.36
101.203.2032200	MSRS-HCSP DEDUCT PAY...	80,332.57
101.203.2032400	ROTH IRA DEDUCTION PA...	3,176.95
101.203.2032500	EMPLOYEE HSA ELECTION	8,925.26
101.203.2032700	EYE MED INS DEDUCTION...	491.79
101.207.2070100	SURCHARGE	3,326.95
101.207.2070300	SALES TAXES (NON UTIL)-...	67.41
101.41.0000.3414000	OTHER GEN GOV/CHARG...	-290.19
101.41.1000.413.30420	CORPORATE	525.00
101.41.1000.413.50020	TELEPHONE	163.01
101.41.1000.413.50075	MEALS AND LODGING	147.83
101.41.1000.413.50080	CONFERENCES AND SEMI...	325.00
101.41.1000.413.60065	SUPPLIES - OTHER	39.05
101.41.1100.413.30430	LABOR	598.00
101.41.1100.413.30500	PERSONNEL SERVICES	2,052.75
101.41.1100.413.30550	FLEX/COMP ACCOUNT FEE	31.76
101.41.1100.413.30700	OTHER PROFESSIONAL SE...	5,675.00
101.41.1100.413.50020	TELEPHONE	109.98
101.41.1100.413.50030	PRINTING & BINDING	438.59
101.41.1100.413.50065	TRAVEL	24.84
101.41.1100.413.50070	DUES, LICENSES & SUBSCR..	45.00
101.41.1100.413.50075	MEALS AND LODGING	31.95
101.41.1100.413.50080	CONFERENCES AND SEMI...	2,350.00

Account Summary

Account Number	Account Name	Payment Amount
101.41.1100.413.60065	SUPPLIES - OTHER	109.42
101.41.1200.414.50065	TRAVEL	86.40
101.41.1200.414.60065	SUPPLIES - OTHER	5.33
101.41.2000.415.30550	FLEX/COMP ACCOUNT FEE	72.14
101.41.2000.415.40044	REPAIR & MAINT - OFFICE...	32,711.15
101.41.2000.415.50020	TELEPHONE	34.99
101.41.2000.415.50030	PRINTING & BINDING	874.09
101.41.2000.415.50075	MEALS AND LODGING	15.00
101.41.2000.415.60070	CENTRAL STORES ALLOCA...	20.42
101.41.2000.415.70440	BANK CHARGES / CREDIT ...	134.39
101.42.4000.421.30410	PROSECUTION	19,331.91
101.42.4000.421.30550	FLEX/COMP ACCOUNT FEE	385.70
101.42.4000.421.30700	OTHER PROFESSIONAL SE...	22,117.19
101.42.4000.421.40042	REPAIR & MAINT - EQUIP...	44.05
101.42.4000.421.50020	TELEPHONE	114.81
101.42.4000.421.50030	PRINTING & BINDING	170.85
101.42.4000.421.50035	POSTAGE/DELIVERY	188.00
101.42.4000.421.50075	MEALS AND LODGING	301.60
101.42.4000.421.50080	CONFERENCES AND SEMI...	450.96
101.42.4000.421.60006	PUBLIC EDUCATION MAT...	2,684.42
101.42.4000.421.60018	SUPPLIES-TRAINING	3,558.61
101.42.4000.421.60045	UNIFORMS & CLOTHING	4,184.95
101.42.4000.421.60065	SUPPLIES - OTHER	851.40
101.42.4000.421.70300	LEASE PAYMENTS	267.81
101.42.4000.421.70501	MISCELLANEOUS CONTR...	1,844.00
101.42.4000.421.70502	DCC CONTRACT	43,934.40
101.42.4200.423.30550	FLEX/COMP ACCOUNT FEE	21.50
101.42.4200.423.30700	OTHER PROFESSIONAL SE...	1,184.56
101.42.4200.423.40010	GAS UTILITY SERVICES	565.86
101.42.4200.423.40020	ELECTRIC UTILITY SERVICES	1,158.77
101.42.4200.423.40040	REPAIR & MAINT - BUILDI...	1,290.45
101.42.4200.423.40042	REPAIR & MAINT - EQUIP...	200.70
101.42.4200.423.50020	TELEPHONE	34.99
101.42.4200.423.50030	PRINTING & BINDING	22.98
101.42.4200.423.50070	DUES, LICENSES & SUBSCR...	3,554.00
101.42.4200.423.50080	CONFERENCES AND SEMI...	4,150.00
101.42.4200.423.60011	SUPPLIES-JANITOR/CLEAN...	134.58
101.42.4200.423.60018	SUPPLIES-TRAINING	3,212.08
101.42.4200.423.60040	SM TOOLS & MISC EQUI...	26,421.34
101.42.4200.423.60045	UNIFORMS & CLOTHING	216.00
101.42.4200.423.60065	SUPPLIES - OTHER	67.80
101.42.4200.423.70502	DCC CONTRACT	5,905.60
101.43.5000.441.30550	FLEX/COMP ACCOUNT FEE	0.15
101.43.5000.441.50020	TELEPHONE	34.99
101.43.5100.442.30300	ENGINEERING CONSULTA...	4,778.90
101.43.5100.442.30550	FLEX/COMP ACCOUNT FEE	44.51
101.43.5100.442.40044	REPAIR & MAINT - OFFICE...	4,628.25
101.43.5100.442.50020	TELEPHONE	82.21
101.43.5100.442.50080	CONFERENCES AND SEMI...	147.00
101.43.5100.442.60040	SM TOOLS & MISC EQUI...	1,663.51
101.43.5100.442.60045	UNIFORMS & CLOTHING	1,069.34
101.43.5100.442.60065	SUPPLIES - OTHER	331.75
101.43.5200.443.30550	FLEX/COMP ACCOUNT FEE	0.39
101.43.5200.443.40020	ELECTRIC UTILITY SERVICES	715.54
101.43.5200.443.40046	REPAIR & MAINT - ROAD	5,374.69
101.43.5200.443.60016	SUPPLIES - MAINTENANCE	3,486.02
101.43.5200.443.60040	SM TOOLS & MISC EQUI...	49.94
101.43.5200.443.60045	UNIFORMS & CLOTHING	730.33

Account Summary

Account Number	Account Name	Payment Amount
101.43.5400.445.40020	ELECTRIC UTILITY SERVICES	12,100.71
101.44.6000.451.30550	FLEX/COMP ACCOUNT FEE	41.04
101.44.6000.451.30700	OTHER PROFESSIONAL SE...	1,828.00
101.44.6000.451.40010	GAS UTILITY SERVICES	260.70
101.44.6000.451.40020	ELECTRIC UTILITY SERVICES	3,188.14
101.44.6000.451.40040	REPAIR & MAINT - BUILDI...	187.95
101.44.6000.451.40047	REPAIR & MAINT - OTHER...	3,637.98
101.44.6000.451.40050	RENTAL OF EQUIPMENT	2,102.05
101.44.6000.451.50020	TELEPHONE	365.50
101.44.6000.451.50075	MEALS AND LODGING	50.00
101.44.6000.451.50080	CONFERENCES AND SEMI...	114.00
101.44.6000.451.60012	SUPPLIES - SHOP	48.76
101.44.6000.451.60030	FERTILIZERS	1,500.00
101.44.6000.451.60040	SM TOOLS & MISC EQUI...	78.12
101.44.6000.451.60045	UNIFORMS & CLOTHING	84.63
101.44.6000.451.60065	SUPPLIES - OTHER	227.64
101.44.6000.451.60066	SUPPLIES-VANDALISM	23.73
101.45.0000.3221000	BUILDING PERMITS - AST -...	118.00
101.45.0000.3413000	PLANNING/ZONING FEES -...	572.00
101.45.3000.419.30550	FLEX/COMP ACCOUNT FEE	18.92
101.45.3000.419.50020	TELEPHONE	34.99
101.45.3000.419.50030	PRINTING & BINDING	24.98
101.45.3000.419.50080	CONFERENCES AND SEMI...	40.00
101.45.3000.419.60010	SUPPLIES - OFFICE	234.70
101.45.3000.419.60040	SM TOOLS & MISC EQUI...	175.02
101.45.3200.419.30550	FLEX/COMP ACCOUNT FEE	16.15
101.45.3200.419.50070	DUES, LICENSES & SUBSCR...	510.00
101.45.3200.419.50080	CONFERENCES AND SEMI...	284.52
101.45.3300.419.30550	FLEX/COMP ACCOUNT FEE	47.50
101.45.3300.419.50080	CONFERENCES AND SEMI...	10.55
101.45.3300.419.60045	UNIFORMS & CLOTHING	176.96
101.45.3300.419.60070	CENTRAL STORES ALLOCA...	151.30
201.44.1600.465.50025	ADVERTISING/PUBLISHED...	11,057.96
201.44.1600.465.50035	POSTAGE/DELIVERY	23.31
201.44.1600.465.50065	TRAVEL	157.14
201.44.1600.465.50070	DUES, LICENSES & SUBSCR...	385.00
201.44.1600.465.50075	MEALS AND LODGING	146.82
201.44.1600.465.60010	SUPPLIES - OFFICE	4.30
204.207.2070300	SALES TAXES (NON UTIL)	370.53
204.227.2271000	SR PROGRAMS COMMUN...	3,445.00
204.44.6100.452.30550	FLEX/COMP ACCOUNT FEE	13.98
204.44.6100.452.30700	OTHER PROFESSIONAL SE...	1,748.00
204.44.6100.452.50080	CONFERENCES AND SEMI...	39.00
204.44.6100.452.60009	RECREATION	162.11
205.207.2070300	SALES TAXES (NON UTIL)	6,095.04
205.44.0000.3492500	ROOM RENTALS	1,000.00
205.44.0000.3493501	LESSONS/TUITION	64.00
205.44.6200.453.30550	FLEX/COMP ACCOUNT FEE	55.25
205.44.6200.453.30700	OTHER PROFESSIONAL SE...	4,709.10
205.44.6200.453.40010	GAS UTILITY SERVICES	8,000.36
205.44.6200.453.40020	ELECTRIC UTILITY SERVICES	28,012.91
205.44.6200.453.40040	REPAIR & MAINT - BUILDI...	21,077.53
205.44.6200.453.40042	REPAIR & MAINT - EQUIP...	333.97
205.44.6200.453.50025	ADVERTISING/PUBLISHED...	1,066.34
205.44.6200.453.50065	TRAVEL	32.02
205.44.6200.453.50070	DUES, LICENSES & SUBSCR...	1,581.65
205.44.6200.453.50080	CONFERENCES AND SEMI...	219.22
205.44.6200.453.60011	SUPPLIES-JANITOR/CLEAN...	3,868.51

Account Summary

Account Number	Account Name	Payment Amount
205.44.6200.453.60012	SUPPLIES - SHOP	13.78
205.44.6200.453.60016	SUPPLIES - MAINTENANCE	2,522.46
205.44.6200.453.60018	SUPPLIES-TRAINING	30.00
205.44.6200.453.60024	POOL CHEMICALS	2,360.56
205.44.6200.453.60040	SM TOOLS & MISC EQUI...	699.12
205.44.6200.453.60065	SUPPLIES - OTHER	348.86
205.44.6200.453.70600	OTHER MISCELLANEOUS	112.50
205.44.6200.453.80200	BUILDINGS	16,328.00
290.45.3000.419.30550	FLEX/COMP ACCOUNT FEE	1.33
326.57.9000.570.90100	PRINCIPAL PAYMENTS	56,869.64
326.57.9000.570.90200	INTEREST PAYMENTS	3,830.36
391.57.9000.570.30150	FISCAL CONSULTANTS	1,000.00
391.57.9000.570.90100	PRINCIPAL PAYMENTS	620,000.00
391.57.9000.570.90200	INTEREST PAYMENTS	6,200.00
404.217.2170000	DUE TO MCES-SAC - BP	22,365.00
405.57.9000.570.30150	FISCAL CONSULTANTS	53.75
436.44.5900.736.30700	OTHER PROFESSIONAL SE...	329.32
436.44.5900.736.40040	REPAIR & MAINT - BUILDI...	109,074.17
436.44.5900.736.80200	BUILDINGS	50,339.31
436.52.5900.736.80300	IMPROVEMENTS (NON-B...	332,739.46
436.73.5900.736.30300	ENGINEERING CONSULTA...	9,197.54
440.74.5900.740.30300	ENGINEERING CONSULTA...	43,747.53
446.74.5900.746.30300	ENGINEERING CONSULTA...	21,146.25
446.74.5900.746.30700	OTHER PROFESSIONAL SE...	817,736.78
446.74.5900.746.80100	LAND	47,900.00
446.74.5900.746.80300	IMPROVEMENTS (NON-B...	1,652,356.36
450.75.5900.750.40047	REPAIR & MAINT - OTHER...	15,863.00
501.207.2070200	SALES TAX (UTILITIES)	1,563.90
501.207.2070300	SALES TAXES (NON UTIL)	-43.34
501.50.0000.3813000	OTHER WATER CHGS/SER...	-1,103.78
501.50.7100.512.30300	ENGINEERING CONSULTA...	1,589.80
501.50.7100.512.30550	FLEX/COMP ACCOUNT FEE	43.79
501.50.7100.512.30700	OTHER PROFESSIONAL SE...	2,378.39
501.50.7100.512.40010	GAS UTILITY SERVICES	872.11
501.50.7100.512.40020	ELECTRIC UTILITY SERVICES	14,903.74
501.50.7100.512.40040	REPAIR & MAINT - BUILDI...	1,222.97
501.50.7100.512.40042	REPAIR & MAINT - EQUIP...	54.00
501.50.7100.512.40043	REPAIR & MAINT - UTILITI...	4,288.36
501.50.7100.512.40046	REPAIR & MAINT - ROAD	5,059.85
501.50.7100.512.50020	TELEPHONE	70.18
501.50.7100.512.60011	SUPPLIES-JANITOR/CLEAN...	489.21
501.50.7100.512.60016	SUPPLIES - MAINTENANCE	357.31
501.50.7100.512.60065	SUPPLIES - OTHER	354.00
502.207.2070100	SURCHARGE	129.00
502.51.7200.514.30550	FLEX/COMP ACCOUNT FEE	23.23
502.51.7200.514.40010	GAS UTILITY SERVICES	129.75
502.51.7200.514.40020	ELECTRIC UTILITY SERVICES	1,241.78
502.51.7200.514.40043	REPAIR & MAINT - UTILITI...	1,499.50
502.51.7200.514.60045	UNIFORMS & CLOTHING	949.44
503.207.2070300	SALES TAXES (NON UTIL)	544.66
503.52.8000.521.30550	FLEX/COMP ACCOUNT FEE	0.11
503.52.8300.524.40042	REPAIR & MAINT - EQUIP...	17.04
503.52.8300.524.60065	SUPPLIES - OTHER	7.49
503.52.8300.524.76050	FOOD	72.54
503.52.8400.525.40041	REPAIR & MAINT - VEHICL...	93.68
503.52.8500.526.30550	FLEX/COMP ACCOUNT FEE	12.66
503.52.8500.526.40010	GAS UTILITY SERVICES	45.72
503.52.8500.526.40020	ELECTRIC UTILITY SERVICES	826.35

Account Summary

Account Number	Account Name	Payment Amount
503.52.8500.526.40040	REPAIR & MAINT - BUILDI...	117.77
503.52.8500.526.50014	LIQUOR (DRAM SHOP)	1,558.96
503.52.8500.526.50020	TELEPHONE	277.08
503.52.8500.526.50025	ADVERTISING/PUBLISHED...	47.50
503.52.8500.526.60040	SM TOOLS & MISC EQUI...	4.29
503.52.8600.527.30550	FLEX/COMP ACCOUNT FEE	21.50
503.52.8600.527.40010	GAS UTILITY SERVICES	114.23
503.52.8600.527.40020	ELECTRIC UTILITY SERVICES	818.85
503.52.8600.527.40042	REPAIR & MAINT - EQUIP...	204.83
503.52.8600.527.60008	IRRIGATION SUPPLIES	71.29
503.52.8600.527.60012	SUPPLIES - SHOP	237.56
503.52.8600.527.60021	FUELS	87.31
503.52.8600.527.60035	PESTICIDES	384.80
503.52.8600.527.60045	UNIFORMS & CLOTHING	370.56
602.00.2100.415.30550	FLEX/COMP ACCOUNT FEE	1.66
602.00.2100.415.30700	OTHER PROFESSIONAL SE...	1,756.65
602.00.2100.415.40048	REPAIR & MAINT - INS PA...	309.00
602.00.2100.415.70200	INS CLAIMS-DEDUCTIBLE	2,123.75
603.00.5300.444.30550	FLEX/COMP ACCOUNT FEE	9.24
603.00.5300.444.40010	GAS UTILITY SERVICES	182.40
603.00.5300.444.40020	ELECTRIC UTILITY SERVICES	1,443.68
603.00.5300.444.40040	REPAIR & MAINT - BUILDI...	4,371.38
603.00.5300.444.40041	REPAIR & MAINT - VEHICL...	16,504.40
603.00.5300.444.40042	REPAIR & MAINT - EQUIP...	245.50
603.00.5300.444.40065	OTHER RENTALS	342.81
603.00.5300.444.60011	SUPPLIES-JANITOR/CLEAN...	425.19
603.00.5300.444.60012	SUPPLIES - SHOP	85.92
603.00.5300.444.60014	SUPPLIES - TIRES	2,373.72
603.00.5300.444.60021	FUELS	-2,284.59
603.00.5300.444.60040	SM TOOLS & MISC EQUI...	1,664.57
603.00.5300.444.60045	UNIFORMS & CLOTHING	68.74
603.00.5300.444.70600	OTHER MISCELLANEOUS	4,602.50
603.00.5300.444.80700	MOTOR VEHICLES	34,746.73
603.00.5300.444.80800	OTHER EQUIPMENT	23,174.44
603.140.1450050	SHOP INVENTORY	2,634.28
603.140.1450060	FUEL INVENTORY	12,645.84
604.00.2200.416.40050	RENTAL OF EQUIPMENT	3,181.04
604.00.2200.416.60005	SUPPLIES - COPY	144.51
604.00.2200.416.60010	SUPPLIES - OFFICE	2,237.80
605.00.7500.460.30550	FLEX/COMP ACCOUNT FEE	3.50
605.00.7500.460.30700	OTHER PROFESSIONAL SE...	857.30
605.00.7500.460.40020	ELECTRIC UTILITY SERVICES	7,151.58
605.00.7500.460.40040	REPAIR & MAINT - BUILDI...	6,393.72
605.00.7500.460.40044	REPAIR & MAINT - OFFICE...	780.00
605.00.7500.460.40065	OTHER RENTALS	125.33
605.00.7500.460.50035	POSTAGE/DELIVERY	2,544.72
605.00.7500.460.60011	SUPPLIES-JANITOR/CLEAN...	46.45
605.00.7500.460.60016	SUPPLIES - MAINTENANCE	10.98
605.00.7500.460.60040	SM TOOLS & MISC EQUI...	676.98
605.00.7500.460.60065	SUPPLIES - OTHER	41.52
606.00.1400.413.30550	FLEX/COMP ACCOUNT FEE	16.75
606.00.1400.413.30700	OTHER PROFESSIONAL SE...	1,432.50
606.00.1400.413.30750	I-NET SERVICES	325.00
606.00.1400.413.50020	TELEPHONE	1,564.15
606.00.1400.413.50065	TRAVEL	396.90
606.00.1400.413.50070	DUES, LICENSES & SUBSCR...	19.98
606.00.1400.413.50080	CONFERENCES AND SEMI...	575.00
606.00.1400.413.60010	SUPPLIES - OFFICE	629.68

Account Summary

Account Number	Account Name	Payment Amount
606.00.1400.413.60041	MISC COMPUTER HARD...	5.73
606.00.1400.413.80610	COMPUTER HARDWARE	13,220.90
702.229.2282800	E ARBOR PT 14TH	8,833.59
702.229.2285501	P HARRISON FRENCH & A...	1,000.00
702.229.2287302	E BLACKSTONE VISTA	2,611.65
702.229.2291000	PD POLICE FORFEITURES	278.00
702.229.2291900	E BLACKBERRY TRL - 6124	222.82
702.229.2293602	E BLACKSTONE PONDS 1ST..	278.43
702.229.2294300	F WATER HYD. USE PERMI...	2,000.00
702.229.2296102	E BLACKSTONE RIDGE	3,323.54
702.229.2297601	P ARGENTA HILLS 8TH, IG...	94.50
702.229.2299800	I FINAL GRADING ESCRO...	5,000.00
702.229.2300402	E INVER GROVE HOTEL (H...	594.00
702.229.2304402	E ADAM AVE - 10090, BE...	319.00
702.229.2307200	R HOLIDAY LIGHTING	1,051.49
	Grand Total:	4,897,639.76

Project Account Summary

Project Account Key	Payment Amount
None	1,718,673.81
1009F-440.74.5900.740.30300	8,194.38
1411-446.74.5900.746.30700	817,736.78
1511-446.74.5900.746.30300	147.13
1512-446.74.5900.746.30300	14,843.32
1512-446.74.5900.746.80100	47,900.00
1513-446.74.5900.746.30300	886.30
1513-446.74.5900.746.80300	993,968.89
1516-446.74.5900.746.30300	886.30
1516-446.74.5900.746.80300	658,387.47
1519-446.74.5900.746.30300	373.75
1601-436.73.5900.736.30300	822.50
1606-436.44.5900.736.40040	109,074.17
1607-436.52.5900.736.80300	332,739.46
1609D-440.74.5900.740.30300	20,025.51
1609E-440.74.5900.740.30300	6,336.93
1610-436.73.5900.736.30300	1,980.54
1614-436.44.5900.736.30700	329.32
1614-436.44.5900.736.80200	50,339.31
1616-446.74.5900.746.30300	4,009.45
1619-436.73.5900.736.30300	6,394.50
1709E-440.74.5900.740.30300	9,190.71
C10000-205.44.6200.453.30550	26.64
C10000-205.44.6200.453.30700	400.00
C10000-205.44.6200.453.50070	581.65
C10000-205.44.6200.453.60040	349.63
C10000-205.44.6200.453.80200	16,328.00
C10100-205.44.6200.453.70600	112.50
C15000-205.44.0000.3492500	1,000.00
C15500-205.44.6200.453.60065	24.00
C16000-205.44.6200.453.60065	41.09
C21000-205.44.6200.453.30550	12.50
C21000-205.44.6200.453.30700	1,800.00
C21000-205.44.6200.453.40010	2,503.26
C21000-205.44.6200.453.40020	15,534.69
C21000-205.44.6200.453.40040	1,884.59
C21000-205.44.6200.453.40042	312.47
C21000-205.44.6200.453.50065	5.13
C21000-205.44.6200.453.60011	1,934.25

Project Account Summary

Project Account Key	Payment Amount
C21000-205.44.6200.453.60016	2,422.24
C21000-205.44.6200.453.60040	349.49
C21000-205.44.6200.453.60065	131.76
C25000-205.44.6200.453.30550	12.50
C25000-205.44.6200.453.30700	2,509.10
C25000-205.44.6200.453.40010	5,497.10
C25000-205.44.6200.453.40020	12,478.22
C25000-205.44.6200.453.40040	19,192.94
C25000-205.44.6200.453.50065	26.89
C25000-205.44.6200.453.60011	1,934.26
C25000-205.44.6200.453.60012	13.78
C25000-205.44.6200.453.60016	100.22
C25000-205.44.6200.453.60024	2,360.56
C25000-205.44.6200.453.60065	7.47
C50000-205.44.6200.453.30550	0.11
C50000-205.44.6200.453.50070	1,000.00
C50000-205.44.6200.453.60065	42.84
C51000-205.44.0000.3493501	64.00
C70000-205.44.6200.453.30550	3.50
C70000-205.44.6200.453.40042	21.50
C70000-205.44.6200.453.50080	219.22
C70000-205.44.6200.453.60018	30.00
C70000-205.44.6200.453.60065	101.70
C91000-205.44.6200.453.50025	1,066.34
R20100-204.44.6100.452.30700	288.00
R20920-204.44.6100.452.30700	732.00
R30400-204.44.6100.452.60009	116.41
R40900-204.44.6100.452.60009	45.70
R41050-204.44.6100.452.30700	40.00
R55000-204.44.6100.452.30700	288.00
R90100-204.44.6100.452.30550	13.98
R90100-204.44.6100.452.30700	400.00
R90100-204.44.6100.452.50080	39.00
Grand Total:	4,897,639.76

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of American with Disabilities Policies

Meeting Date: January 9, 2017
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Janet Shefchik

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

The Council is asked to review and approve the following policy related to the American with Disabilities Act:

- Public Notice

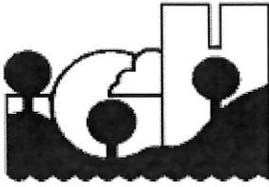
SUMMARY

Public Notice

The 2010 ADA standards — formally known as Revisions to Title II and III of the Americans with Disabilities Act — took effect March 25, 2011 with compliance required by March 15, 2012.

The City hired Julee Quarve-Peterson Inc to assist us with a Self Evaluation and provide us with a Transition Plan. The plan was completed in early 2012 and will be implemented over the course of the next few years. Generally speaking the City of Inver Grove Heights is in a very good position related to accessibility but we do have some areas that we can improve accessibility.

It has been recommended by our consultant that the attached policy be reviewed annually by the Council.



American with Disabilities Act Policy & Procedure	
Department	Administration
Specific Policy	Public Notice
Approved by Council	August 27, 2012
Date Revised by Council	January 12, 2015

Purpose

All public entities, regardless of size, must provide information to applicants, participants, beneficiaries, employees and other interested parties regarding the rights and protections afforded by the Americans with Disabilities Act.

Objectives

The City of Inver Grove Heights does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. The City of Inver Grove Heights does not discriminate on the basis of disability in its hiring or employment practices.

Employment	The City of Inver Grove Heights does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.
Effective Communication	The City of Inver Grove Heights will generally, upon request, and without cost to the requestor, provide appropriate aids and services leading to effective communication for qualified persons with disabilities, so they can participate equally in the City's programs, services, and activities, including qualified sign language interpreters, documents in Braille and other ways of making information and communications accessible to people who have speech, hearing or vision impairments.
Modifications to Policies and Procedures	The City of Inver Grove Heights will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities. For example, individuals with service animals are welcomed in City offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a City program, service or activities, should contact the ADA Coordinator as soon as possible, but no later than 3 business days before the scheduled event. City employees may contact the H.R. Manager regarding requests for accommodation, or to inquire about the application of the ADA in employment practices.

The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden on the City.

Complaints that a City program, service or activity is not accessible to persons with disabilities should be directed to the ADA Coordinator.

The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public, but are not accessible to persons using mobility devices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 and Section 504 of the 1973 Rehabilitation Act.

Questions, concerns, complaints, or request for additional information regarding the ADA may be forwarded to:

Name	Eric Carlson – Accessibility Coordinator
Address	8055 Barbara Ave., Inver Grove Heights, MN 55077
Office Telephone	651.450.2587
Cell Phone	763.350.8850
Email	ecarlson@invergroveheights.org
Website	www.invergroveheights.org
Hours Available	8:00am – 4:30pm Central Standard Time
Services Available	Large print, Braille, or audio

Procedure

- Adopted by the City Council during the first meeting in January
- Posted on the City’s official website
- Posted in the City newsletter “InSights” in the first issue of the year
- Posted on the City Bulletin Board at City Hall

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of Debt Financing Consent of Webster Community Solar Garden Subscription Agreements with SolarStone Community LLC to Webster Holdco LLC

Meeting Date: January 9, 2017
 Item Type: Consent Agenda
 Contact: Eric Carlson 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson

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

Pursuant to the Community Solar Garden Subscription Agreement with SolarStone Community LLC, the Council is asked to provide its approval of the City’s Debt Financing consent of our Webster Community Solar Garden Subscription Agreements with SolarStone Community LLC to Webster Holdco LLC.

SUMMARY

On March 28, 2016, the City Council entered in to ten (10) Community Solar Garden Contracts with SolarStone Community LLC that were offered to the City through a collaborative Request for Proposal (RFP) process organized by the Metropolitan Council. The ten contracts the City entered into include the following:

	Location	Met Council Ticket	Randomized Selection
1	Northfield Unit 1	1	137
2	Webster Unit 4	2	138
3	Webster Unit 5	3	140
4*	Pine Island Unit 3	5	141
5	Northfield Unit 2	6	142
6*	Pine Island Unit 3	7	143
7	Webster Unit 3	8	144
8	Webster Unit 2	9	145
9*	Pine Island Unit 2	10	146
10	Webster Unit 1	11	147

The contract(s), SolarStone Community LLC is seeking the City’s consent for debt financing of the contracts located at Webster to Webster Holdco LLC. Under the terms of the contract the City can not unreasonable withhold our consent. The City Attorney’s office advises that consent should be provided.

November 22, 2016

BY E-MAIL TRANSMISSION

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

Deutsche Bank Trust Company Americas
60 Wall Street – 16th Floor
MSNYC60-1630
New York, NY 10005
Attention: Project Finance; NRG
Facsimile: (732) 578-4636

Re: Notice of Debt Financing

Ladies and Gentlemen:

Reference is made to the following agreements, each as assigned to Webster Holdco LLC, a Delaware limited liability company (“**Webster**”) pursuant to that Assignment and Assumption Agreement, dated as of June 13, 2016, by and between SolarStone Community LLC, a Delaware limited liability company (“**SolarStone Community**”) as Assignor, and Webster as Assignee (the “**Assignment Agreement**”):

1. Community Solar Garden Subscription Agreement dated April 4, 2016 between the City of Inver Grove Heights, a body politic and corporate, by and through the City of Inver Grove Heights, having an address at 8150 Barbara Ave., Inver Grove Heights, MN 55077 (“**Subscriber**”), and SolarStone Community, LLC a Delaware limited liability company, having an address at 3944 Xerxes Ave S, Minneapolis, MN, together with its assigns (“**Operator**”) subscribing a 20% allocation of Webster Unit #1, serving the retail service addresses in Inver Grove Heights, MN listed below: (“**Subscription Agreement No. 1**”)

Babcock Booster Station
Well #3

7400 Babcock Trail
6857 Cahill Avenue;

2. Community Solar Garden Subscription Agreement dated April 4, 2016 between the City of Inver Grove Heights, a body politic and corporate, by and through the City of Inver Grove Heights, having an address at 8150 Barbara Ave., Inver Grove Heights, MN 55077 (“**Subscriber**”), and SolarStone Community, LLC a Delaware limited liability company, having an address at 3944 Xerxes Ave S, Minneapolis, MN,

together with its assigns (“**Operator**”) subscribing a 20% allocation of Webster Unit #2, serving the retail service addresses in Inver Grove Heights, MN listed below (“**Subscription Agreement No. 2**”):

Public Works Building	8150 Barbara Ave
Inver Wood Practice Center	1850 70th St E
Skyview	6765 Dawn Way
Public Works Cold Storage	8150 Barbara Ave
North Side Booster Station	5024 Babcock Trail
Fire Station 3	2059 Upper 55th St E
Fire Station 1	7015 Clayton Ave;

3. Community Solar Garden Subscription Agreement dated April 4, 2016 between the City of Inver Grove Heights, a body politic and corporate, by and through the City of Inver Grove Heights, having an address at 8150 Barbara Ave., Inver Grove Heights, MN 55077 (“**Subscriber**”), and SolarStone Community, LLC a Delaware limited liability company, having an address at 3944 Xerxes Ave S, Minneapolis, MN, together with its assigns (“**Operator**”) subscribing a 20% allocation of Webster Unit #3, serving the retail service addresses in Inver Grove Heights, MN listed below (“**Subscription Agreement No. 3**”):

Fire Station 1	7015 Clayton Ave
Well #5	2990 75th St E
Well #8	2307 75th St E;

4. Community Solar Garden Subscription Agreement dated April 4, 2016 between the City of Inver Grove Heights, a body politic and corporate, by and through the City of Inver Grove Heights, having an address at 8150 Barbara Ave., Inver Grove Heights, MN 55077 (“**Subscriber**”), and SolarStone Community, LLC a Delaware limited liability company, having an address at 3944 Xerxes Ave S, Minneapolis, MN, together with its assigns (“**Operator**”) subscribing a 20% allocation of Webster Unit #4, serving the retail service addresses in Inver Grove Heights, MN listed below (“**Subscription Agreement No. 4**”):

Well #4	2800 70th St E
Water Treatment Plant	2015 75th St E; and

5. Community Solar Garden Subscription Agreement dated April 4, 2016 between the City of Inver Grove Heights, a body politic and corporate, by and through the City of Inver Grove Heights, having an address at 8150 Barbara Ave., Inver Grove Heights, MN 55077 (“**Subscriber**”), and SolarStone Community, LLC a Delaware limited

liability company, having an address at 3944 Xerxes Ave S, Minneapolis, MN, together with its assigns (“**Operator**”) subscribing a 20% allocation of Webster Unit #5, serving the retail service addresses in Inver Grove Heights, MN listed below (“**Subscription Agreement No. 5**”, and collectively with Subscription Agreement No. 1, Subscription Agreement No. 2, Subscription Agreement No. 3 and Subscription Agreement No. 4, the “**Subscription Agreements**”):

Well #7	7509 Barbara Ave
Well #4	2800 70th St E.

Capitalized terms used but not otherwise defined shall have the meanings ascribed to them in the Subscription Agreements.

Webster hereby notifies Subscriber, including pursuant to Section 12.1 of each Subscription Agreement, that (a) Webster has entered into documents for a debt financing transaction in connection with the System pursuant to a Security Agreement dated on or about the date hereof by and between Webster and Deutsche Bank Trust Company Americas, as Collateral Agent (“**Collateral Agent**”), and a Financing Agreement, dated as of November 30, 2015, by and among NRG Revolve LLC, Collateral Agent, Wilmington Trust, National Association, as Administrative Agent, Deutsche Bank Trust Company Americas, as Loan Paying Agent, the Lenders party thereto from time to time (the “**NRG Lenders**”), and Deutsche Bank Securities, Inc., as Technical Agent, Lead Arranger, Bookrunner, Structuring Bank and Documentation Agent (as amended, supplemented, or otherwise modified from time to time, the “**Financing Agreement**”), (b) Collateral Agent, the NRG Lenders and the other “Secured Parties” pursuant to the Financing Agreement are hereby each (i) identified as a “Financing Party” as defined in Section 1.1 of each Subscription Agreement and a “Lender” as such term is used in Exhibit B of each Subscription Agreement and (ii) entitled to the rights of a “Lender” as set forth in Exhibit B of each Subscription Agreement, (c) Webster is the “Owner” as such term is used in Exhibit B of each Subscription Agreement, (d) Collateral Agent is authorized under the Financing Agreement to accept service on behalf of the NRG Lenders and Secured Parties thereunder, (e) that the following contact information (or such other contact information as may be provided by Collateral Agent from time to time) may be used with respect to the Financing Parties/Lenders designated as such in this letter:

Deutsche Bank Trust Company Americas
60 Wall Street – 16th Floor
MSNYC60-1630
New York, NY 10005
Attention: Project Finance; NRG
Facsimile: (732) 578-4636

and (f) the following contact information may be used with respect to Owner/Operator pursuant to the Assignment Agreement:

Operator:

Webster Holdco LLC
5790 Fleet Street
Carlsbad, CA 92008
Attention: General Counsel

Pursuant to Section 6.4 of each of the Subscription Agreements, Webster hereby notifies Subscriber that all payments under each Subscription Agreement by electronic funds transfer shall be made to the following account:

Deutsche Bank Trust Company Americas
SWIFT: BKTRUS33
ABA: 021001033
A/C Number: 01419647
Account Name: NYLTD Funds Control
FFC: PORT SB8148.2
REF: Revenue Account

For clarification, Webster and Subscriber hereby agree:

(a) the reference to “Subscriber’s assets” in Paragraph 3(B) of Exhibit B of each of the Subscription Agreements is a typographical error, and the correct reference should be to “Owner’s assets”, such that Paragraph 3(B) of Exhibit B of each of the Subscription Agreements reads as follows:

“If the Lender or its lawful assignee (including any buyer or transferee) acquires title to or control of Owner’s assets and within the applicable time period cures all defaults under the Agreement existing as of the date of such change in control in the manner required by the Agreement and which are capable of cure by a third party, then the Lender or such third party buyer or transferee will no longer be in default under the Agreement, and the Agreement will continue in full force and effect.”;

(b) the references to “Exhibit C” in the recitals, in the definition of “Subscriber’s Allocated Percentage”, and in the definition of “Premises” in each of the Subscription Agreements are typographical errors, and the correct reference in each should be to “Schedule 1”; and

(c) the reference to “Exhibit E” in Section 12.1 in each of the Subscription Agreements is a typographical error, and the correct reference should be to “Exhibit B”.

Collateral Agent shall be an express third party beneficiary of this letter, and none of the Financing Parties/Lenders designated as such in this letter shall cease to be Financing Parties/Lenders without the written consent of Collateral Agent. Subscriber shall be deemed to have received notice of this letter as of the date of delivery.

We respectfully request that Subscriber indicates its agreement and acknowledgment of this letter regarding Notice of Debt Financing by countersigning and returning an executed copy of this Notice of Debt Financing by replying via email communication to the authorized agent of Webster who delivered this Notice of Debt Financing.

[Signature Pages Follow]

Very truly yours,

WEBSTER HOLDCO LLC,
as Owner



By: _____

Name: Craig Cornelius

Title: President

Acknowledged and agreed to as of the date
first set forth above:

CITY OF INVER GROVE HEIGHTS

By: _____

Name:

Title:

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Change Order #2 and Pay Request #5 (Final) for the VMCC Roofing Project - City Project 2016-14

Meeting Date: January 9, 2017
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Shannon Battles

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

Recommend Change Order #2 and Pay Request #5 (Final) for the VMCC Roofing Project in the amount of \$50,339.91 to Central Roofing Company.

SUMMARY

The City Council approved the VMCC Roofing Project on March 28, 2016 and awarded the project to Central Roofing Company for a total of \$902,321. On July 25th, the Council approved Change Order #1 in the amount of \$7,824 bringing the project total to \$910,145. Change Order #2 is in the amount of \$4,832.00, bringing the contact total to \$914,977.

The project is being paid for with \$170,000 that was carried over from the 2015 VMCC/Grove budget and an interest free internal loan from the Central Equipment Fund. The VMCC/Grove will pay back the Central Equipment Fund loan over a 16-year period through energy savings from the re-commissioning projects being installed by Apex Engineering and the installation of solar panels on City Hall and the VMCC/Grove.

OWNER'S COPY



Owner: Inver Grove Heights, 8150 Barbara Ave., Inver Grove Heights, MN 55077	Date: December 15, 2016
For Period: 7/1/2016 to 8/31/2016	Request No 5-Final
Contractor: Central Roofing Company, 4550 Main Street NE, Minneapolis, MN 55421	

CONTRACTOR'S REQUEST FOR PAYMENT

INVER GROVE HEIGHTS

VETERANS MEMORIAL COMMUNITY CENTER ROOF REPLACEMENT AND SPA POOL AREA WALL REPAIRS

STANTEC FILE NO. 193803142

SUMMARY

1	Original Contract Amount		\$ 902,321.00
2	Change Order - Addition	\$ 12,656.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 914,977.00
5	Value Completed to Date		\$ 914,977.00
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 914,977.00
8	Less Retainage 5%		\$ 0.00
9	Subtotal		\$ 914,977.00
10	Less Amount Paid Previously		\$ 864,637.69
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 5-Final		\$ 50,339.31

Recommended for Approval by:
STANTEC CONSULTING SERVICES, INC.

See attached for signature

Approved by Contractor:
CENTRAL ROOFING COMPANY

See attached for signature

Approved by Owner:
CITY OF INVER GROVE HEIGHTS



Specified Contract Completion Date:
June 10, 2016

Date: 12-15-16

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 15224

To Owner: City of Inver Grove Heights
8150 Barbara Avenue

Application No.: 5

Distribution to:
 Owner
 Architect
 Contractor

Inver Grove Heights, MN 55077

From Contractor: Central Roofing Company
4550 Main Street NE
Minneapolis, MN 55421

Period To: 10/31/2016

Project: 216036, Inver Grove Heights Veterans Memorial
Via Architect: Stantec
2335 Highway 36 West
St. Paul MN 55113

Project Nos:

Contract Date:

Contract For:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

- 1. Original Contract Sum \$902,321.00
- 2. Net Change By Change Order \$12,656.00
- 3. Contract Sum To Date \$914,977.00
- 4. Total Completed and Stored To Date \$914,977.00

CONTRACTOR: Central Roofing Company

By: [Signature] Date: 10/13/16

5. Retainage:

- a. 0.00% of Completed Work \$0.00
- b. 0.00% of Stored Material \$0.00

State of: MN County of: Anoka
 Subscribed and sworn to before me this 13 day of October 2016
 Notary Public: [Signature]
 My Commission expires: 1-31-2021
 KAMBRIA K MORRIS
 Notary Public
 Minnesota
 My Commission Expires January 31, 2021

- Total Retainage \$0.00
- 6. Total Earned Less Retainage \$914,977.00
- 7. Less Previous Certificates For Payments \$864,637.69
- 8. Current Payment Due \$50,339.31

ARCHITECT'S CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

9. Balance To Finish, Plus Retainage \$0.00

AMOUNT CERTIFIED \$ 50,339.31

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$7,824.00	\$0.00
Total Approved this Month	\$4,832.00	\$0.00
TOTALS	\$12,656.00	\$0.00
Net Changes By Change Order	\$12,656.00	

ARCHITECT: [Signature] Date: 12.15.16

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 5
 Application Date : 10/13/16
 To: 10/31/16
 Architect's Project No.:

Invoice #: 15224 Contract: 216036. Inver Grove Heights Veterans Memorial

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	This Period In Place						
1	General Conditions	143,535.00	143,535.00	0.00	0.00	0.00	143,535.00	100.00%	0.00	0.00
2	Roofing Materials	374,901.00	374,901.00	0.00	0.00	0.00	374,901.00	100.00%	0.00	0.00
3	Roofing Labor	205,521.00	205,521.00	0.00	0.00	0.00	205,521.00	100.00%	0.00	0.00
4	Sheet Metal Materials	20,239.00	20,239.00	0.00	0.00	0.00	20,239.00	100.00%	0.00	0.00
5	Sheet Metal Labor	41,490.00	41,490.00	0.00	0.00	0.00	41,490.00	100.00%	0.00	0.00
6	Subcontractor - Mechanical	27,500.00	27,500.00	0.00	0.00	0.00	27,500.00	100.00%	0.00	0.00
7	Subcontractor - Masonry	23,475.00	23,475.00	0.00	0.00	0.00	23,475.00	100.00%	0.00	0.00
8	Subcontractor - Skylights	65,660.00	65,660.00	0.00	0.00	0.00	65,660.00	100.00%	0.00	0.00
9	Change Order #1	7,824.00	7,824.00	0.00	0.00	0.00	7,824.00	100.00%	0.00	0.00
10	Change Order #2	4,832.00	0.00	4,832.00	0.00	0.00	4,832.00	100.00%	0.00	0.00
Grand Totals		914,977.00	910,145.00	4,832.00		0.00	914,977.00	100.00%	0.00	0.00

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Request #3 and Change Order #2 for the Inver Wood Golf Course Improvement Project – City Project 2016-07

Meeting Date: January 9, 2017
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Shannon Battles

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

Recommend Pay Request #3 for the Inver Wood Golf Course Improvement Project in the amount of \$305,288.95 and Change Order #2, a deduct to the contract, in the amount of (\$7,526.05) to Duininck Inc. The revised contract total is \$2,090,173.95.

SUMMARY

The City Council approved the Inver Wood Golf Course Improvement Project on March 14, 2016, in the amount of \$2,047,700.00. On April 25, 2016, the Council approved Change Order #1 in the amount of \$50,000 bringing the total contract with Duininck Inc. to \$2,097,700.00. With the approval of Change Order #2 (a deduct in the contract price) the new contract total is \$2,090,173.95. The project is being financed with an interest free loan from the Central Equipment Fund and cash from the Golf Course Fund. Golf Course revenues will pay back the interest free loan over a 25-year period beginning in 2018.

The City will hold a retainage of \$38,500 from Duininck to cover work they will need to complete in the spring of 2017 related to restoration of haul roads, irrigation programming, GPS mapping etc. This work is typical in a project like ours.

Overall, the preliminary project budget is as follows:

	Approved Amount	Actual Amount	Difference
Contract with Duininck	\$2,097,700	\$2,090,173.95	\$7,526.05
Topsoil	\$70,000	\$13,538.08	\$56,461.92
Electrical Service	\$10,000	\$24,081.51	(\$14,081.51)
Stormwater	\$10,000	\$1,417.42	\$8,582.58
Architect	\$26,000	\$26,000	\$0.00
Miscellaneous	\$24,000	\$42,866.97	(\$18,866.97)
Contingency	\$50,000	\$0.00	\$50,000.00
Total	\$2,287,700.00	\$2,198,077.93	\$89,622.07

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 109181

Today's Date: 12/14/2016

To Owner: INVER GROVE HEIGHTS, CITY OF
8150 BARBARA AVE
INVER GROVE HEIGHTS, MN 55077

Project: 168050. Inverwood Golf Course
Improvements Project

Application No. : 3
Invoice Description: JB App #3
Period To: 12/14/2016

Distribution to:
 Owner
 Architect
 Contractor

From Duinick Inc. - MN
Contractor: PO Box 208
Prinsburg, MN 56281

Via HERFORD-NORBY GOLF ARCHITECT
Architect: 100 EAST 2ND STREET, SUITE 200
CHASKA MN 55318

Project Nos:

Contract For:

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. Original Contract Sum	\$2,097,700.00
2. Net Change By Change Order	-\$7,526.05
3. Contract Sum To Date	\$2,090,173.95
4. Total Completed and Stored To Date	\$2,090,173.95
5. Retainage :	
a. 1.84% of Completed Work	\$38,500.00
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$38,500.00
6. Total Earned Less Retainage	\$2,051,673.95
7. Less Previous Certificates For Payments	\$1,746,385.00
8. Current Payment Due	\$305,288.95
9. Balance To Finish, Plus Retainage	\$38,500.00

CONTRACTOR: Duinick Inc. - MN

By: _____ Date: _____
State of: _____ County of: _____
Subscribed and sworn to before me this _____ day of _____

Notary Public:
My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 305,288.95

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$7,526.05
TOTALS	\$0.00	\$7,526.05
Net Changes By Change Order	-\$7,526.05	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

Application No. : **3**
 Application Date : **12/14/2016**
 To: **12/14/2016**

Contract: **168050, Inverwood Golf Course Improvements Project**

Element Item No.	Description of Work	Est. Qty	Unit	Unit Cost Per	Scheduled Value	Work Completed			Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	% (G / C)	Balance To Finish (C-G)	Retainage
						From Previous Application	Units This Period	This Period In Place					
						(D+E)							
1	MOBILIZATION	1.00	LSM	\$99,200.00	\$99,200.00	74,400.00	0.250	24,800.00	0.00	99,200.00	100.00%	0.00	1,826.20
2	EROSION CONTROL	1.00	LSM	\$6,000.00	\$6,000.00	5,400.00	0.100	600.00	0.00	6,000.00	100.00%	0.00	110.52
3	REMOVALS AND SITE PREPARATION	1.00	LSM	\$40,000.00	\$40,000.00	40,000.00	0.000	0.00	0.00	40,000.00	100.00%	0.00	736.80
4	GRADING	1.00	LSM	\$130,000.00	\$130,000.00	123,500.00	0.050	6,500.00	0.00	130,000.00	100.00%	0.00	2,394.60
5	DRAINAGE	1.00	LSM	\$60,000.00	\$60,000.00	60,000.00	0.000	0.00	0.00	60,000.00	100.00%	0.00	1,105.20
6	TARGET GREEN CONSTRUCTION	1.00	LSM	\$2,000.00	\$2,000.00	2,000.00	0.000	0.00	0.00	2,000.00	100.00%	0.00	36.84
7	TEE CONSTRUCTION	1.00	LSM	\$15,000.00	\$15,000.00	12,750.00	0.150	2,250.00	0.00	15,000.00	100.00%	0.00	276.30
8	BUNKER CONSTRUCTION	1.00	LSM	\$105,000.00	\$105,000.00	73,500.00	0.300	31,500.00	0.00	105,000.00	100.00%	0.00	1,934.10
9	RANGE NETTING	1.00	LSM	\$225,000.00	\$225,000.00	225,000.00	0.000	0.00	0.00	225,000.00	100.00%	0.00	4,144.50
10	PAVING	1.00	LSM	\$50,000.00	\$50,000.00	50,000.00	0.000	0.00	0.00	50,000.00	100.00%	0.00	921.00
11	SEEDBED PREPARATION	1.00	LSM	\$75,000.00	\$75,000.00	52,500.00	0.300	22,500.00	0.00	75,000.00	100.00%	0.00	1,381.50
12	GRASSING	1.00	LSM	\$145,000.00	\$145,000.00	101,500.00	0.300	43,500.00	0.00	145,000.00	100.00%	0.00	2,670.90
13	IRRIGATION LATERALS	1.00	LSM	\$245,000.00	\$245,000.00	183,750.00	0.250	61,250.00	0.00	245,000.00	100.00%	0.00	4,512.90
14	IRRIGATION MAINLINE	1.00	LSM	\$150,000.00	\$150,000.00	120,000.00	0.200	30,000.00	0.00	150,000.00	100.00%	0.00	2,763.00
15	IRRIGATION MATERIALS	1.00	LSM	\$605,000.00	\$605,000.00	605,000.00	0.000	0.00	0.00	605,000.00	100.00%	0.00	11,144.10
16	PUMP STATION	1.00	LSM	\$25,000.00	\$25,000.00	25,000.00	0.000	0.00	0.00	25,000.00	100.00%	0.00	460.50
17	CONTROLLERS	1.00	LSM	\$20,000.00	\$20,000.00	15,000.00	0.250	5,000.00	0.00	20,000.00	100.00%	0.00	368.40
18	ECC CONSULTANT FEES	1.00	LSM	\$30,500.00	\$30,500.00	6,000.00	0.803	24,500.00	0.00	30,500.00	100.00%	0.00	561.81
19	SITE RESTORATION	1.00	LSM	\$20,000.00	\$20,000.00	13,000.00	0.350	7,000.00	0.00	20,000.00	100.00%	0.00	368.40
20	CHANGE ORDER #1	1.00	LSM	\$50,000.00	\$50,000.00	50,000.00	0.000	0.00	0.00	50,000.00	100.00%	0.00	921.00
21	CHANGE ORDER #2	1.00	LSM	\$-7,526.05	\$-7,526.05	0.00	1.000	-7,526.05	0.00	-7,526.05	100.00%	0.00	-138.63
Grand Totals					2,090,173.95	1,838,300.00	251,873.95	0.00	2,090,173.95	100.00%	0.00	38,500.00	

INVER WOOD GOLF COURSE RENOVATION
Inver Grove Heights, MN

Change Order No. 2.
 December 9, 2016

This change order shall apply to any and all contracts.

1 Deduct to reduce bunker size and eliminate 17A – 8875 sf under budget	\$(19,812.25)
2 Add to change bunker sand from Plaisted's USGA sand to Plaisted's "Pro"	\$9,970.50
3 Add 9.0' to back of driving range tee	\$2,604.15
4 Add to remove Leitner sand installed before sand change	\$6,375.00
5 Deduct to reduce 2.0' off concrete tee pad	\$(5,632.00)
6 Add to change driving range tee from two tees to one tee after it was built	\$4,000.00
7 Add to eliminate water service to building	\$1,175.00
8 Deduct topsoil hailing and installation f	\$(8,925.00)
9 Change #8x from bunker to hollow	No change
10 Add to install additional bentgrass and hydro-mulch at #17 tee top	\$ 951.75
11 Add to install additional KBG sod	\$ 23,372.00
12 Add to install additional fescue sod - installed	\$ 3,115.80
13 Add 6" drainage to hole 18 (33') and hole 16 (207')	\$ 1,779.00
14 Deduct 30 irrigation part circle heads	\$ (15,000.00)
15 Deduct large turf head contingency	\$ (10,000.00)
16 Deduct QCV contingency	\$ (1,500.00)

TOTAL \$ (7,526.05)

Original Contract Amount	<u>\$2,047,700.00</u>
Previous Change Order Totals	<u>\$50,000.00</u>
Previous Contract Total	<u>\$ 2,097,700.00</u>
Total this Change order	<u>\$(7,526.05)</u>
New Contract Total	<u>\$2,090,173.95</u>

Acceptance

Owner City of Inver Grove Heights

Contractor Duininck Golf

By _____

By Ahren Habicht

Ahren Habicht

Its _____

Its Project Manager

Date _____

Date 12-14-16

END

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Decertifying Tax Increment Financing District No. 2-1 of the City of Inver Grove Heights

Meeting Date: January 9, 2017
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Kristi Smith, Finance Director
 Reviewed by: N/A

Fiscal/FTE Impact:

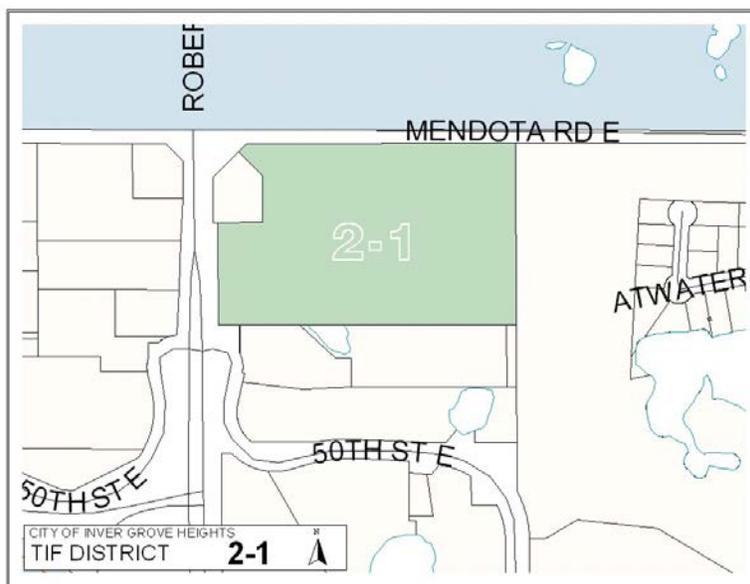
- None
- Amount included in current budget
- Budget amendment requested
- FTE included in current complement
- New FTE requested – N/A
- Other

PURPOSE/ACTION REQUESTED

Approve resolution decertifying tax increment financing district 2-1.

SUMMARY

TIF 2-1 Southridge (map below) is a redevelopment district which was approved on July 14, 1986 and was originally set to decertify December 31, 2013. On December 9, 2013 Council authorized the extension of TIF 2-1 for up to four (4) years. Tax increment revenues may only be used to pay debt service on the 2005A and 2005B bonds that financed the community center and pay administrative expenses. Tax increment and lease revenues are insufficient to make 100% of debt service payments on these obligations and the City is authorized to pool increment from TIF 4-1 to cover the shortfall. Pooling expires upon decertification of the district. In 2014 Council approved refinancing and restructuring the 2005A and 2005B bonds with final maturity on December 15, 2016. Due to the timing of bond payments and property tax receipts Ehlers recommends (in consultation with Dakota County) we decertify TIF 2-1 effective February 15, 2017 for taxes payable in 2017. Staff recommends approval of the resolution.



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

**RESOLUTION DECERTIFYING
TAX INCREMENT FINANCING DISTRICT NO. 2-1
OF THE CITY OF INVER GROVE HEIGHTS**

WHEREAS, on July 14, 1986, the City of Inver Grove Heights (the "City") created its Tax Increment Financing District No. 2-1, (the "District") within its Development District No. 2 (the "Project"); and

WHEREAS, Minnesota Statutes, Section 469.174 to 469.179 authorizes the City Council to decertify a tax increment financing district on any date after all bonds and other obligations have been satisfied; and

WHEREAS, as of the decertification date all bonds to which tax increment from the District have been pledged will be paid in full; and

WHEREAS, the City desires by this resolution to decertify the District effective February 15, 2017, by which all taxing jurisdictions will benefit from an increased tax base effective for taxes payable in 2017; and

WHEREAS, the excess tax increment in the account for the District, if any, will be returned to the County Auditor for redistribution to the regular taxing jurisdictions;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Inver Grove Heights that it acknowledges such action was taken by the County Auditor of Dakota County to decertify the District as a tax increment district and to no longer remit tax increment from the District to the City.

DATED: January 9, 2017

Mayor

ATTEST:

City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Change Order No. 2 and Pay Voucher No. 7 for the 2015 Capital Improvement Program, City Project No. 2015-13 – NWA Trunk Utility Improvements, Argenta District (70th Street Lift Station to Blackstone Ridge) and 2015-16 – Trunk Utilities, Argenta Trail to Blackstone Ridge

Meeting Date: January 9, 2017
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

TJK
 ST
 ST

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: 511 NWA Water Fund and 512 NWA Sewer Fund

PURPOSE/ACTION REQUESTED

Consider Change Order No. 2 and Pay Voucher No. 7 for the 2015 Capital Improvement Program, City Project No. 2015-13 – NWA Trunk Utility Improvements, Argenta District (70th Street Lift Station to Blackstone Ridge) and City Project No. 2015-16 – Trunk Utilities, Argenta Trail to Blackstone Ridge.

SUMMARY

The improvements were ordered as part of the 2015 Capital Improvement Program. The contract was awarded in the amount of \$6,402,333.35 to EJM Pipe Services on April 11, 2016.

Change Order No. 2 is for an obstruction removal between manhole D and manhole E that was not covered as a line item in the planned quantities. The Change Order will be funded with the Contingency Funds in the project budget.

Pay Voucher No. 7 is for work that occurred through the end of November for the installation of the trunk sanitary sewer and water main.

I recommend approval of Change Order No. 2 for \$34,705.98 for a revised contract amount of \$6,447,028.62 and Pay Voucher No. 7, in the amount of \$ 1,138,363.32 for work on the 2015 Capital Improvement Program, City Project No. 2015-13 – NWA Trunk Utility Improvements, Argenta District (70th Street Lift Station to Blackstone Ridge) and City Project No. 2015-16 – Trunk Utilities, Argenta Trail to Blackstone Ridge

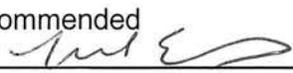
TJK/me

Attachments: Change Order No. 2
 Pay Voucher No. 7

CHANGE ORDER NO. 2

City Project Nos. 2015-13 & 2015-16

**NWA Trunk Utility Improvements Argenta District (70th Street Lift Station to Blackstone Ridge)
and Trunk Utilities, Argenta Trail to Blackstone Ridge**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077 Contractor: EJM Pipe Services.	Date of Issuance: January 9, 2017 Engineer: Justin Ernst, Bolton & Menk, Inc.
<u>Purpose of Change Order</u> To remove an obstruction between MH D and MH E that was not covered under a line item in the project planned quantities	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$ 6,402,333.35	Original Contract Time:
Previous Change Order No. 1 \$ 9,989.29	Net Change from Previous Change Orders: 0
Contract Price Prior to this Change Order \$ 6,412,322.64	Contract Time Prior to this Change Order
Net Increase of this Change Order: \$ 34,705.98	Net Increase of Change Order:
Contract Price with all Approved Change Orders \$ 6,447,028.62	Contract Time with Approved Change Orders
Recommended By:  Mike Edwards, Engineering Technician	Approved By: _____ EJM Pipe Services

Approved By:



 Thomas J. Kaldunski, City Engineer

Approved By:

George Tourville, Mayor

Date of Council Action:

January 9, 2017

Partial Pay Estimate No.:

7

2510 NWA TRUNK UTILITY IMPROVEMENTS-ARGENTA DISTRICT
 2511 NWA 70TH STREET LIFT STATION-ARGENTA DISTRICT
 CITY OF INVER GROVE HEIGHTS, MINNESOTA
 BMT PROJECT NO. T18.108658
 WORK COMPLETED THROUGH November 30, 2016

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE		
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	
SCHEDULE 1									
1	2021.5 MOBILIZATION	\$250,000.00	0.5 LUMP SUM	\$125,000.00	0.5 LUMP SUM	\$125,000.00	0.50	LUMP SUM	\$125,000.00
2	2101.5 CLEARING	\$4,250.00	0.41 ACRE	\$1,742.50	0.41 ACRE	\$1,742.50	0.41	ACRE	\$1,742.50
3	2101.5 CLEARING	\$215.00	20 TREE	\$4,300.00	25 TREE	\$5,375.00	25.00	TREE	\$5,375.00
4	2101.51 GRUBBING	\$4,250.00	0.41 ACRE	\$1,742.50	0.41 ACRE	\$1,742.50	0.41	ACRE	\$1,742.50
5	2101.51 GRUBBING	\$215.00	20 TREE	\$4,300.00	15 TREE	\$3,225.00	15.00	TREE	\$3,225.00
6	2103.5 CORN CRIB REMOVAL	\$1,575.00	1 LUMP SUM	\$1,575.00	1 LUMP SUM	\$0.00	0.00	LUMP SUM	\$0.00
7	2104.5 REMOVE METAL CULVERT	\$14.00	26 LIN FT	\$364.00	26 LIN FT	\$0.00	0.00	LIN FT	\$0.00
8	2105.52 COMMON BORROW (LV)	\$8.00	3500 CY	\$28,000.00	2500 CY	\$20,000.00	3,500.00	CY	\$28,000.00
9	2105.6 CONSTRUCT TEMPORARY ACCESS ROAD	\$5,000.00	1 EACH	\$5,000.00	1 EACH	\$5,000.00	1.00	EACH	\$5,000.00
10	2105.6 OBSTRUCTION REMOVAL	\$4,500.00	8 EACH	\$36,000.00	3 EACH	\$4,500.00	3.00	EACH	\$13,500.00
11	2118.5 AGGREGATE SURFACING CLASS 2	\$22.00	210 TON	\$4,620.00	70.07 TON	\$1,541.54	70.07	TON	\$1,541.54
12	2123.61 STREET SWEEPER (WITH PICKUP BROOM)	\$168.00	5 HOUR	\$840.00	2 HOUR	\$336.00	3.00	HOUR	\$504.00
13	2130.6 WATER USAGE ALLOWANCE	\$5,000.00	0.5 LUMP SUM	\$2,500.00	0.00 LUMP SUM	\$0.00	0.00	LUMP SUM	\$0.00
14	2451.61 GRANULAR BACKFILL	\$0.01	1500 TON	\$15.00	1500 TON	\$0.00	0.00	TON	\$0.00
15	2451.61 AGGREGATE FOUNDATION	\$0.01	690 TON	\$6.90	690 TON	\$0.00	0.00	TON	\$0.00
16	2476.6 WASTE COLLECTION AND DISPOSAL ALLOWANCE	\$10,000.00	0.5 LS	\$5,000.00	0.5 LS	\$0.00	0.00	LS	\$0.00
17	2501.52 15" RC PIPE APRON	\$40.00	50 LIN FT	\$2,000.00	50 LIN FT	\$0.00	0.00	LIN FT	\$0.00
18	2501.52 15" RC PIPE CULVERT CLASS V	\$887.00	2 EACH	\$1,774.00	2 EACH	\$0.00	0.00	EACH	\$0.00
19	2503.6 BORING PIT (SANITARY)	\$225,000.00	3 EACH	\$675,000.00	2.65 EACH	\$596,250.00	3.00	EACH	\$675,000.00
20	2503.6 BORING PIT (WATERMAIN)	\$3,500.00	2 EACH	\$7,000.00	2 EACH	\$7,000.00	2.00	EACH	\$7,000.00
21	2503.6 8" DIP CL 52 PIPE SEWER (SANITARY)	\$312.00	40 LIN FT	\$12,480.00	104 LIN FT	\$32,448.00	104.00	LIN FT	\$32,448.00
22	2503.6 8" DIP CL 52 PIPE SEWER (WATERMAIN)	\$47.00	40 LIN FT	\$1,880.00	40 LIN FT	\$1,880.00	40.00	LIN FT	\$1,880.00
23	2503.6 12" DIP CL 56 PIPE SEWER (SANITARY)	\$63.00	175 LIN FT	\$11,025.00	125 LIN FT	\$7,875.00	125.00	LIN FT	\$7,875.00
24	2503.6 12" DIP CL 52 PIPE SEWER (40'-50')	\$462.00	458 LIN FT	\$211,596.00	458 LIN FT	\$211,596.00	458.00	LIN FT	\$211,596.00
25	2503.6 12" DIP CL 52 PIPE SEWER (50'-60')	\$617.00	132 LIN FT	\$81,444.00	92 LIN FT	\$56,764.00	92.00	LIN FT	\$56,764.00
26	2503.6 12" DIP CL 52 PIPE SEWER (60'-70')	\$780.00	394 LIN FT	\$307,320.00	366 LIN FT	\$285,480.00	394.00	LIN FT	\$307,320.00
27	2503.6 12" PVC SDR 26 PIPE SEWER (THROUGH CASING)	\$12.00	1138 LIN FT	\$13,656.00	1138 LIN FT	\$0.00	806.00	LIN FT	\$9,672.00
28	2503.6 CONNECT TO EXISTING SANITARY SEWER	\$11,340.00	1 EACH	\$11,340.00	1 EACH	\$11,340.00	1.00	EACH	\$11,340.00
29	2503.6 CASING PIPE (TRENCHLESS)(SANITARY)	\$650.00	1138 LIN FT	\$739,700.00	126 LIN FT	\$81,900.00	1,046.00	LIN FT	\$679,900.00
30	2503.6 CONSTRUCT 8" OUTSIDE DROP	\$180.00	72 LIN FT	\$12,960.00	49.98 LIN FT	\$8,996.40	49.98	LIN FT	\$8,996.40
31	2503.6 CONSTRUCT 8" OUTSIDE DROP SPECIAL	\$184.00	140 LIN FT	\$25,760.00	120.00 LIN FT	\$22,080.00	120.00	LIN FT	\$22,080.00
32	2504.6 IRRIGATION SERVICE	\$1,785.00	1 LUMP SUM	\$1,785.00	1 LUMP SUM	\$0.00	1.00	LUMP SUM	\$1,785.00
33	2504.6 CONNECT TO EXISTING WATER MAIN	\$630.00	1 EACH	\$630.00	1 EACH	\$630.00	2.00	EACH	\$1,260.00
34	2504.6 HYDRANT	\$3,759.00	5 EACH	\$18,795.00	5 EACH	\$0.00	4.00	EACH	\$15,036.00
35	2504.6 FROST FREE HYDRANT	\$1,050.00	1 EACH	\$1,050.00	1 EACH	\$0.00	1.00	EACH	\$1,050.00
36	2504.6 1" CORPORATION STOP	\$142.00	1 EACH	\$142.00	1 EACH	\$0.00	1.00	EACH	\$142.00
37	2504.6 6" GATE VALVE & BOX	\$1,234.00	5 EACH	\$6,170.00	5 EACH	\$0.00	4.00	EACH	\$4,936.00
38	2504.6 16" BUTTERFLY GATE VALVE	\$2,546.00	6 EACH	\$15,276.00	2 EACH	\$5,092.00	6.00	EACH	\$15,276.00
39	2504.6 1" CURB STOP & BOX	\$236.00	1 EACH	\$236.00	1 EACH	\$0.00	1.00	EACH	\$236.00
40	2504.6 1" TYPE K COPPER PIPE	\$20.00	40 LIN FT	\$800.00	40 LIN FT	\$0.00	61.00	LIN FT	\$1,220.00
41	2504.6 1" TYPE PE PIPE	\$17.00	330 LIN FT	\$5,610.00	330 LIN FT	\$0.00	330.00	LIN FT	\$5,610.00
42	2504.6 6" WATERMAIN DUCTILE IRON CL 52	\$35.00	70 LIN FT	\$2,450.00	70 LIN FT	\$0.00	40.00	LIN FT	\$1,400.00
43	2504.6 16" WATERMAIN DUCTILE IRON CL 52	\$67.00	2141 LIN FT	\$143,447.00	737 LIN FT	\$49,379.00	2,176.00	LIN FT	\$145,792.00
44	2504.6 16" DIP WATERMAIN (THROUGH CASING)	\$67.00	252 LIN FT	\$16,884.00	240 LIN FT	\$16,080.00	252.00	LIN FT	\$16,884.00
45	2504.6 CASING PIPE (TRENCHLESS)(WATERMAIN)	\$330.00	252 LIN FT	\$83,160.00	252 LIN FT	\$83,160.00	252.00	LIN FT	\$83,160.00
46	2504.6 BUTTERFLY VALVE MANHOLE	\$758.00	52 LIN FT	\$39,416.00	2 LIN FT	\$1,516.00	58.35	LIN FT	\$44,229.30

Partial Pay Estimate No.:

2510 NWA TRUNK UTILITY IMPROVEMENTS-ARGENTA DISTRICT
 2511 NWA 70TH STREET LIFT STATION-ARGENTA DISTRICT
 CITY OF INVER GROVE HEIGHTS, MINNESOTA
 BMI PROJECT NO. T18-108658

WORK COMPLETED THROUGH November 30, 2016

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
47	2504.6 4" POLYSTYRENE INSULATION	\$40.00	300 SY	\$12,000.00			304.00 SY	\$12,160.00
48	2504.61 DUCTILE IRON FITTINGS	\$2.10	6500 POUND	\$13,650.00	700 POUND	\$1,470.00	5,150.00 POUND	\$10,815.00
49	2506.5 48" DIAMETER SANITARY MANHOLE	\$139.00	130 LIN FT	\$18,070.00	130 LIN FT	\$18,070.00	130.00 LIN FT	\$18,070.00
50	2506.5 SANITARY MANHOLE SPECIAL	\$274.00	221 LIN FT	\$60,554.00		\$0.00	148.52 LIN FT	\$40,694.48
51	2506.52 CASTING ASSEMBLY (SANITARY)	\$503.00	6 EACH	\$3,018.00	2 EACH	\$1,006.00	6.00 EACH	\$3,018.00
52	2506.6 EXTERNAL CHIMNEY SEAL	\$17.00	6 EACH	\$102.00	2 EACH	\$34.00	2.00 EACH	\$34.00
53	2533.51 PORTABLE PRECAST CONC BARRIER DES 8337	\$257.00	325 LIN FT	\$83,525.00	60 LIN FT	\$15,420.00	265.00 LIN FT	\$68,105.00
54	2533.51 RELOCATE PORT PRECAST CONC BAR DES 8337	\$6.30	325 LIN FT	\$2,047.50		\$0.00	325.00 LIN FT	\$2,047.50
55	2550.6 MARKING POST	\$14.00	17 EACH	\$238.00		\$0.00	17.00 EACH	\$238.00
56	2557.6 CONSTRUCTION FENCE	\$4.20	1425 LIN FT	\$5,985.00	400 LIN FT	\$1,680.00	1,025.00 LIN FT	\$4,305.00
57	2563.6 TRAFFIC CONTROL	\$25,000.00	1 LUMP SUM	\$25,000.00	0.4 LUMP SUM	\$10,000.00	0.40 LUMP SUM	\$10,000.00
58	2573.5 SILT FENCE, TYPE MS	\$2.10	4300 LIN FT	\$9,030.00	2901 LIN FT	\$6,092.10	2,901.00 LIN FT	\$6,092.10
59	2573.6 ROCK CONSTRUCTION ENTRANCE	\$1,050.00	4 EACH	\$4,200.00	2 EACH	\$2,100.00	2.00 EACH	\$2,100.00
60	2573.9 STORM WATER MANAGEMENT ALLOWANCE	\$10,000.00	0.5 LUMP SUM	\$5,000.00		\$0.00	0.50 LUMP SUM	\$5,000.00
61	2575.52 EROSION CONTROL BLANKET CATEGORY 3	\$2.10	250 SY	\$525.00		\$0.00	250.00 SY	\$525.00
62	2575.54 HYDRAULIC BONDED FIBER MATRIX	\$4,305.00	2.75 ACRE	\$11,838.75		\$0.00	2.75 ACRE	\$11,838.75
63	2575.57 RAPID STABILIZATION METHOD 3 (MIX 25-142)	\$3,256.00	3.5 ACRE	\$11,396.00		\$0.00	3.50 ACRE	\$11,396.00
TOTAL SCHEDULE 1				\$2,862,431.15				\$2,661,681.82
SCHEDULE 2								
1	2021.5 MOBILIZATION	\$250,000.00	0.5 LUMP SUM	\$125,000.00	0.5 LUMP SUM	\$125,000.00	0.50 LUMP SUM	\$125,000.00
2	2101.5 CLEARING	\$3,255.00	2.07 ACRE	\$6,737.85	2.07 ACRE	\$6,737.85	2.07 ACRE	\$6,737.85
3	2101.51 GRUBBING	\$3,255.00	2.07 ACRE	\$6,737.85	2.07 ACRE	\$6,737.85	2.07 ACRE	\$6,737.85
4	2105.6 OBSRUCTION REMOVAL	\$4,500.00	14 EACH	\$63,000.00	11 EACH	\$49,500.00	11.00 EACH	\$49,500.00
5	2118.5 AGGREGATE SURFACING CLASS 2	\$22.00	100 TON	\$2,200.00		\$0.00	100.00 TON	\$2,200.00
6	2130.6 WATER USAGE ALLOWANCE	\$5,000.00	0.5 LUMP SUM	\$2,500.00		\$0.00	0.50 LUMP SUM	\$2,500.00
7	2451.61 GRANULAR BACKFILL	\$0.01	500 TON	\$5.00		\$0.00	500.00 TON	\$5.00
8	2478.6 WASTE COLLECTION AND DISPOSAL ALLOWANCE	\$10,000.00	0.5 LS	\$5,000.00		\$0.00	0.50 LS	\$5,000.00
9	2503.6 BORING PIT (SANITARY)	\$215,000.00	7 EACH	\$1,505,000.00	3.25 EACH	\$698,750.00	3.25 EACH	\$698,750.00
10	2503.6 8" DIP CL 52 PIPE SEWER (SANITARY)	\$70.00	20 LIN FT	\$1,400.00	20 LIN FT	\$1,400.00	20.00 LIN FT	\$1,400.00
11	2503.6 12" DIP CL 56 PIPE SEWER (SANITARY)	\$59.00	300 LIN FT	\$17,700.00	300 LIN FT	\$17,700.00	300.00 LIN FT	\$17,700.00
12	2503.6 10" PVC SDR 26 PIPE SEWER (THROUGH CASING)	\$15.00	1027 LIN FT	\$15,405.00		\$0.00	1027.00 LIN FT	\$15,405.00
13	2503.6 12" PVC SDR 26 PIPE SEWER (THROUGH CASING)	\$21.00	1438 LIN FT	\$30,198.00	1008 LIN FT	\$21,168.00	1,008.00 LIN FT	\$21,168.00
14	2503.6 CASING PIPE (TRENCHLESS)/SANITARY	\$650.00	2465 LIN FT	\$1,602,250.00	696 LIN FT	\$452,400.00	1,069.00 LIN FT	\$694,850.00
15	2503.6 CONSTRUCT 8" OUTSIDE DROP	\$202.00	28 LIN FT	\$5,656.00	28 LIN FT	\$5,656.00	28.00 LIN FT	\$5,656.00
16	2503.6 CONSTRUCT 8" OUTSIDE DROP SPECIAL	\$177.00	60 LIN FT	\$10,620.00	60 LIN FT	\$10,620.00	60.00 LIN FT	\$10,620.00
17	2506.5 SANITARY MANHOLE SPECIAL	\$314.00	282 LIN FT	\$88,548.00		\$0.00	282.00 LIN FT	\$88,548.00
18	2506.52 CASTING ASSEMBLY (SANITARY)	\$503.00	6 EACH	\$3,018.00	6 EACH	\$3,018.00	6.00 EACH	\$3,018.00
19	2506.6 EXTERNAL CHIMNEY SEAL	\$152.00	6 EACH	\$912.00		\$0.00	6.00 EACH	\$912.00
20	2550.6 MARKING POST	\$74.00	6 EACH	\$444.00		\$0.00	6.00 EACH	\$444.00
21	2557.6 CONSTRUCTION FENCE	\$4.20	100 LIN FT	\$420.00		\$0.00	100.00 LIN FT	\$420.00
22	2573.5 SILT FENCE, TYPE MS	\$2.10	7975 LIN FT	\$16,747.50	4211 LIN FT	\$8,843.10	4,211.00 LIN FT	\$8,843.10
23	2573.6 ROCK CONSTRUCTION ENTRANCE	\$1,050.00	2 EACH	\$2,100.00		\$0.00	2.00 EACH	\$2,100.00
24	2573.9 STORM WATER MANAGEMENT ALLOWANCE	\$10,000.00	0.5 LUMP SUM	\$5,000.00		\$0.00	0.50 LUMP SUM	\$5,000.00
25	2575.52 EROSION CONTROL BLANKET CATEGORY 3	\$2.10	250 SY	\$525.00		\$0.00	250.00 SY	\$525.00
26	2575.57 RAPID STABILIZATION METHOD 3 (MIX 25-142)	\$3,254.00	7 ACRE	\$22,778.00		\$0.00	7.00 ACRE	\$22,778.00
TOTAL SCHEDULE 2				\$3,539,902.20				\$2,097,972.24
TOTAL AMOUNT:				\$6,402,333.35		\$3,064,858.84		\$4,799,654.06

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Accepting Proposal from Wenck Associates for Professional Engineering Services Related to Stormwater Facilities Design and Stormwater Modeling for City Project No. 2016-08 – Trunk Highway 3/70th Street Intersection Improvements (Roundabout)

Meeting Date: January 9, 2017
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651-450-2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director



	Fiscal/FTE Impact:
<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other: Dakota County and MnDOT Funds, Federal (Regional Solicitation), MSA Funds, Street Reconstruction Bonds, NWA Utility Funds

PURPOSE/ACTION REQUESTED

Resolution accepting proposal from Wenck Associates for professional engineering services related to storm water facilities design and stormwater modeling for City Project No. 2016-08 - Trunk Highway 3/70th Street Intersection Improvements (Roundabout).

SUMMARY

MnDOT and Dakota County have begun designing the proposed roundabout at this location. A concept of the roundabout is attached. These agencies are on schedule to complete their road plans by October 2017. The construction is planned for 2018. The City's Third Generation Water Resources Plan will be affected by this project. The City has requested a proposal from Wenck Associates to provide stormwater design and modeling for the municipal stormwater facilities to accommodate the project.

Wenck was selected from our Professional Engineering Consultant Pool because of their recent stormwater modeling on City Project No. 2015-19. Wenck will assist the City in the design by updating the model, interacting with MnDOT and preparing plans for the City stormwater facilities to be incorporated into MnDOT's plans and specifications. A copy of Wenck's proposal to provide these stormwater services is outlined in their December 21, 2016 proposal with a total budget of \$37,425.

I recommend that the Council adopt this resolution accepting the proposal from Wenck, and that the work be funded as part of City Project No. 2016-08 - Trunk Highway 3/70th Street Intersection Improvements (Roundabout).

TJK/kf

- Attachment: Resolution
 Wenck Proposal
 MnDOT Roundabout Layout
 City utilities

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING CITY TO ACCEPT THE PROPOSAL OF WENCK ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO STORMWATER FACILITIES DESIGN AND STORMWATER MODELING FOR CITY PROJECT NO. 2016-08 – TRUNK HIGHWAY 3/70TH STREET INTERSECTION IMPROVEMENTS (ROUNDAABOUT)

WHEREAS, Wenck Associates was retained to assess the water resources capacity of several regional stormwater basins in the Robert District of the Northwest Area as part of City Project No. 2015-19; and

WHEREAS, based on the results and recommendations of that assessment, the City requested that Wenck Associates prepare a proposal for the engineering design related to the proposed roundabout, preparation of construction documents and for providing water resources services; and

WHEREAS, Wenck Associates provided a proposal as requested; and

WHEREAS, the funding for this work shall be provided from the funding sources for City Project No. 2016-08.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS THAT: the Public Works Director is authorized to accept the proposal of Wenck Associates dated December 21, 2016 for City Project No. 2016-08.

Adopted by the City Council of Inver Grove Heights this 9th day of January 2017

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk



Responsive partner.
Exceptional outcomes.

December 21, 2016

Mr. Tom Kaldunski

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

RE: 2016-08 TH 3 Roundabout at 70th Street Proposal

Dear Mr. Kaldunski:

The purpose of this letter is to provide the City of Inver Grove Heights (City) with a scope of work and budget to update PC-SWMM computer models according to recently-approved City guidance and assist City and MnDOT staff with the evaluation and design of the proposed roundabout at TH 3 and CSAH 26. Wenck Associates, Inc. (Wenck) understands that MnDOT has begun preliminary design and wishes to begin construction of the roundabout in 2018. Therefore, the City would like to get Wenck involved early in the process to ensure compliance with City stormwater management standards and implementation of land-locked basin emergency overflow conveyances.

Scope of Work and Schedule

The following phases outline our scope of work to assist the City with this project. The phases are written such that they may be approved individually or altogether.

Phase 1 – Update Models per City Modeling Guidelines - \$7,160

The first step of this phase will be to update existing and proposed condition Robert Watershed Corridor PC-SWMM models according to the "modeling guidelines" memo. Wenck will update model parameters for soil infiltration, depression storage, and basin seepage and re-execute the models.

Background

Wenck began working on the Robert Watershed Corridor Feasibility Study on December 1, 2015 and completed a draft report for Phase 1 of the study on January 29, 2016. Shortly after completing the draft report, the project was put "on-hold" due to inactivity of development. Since that time, another City consultant developed a memo (most current draft dated November 8, 2016) outlining "modeling guidelines" for all consultant engineers working in the City.

The second step of this phase is to provide the City with a visual comparison of the difference in flood extent between the "100-Year Storm" (7.43 inches of rainfall in 24 hours), "Back-to-Back 100-Year Storm" (14.86 inches of rainfall in 48 hours), and the "10-Day Snowmelt" (7.2 inches

Mr. Tom Kaldunski
City Engineer
City of Inver Grove Heights
December 21, 2016



of runoff in 10 days). Wenck will map the flood extent within each basin for each storm and calculate the percent of each watershed is covered by the flood extent for each storm. Wenck will meet with City staff to discuss results and how to proceed. Based on the revised model results, Wenck will then update the January 29, 2016 memo and preliminary plans.

Background

The City's *Water Resources Management Plan* establishes low floor elevation standards and type of emergency overflow for land-locked basins. The standard references the "100-Year Flood Elevation", but this is not specifically defined. Prior to the Robert Watershed Corridor Feasibility Study, the City found that the "10-Day Snowmelt" (7.2 inches of runoff over 10 days) routinely produced higher water surface elevations than the "100-Year Rainfall" (5.9 inches of rainfall in 24 hours). Therefore, the City began to use the peak water surface elevation from the "10-Day Snowmelt" as a surrogate for the "100-Year Flood Elevation."

Atlas 14, Volume 8 was published by NOAA in 2013. This document significantly changed precipitation frequency estimates. For example, the 100-year, 24-hour rainfall depth in Inver Grove Heights increased from 5.9 inches to 7.43 inches. Throughout Phase 1 of the Robert Watershed Corridor Feasibility Study, Wenck and City staff discussed how the new Atlas 14 data may impact low floor elevations, emergency overflows and "buildable" area.

Schedule to complete Phase 1 – by December 22, 2016 (if this proposal is approved by December 12, 2016)

Phase 2 – Project Coordination and Meetings - \$6,600

Wenck understands that MnDOT has scheduled monthly project progress meetings to facilitate communication and keep the project on-schedule. Wenck will attend a total of 12 meetings from January through September 2017, and we have budgeted approximately three hours (one hour each for preparation, travel time and attendance) for each meeting. The 12 meetings will include approximately one-half of the monthly PMT meetings with large MNDOT group (4-5 meetings) and assume approximately three-fourths of the staff meetings with MNDOT and City (7-8 meetings).

Schedule to complete Phase 2 – two meetings per month January through September 2017

Task 3 – Review TH 3 Roundabout Design - \$5,940

Wenck will review and comment on three iterations of the proposed roundabout plans and stormwater calculations. We understand that MnDOT's will prepare 30%, 60% and 100% plans and stormwater calculations; for each of those iterations, we will summarize our comments in a technical memorandum to City staff. After review and approval by City staff, we will provide the comments to MnDOT and work with their staff to address Wenck comments and questions.

Wenck will also update the Robert Watershed Corridor PC-SWMM model for each iteration noted above. Our technical memo will include a discussion of any negative effects of the MnDOT project on the Robert Watershed flood elevations or conveyance system.

Schedule to complete Phase 3 – issue draft technical memorandum to City staff within one week of receipt of MnDOT plans

Mr. Tom Kaldunski
City Engineer
City of Inver Grove Heights
December 21, 2016



Task 4 – Prepare Design Plans and Cost Estimates for City Stormwater Features - \$17,725

Wenck will prepare design plans and cost estimates for four emergency overflow conveyances within the construction limits of the roundabout project. Phase 1 of the Robert Watershed Corridor Feasibility Study identified emergency overflow conveyance types and routes for 12 land-locked basins in the study area. The roundabout project will result in the reconstruction of TH 3 or CSAH 26 where four of the 12 conveyances were planned.

The four conveyances are

- 1) A gravity storm sewer pipe from Basin EP-027b to Basin EP-27a;
- 2) A gravity storm sewer pipe from Basin EP-035b to Basin EP-034;
- 3) A forcemain and gravity storm sewer pipe from Basin EP-034 to Basin EP-036a; and
- 4) A forcemain and gravity storm sewer pipe from Basin EP-27a to Basin EP-036a.

For each conveyance, Wenck will prepare 30%, 60%, and 90% design drawings and cost estimates. We understand that our drawings will ultimately be inserted into the MnDOT plan set.

Schedule to complete Phase 4 – If this proposal is approved at the January 9, 2017 City Council meeting, Wenck will complete 30% plans by January 31, 2017; 60% plans by February 28, 2017; and 100% plans by July 31, 2017.

Project Team

Wenck’s team for this project is listed below:

- ▲ Project Manager and Water Resources Engineer – Todd Shoemaker, PE, CFM
- ▲ Senior Water Resources Engineer – Kent Torve, PE
- ▲ Water Resources Engineer – Mary Pate-Holt, EIT
- ▲ Civil Engineers – Mark Schroeder, PE and Pete Daniels, PE
- ▲ GIS – Hagen Kaczmarek

Thanks!

On behalf of the 250+ employee-owners of Wenck, thank you for this opportunity to work with the City. Should you have any questions, or need clarification of anything presented in the attached proposal, please do not hesitate to call or email me.

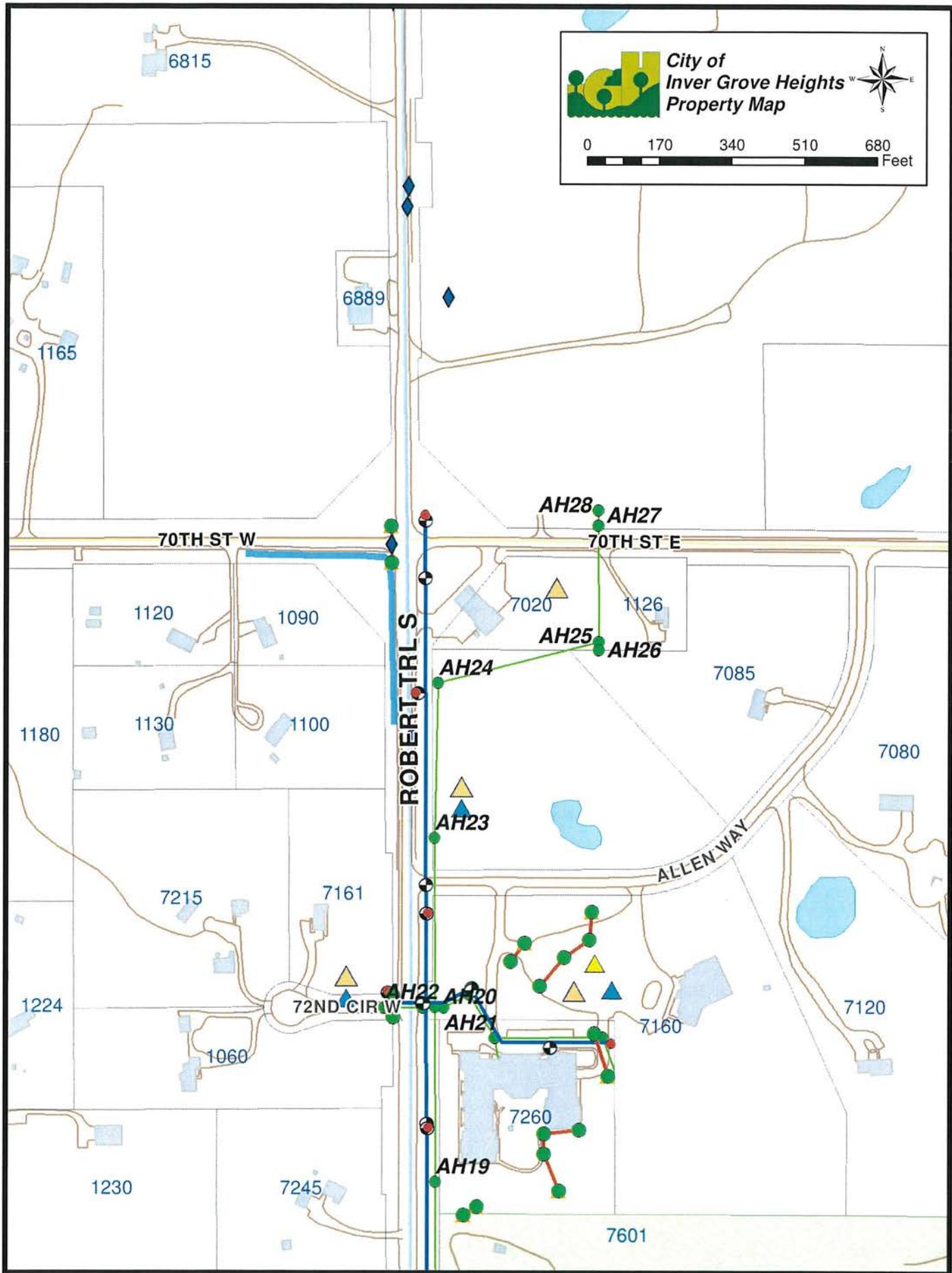
Sincerely,
Wenck Associates, Inc.



Todd Shoemaker, PE, CFM
Water Resources Engineer, Principal

 **City of
Inver Grove Heights
Property Map**

0 170 340 510 680
Feet



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Accepting Proposal from Bolton & Menk, Inc. for Professional Engineering Services Related to Municipal Sewer and Water Design and Easements for City Project No. 2016-08 – Trunk Highway 3/70th Street Intersection Improvements (Roundabout)

Meeting Date: January 9, 2017
 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

SAT

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: Dakota County and MnDOT Funds, Federal (Regional Solicitation), NWA Utility Funds, Street Reconstruction Bonds, MSA Funds

PURPOSE/ACTION REQUESTED

Resolution accepting proposal from Bolton & Menk, Inc. for professional engineering services related to municipal sewer and water design and easements for City Project No. 2016-08 - Trunk Highway 3/70th Street Intersection Improvements (Roundabout).

SUMMARY

MnDOT and Dakota County have begun designing the proposed roundabout at this location. A concept of the roundabout is attached. These agencies are on schedule to complete their road plans by October 2017. The construction is planned for 2018. The City has existing utilities that will be affected by this project. The City has requested a proposal from Bolton & Menk to provide municipal utility design, project coordination and surveying services for the municipal utility facilities to accommodate the project.

Bolton & Menk was selected from our Professional Engineering Consultant Pool because of their recent utility planning on City Project No. 2015-20 and their knowledge of City utility projects. Bolton & Menk will assist the City in the design by conducting surveys, interacting with MnDOT and preparing plans for the City sanitary sewer and water facilities to be incorporated into MnDOT's plans and specifications. A copy of Bolton & Menk's proposal to provide these utility services is outlined in their January 3, 2017 proposal with a total budget of \$18,860.

I recommend that the Council adopt this resolution accepting the proposal from Bolton & Menk, and that the work be funded as part of City Project No. 2016-08 - Trunk Highway 3/70th Street Intersection Improvements (Roundabout).

TJK/kf

Attachment: Resolution
 Bolton & Menk Proposal
 MnDOT Roundabout Layout
 City utilities

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING CITY TO ACCEPT THE PROPOSAL OF BOLTON & MENK, INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO SANITARY SEWER AND WATER FACILITIES DESIGN, CONTRACT COORDINATION AND SURVEYING SERVICES FOR CITY PROJECT NO. 2016-08 – TRUNK HIGHWAY 3/70TH STREET INTERSECTION IMPROVEMENTS (ROUNDBOUT)

WHEREAS, Bolton & Menk, Inc. was retained to assess the water and sanitary sewer systems in the Robert District of the Northwest Area as part of City Project No. 2015-20; and

WHEREAS, based on the results and recommendations of that assessment, the City requested that Bolton & Menk, Inc. prepare a proposal for the engineering design related to the proposed roundabout, preparation of construction documents and for surveying services; and

WHEREAS, Bolton & Menk, Inc. provided a proposal as requested; and

WHEREAS, the funding for this municipal utility work shall be provided from the funding sources for City Project No. 2016-08.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS THAT: the Public Works Director is authorized to accept the proposal of Bolton & Menk, Inc. dated January 3, 2017 for City Project No. 2016-08.

Adopted by the City Council of Inver Grove Heights this 9th day of January 2017

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING CITY TO ACCEPT THE PROPOSAL OF BOLTON & MENK, INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO SANITARY SEWER AND WATER FACILITIES DESIGN, CONTRACT COORDINATION AND SURVEYING SERVICES FOR CITY PROJECT NO. 2016-08 – TRUNK HIGHWAY 3/70TH STREET INTERSECTION IMPROVEMENTS (ROUNDBOUT)

WHEREAS, Bolton & Menk, Inc. was retained to assess the water and sanitary sewer systems in the Robert District of the Northwest Area as part of City Project No. 2015-20; and

WHEREAS, based on the results and recommendations of that assessment, the City requested that Bolton & Menk, Inc. prepare a proposal for the engineering design related to the proposed roundabout, preparation of construction documents and for surveying services; and

WHEREAS, Bolton & Menk, Inc. provided a proposal as requested; and

WHEREAS, the funding for this municipal utility work shall be provided from the funding sources for City Project No. 2016-08.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS THAT: the Public Works Director is authorized to accept the proposal of Bolton & Menk, Inc. dated January 3, 2017 for City Project No. 2016-08.

Adopted by the City Council of Inver Grove Heights this 9th day of January 2017

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk



**BOLTON
& MENK**

Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

January 3, 2017

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

Re: Proposal for Professional Engineering Services
70th Street/TH 3 Roundabout and Utility Relocation
City of Inver Grove Heights, Minnesota

Dear Mr. Kaldunski:

Thank you for the opportunity to submit this proposal to complete work associated with utility relocation and easement acquisition associated with the proposed roundabout located at 70th Street and TH 3. This proposal is based on our discussions.

PROJECT UNDERSTANDING AND APPROACH

It is our understanding that MnDOT will be leading the design and construction of a roundabout at the intersection of TH 3 and 70th Street. As a part of the 2009 NW Area Trunk Utility Project, there were watermain and sanitary sewer improvements constructed in this area.

- Topography survey of Utilities
- Coordination with MnDOT to get CAD linework and base drawing for the proposed roundabout.
- Identify impacts to the public and private utilities located within the proposed construction limits of the roundabout.
- Evaluate the current B-Line study being completed to identify sanitary sewer improvements that may be necessary in conjunction with this project.
- Evaluation of the watermain system to design for hydrant relocations or possible future crossings.
- Evaluate any opportunities to place City owned conduit for future improvements.
- Coordinate with MnDOT to determine properties that will require slope easements, permanent easements/ROW and temporary easements. We will provide easement exhibits and legal descriptions for these parcels. We are assuming 6 parcels for purposes of this proposal.

PROPOSED FEES

In accordance with the City of Inver Grove Heights' project requirements, Bolton & Menk proposes to complete the scope of work as described above for a not-to-exceed hourly fee of \$18,860.

Thank you, again, for inviting Bolton & Menk to offer you this proposal, as well as your continued consideration of our services to the City of Inver Grove Heights and the Northwest Area. We look forward to working with you and the City on this project. If you have any questions regarding our proposal, please do not hesitate to call us.

Sincerely,

Bolton & Menk, Inc.

A handwritten signature in black ink, appearing to read "Brian Hilgardner". The signature is fluid and cursive, with a large initial "B" and "H".

Brian Hilgardner, P.E.

Principal

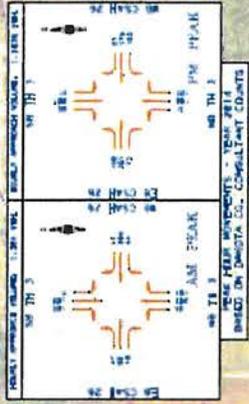
Detailed Cost Estimate

Client: City of Inver Grove Heights Project: 70th Street TH 3 Roundabout Utility Relocation		Bolton & Menk, Inc.				
Task No.	Work Task Description	Project Manager	Project Engineer	Project Surveyor	Total Hours	Total Cost
1.0	Topography Survey/MnDOT Base Plan	4	4	20	28	\$3,500
2.0	Identify Private and Public Utility Impacts	4	8	0	12	\$1,420
3.0	Evaluate Current B-Line Study/Sewer Extension Design	4	16	0	20	\$2,260
4.0	Watermain Extensions/Hydrant Design	4	20	0	24	\$2,680
5.0	Future Conduits	2	6	0	8	\$920
6.0	Easement Exhibits and Legal Descriptions	4	0	60	64	\$8,080
Total Hours		22	54	80	156	
Average Hourly Rate		\$145.00	\$105.00	\$125.00		
Subtotal		\$3,190	\$5,670	\$10,000		
Total Fee						\$18,860

STAGE 1 CONSTRUCTION

DAKOTA CO.

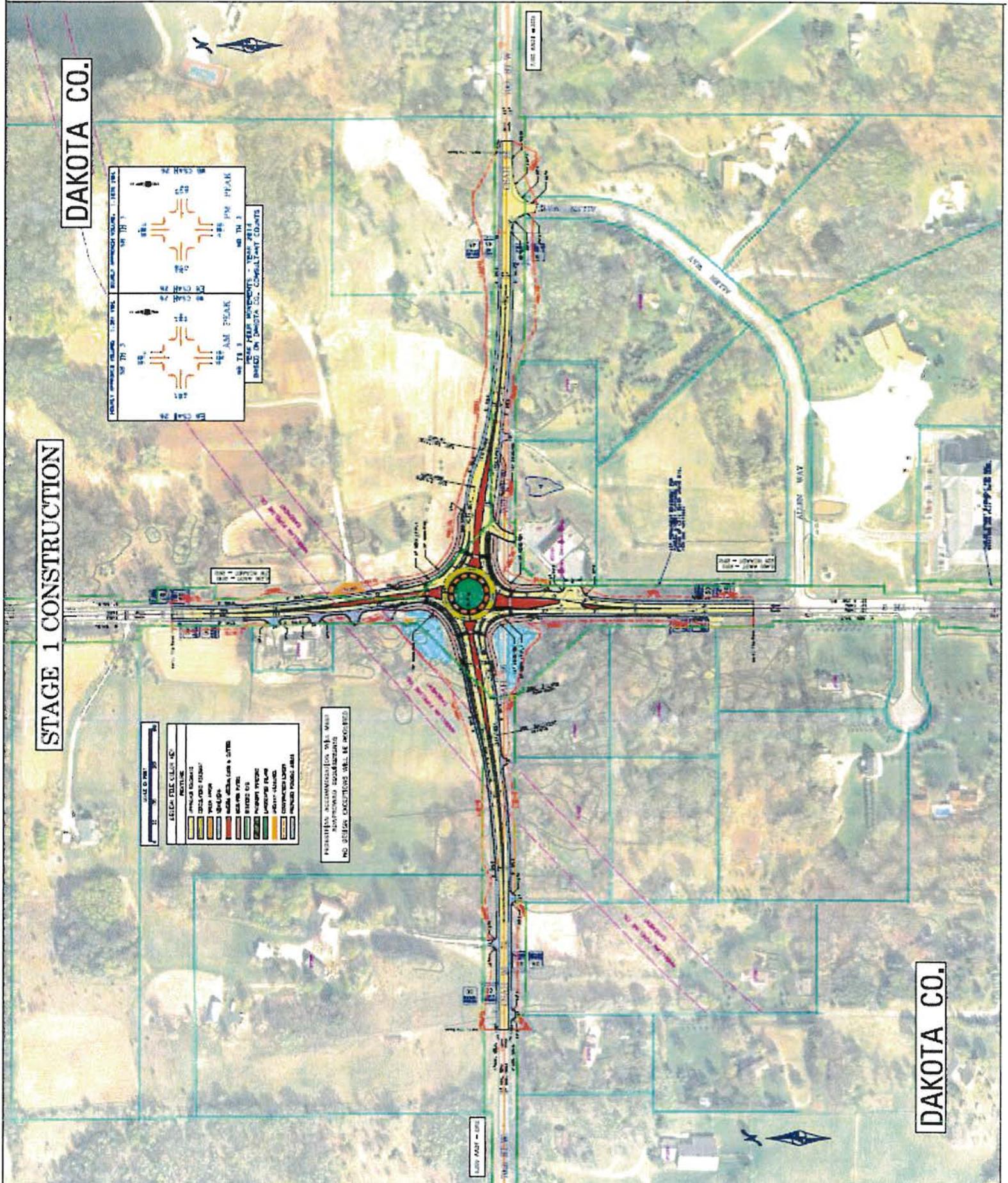
DAKOTA CO.



SCALE 1" = 100'

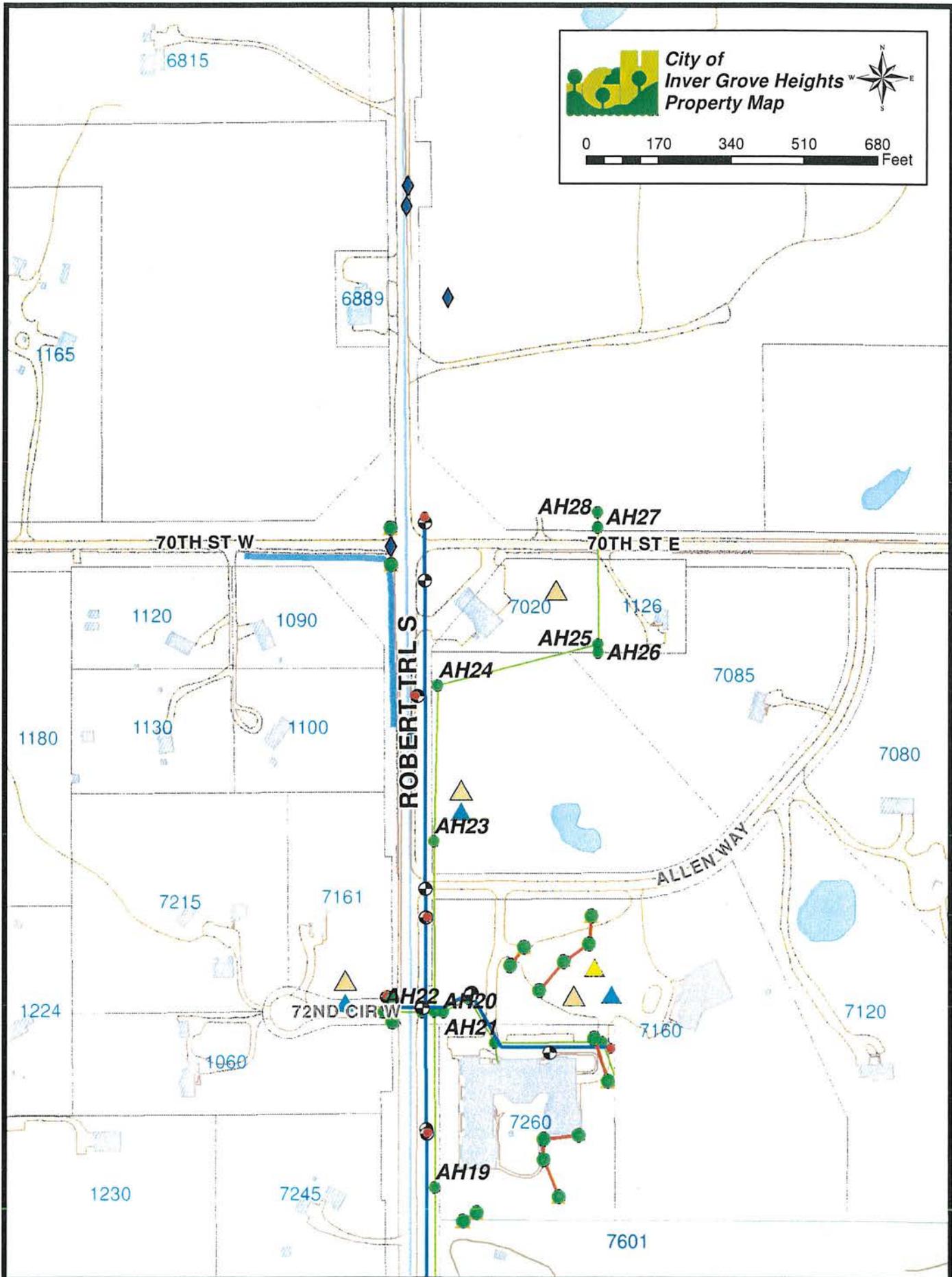
LEGEND	DESCRIPTION
[Green]	PROPOSED ROADWAY
[Yellow]	EXISTING ROADWAY
[Blue]	PROPOSED UTILITIES
[Red]	EXISTING UTILITIES
[Purple]	PROPOSED SIDEWALKS & BIWAYS
[Orange]	EXISTING SIDEWALKS & BIWAYS
[Light Blue]	PROPOSED PARKING
[Light Green]	EXISTING PARKING
[Light Purple]	PROPOSED LANDSCAPING
[Light Orange]	EXISTING LANDSCAPING
[Light Yellow]	PROPOSED LIGHTING
[Light Green]	EXISTING LIGHTING

PERMANENT ACCOMMODATIONS WITH VARIOUS SUBSEQUENT MODIFICATIONS. NO OTHER EXCEPTIONS WILL BE REQUIRED.



City of
Inver Grove Heights
Property Map

0 170 340 510 680 Feet



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

ATTORNEYS AT LAW

TIMOTHY J. KUNTZ
DANIEL J. BEESON
*KENNETH J. ROHLF
◊STEPHEN H. FOCHLER
◊JAY P. KARLOVICH
ANGELA M. LUTZ AMANN
*KORINE L. LAND
◻*DONALD L. HOEFT
DARCY M. ERICKSON
DAVID S. KENDALL
BRIDGET McCAULEY NASON
BRADLEY R. HUTTER
ARIEL A. PITTNER
•
HAROLD LEVANDER
1910-1992
•
ARTHUR GILLEN
1919-2005
•
*ALSO ADMITTED IN WISCONSIN
◊ALSO ADMITTED IN NORTH DAKOTA
◊ALSO ADMITTED IN MASSACHUSETTS
◻ALSO ADMITTED IN OKLAHOMA

MEMO

TO: Mayor and Council Members
FROM: Timothy J. Kuntz and Kenneth J. Rohlf, City Attorneys
DATE: January 9, 2017
RE: Approval of Negotiated Settlement Agreement between Robert J. Steininger and the City of Inver Grove Heights concerning the acquisition of easements on the Steininger Property for the NWA Trunk Watermain Improvements - 65th Street Loop (Argenta Trail to Babcock Trail) for City Project No. 2015-12 / City Project No. 2015-08

Section 1. Background:

On October 26, 2015, the Council ordered City Project No. 2015-12 - NWA Trunk Watermain Improvements - 65th Street Loop (Argenta Trail to Babcock Trail) ("Project"). During the design and implementation of the Project the City identified the need to acquire certain easements along 70th Street including property owned by Robert Steininger. The Council has previously authorized the City's property acquisition team to acquire the necessary easements from Robert Steininger.

Evergreen Land Services, Inc., the City's right-of-way acquisition agent for the Northwest Area Utility Improvement Project, met with Robert Steininger's father and representative, Joseph Steininger, regarding a possible resolution for the acquisition of a Permanent Utility and Drainage Easement and the Permanent Highway Right-of-Way, Utility and Drainage Easement on the Steininger property to facilitate the construction of the Project Improvements. The City's appraisal completed by Sean P. Butts for the Steininger easement acquisitions was \$35,600.00.

Robert Steininger has agreed to grant the easements requested in exchange for the payment from the City in the amount of \$40,500.00.

Under a Joint Powers Agreement with Dakota County, the City's share of the 70th Street roadway portion of the easement acquisition costs will be 45% and Dakota County's share will be 55%.

To fully resolve the acquisition of the necessary easements from Robert Steininger, the City's

Property Acquisition Team believes that an increase of \$4,900.00 over the City's appraisal of damages in the amount of \$35,600.00 is justified for the following reasons:

1. Settlement at this time will not only potentially avoid a lengthy eminent domain case, it will also save all professional fees (attorney, appraiser, acquisition agent, engineer, etc.) related thereto.
2. Acquisition of the Steininger easements will permit the construction of the 70th Street portion of the Project to occur in a timely fashion since the City has already acquired the necessary easements from property owners Death and Brandvold.
3. Acquisition of the entire easement package from Robert Steininger is proactive in that it secures not only the City's watermain easement but also the County's future roadway easement.
4. The City's appraisal states that the area acquired for drainage and utility purposes for the watermain still has value for use to meet open or green space requirements, setbacks requirements for residential lots, and density requirements. As a result, the appraiser reduced the market value of the land encumbered by the watermain drainage and utility easement by 2/3rds or 67%. This translated to a damage suffered by Robert Steininger for the drainage and utility easement for the watermain of approximately \$10,200.00. If Robert Steininger would make and prevail on an argument that the City should pay full fee value for the drainage and utility easement area, the damages suffered by Robert Steininger would increase by an additional \$5,100.00.
5. In this case, Minnesota law provides for the reimbursement to Robert Steininger of up to \$1,500.00 to enable the landowner to get an independent appraisal of damages to his property due to the acquisition of the easement(s). Robert Steininger is willing to forego this right to get an independent appraisal of damages in this case.

Metzen Realty has reviewed the appraisal completed by Sean Butts. In addition, Metzen Realty has reviewed the valuation factors as herein stated. In Metzen Realty's opinion, the settlement amount of \$40,500.00 is reasonable.

Recommendation:

In light of all relevant facts concerning the Steininger Property and in consideration of the value to the City of resolving this matter, the City's Property Acquisition Team¹ recommends that the City Council ratify the negotiated settlement reached between the City and Robert Steininger for \$40,500.00 in damages associated with the acquisition of the easements and authorize payment for the same upon the City's receipt of the following documents from Robert Steininger:

¹ The City's Property Acquisition Team is comprised of City Staff, the Office of the City Attorney, Evergreen Land Services, Sean Butts (Appraiser) and Metzen Appraisals.

1. Permanent Utility and Drainage Easement; and
2. Permanent Highway Right-of-Way, Utility and Drainage Easement.

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

RESOLUTION NO. 17-_____

**A RESOLUTION APPROVING THE NEGOTIATED SETTLEMENT BETWEEN
ROBERT STEININGER AND THE CITY OF INVER GROVE HEIGHTS RELATED TO
THE ACQUISITION OF EASEMENTS ON THE STEININGER PROPERTY FOR THE
70TH STREET - NWA TRUNK WATERMAIN IMPROVEMENTS – 65TH STREET
LOOP (ARGENTA TRAIL TO BABCOCK TRAIL)
CITY PROJECT NO. 2015-12 / CITY PROJECT NO. 2015-08**

WHEREAS, on October 26, 2015, the Council ordered City Project No. 2015-12 - NWA Trunk Watermain Improvements - 65th Street Loop (Argenta Trail to Babcock Trail) (“Project”).

WHEREAS, during the design and implementation of the Project the City identified the need to acquire drainage and utility easements along 70th Street from property owner Robert Steininger.

WHEREAS, the Council previously authorized the City’s property acquisition team to acquire the necessary easements from Robert Steininger.

WHEREAS, Evergreen Land Services, Inc., the City’s right-of-way acquisition agent for the Northwest Area Utility Improvement Project, met with Robert Steininger’s father and representative, Joseph Steininger, regarding a possible resolution for the acquisition of a Permanent Utility and Drainage Easement and a Permanent Highway Right-of-Way, Utility and Drainage Easement on the Steininger property to facilitate the construction of the Project Improvements.

WHEREAS, The City’s appraisal completed by Sean P. Butts for the Steininger easement acquisitions was \$35,600.00.

WHEREAS, the City, through its consultant, Evergreen Land Services, Inc., was able to negotiate the direct purchase of the proposed easements affecting property owned by Robert Steininger for the monetary sum of \$40,500.00.

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

1. The City ratifies and approves the negotiated settlement reached between the City and Robert Steininger for \$40,500.00 in damages associated with the acquisition and direct purchase of the easements and authorizes payment for the same to Robert Steininger upon the City’s receipt of the Permanent Utility and Drainage Easement and the Permanent Highway Right-of-Way, Utility and Drainage Easement from Robert

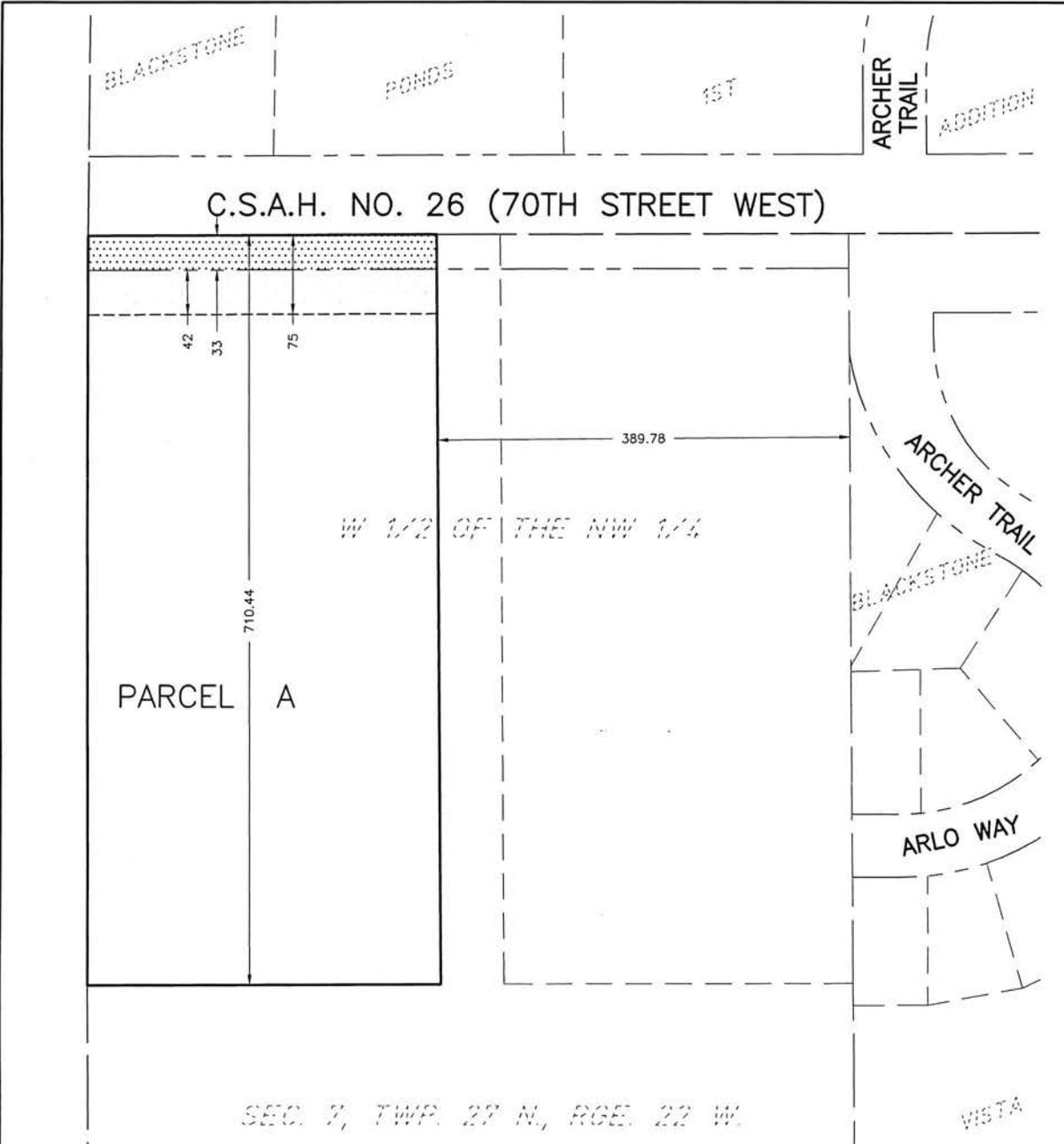
Steininger.

Passed this 9th day of January, 2017.

George Tourville, Mayor

Attest:

Michelle Tesser, City Clerk



PROPOSED EASEMENT DESCRIPTION

A perpetual easement for roadway, drainage and utility purposes over, under and across the north 75.00 feet, as measured at a right angle, of the hereinafter described Parcel A.

Parcel A:
(Certificate of Title No. 153368)

That part of the North 710.44 feet of the following described property lying west of the east 389.78 feet thereof:

That part of the West Half of the Northwest Quarter of Section Seven (7), Township Twenty-seven (27) North, Range Twenty-two (22) West, lying northerly of State Trunk Highway No. 55, described as follows:

Beginning at the northwest corner of said Section Seven (7), as marked by a Judicial Land Mark; thence East, along the North line of said Section, a distance of 719.56 feet to a point which is distant 664.125 feet (40 1/4 rods) West of the Northeast corner of said West Half of the Northwest Quarter, and said point being marked by a Judicial Land Mark; thence South, parallel with the East line of said West Half of the Northwest Quarter, a distance of 2145.9 feet to a point on the Northerly Right of Way Line of State Trunk Highway No. 55, said point being marked by a Judicial Land Mark; thence Northwesterly along said Right of Way line to its intersection with the West line of Section Seven (7), said point of intersection being marked by a Judicial Land Mark; thence North along said West Section line, a distance of 1840.9 feet to the point of beginning.

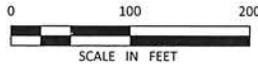
Being land situated in the County of Dakota, State of Minnesota.



PREScriptive ROADWAY EASEMENT
AREA: 10,869 SQ. FT.



PROPOSED ROADWAY, DRAINAGE & UTILITY EASEMENT
AREA: 13,844 SQ. FT.



SURVEYOR'S CERTIFICATION

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Eric R. Wilfahrt 7/18/2016
Eric R. Wilfahrt Date
License Number 48166

REVISED: DESCRIPTION 7/21/2016
REVISED: EASEMENT AREAS 8/11/2016

EASEMENT EXHIBIT
2000 70TH STREET W., INVER GROVE HEIGHTS, MN



BOLTON & MENK, INC.
Consulting Engineers & Surveyors

12224 NICOLLET AVENUE
BURNSVILLE, MINNESOTA 55337
(952)-890-0509

PART OF THE W 1/2 OF THE NW 1/4
SEC. 7, TWP. 27 N., RGE. 22 W.
DAKOTA COUNTY, MINNESOTA

FOR: CITY OF INVER GROVE HEIGHTS

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Separating City Project No. 2015-12 - NWA Trunk Watermain Improvements - 65th Street Loop, Argenta Trail to Babcock Trail and Establishing Two Additional Projects: City Project No. 2017-02 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park and City Project No. 2017-03 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge

Meeting Date: January 9, 2017
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651-450-2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director



Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE requested – N/A
 Other: NWA Water Fund (511)

PURPOSE/ACTION REQUESTED

Consider Resolution Separating City Project No. 2015-12 – NWA Trunk Watermain Improvements - 65th Street Loop, Argenta Trail to Babcock Trail and Establishing Two Additional Projects: City Project No. 2017-02 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park and City Project No. 2017-03 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge.

SUMMARY

At its October 26, 2015 meeting, City Council ordered City Project No. 2015-12 - NWA Trunk Watermain Improvements - 65th Street Loop Argenta Trail to Babcock Trail and authorized the preparation of a feasibility report and related necessary services by Bolton & Menk. A public hearing was conducted at the October 26, 2015 Council meeting and the project was ordered. Phase I of City Project 2015-12 was constructed in 2016 through Harmon Park, based on the May 9, 2016 Award of Contract.

Subsequently, the City Right-of-Way (ROW) Acquisition Team consisting of the City Engineer, City Attorney and consultants initiated the easement acquisition on all phases of City Project No. 2015-12. The ROW team has focused on the ROW along 70th Street and the loop from Harmon Park to T.H. 3. The team is nearing completion of these acquisitions. The 65th Street ROW acquisition will be driven by the feasibility study for the street construction (2015-03) and adjacent plats.

Project timing indicates that City Project No. 2015-12 should be phased and new project numbers assigned as follows:

1. City Project No. 2015-12 – NWA Trunk Watermain Improvements - 65th Street Loop, Argenta Trail to Babcock Trail (Phase I – 63rd Street E., through Harmon Park)
2. City Project No. 2017-02 – NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park
3. City Project No. 2017-03 – NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge

A map illustrating the phasing of the original 2015-12 project is attached. Project 2015-12 was ordered by the City Council on October 26, 2015 with the intent to complete the entire looped trunk watermain in 3 years (by October 26, 2018). This approval will establish the additional project numbers for phases 2 and 3 and allow construction to meet the original schedule.

Note that the majority of the work on City Project No. 2017-02 – NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park will be installing the trunk watermain by directional drilling. The construction of trunk watermain on City Project No. 2017-03 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge will be done using open trench techniques after 65th Street is rough graded for City Project 2015-03. These different construction techniques also support the logical phasing of the projects.

A resolution has been prepared to separate the original 2015-12 project into three phases. All phases were included in the scope of the larger project contained in the feasibility study. The first phase was constructed in conjunction with the 2016 street reconstruction project, 2016-09D.

I recommend adopting the resolution separating City Project No. 2015-12 – NWA Trunk Watermain Improvements - 65th Street Loop, Argenta Trail to Babcock Trail and Establishing Two Additional Projects: City Project No. 2017-02 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park and City Project No. 2017-03 - NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge.

TJK/kf

Attachment: Resolution
Map

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

RESOLUTION NO. _____

A RESOLUTION SEPARATING CITY PROJECT NO. 2015-12 - NWA TRUNK WATERMAIN IMPROVEMENTS - 65TH STREET LOOP, ARGENTA TRAIL TO BABCOCK TRAIL AND ESTABLISHING TWO ADDITIONAL PROJECTS: CITY PROJECT NO. 2017-02 - NWA TRUNK WATERMAIN IMPROVEMENTS - 65TH STREET LOOP (PHASE II OF 2015-12) HWY 3 TO HARMON PARK AND CITY PROJECT NO. 2017-03 - NWA TRUNK WATERMAIN IMPROVEMENTS - 65TH STREET LOOP (PHASE III OF 2015-12) HWY 3 TO BLACKSTONE RIDGE

WHEREAS, on January 12, 2015, Council approved a proposal for engineering services from Bolton & Menk for preparation of the feasibility report and other engineering services for City Project No. 2015-12 – NWA Trunk Watermain Improvements - 65th Street Loop, Argenta Trail to Babcock Trail; and

WHEREAS, on November 29,, 2015, Council approved the feasibility study, ordered the project, approved plans and authorized easement negotiations; and

WHEREAS, after preliminary review of easement negotiations, review of easement appraisals, review of the coordination with 65th Street construction and 63rd Street reconstruction, review of the differing methods of trunk watermain construction, and receiving engineering guidance, it was decided to separate City Project 2015-12 into three phases and add two additional projects to complete the scope of City Project 2015-12; and

WHEREAS, City Project No. 2015-12 – NWA Trunk Watermain Improvements - 65th Street Loop, Argenta Trail to Babcock Trail (Phase I) was constructed in 2016 in conjunction with City Project No. 2016-09D; and

WHEREAS, City Project No. 2017-02 – NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park including the Eagan trunk watermain interconnection on 70th Street will be established as a new project; and

WHEREAS, City Project No. 2017-03 – NWA Trunk Watermain Improvements - 65th Street Loop (Phase III of 2015-12) Hwy 3 to Blackstone Ridge will be established as a new project; and

WHEREAS, the Council approval of this resolution establishes the connection between City Project No. 2015-12, 2017-02 and 2017-03 because these three phases will complete the project scope outlined in the original feasibility study for City Project No. 2015-12.

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

1. Bolton & Menk, Inc., City Engineer, City Attorney, appraiser, and other members of the Right-of-Way Team are authorized to prepare reports, secure easements and analyses for City Project Nos. 2015-12, 2017-02 and 2017-03.
2. Project funding for City Project Nos. 2015-12, 2017-02 and 2017-03 is through the NWA Water Fund (511).
3. The City Attorney is authorized to provide services on City Project 2015-12, 2017-02 and 2017-03 as necessary.

RESOLUTION NO. _____

Page 2 of 2

4. The Council hereby approves City Project No. 2015-12, 2017-02 and 2017-03 to meet the scope of the approved feasibility study dated September 23, 2015 for the larger project by constructing this trunk watermain loop in three phases.
5. The City hereby approves and orders that City Project No. 2017-02 and City Project No. 2017-03 were approved within the larger scope of City Project No. 2015-12 following the public hearing on October 26, 2015.

Adopted by the City Council of Inver Grove Heights this 9th day of January 2017

AYES:

NAYS:

George Tourville, Mayor

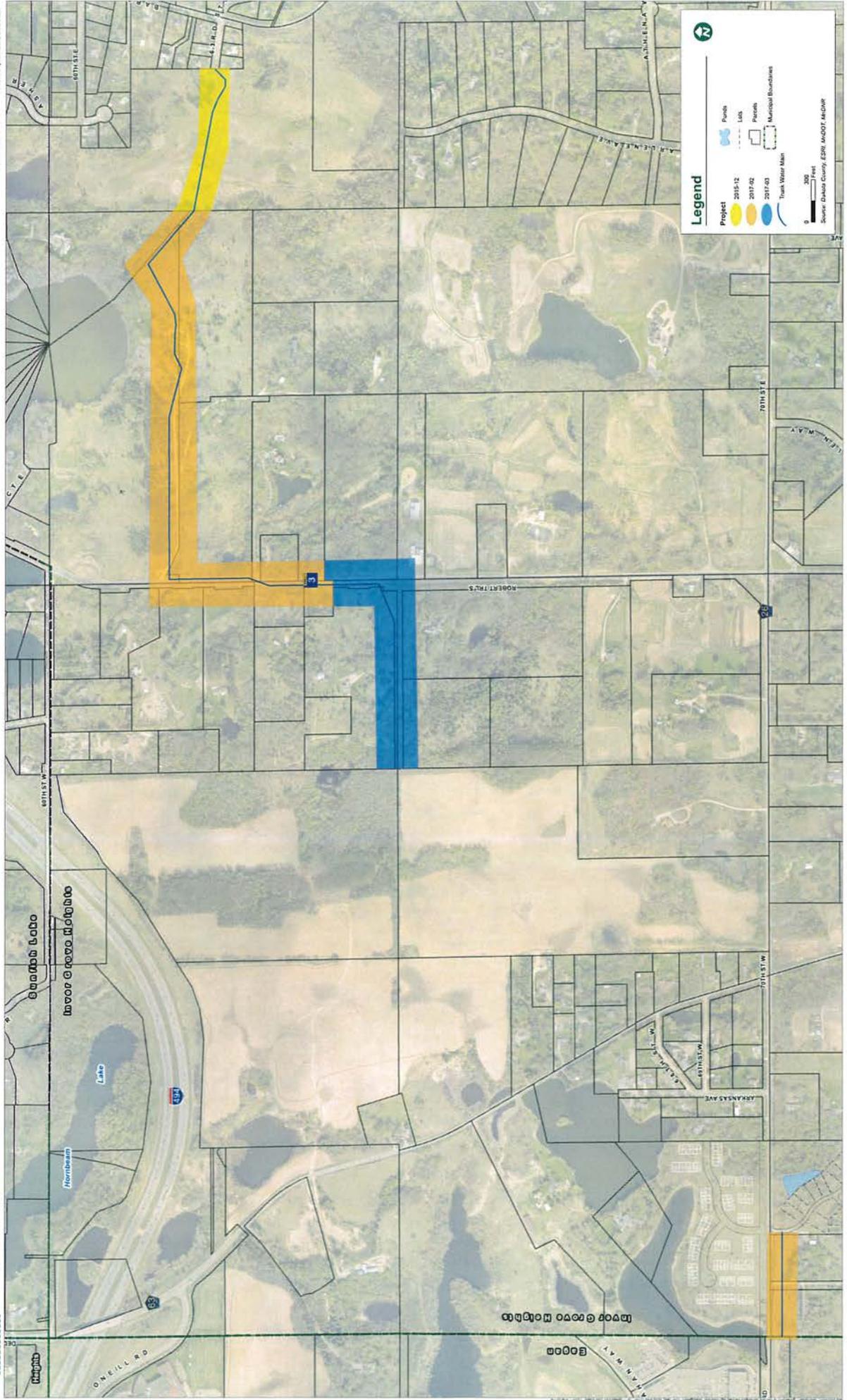
ATTEST:

Michelle Tesser, City Clerk



NWA TRUNK UTILITIES - ARGENTA DISTRICT
City of Inner Grove Heights

BOLTON & MENK
Real People. Real Solutions.
PROJECT MAP
January, 2017



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: January 9, 2017
Item Type: Consent Agenda
Contact: Janet Shefchik, HR Manager
Prepared by: Carrie Isaacson, Admin Svc Cord
Reviewed by: Janet Shefchik, HR 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 Part-Time/Temporary/Seasonal Employment of: Tadd Thole, Rink Attendant (Recreation), Tayler Floyd, Fitness Instructor (VMCC), Brody Jackson, Central Equip Helper (Streets), Thomas Hanson, Streets Helper (Streets), Michael Winberg, Rink Attendant (Recreation)

Please confirm the Full-Time Employment of: Kevin Sok, MIS Technician-Public Safety

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Application of Pawn America LLC dba Pawn America for Renewal of Pawnbroker’s License for Premises Located at 5300 South Robert Trail

Meeting Date: January 13, 2017
 Item Type: Public Hearing
 Contact: 651.450.2513
 Prepared by: Michelle Tesser, City Clerk
 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:

Conduct public hearing to consider the approval of the Pawn America LLC dba Pawn America application for the renewal of a pawnbroker’s license for the premises located at 5300 S. Robert Trail.

SUMMARY:

On December 12, 2016 the Council approved a resolution extending the Pawnbrokers license and set the public hearing for January 9, 2017. An application has been submitted by Pawn America, LLC dba Pawn America for renewal of a Pawnbroker’s license for the 2017 calendar year.

City Code requires the Council to conduct a public hearing prior to the issuance of a pawnbroker’s license. The notice must be within 10 business days. The City Clerk noticed the hearing and was published in the December 18, 2016 issue of the designated newspaper. The City Clerk mailed notices of the public hearing to properties surrounding the 5300 S. Robert Trial property.

The applicant provided the necessary license and background investigation fees, corporate surety bond, and insurance documentation. The Police Department completed the background check with no remarkable findings.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Dakota County CDA Redevelopment Incentive Grant (RIG)

Meeting Date: January 9, 2017
 Item Type: Regular Meeting
 Contact: Thomas J. Link: 651-450-2546
 Prepared by: Tom Link, Director of Community Development
 Reviewed by: NA

MLZ

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

The City Council is to consider the “Resolution Approving the Application for Funding from the Dakota County CDA Redevelopment Incentive Grant Program for the Arbor Pointe Commercial Neighborhood”, as attached.

BACKGROUND

The Dakota County Community Development Agency (CDA) created and funded the Redevelopment Incentive Grant (RIG) program in 2006. The goals of the RIG program are to increase the tax base and improve the quality of life in Dakota County through redevelopment and affordable housing.

The program has two types of grants - redevelopment project grants and redevelopment planning grants. The project grants provide for property acquisition, relocation payments, demolition expenses, environmental investigation and remediation, and public infrastructure improvements. The City received a redevelopment project grant of \$250,000 in 2015 for property acquisitions in the Dickman Trail neighborhood. The planning grant funds activities directly related to a future redevelopment project, such as market analysis, financial feasibility studies, concept development, site design, and zoning studies. The City received a \$15,000 planning grant in 2010 for the Concord Boulevard Neighborhood Plan Update.

The RIG grants are competitive. Inver Grove Heights’ grant application would be reviewed and scored against grant applications from other cities. The following are requirements of the CDA RIG planning grant:

- A city can make application for only one grant per year
- The grant application must identify a specific property or neighborhood
- The site must already be developed and warrant redevelopment
- The maximum amount of the planning grant is \$15,000
- The City must match the grant funds with an equivalent amount of its own monies
- The grant funds would be available in April, 2017, if successful

ANALYSIS

As the City Council considered the Comprehensive Plan Update, it expressed a strong interest in performing more detailed, small area plans for one or more commercial neighborhoods. The City Council set aside further consideration of small area plans until this coming spring. At that time, the comprehensive plan update will have completed some technical research and analysis, conducted some initial public engagement, and begun to identify specific neighborhoods for further study.

The CDA RIG planning grant could assist with the funding of a small area plan. The City must, however, identify a single commercial neighborhood at this time in order to apply for a grant. The grant funds can only be used for redevelopment, rather than new development.

Staff has taken the initiative to prepare an application for a RIG planning grant for the Arbor Pointe commercial neighborhood, as attached. If successful, the grant would pay for up to 50% of the cost of a small area plan for that neighborhood. Staff finds the Arbor Pointe commercial neighborhood to be the best candidate for a grant application because it:

- Is a redevelopment site rather than new development
- Has several commercial buildings that are either vacant or only partially occupied
- Is a very visible, high-profile site
- Would offer considerable benefits, if successfully redeveloped
- Is a commercial neighborhood that has generated considerable public discussion and concern

If the City is successful in obtaining the CDA RIG grant, it could commence a small area planning study of the Arbor Pointe commercial neighborhood this spring. As the grant application indicates, the planning study would “determine alternative land use patterns and guiding principles for development design that are feasible from a marketing and financial perspective. Land uses may include a mix of office, hotel, retail and service commercial, townhomes and apartments, including market rate, senior, mixed income and/or workforce housing. The planning project would analyze land uses, development design principles, infrastructure, pedestrian and vehicular access, market and demographic forces, financial feasibility, and implementation actions”.

CONCLUSION

Staff recommends approval of the attached “Resolution Approving the Application for Funding from the Dakota County CDA Redevelopment Incentive Grant Program for the Arbor Pointe Commercial Neighborhood”.

Enc: Resolution
Grant Application

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE APPLICATION FOR FUNDING FROM THE
DAKOTA COUNTY CDA REDEVELOPMENT INCENTIVE GRANT PROGRAM FOR
THE ARBOR POINTE COMMERCIAL NEIGHBORHOOD**

WHEREAS, the City of Inver Grove Heights has identified a proposed project within the City that meets the Dakota County Community Development Agency (CDA) Redevelopment Incentive Grant program's purposes and criteria; and

WHEREAS, the City has the capability and capacity to ensure the proposed project be completed and administered within the Redevelopment Incentive Grant program guidelines; and

WHEREAS, the City has the legal authority to apply for financial assistance; and

WHEREAS, the City is supportive of affordable housing and of the CDA's mission to improve the lives of Dakota County residents through affordable housing and community development.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights hereby approves the application for funding from the Dakota County CDA Redevelopment Incentive Grant program.

BE IT FURTHER RESOLVED that upon approval of its application by the Dakota County CDA, Thomas J. Link, the Community Development Director, is hereby authorized to execute such agreements as are necessary to receive and use the funding for the proposed project.

Adopted by the City Council of the City of Inver Grove Heights this 9th day of January, 2017.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk

REDEVELOPMENT PLANNING GRANT APPLICATION

General Information

Planning Project Name: Arbor Pointe Commercial

Applicant City: City of Inver Grove Heights

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

Application/Project Contact: Tom Link

Contact Email Address: tlink@invergroveheights.org

Phone Number: 651-450-2546 Fax Number: 651-450-2502

Authorized Official(s) for Execution of Contracts (name and title): Thomas Link, Community Development Director

How much funding are you requesting? \$15,000

Planning Area Information *(supply information if known)*

General location of plan area Highway 52/55 and Concord Boulevard Interchange

Acreage of Area: 27 acres Number of Parcels: 14

Are properties in the area publicly or privately owned? Privately owned

Current Owner(s): 12 commercial property owners and 2 residential property owners

Current Appraised or Assessed Value of the Area: \$25,300,000

Projected appraised or Assessed Value of the Area after redevelopment: Not certain, depends on land use, possibly \$40,000,000
Attach the appraisal or assessor's current and projected values.

After redevelopment is complete, will the site be publicly or privately owned? Privately owned

Post-redevelopment Site Owner(s): Unknown

When has/will the acquisition be completed? Not applicable

Legal Description of Site: may be attached See attachments

Provide a location map, photos, and current site plan. Maps should include property boundaries, north arrow, and bar scale. See three attachments

Attach a brief history of the site including previous uses, activities, prior or existing contamination, and other attempts at redevelopment. See attachment

How many residential buildings are on site? 2 Commercial buildings? 12

How many residential buildings are vacant? None Commercial buildings? 6 are wholly or partially vacant

Project Information

Describe the city's goals and need for this project. Please explain why the redevelopment plan is needed.

The City of Inver Grove Heights' goals are to reinvigorate an existing mixed use neighborhood and encourage private reinvestment that will

- Encourage a more livable and vibrant residential and commercial neighborhood
- Provide redevelopment designs that will be:
 - compatible with the existing residential and commercial neighborhood
 - consistent with the original development design that emphasizes mixed uses, pedestrian connections, and open space, and
 - responsive to current market demands
- Maximize economic values and uses
- Remove, modify, or reuse vacant or underutilized commercial buildings
- Improve property values and tax base
- Expand neighborhood goods and services
- Increase employment opportunities

The plan is necessary to provide guidance and direction to the City and property owners for subsequent redevelopment and revitalization activities. The western part of the Arbor Pointe commercial neighborhood is struggling with six of nine commercial buildings, excepting two restaurants, being vacant or partially occupied. As the attached map and table indicates, the neighborhood includes a vacant big box grocery store, two vacant stand alone retail stores, two partially occupied retail strip centers, and a partially occupied bank building. The valuation of these empty and underutilized buildings have fallen by \$1.5 million in the last year, according to the Dakota County Assessor. There is a critical need to refocus and reorient the uses and design of the existing buildings and properties and align them with the current market.

Describe the type and scope of the planning project.

The planning project is the preparation of a redevelopment plan for the western part of the Arbor Pointe commercial neighborhood. The redevelopment plan will determine alternative land use patterns and guiding principles for development design that are feasible from a marketing and financial perspective. Land uses may include a mix of office, hotel, retail and service commercial, townhomes and apartments, including market rate, senior, mixed income, and/or workforce housing. The planning project will analyze land uses, development design principles, infrastructure, transit service, pedestrian and vehicular access, market and demographic forces, financial feasibility, and implementation actions.

What outcome or product will the planning project help identify?

The product will be a redevelopment plan, as well as guiding principles for development design and implementation strategies, that will provide guidance and direction to the City of Inver Grove Heights' and private property owners' subsequent redevelopment and revitalization efforts.

Describe how this planning project fits into the pre-redevelopment activities.

The Comprehensive Plan Update, which commenced in December, 2016, will establish the framework and context for the redevelopment plan. The Comprehensive Plan's initial technical analysis and community engagement will provide direction to the redevelopment plan.

Upon completion of the redevelopment plan the City will work with property owners, developers, and commercial brokers to achieve redevelopment. Implementation activities may include comprehensive plan amendment, zoning map and ordinance amendments, infrastructure modifications, financial assistance, and marketing/outreach efforts to the development community.

Describe the redevelopment project, if established, for which this planning project is a component.

The redevelopment plan will identify the location and type of subsequent redevelopment projects. More specifically, it will provide guidance to land use, development design, infrastructure, access, financial tools, and implementation strategies.

Who will perform this planning project? City staff and consultant

Identify any other Project partners such as developers, consultants, and regulating/permitting agencies:

Project partners will include affected property owners, surrounding residential and commercial property owners, developers, and the City of Inver Grove Heights' economic development partners. Those partners include the Dakota County Community Development Agency and Progress Plus, a non-profit economic development foundation of the local Chamber of Commerce.

Describe all other funding sources.

Source of Funds	Amount	Committed	Pending
City of Inver Grove Heights	\$15,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
Total:	\$15,000		

When is the planning project expected to be completed? December, 2017

- Enclosures:
- Resolution
 - Legal Descriptions
 - Location Map
 - Arbor Pointe Aerial Map
 - Arbor Pointe West Map
 - Arbor Pointe History
 - Arbor Pointe West Commercial Properties Table

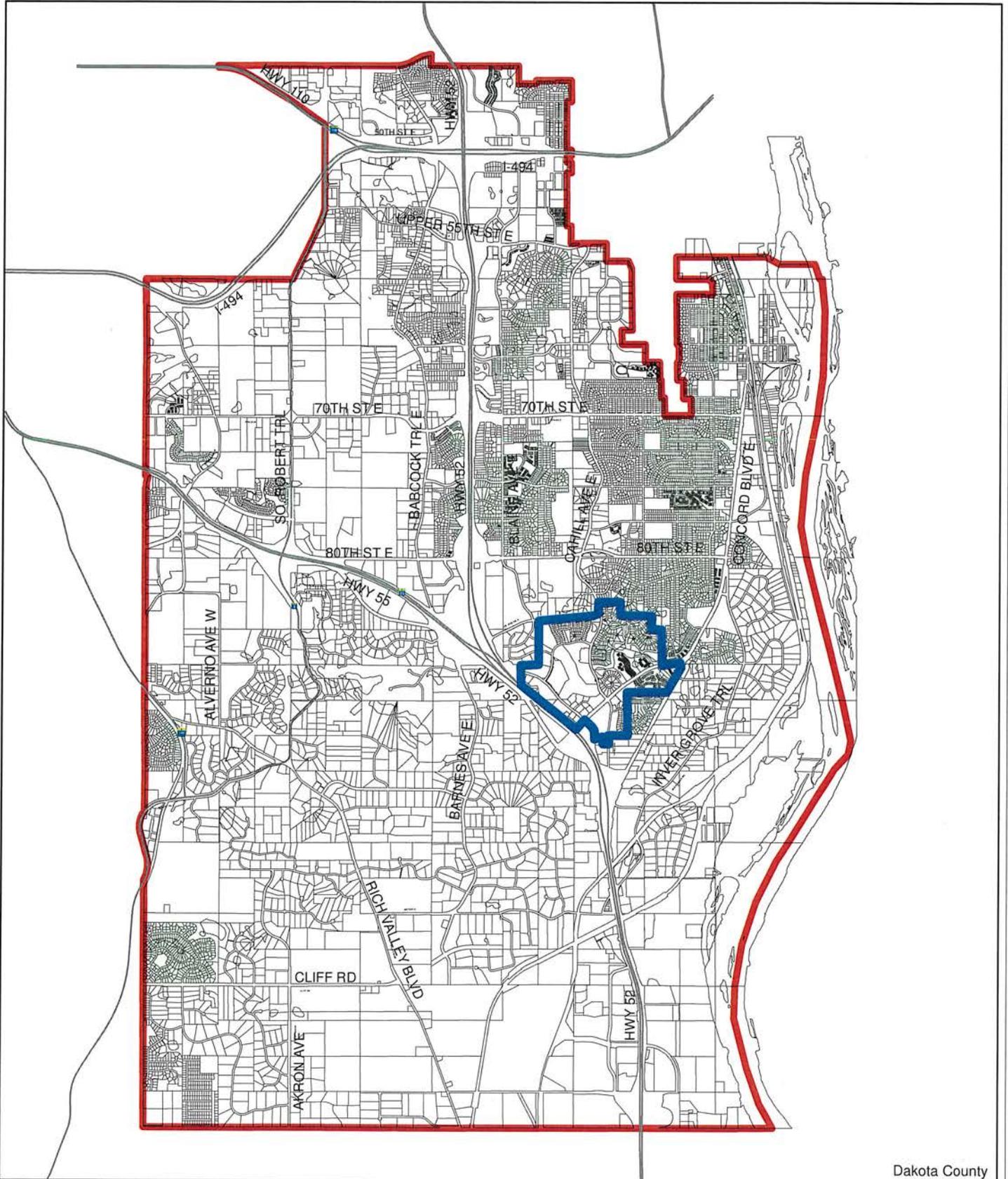
INVER GROVE HEIGHTS REDEVELOPMENT INCENTIVE GRANT APPLICATION

LEGAL DESCRIPTION

Lots 1-5, Block 1, Arbor Pointe 11th Addition; Lot 1, Block 1, Arbor Pointe 14th Addition; Lot 1, Block 2, Arbor Pointe 14th Addition; Lots 1-3, Block 1, Arbor Pointe 15th Addition; Lots 1 and 3, Block 2, Arbor Pointe 15th Addition; and Lots 1 and 2, Block 1, Arbor Pointe 16th Addition



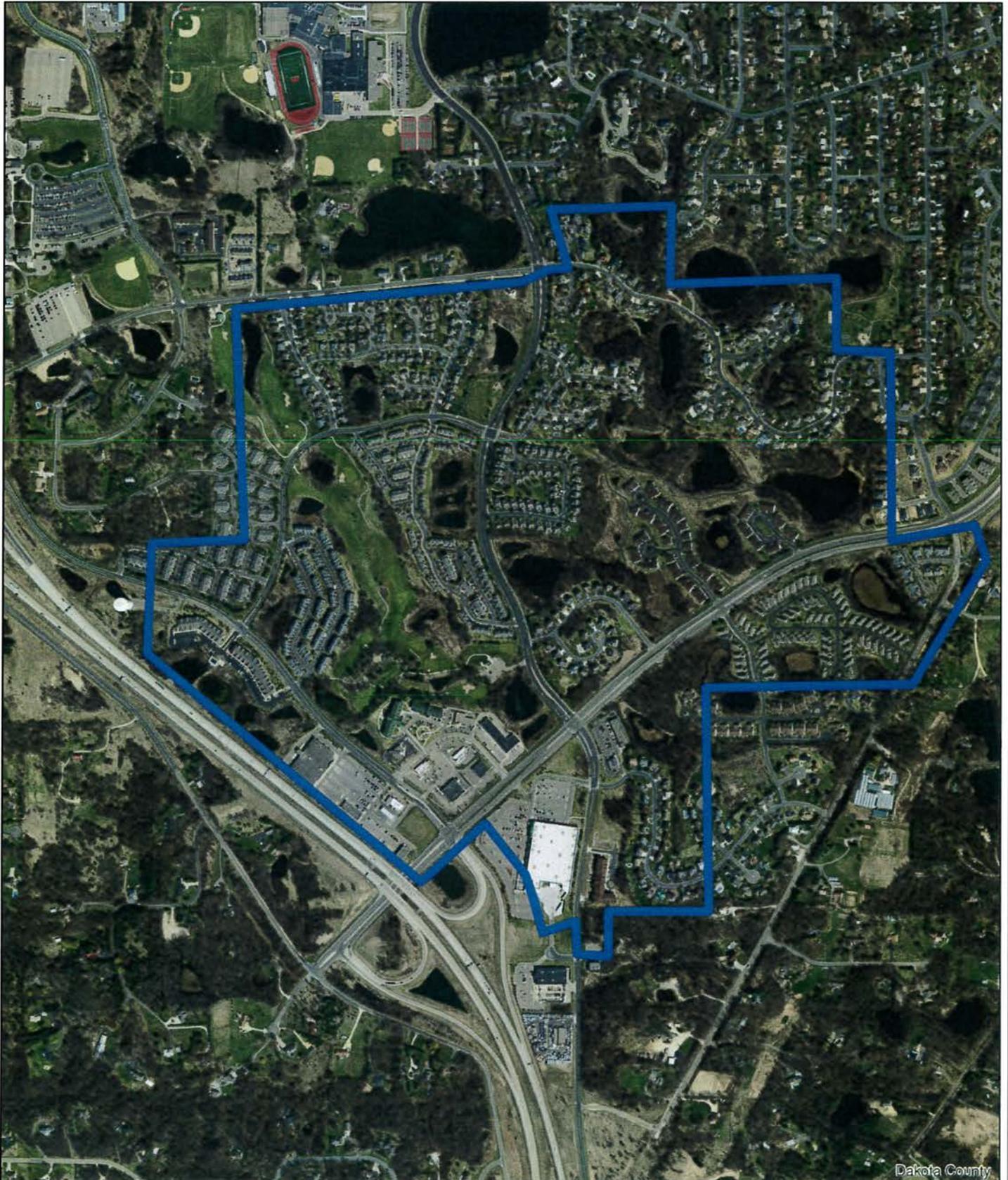
Inver Grove Heights RIG Application Arbor Pointe Development





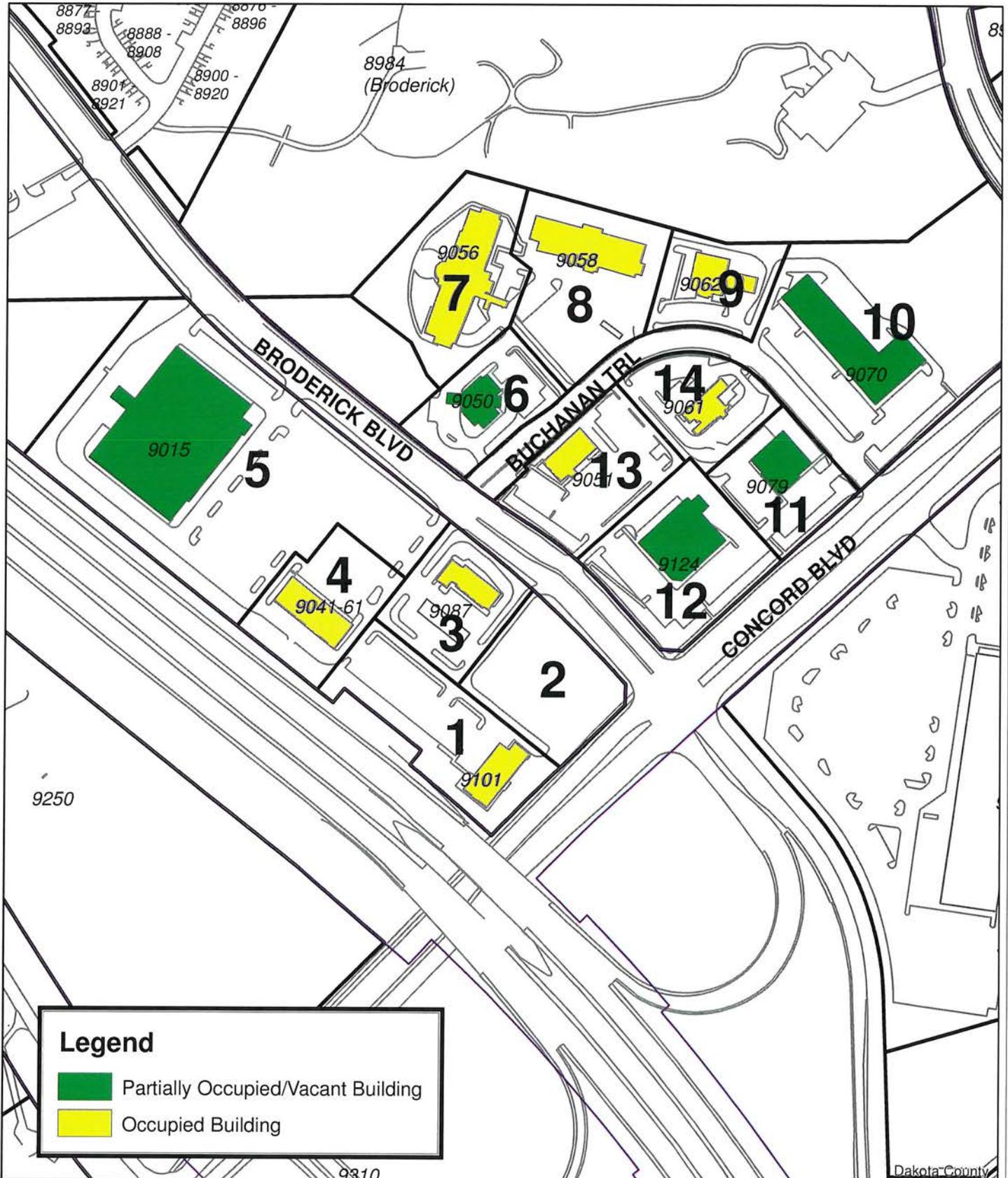
Inver Grove Heights RIG Application Arbor Pointe Development

Map 2





Inver Grove Heights RIG Application Arbor Pointe West Building Occupancy



INVER GROVE HEIGHTS REDEVELOPMENT INCENTIVE GRANT APPLICATION

ARBOR POINTE SITE HISTORY

Arbor Pointe is a mixed use planned unit development, constructed by Rottlund Homes. The 450 acre development, located on the north side of the Highway 52/55/Concord Boulevard interchange, consists of a mix of residential and commercial uses. The development is designed with considerable environmental protection, open space, pedestrian connections, and transit service. The residential construction consists of single family dwellings, townhomes, market rate apartments, senior housing, and a Dakota County CDA affordable senior housing apartment.

Residential development, of 1,077 dwelling units, commenced in the early 1990s with 400,000 square feet of commercial construction starting in 1999. The commercial neighborhood was strong and viable until a few years ago. In quick succession, the western part of the commercial neighborhood experienced the closure of the Advanced Auto Parts store followed shortly by the Rainbow grocery and Walgreens stores. As the attached map and table indicates, six of nine commercial buildings in the western part of the Arbor Pointe are currently either vacant or only partially occupied. The valuation of these empty and underutilized buildings has subsequently fallen by \$1.5 million in the last year, as determined by the Dakota County Assessor.

The Inver Grove Heights Economic Development Authority (EDA) has spent considerable time and effort in the last two years attempting to revitalize the commercial neighborhood. The EDA has approved office, restaurant, and residential developments in the area, conducted a market analysis, analyzed neighborhood access issues, held meetings with the community and commercial property owners, reviewed city and state sign regulations, and is in the process of adopting commercial property maintenance regulations. Despite these efforts, the commercial retail activities have stubbornly refused to recover.

INVER GROVE HEIGHTS REDEVELOPMENT INCENTIVE GRANT APPLICATION

ARBOR POINTE WEST COMMERCIAL PROPERTIES									
	Owner Name	Street Address	PID	Valuation	Property Size	Building Size	Property Status	Use	Property/Building Status
1	Halle Properties	9101 Broderick Blvd	20-11861-01-050	\$967,500	1.70 acres	6,868 square feet	Developed	Auto service	Occupied building
2	TCF National Bank	XXXX Broderick Blvd	20-11861-01-040	\$529,000	1.35 acres		Vacant	Vacant	Vacant property
3	Wallmark Properties (Holiday Gas)	9087 Broderick Blvd	20-11861-01-030	\$955,300	1.13 acres	5,211 square feet	Developed	Gas/convenience	Occupied building
4	Arbor Pointe Commons	9041-61 Broderick Blvd	20-11861-01-020	\$1,278,800	1.19 acres	9,000 square feet	Developed	Retail	Partially occupied building
5	Arbor Pointe Commons (formerly Rainbow)	9015 Broderick Blvd	20-11861-01-010	\$2,814,000	5.77 acres	56,684 square feet	Developed	Grocery	Vacant building
6	Wakota Federal Credit Union	9050 Buchanan Tr	20-11865-02-030	\$604,100	1.03 acres	6,467 square feet	Developed	Bank	Partially occupied building
7	Inver Grove Heights WP (White Pines)	9056 Buchanan Tr	20-11866-01-010	\$6,158,300	1.86 acres	72,350 square feet	Developed	Senior Housing	Occupied building
8	Inver Grove Heights WP II (White Pines)	9058 Buchanan Tr	20-11866-01-020	\$4,245,300	1.84 acres	25,618 square feet	Developed	Senior Housing	Occupied building
9	Wells Fargo Bank	9062 Buchanan Tr	20-11865-02-010	\$1,094,300	0.91 acres	5,106 square feet	Developed	Bank	Occupied building
10	Con 55	9070 Buchanan Tr	20-11864-01-011	\$2,019,100	5.48 acres	23,310 square feet	Developed	Retail	Partially occupied building
11	A David Flor (formerly Advanced Auto)	9079 Buchanan Tr	20-11865-01-010	\$915,900	1.03 acres	6,976 square feet	Developed	Retail	Vacant building
12	Labelle Inver Grove Heights (formerly Walgreens)	9124 Broderick Blvd	20-11864-02-010	\$2,038,800	1.77 acres	14,386 square feet	Developed	Retail	Vacant building
13	RT Minneapolis Franchise (Ruby Tuesday)	9051 Buchanan Tr	20-11865-01-030	\$1,091,400	1.40 acres	5,144 square feet	Developed	Restaurant	Occupied building
14	Rootys Den	9061 Buchanan Tr	20-11865-01-020	\$590,300	1.01 acres	2,948 square feet	Developed	Restaurant	Occupied building

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Community Development Block Grant Application – Fiscal Year 2017

Meeting Date: January 9, 2017
 Item Type: Regular
 Contact: Thomas J. Link: 651-450-2546
 Prepared by: Tom Link, Director of Comm. Dev.
 Reviewed by: NA

MLZ

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 (Revenue)

PURPOSE/ACTION REQUESTED

The City Council is to consider the adoption of the attached Resolution Approving the Application for Fiscal Year 2017 Dakota County Community Development Block Grant Funding.

BACKGROUND

The Community Development Block Grant (CDBG) is a Federal program which benefits low and moderate income individuals and neighborhoods. The City annually makes application for these funds through the Dakota County Community Development Agency (CDA).

The level of 2017 CDBG funding is expected to be, at most, the same as this last year. The Federal appropriation for the program has been decreasing in recent years and may decrease again this year. The Dakota County CDA's best estimate at this time is that Inver Grove Heights will receive \$119,171.

ANALYSIS

For many years, Inver Grove Heights has allocated 50% of its CDBG funds for the Housing Rehabilitation Program. There continues to be a strong need for the Housing Rehabilitation funds, as there is a waiting list of ten homeowners. The program has provided assistance to 78 homeowners in the last ten years. A description of the program and income requirements can be found in the attachment. As in past years, the City could allocate \$60,000 to the Housing Rehabilitation Program.

As with last year's application, the City could allocate the remaining funds to the Comprehensive Plan Update and American Disability Act (ADA) construction.

Comprehensive Plan Update – A portion of the Community Development Block Grant can be used for planning, such as the mandated comprehensive plan update. The comprehensive plan update will cost approximately \$140,000. Part of the CDBG funds could be allocated for this use for each of the next two years. The use of the CDBG funds for this activity would not have to meet low or moderate income requirements or require any City matching funds.

American Disabilities Act (ADA) Construction - Additional CDBG funds could be allocated to the construction of ADA improvements, such as sidewalks ramps and pedestrian crossings at city streets. Federal law requires the City to make these improvements. The City allocated \$25,000 of its 2016 funds to this activity. Past funding has come from the General Fund, Pavement

Management and/or Municipal State Aid. The disabled population is, by Federal definition, a low and moderate income population. City matching funds are not required.

RECOMMENDATION

Staff recommends adoption of the attached Resolution Approving the Application for Fiscal Year 2017 Dakota County Community Development Block Grant Funding with the following allocation:

- Housing Rehabilitation Program - \$60,000
- Comprehensive Plan Update - \$30,000
- American Disabilities Act (ADA) Construction - \$29,171

Enc: Resolution Approving Application for Fiscal Year 2017 Dakota County CDBG Funding
Housing Rehabilitation Program Information

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

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE APPLICATION OF THE CITY OF INVER GROVE
HEIGHTS FOR FISCAL YEAR 2017 DAKOTA COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT FUNDING**

WHEREAS, the City of Inver Grove Heights is a participating jurisdiction with the Dakota County CDBG Entitlement Program for Fiscal Year 2017 (ending June 30, 2018); and

WHEREAS, the Dakota County Community Development Agency (CDA) is the a Subgrantee of Dakota County for the administration of the CDBG Program; and

WHEREAS, the Dakota County CDA has requested FY17 CDBG applications to be submitted by January 20, 2017, based on an allocation of funds approved in the Annual Action Plan.

NOW, THEREFORE, BE IT RESOLVED that the City of Inver Grove Heights hereby approves the following:

1. The FY17 CDBG application is approved for submission to the Dakota County CDA.
2. The City Administrator for the City of Inver Grove Heights is authorized to execute the application and all agreements and documents related to receiving and using the awarded CDBG funds.
3. The Dakota County CDA is designated as the administrative entity to carry out the CDBG program on behalf of the City, subject to future Subrecipient Agreements that may be required for specific CDBG-funded activities.

Adopted by the City Council of Inver Grove Heights on this _____ day of _____, 2017.

AYES:
NAYS:

ATTEST:

George Tourville, Mayor

Michelle Tesser, City Clerk

Additional Loan Programs

The Dakota County CDA is a local lending partner with Minnesota Housing for state funded Rehabilitation and Fix-Up Fund loan programs.

Minnesota Housing Rehabilitation Loans

This program assists very low-income homeowners in financing basic home improvements that directly affect the safety, habitability, energy efficiency and accessibility of their homes.

To be eligible, borrowers must occupy the property, have less than \$25,000 in financial assets and meet program income limits.

Fix-Up Fund Loans

The Fix-Up Fund provides low-interest, fixed rate loans to households with incomes at or below \$96,500. This is an installment loan program that allows qualified applicants to borrow up to \$35,000 for needed home improvements.

To apply for these loans, contact Mark Hanson at (651) 675-4469.

For more information about Minnesota Housing's Rehabilitation or Fix-Up Fund loan programs visit www.mnhousing.gov.



1228 Town Centre Drive
Eagan, MN 55123

Home Improvement Loan Programs
3/12

Dakota County

Home Improvement Loan Programs

Low interest loans to help homeowners finance their fix-ups.



HOME OWNERSHIP connection

Home Improvement Loan Program

Dakota County homeowners needing financial assistance to make improvements to their homes can apply for a Home Improvement Loan from the Dakota County Community Development Agency (CDA).

Common improvements include adding insulation, furnace replacements, exterior upgrades (roofs, siding, windows) and special needs modifications (such as ramps or roll-in showers).

Annually, the CDA assists between 80 to 100 homeowners with their home improvement projects.

Loans Terms

- 0% interest
- No monthly payments
- Minimum loan = \$15,000
- Maximum loan = \$25,000
- Repayable when the home is no longer the homeowner's primary residence or when the home is sold. Homeowners may also be required to repay the loan if they refinance or take out a home equity loan.
- Dakota County CDA home improvement loans are not forgiven.

How to Qualify

Applicants must own their home, meet equity and credit requirements and have a gross annual income under the limits listed below.

Household Size	Income Limit
1	\$45,500
2	\$52,000
3	\$68,500
4	\$65,000
5	\$70,200
6	\$75,400
7	\$80,600
8+	\$85,800

* Income limits are as of 12/11 and are subject to change.

The Process

- If you qualify, the CDA will inspect your home, prepare specifications and assist you in obtaining at least two bids for the work to be done.
- Loan proceeds are kept on account for you by the CDA and payments are made directly to the contractors on your behalf when the work is completed.
- Inspection of work upon completion is required by both you and the CDA before payment is made.
- Special provisions may apply to emergency situations and accessibility improvements, which can be obtained by contacting the CDA.

How to Apply

Home Improvement Loan applications can be downloaded from the CDA's website at www.dakotacda.org/homeowners.htm or call (651) 675-4469 to request an application by mail.

Completed applications will be reviewed for eligibility and all personal information will be kept private per Minnesota State Law.

Program funding is limited and there is a waiting list for loans.

Questions?

Contact Mark Hanson at (651) 675-4469 or mhanson@dakotacda.state.mn.us

The Home Improvement Loan Program is funded in part by the federal Community Development Block Grant Program through the U.S. Department of Housing and Urban Development. Additional funding is provided by the Dakota County HOPE Program, CDA General Fund and the federal HOME Program.

This program is part of the Dakota County CDA's Homeownership Connection services which provide programs for homebuyers and homeowners to be successful. For more information, visit www.dakotacda.org



HOME OWNERSHIP connection



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

GRACE CHRISTIAN REFORM CHURCH – Case No. 16-55V

Meeting Date: January 9, 2017
Item Type: Regular
Contact: Heather Botten 651.450.2569
Prepared by: Heather Botten, Associate Planner
Reviewed by: 

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

PURPOSE/ACTION REQUESTED

Consider a Resolution relating to a Variance to exceed the maximum height requirements and to allow more than one freestanding sign for the property located at 3540 75th Street.

- Requires 3/5th's vote.
- 60-day deadline: January 17, 2017 (first 60-days)

SUMMARY

The church property is about 4 acres in size and for better visibility and identification purposes the Church would like to install a cross 26' in height. The cross is considered a sign and must follow the sign requirements for the P district. The property currently has one freestanding sign and no wall signage.

The applicants are requesting two variances; one to allow for more than one freestanding sign on the property and the other to exceed the height of the principal structure by more than ten feet. The existing building is a one level structure about 14 feet in height, which would then allow a sign to be 24 feet in height. The proposed sign would be 26 feet in height and would be in compliance with the sign size and setback requirements.

Staff believes that a practical difficulty could be found as the building was constructed in the early 1960's prior to adoption of the City Code, which because of the shallow roof line of the building it limits the maximum height of a sign. Approving the variance would also assist in identifying the building from a public safety standpoint. Staff believes the request is in harmony with the general purpose of the City Code and intent of the Comprehensive Plan.

Planning Staff: Based on the information provided, staff recommends approval of the requested variances with the one condition listed in the attached resolution.

Planning Commission: At the December 20, 2016 public hearing, the Planning Commission recommended approval of the request with the condition listed in the attached resolution (8-0).

Attachments: Variance resolution
PC recommendation
Planning staff report

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

RESOLUTION NO. 17-_____

**RESOLUTION APPROVING A VARIANCE TO EXCEED THE MAXIMUM SIGN HEIGHT
REQUIREMENTS AND TO ALLOW MORE THAN ONE FREESTANDING
SIGN ON THE PROPERTY**

CASE NO. 16-55V
Grace Christian Reform Church

Property located at 3540 75th Street and legally described as follows:

The West Three Hundred Ninety-six (396) feet of the North one-third of the North Half of the Southeast Quarter (N 1/3 of N 1/2 of SE 1/4) of Section Ten (10), Township Twenty-seven (27), Range Twenty-two (22), Dakota County, Minnesota

WHEREAS, an application has been received for a variance to allow more than one freestanding sign and to allow a sign height of 26 feet whereas 24 feet is the maximum sign height allowed on the property;

WHEREAS, the afore described property is zoned P, Institutional;

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 December 20, 2016 in accordance with City Code Section City Code 10-3-3 C;

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

- a. The request is in harmony with the general purpose and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- b. The location and height of the proposed sign does not appear to have any adverse impacts on the neighboring properties.
- c. The additional sign and height of the sign provide customers a safer environment for locating the church.
- d. The property is unique in that the building was constructed with a shallow roof line which limits the height of the signage allowed on the property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow an additional sign 26 feet in height is hereby approved with the following condition:

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

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

Adopted by the City Council of Inver Grove Heights this 9th day of January, 2017.

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: December 20, 2016
SUBJECT: GRACE CHRISTIAN REFORM CHURCH – CASE NO. 16-55V

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a variance to exceed the maximum height requirements for a sign, and to allow more than one freestanding sign on the property located at 3540 – 75th Street. 13 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the church property is about 4 acres in size and for better visibility and identification purposes the Church would like to install a cross 26' in height. The cross is considered a sign and must follow the sign requirements for the P district. They are requesting two variances; one to allow for more than one freestanding sign on the property and the other to exceed the height of the principal structure by more than ten feet. The existing building is a one level structure about 14 feet in height, which would then allow a sign to be 24 feet in height. Staff believes that a practical difficulty could be found as the building was constructed in the early 1960's prior to adoption of the City Code and because the shallow roof line of the existing structure limits what can be done on the property. Approving the variance would also assist in identifying the building from a public safety standpoint. Staff recommends approval of the request with the one condition listed. Staff did not hear from any of the surrounding property owners.

Commissioner Lissarrague asked if this would not have been an issue had the building been two feet higher.

Ms. Botten replied in the affirmative.

Opening of Public Hearing

Max Norton, 3649 – 73rd Court East, advised he was available to answer any questions.

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

Mr. Norton replied in the affirmative. He advised they have been told they are not very noticeable as a church and believe that the height of the proposed cross would provide the appropriate visibility.

Chair Maggi closed the public hearing.

Recommendation to City Council

December 20, 2016

Page 2

Planning Commission Discussion

Commissioner Lissarrague supported the request.

Planning Commission Recommendation

Motion by Commissioner Simon, second by Commissioner Lissarrague, to approve the request for a variance to exceed the maximum height requirements for a sign, and to allow more than one freestanding sign on the property located at 3540 – 75th Street, with the practical difficulty as stated in the staff report.

Motion carried (8/0). This item goes to the City Council on January 9, 2017.

PLANNING REPORT CITY OF INVER GROVE HEIGHTS

HEARING DATE: December 20, 2016

CASE NO.: 16-55V

APPLICANT AND PROPERTY OWNER: Grace Christian Reform Church

REQUEST: A variance from the number and height requirements for a sign

LOCATION: 3540 75th Street

COMP PLAN: Public/Institutional

ZONING: P, Institutional

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner



BACKGROUND

Grace Christian Reform Church is located on the corner of 75th Street and Clayton. The property is about 4 acres in size. There is currently one freestanding sign on the property located along 75th Street. There are two access points on the property; one along 75th Street and the other on Clayton Avenue. For better visibility and identification purposes the Church would like to add one additional freestanding sign on the property.

The applicant would like to install a cross 26' in height on the property. The cross is considered a sign and shall follow the sign requirements for the P district. The P district allows for one freestanding sign on the property and the maximum height for a sign shall not exceed the height of the principal structure on the property by more than ten feet. The existing building is a one level structure about 14 feet in height, which would then allow a sign to be 24 feet in height. The location of the sign would be located over 40 feet from the north property line, exceeding setback requirements. The size of the cross will be about 40 square feet, complying with the maximum size allowance of 75 square feet.

SPECIFIC REQUEST

The following specific application is being requested:

- 1) A variance from the maximum height requirements and to allow more than one freestanding sign on the property.

SURROUNDING USES

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

North – Single family; zoned R-1C; guided LDR, low density residential
East - Mixed use; zoned R-3A, multi-family; guided LDR, low density residential
West – Single family; zoned R-1C; guided LDR, low density residential
South – Vacant; zoned P, Institutional; guided P/I Public/Institutional

EVALUATION OF REQUEST

VARIANCE REVIEW

City Code Title 10, Chapter 3. Variances, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested 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 purpose of the sign code is to regulate the placement, erection, and maintenance of signs in the city so as to promote the health, safety and general welfare of its residents. The variance request itself does not appear to be in conflict with this general purpose. The application is not contrary to the Comprehensive Plan as the future land use is public/institutional and a Church is an approved land use in this district.

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

The existing building is a one level structure that is often overlooked as a church. The request for an additional sign and sign height appears to be a reasonable use of the property. Based on the height of the building the code allows a maximum sign height of 24 feet. The additional two feet seems to be reasonable as the building has a shallow roof line when comparing it to the height of other structures. If the principal structure on the property was built to the maximum building height in the P district it could be 40 feet high, which would then allow a sign height of 50 feet. The proposed 26 foot high sign appears to be reasonable request for the zoning district it is in.

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

The maximum sign height is based on the height of the building. The property is unique in that the building was constructed in the early 60's, prior to the adoption of the City code. The church is not as grandiose as some churches may be limiting the maximum height of the sign. Allowing an additional sign will assist in identifying the building from a public safety standpoint.

4. *The variance will not alter the essential character of the locality.*
When looking at the size of the lot, the amount of road frontage, and total signage allowed on the property, allowing the applicant to have two freestanding signs is not out of the character for the neighborhood. A cross is an identification associated with a church, allowing an additional sign would help identify the building as a church.
5. *Economic considerations alone do not constitute an undue hardship.*
Economic considerations do not appear to be a basis for this request.

ALTERNATIVES

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

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

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

B. Denial If the Planning Commission does not favor the proposed request, it should be recommended for denial and state findings for a denial.

RECOMMENDATION

The request is not out of character for the neighborhood and is consistent with the comprehensive plan. A cross is a typical sign allowed on a church property and the additional two feet in height does not appear to have any adverse impacts on the neighboring properties. Staff believes a practical difficulty can be found based on the fact the building, limiting the height of the sign, was constructed with a shallow roof line that blends in with the residential neighborhood. Approving the variance for the additional sign and sign height will assist in identifying the building from a public safety standpoint.

Based on the information in the preceding report and the condition listed in Alternative A, staff is recommending approval of the requested variances.

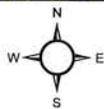
Attachments: Location/Zoning Map
Applicant Narrative
Site Plan
Sample elevation
Example of a similar sign



Grace Christian Church Case No. 16-55V



THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.
Map produced by the City of Inver Grove Heights GIS Dept.
Copyright© City of Inver Grove Heights 2016

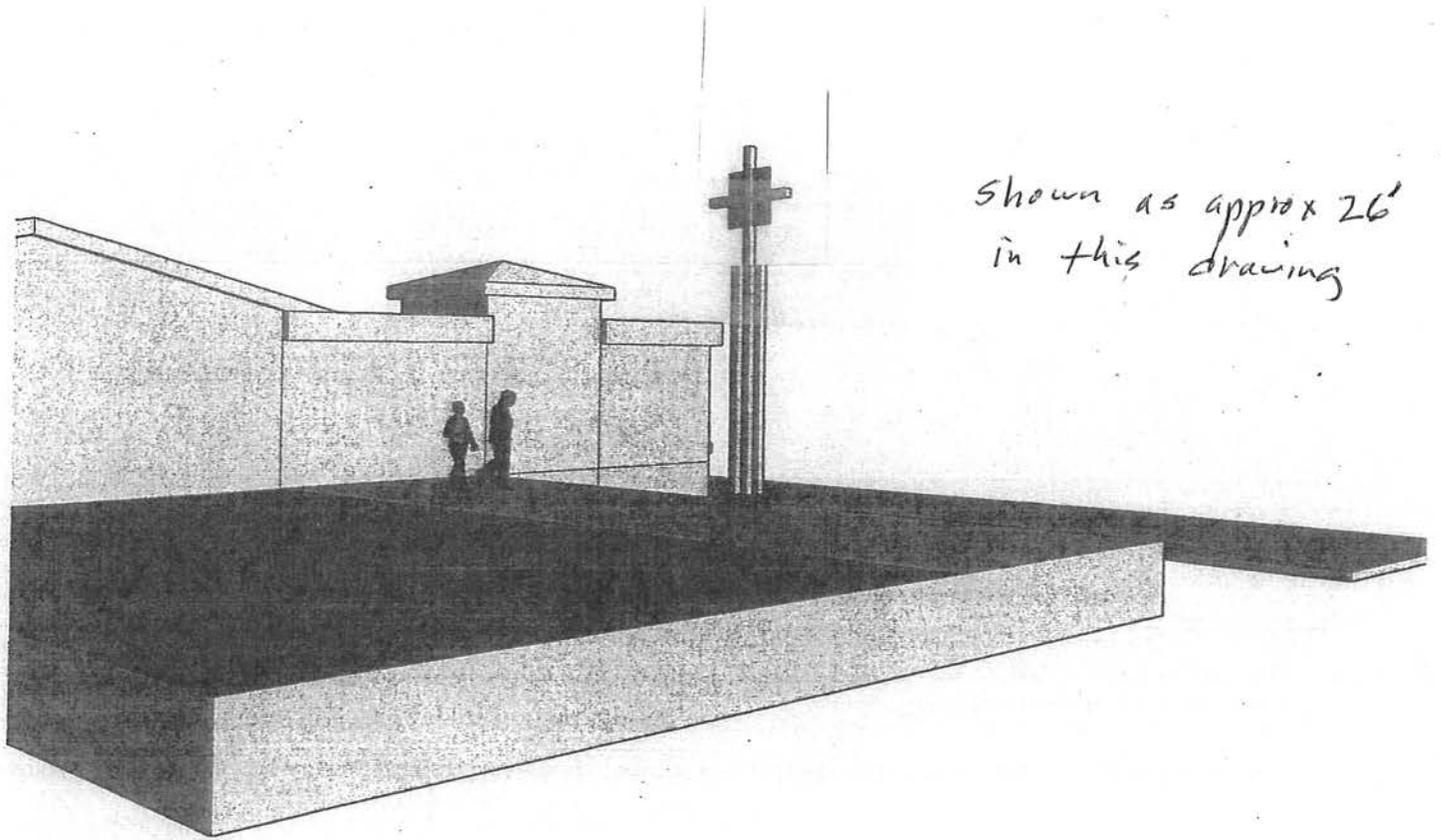


Map not to scale

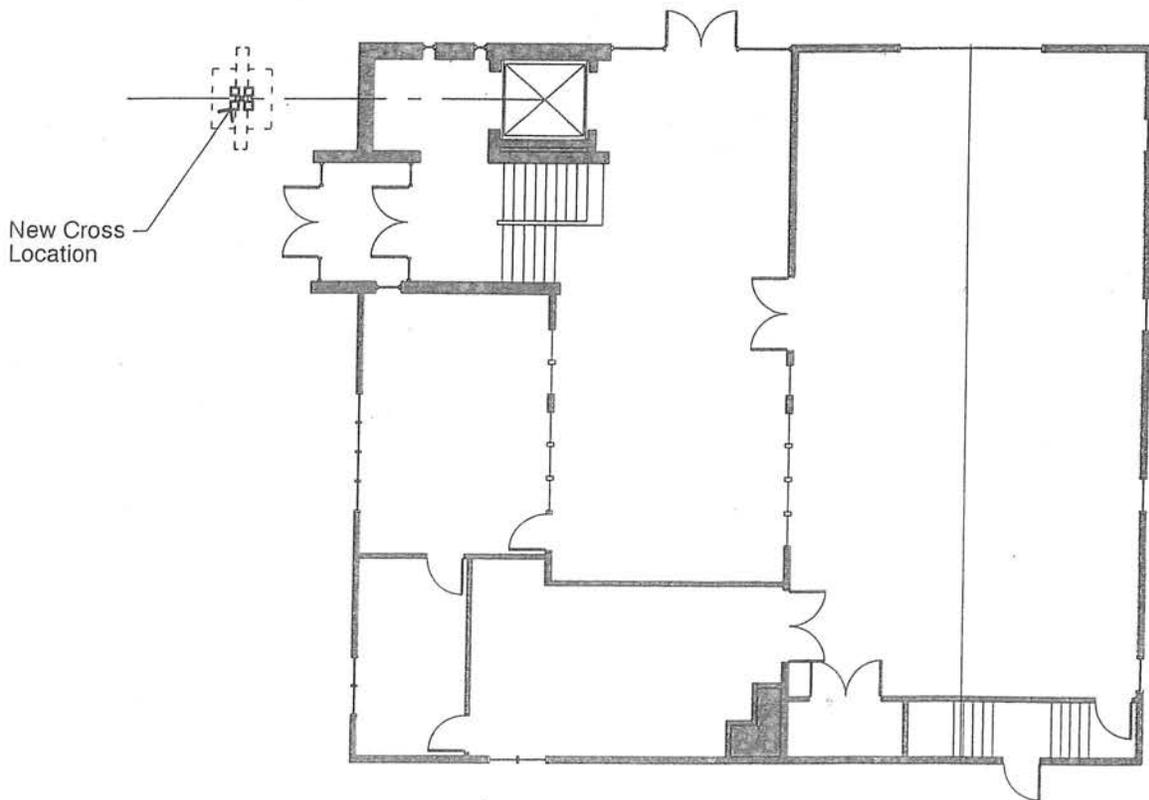
Exhibit A
Zoning and Location Map

Request for variance

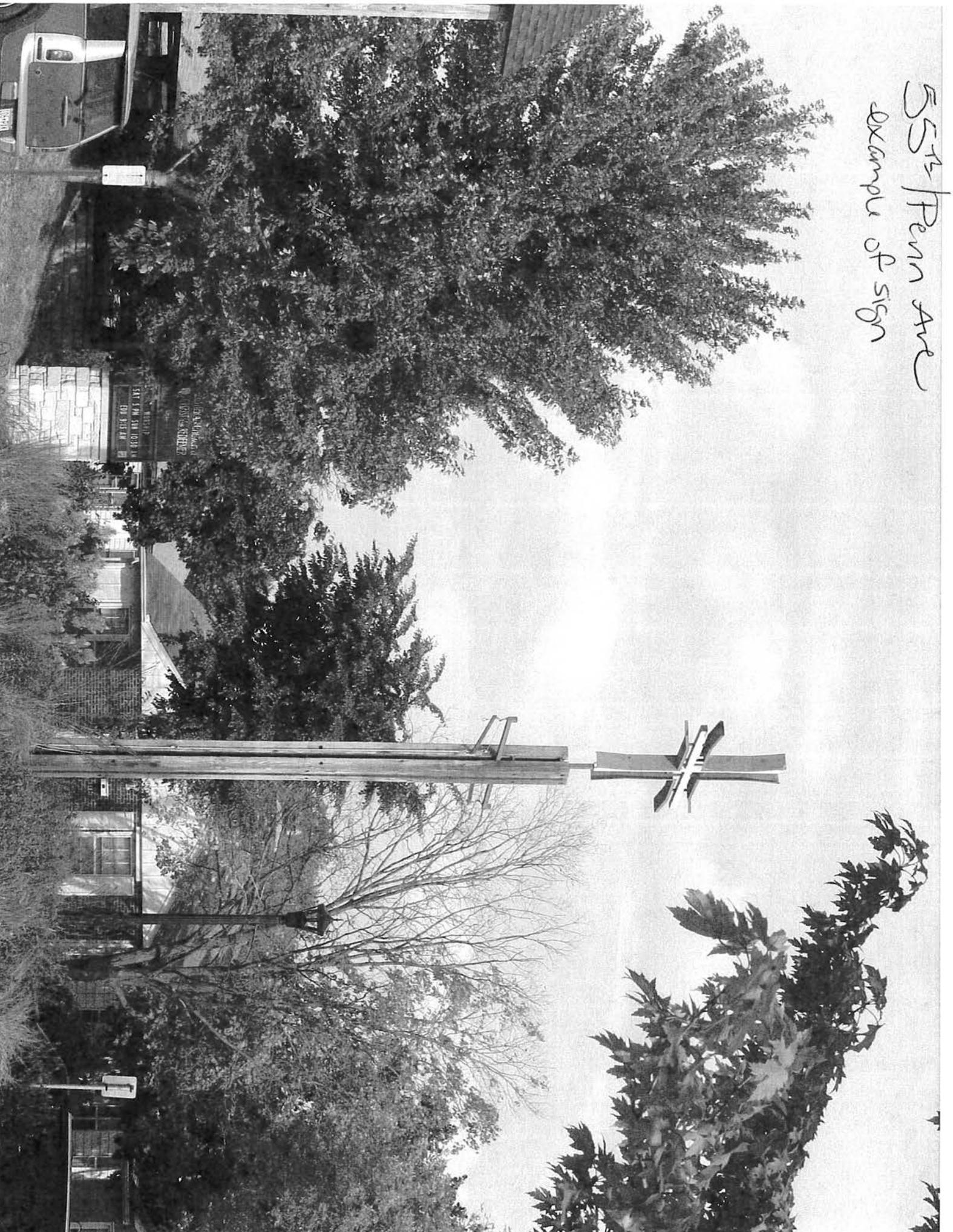
Grace Christian Reformed Church requests a variance to permit the church to erect a free-standing cross next to the building, just off the NW corner of the building. We are asking for variance because we understand that a cross structure next to the church is considered a sign, and as there is already a sign in front of the church, this would constitute a second sign, for which a variance is required. Furthermore, we are requesting a variance of two (2) additional feet of height. As our building is quite low, with a shallow roof line, in order for the cross to have the appropriate visibility, we request this additional variance.



*Shown as approx 26'
in this drawing*



55th Penn Ave
example of sign



5681 GLC PROPERTIES

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS

Meeting Date: January 9, 2017
 Item Type: Regular Agenda
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Consider an Ordinance Amendment to allow the 15,400 square foot building to be used for office/retail/sit down restaurant and amending trip generation for Lot 1, Block 1, Bishop Heights 4th Addition located at 5681 Bishop Avenue.

- Requires 3/5th's vote.
- 60-day Deadline: January 20, 2017 (first 60 days)

The applicant is requesting an amendment to the Bishop Heights PUD ordinance to allow the existing building to be used for a mix of office/retail and restaurant.

ANALYSIS

The building is currently vacant and is now owned by Associated Bank. The Bishop Heights PUD lists the allowed uses on the property as: 10,400 square feet retail and 5,000 square feet restaurant. The applicant would like the flexibility to add an office use to the allowed uses in the building. Because the ordinance is set up to approve specific uses in each building to track traffic generation, an amendment is required to add office use. The Bishop Heights PUD was set up with its own ordinance and all projects and uses are approved individually and listed in the ordinance. Uses and traffic counts are tracked in the Bishop Heights PUD because it is important that traffic generation at the Upper 55th Street and Hwy 52 intersection remain below capacity.

There is enough existing parking to allow the mix if uses. Staff recommends any restaurant be no larger than the current approval of 5,000 square feet so a parking space conflict does not arise. The trip generation for the building has been revised and would be less than currently approved.

RECOMMENDATION

Planning Division: Recommends approval of the requests as proposed with the stipulation on the size of the restaurant (contained in the ordinance amendment).

Planning Commission: Also recommends approval of the request (8-0).

Attachment: Ordinance Amendment
 Planning Commission Recommendation
 Planning Report

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE
RELATED TO THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT
IN THE SOUTHEAST QUADRANT OF HIGHWAYS 52 AND 494**

THE CITY OF INVER GROVE HEIGHTS ORDAINS THAT ORDINANCE NUMBERS 891, 912, 915, 928, 946, 968, 976, 977, 985, 1022, 1056, 1058, 1062, 1064, 1074, 1101, 1106, 1112, 1133, 1135, 1136, 1187, 1190, 1230, 1313 and 1329 ARE HEREBY RESTATED AND AMENDED TO READ AS FOLLOWS:

SECTION I. Rezoning Land to Planned Unit Development (PUD). Ordinance No. 1190 adopted July 27, 2009, entitled, "AN ORDINANCE ADOPTING THE RECODIFICATION OF THE INVER GROVE HEIGHTS CITY CODE INCLUDING THE CITY ZONING ORDINANCE, is hereby amended to rezone from MF PUD to Planned Unit Development Zoning District No. 2017-01 the following described property:

Parts of Southeast Quarter of Northeast Quarter of Section 33, Township 28, Range 22, which was formerly platted as Lots 1 through 8 inclusive, Block 6, Lots 1 through 8 inclusive, Block 7, Lots 23 through 30 inclusive, Block 7, Lots 1 through 8 inclusive, Block 8 of Edgewood Addition to South St. Paul, and as the streets and alleys abutting on said Lots before the Vacation of Edgewood Addition to South St. Paul, Dakota County, Minnesota

SECTION II. The Zoning Map of the City of Inver Grove Heights referred to and described in said Ordinance No. 1230 as that certain map entitled "Inver Grove Heights Zoning Map, June 24, 2002", together with all amendments thereto, hereinafter referred to as the "zoning map", shall not be republished to show the aforesaid rezoning, but the Clerk shall appropriately mark the said zoning map on file in the Clerk's Office for the purpose of indicating the rezoning hereinabove provided for in this ordinance and all of the notations, references and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

SECTION III. Purpose and Intent. The above referenced property is hereby rezoned to Commercial Planned Unit Development Zoning District No. 2017-01, for the purposes of:

- A. Providing the means for greater creativity and flexibility in environmental design than is provided for under the strict application of the existing zoning code while at the same time preserving the health, safety, order, convenience, prosperity and general welfare of the City and its inhabitants.
- B. Recognizing the economic and cultural advantages that will accrue to the residents of a planned community.
- C. Encouraging the preservation and enhancement of desirable site characteristics and open space.

- D. Encouraging a development pattern in harmony with land use density, transportation facilities and community objectives of the comprehensive plan.
- E. Limiting development of tax exempt uses.
- F. Providing incentives and encouraging development that will create a desirable tax base.
- G. Prohibiting uses and developments that could be detrimental to the overall development of the area.

SECTION IV. Findings. In rezoning the above referenced property to Commercial Planned Unit Development No. 2017-01, the City Council has found the following:

- A. That the proposed Commercial Planned Unit Development is consistent with the City's 2030 Comprehensive Plan.
- B. That the proposed development has been designed as a complete and unified development within its own boundaries in terms of relationship of structures, patterns of circulation, visual character, interrelationship of utilities and drainage infrastructure, and overall architectural theme.
- C. That the proposed layout of land use within the development will result in compatible land uses with present and planned uses in the surrounding area.
- D. That the development is sufficient unto itself on the basis of size, composition, arrangement and the provision of municipal utilities.
- E. That the impacts of the proposed development on municipal services and facilities have been reviewed and that mitigative measures have been identified where needed.
- F. That the impacts of the proposed development on environmental quality and the reasonable enjoyment of surrounding property have been identified, analyzed and mitigative measures identified where needed.
- G. That the existing and proposed layout and land use for Tracts A-D have been heretofore regulated in part by a succession of Conditional Use Permit Resolutions. Resolution No. 4573 was adopted by the City Council on 9/25/89. It was rescinded and replaced on 11/20/89 by Resolution No. 4615, which was rescinded on 8/27/90 and replaced with Resolution No. 4847, which was rescinded on 6/13/94 and replaced by Resolution No. 6055, which was rescinded on 4/10/95 and replaced by Resolution No. 6276, which was rescinded on 2/24/97 and replaced by Resolution No. 6789, which was rescinded on 2/23/98 and replaced by Resolution No. 98-30, which was rescinded on 2/28/11 and replaced by Resolution No. 11-28. This PUD Ordinance now replaces Resolution No. 11-28.

SECTION V. Land Use Regulations. For the above referenced property contained within the Commercial Planned Unit Development District No. 2011-01, the following land use regulations shall apply:

- A. **SITE PLAN**
Prior to commencement of any development or issuance of grading or building permits, the City Council shall approve final development plans, including but not limited to: final plat, site plan, grading plan, utility plan, landscape plan, elevation plan, signage plan, lighting plan.

B. USES

All development shall be restricted to the following uses:

Parcel No.	Legal Description*	Specific Use
1	Lot 1, Block 1, Bishop Heights	65,000 square foot, 16-screen theater
2	Lot 2/3, Block 1, Bishop Heights	7,400 square foot sit down restaurant and a 2,299 square foot roof top restaurant space
3	Lot 2/3, Block 1, Bishop Heights	36,371 square foot, 89 room motel
4	Lot 4, Block 1, Bishop Heights	25,292 square foot, 63 room motel
5	Lot 5 and part of Lot 4, Bishop Heights	6,163 square foot sit down restaurant
6	Lot 2, Block 2, Bishop Heights	6,500 square foot bank and office building
7	Lot 3, Block 2, Bishop Heights	4,271 square foot gas station convenience store
8	Lot 1, Block 1, Krech's Addition	15,120 square foot drug store
9	Tracts A-D, F and G	42,000 square foot lawn, garden, floral & nursery retail center (two buildings: 29,400 sf in one, 12,400 sf in other); 605,000 square feet of greenhouses and nursery buildings; 2,150 sf accessory structures (2 barns) for storage of materials and equipment; nursery fields and nursery field caretaker's residence; outside storage/display of nursery and landscaping stock and materials; nursery and landscaping services, 5.7 acres of growing fields and one house for use by employees**
10	Lot 1, Block 1, Bishop Heights 2 nd Addition	1,710 sf quick service oil change store
11	Lot 1, Block 1, Bishop Heights 3 rd Addition	6,832 sf auto service center store
12	Lots 1-31, Block 1, Blackberry Town Office Park	65,415 net sf townoffice space, 31 units
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition	4,950 gross sf veterinary clinic
14	Lot 1, Block 1, Inver Grove Market	14,009 square feet of general retail, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast food restaurant (without a drive through window)
15	Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	Rock and Block Yard for Gerten's Greenhouses
16	Lots 1-88, Brentwood Village	80 townhome units
17	Lot 1, Bk 2, Bishop Heights	7,200 sf sit down restaurant
18	Lots 1 & 2, Block 1, Outlot A Brentwood Village Apts.	219 apartment units
19	Outlot B, Bishop Heights	43,400 square foot medical/office building
20	Lot 2, Block 1, Inver Grove Market	5,200 square foot bank building
21	Lot 3, Block 1, Bishop Heights	9,100 square feet of general retail

	4 th Addition	
22***	Lot 1, Block 1, Bishop Heights 4 th Addition	15, 400 square foot office/retail/sit down restaurant
23	Lot 1, Block 1, Scenic Heights Addition	16,000 square foot office condominium
24	Outlot A, Brentwood Hills Apartments	24 multiple family townhome units
25	Lot 2, Block 1, Inver Grove Professional Addition	13,318 square foot office building

* More detailed legal descriptions available in Exhibit A

** Uses on Tracts A-D, F & G shall be governed not only by this ordinance, but also by the conditions found in Resolution No 98-210, Resolution 11-28 and Resolution 16-82.

***Parcel 22 shall be subject to the following conditions:

1. A Joint Parking Agreement affecting the restaurant in Lot 1, Block 1 Bishop Heights 4th Addition between Outlot B, Bishop Heights and Lot 3, Block 1, Bishop Heights 4th Addition. This document must be drafted by the City attorney's office, signed by the land owners, and recorded with the County.
2. If restaurant parking becomes a problem restaurant employees shall park off site at any of the locations listed in the Joint Parking Agreement.
3. Restaurant portion of building shall be limited to 5,000 square feet unless an amendment is approved by the City Council to allow more square footage for restaurant.

C. PERFORMANCE STANDARDS

All development shall meet the following performance standards. Where a specific standard is not addressed herein, the appropriate land use regulations of the City Code shall apply.

1. Minimum lot width - 100'

2. Setbacks:

	Structures	Parking Lots	Driveways
Upper 55 th St., Blaine Ave. & Cahill Ave	50'	20'	10'
Other Public Streets	30'	20'	10'
Side Yard (adjacent to properties within PUD)	0'	0'	0'
Side Yard (adjacent to properties outside PUD)	30'	10'	10'

Internal private driveways (setbacks to be approved with final development plan).

3. Maximum Building Height:

a. Principal Structures - 35'

b. Accessory Structures - 30'

c. Greater building height shall be allowed by conditional use permit subject to City Code Section 515.59, Subd 10.

4. Minimum Open Space shall be 25% of lot area, with the lot area to be determined by the City. Ponding or steep slopes (in excess of 18%) shall not exceed 10% of the total lot area for purposes of this computation.

5. Parking/Circulation Requirements:

(a) All open off-street parking and loading areas shall have a perimeter continuous concrete curb barrier around the entire lot.

6. Landscaping, Signage and Architecture:

Development of all lots in Bishop Heights shall be in conformance with the design manual on file in the City Offices entitled Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights, dated June 23, 1997 and prepared by Damon Farber Associates and Abend Singleton Associates.

Development of all lots in Krech's Addition shall be in conformance with the Cahill Corridor Master Plan and those portions of the Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights which the City finds appropriate.

Development of Tracts A-D, as described in Exhibit A, shall be in conformance with those portions of the design manual on file in the City Offices entitled Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights which the City finds appropriate.

Development of all lots shall also be in conformance with the City landscape policy.

D. GENERAL PROVISIONS

All development, except Tracts A-D, shall meet the following general provisions. All development which occurs on Tracts A-D in accordance with Resolution No. 98-210, and which has occurred prior to the effective date of this Ordinance, shall not be required to meet General Provisions 1, 2, 3, 4, 5, 6 and 9. Where a specific provision is not addressed herein, the appropriate land use regulation of the City Code shall apply.

1. Loading Areas:

Loading and unloading areas shall be in compliance with the following:

- a. Any use which the City believes requires the provision of designated spaces for the loading, unloading or parking of trucks or semi-trailers shall provide such spaces and maneuvering area in the number and configuration which shall be deemed necessary by the City to prevent interference with the use of the public right-of-way and with vehicles entering onto or exiting from the public right-of-way.
- b. Screening shall be provided in accordance with provisions of Paragraph 2, below, of this Section.

2. Screens and Buffers:

- a. Definition and Purpose: Screens and buffers are designated yards or open areas where distance, planting, berming and fencing help minimize adverse impacts of public nuisances, such as: noise, glare, activity or dust; which are sometimes associated with parking, storage, signs or buildings.
- b. Screens and Buffer Requirements:
 - (i) All parking, loading, service, utility and outdoor storage areas shall be screened from all public streets and adjacent differing land use by a combination of any of the following: earth mounds, walls, fences, shrubs, deciduous overstory or coniferous trees or hedge materials. The height and depth of the screening shall be consistent with the height and size of the area to be screened. When natural materials, such as trees or hedges, are used to meet the screening requirements of this Paragraph, density and species of planting shall be such as to achieve seventy-five percent (75%) opacity year round at maturity.
- c. All plant materials required within a specified buffer yard shall be planted to completion within six (6) months from the date of issuance of a building permit unless otherwise approved by the City due to the time of the year or construction for a large

project. In no case shall the period exceed six (6) months from issuance of the certificate of occupancy.

3. Building Design Requirements:

a. Design Supervision by Architect: An architect shall be required for the construction of all buildings. The building plan, including site plan for such a building, shall be certified by an architect, registered by the State of Minnesota, stating that the individual personally viewed the site and has designed the building to fit the site as planned and to be harmonious with the adjacent buildings, topography and natural surroundings and in accordance with the purposes and objectives of this Chapter. This requirement shall not prohibit the preparation of the site by a professional site designer, or the landscape plan by a professional landscape architect or certified nurseryman.

b. Exterior Vertical Surface Design for Commercial Structures: All exterior vertical surfaces of any principal or accessory structure shall have an equally attractive or the same fascia as the front. At least 50% of the exterior vertical surface shall consist of one or a combination of the following or similar materials: brick veneer; sculptured, textured or concrete block or panels; natural wood siding; steel, aluminum or vinyl lap siding; natural stone or glass.

4. Site Design and Development Requirements:

a. Landscaping shall be in accordance with the provisions of the "Performance Standards" Section of this Planned Unit Development.

b. Interior curbs shall be constructed within the property to separate driving and parking surfaces from landscaped areas. Interior curbs required by this Section shall be Portland cement concrete construction.

c. Surfaced walkways shall be provided from parking, loading and recreational areas to the entrances of buildings.

d. All interior driveways, parking areas, and loading areas, etc. shall be of blacktop or concrete construction.

e. No exterior trash or garbage disposal or incineration shall be permitted. Any exterior storage shall be enclosed within a container and such container shall be completely screened by a wall or equivalent visual screen and shall be attached to the principal structure and be constructed of the same building material.

f. On-site lighting shall be provided as is necessary for security, safety and traffic circulation. Lighting shall not be directed upon public rights-of-way or adjacent properties. Such illumination shall be indirect and diffused.

g. Prior to the issuance of building permits, fire lanes shall be provided and identified as required by the City Fire Marshal.

5. Mechanical Equipment Screening:

All mechanical equipment possessing one or more of the following characteristics shall be physically screened, to the extent feasible, from all public streets and adjacent land

uses with either natural or artificial materials in a manner architecturally compatible to the building(s) on the site. Said screening shall pertain to, but not be limited to, exposed and/or protruding fans, grills, tubes, wires, vents, unfinished metal covering, exposed rivets and exposed seams.

6. Sidewalks, Trails and Pedestrian Walkways:

a. Sidewalks, trails and pedestrian walkways shall be provided and maintained in accordance with the Comprehensive Plan.

b. As a minimum, a pedestrian sidewalk and/or minimum eight (8) foot wide bituminous trail shall be provided by the developer or land owner along the north side of Upper 55th Street and an eight (8) foot wide bituminous trail along the west side of Blaine Avenue.

c. The developer shall install six (6) foot wide concrete sidewalks along both sides of Bishop Avenue and along both sides of the public roadway connecting Bishop Avenue and Blaine Avenue.

d. An interior pedestrian circulation; plan shall be submitted with each development for approval by the City.

7. Site Plan and Building Permit Review:

To ensure uniform development throughout the planned unit development area and development that is consistent with the provisions herein, all site and building plans required for building permits, grading permits, excavation permits or other similar permits issued by the City must be found by the Director of Community Development or assigns to be consistent with the approved PUD Plans, the provisions of this Ordinance, the Development Contract and all other applicable sections of the City Code.

8. Traffic:

The forecasted p.m. peak hour traffic generated by the developments shall not exceed:

Lot	Parcel #	Trips
Lot 1, Block 1, Bishop Heights	1	177
Parcel A, Bishop Heights (Described in Exhibit A)	2	153
Parcel B, Bishop Heights (Described in Exhibit A)	3	83
That part of Lot 4, Block 1, Bishop Heights described in Exhibit A.	4	38
Lot 5, Block 1, Bishop Heights and that portion of Lot 4 described in Exhibit A.	5	78
Lot 2, Block 2, Bishop Heights	6	120
Lot 3, Block 2, Bishop Heights	7	180
Lot 1, Block 1, Krech's Addition	8	116
Tracts A-D, F and G as described in Exhibit A	9	208
Lot 1, Block 1, Bishop Heights 2 nd Addition	10	18
Lot 1, Block 1, Bishop Heights 3 rd Addition	11	28
Lots 1-31, Block 1, Blackberry Town Office Park	12	141
Lot 1, Block 1, Blackberry Town Office Park Second Addition	13	20
Lot 1, Inver Grove Market	14	148
Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	15	40
Lots 1-88, Brentwood Village	16	43
Lot 1, Bk 1, Bishop Heights	17	78
Lots 1 & 2, Bk 1, Brentwood Village Apartments	18	136
Outlot B, Bishop Heights	19	146
Lot 2, Inver Grove Market	20	205
Lot 3, Block 1, Bishop Heights 4 th Addition	21	34
Lot 1, Block 1, Bishop Heights 4 th Addition	22	75
Lot 1, Block 1, Scenic Heights Addition	23	23
Outlot A, Brentwood Hills Apartments	24	19
Lot 2, Block 1, Inver Grove Professional Addition	25	20

The trips have been determined by the City using national or state traffic generation studies or reports prepared by engineering professionals, including the Trip Generation Report, prepared by the Institute of Transportation Engineers. This determination is being made by the City at the time of final development plan approval. Any change which effects the site plan or uses, as approved in Section V, A and B, including an increase in building size, shall require a redetermination by the City of forecasted p.m. peak hour trips, and shall not exceed the number of trips, as hereby approved.

9. Maintenance Agreements:

Contemporaneous with recording the plat of Bishop Heights, the owners of Lots 1,2,3, Block 1; Lots 1,2,3, Block 2, Bishop Heights, shall execute a stormwater maintenance agreement, a landscape maintenance agreement, and a street light maintenance agreement, in a form to be approved by the Director of Public Works, the Director of Community Development, and the City Attorney.

SECTION VI. The effective date of the Planned Unit Development Zoning District No. 2010-01 as amended shall be from and after publication of this Ordinance pursuant to City Code Section 110.03 Subd. 5. The Planned Unit Development shall be designated on the official City Zoning Map as “Planned Unit Development No. 2011-01” upon approval of the rezoning by the City Council.

THIS ORDINANCE NO. 1230 RESTATES AND AMENDS ORDINANCE NOS. 891, 912, 915, 928, 946, 968, 976, 977, 985, 1022, 1056, 1058, 1062, 1064, 1074, 1101, 1106, 1112, 1133, 1135, 1136, 1187, 1190, 1230, 1313 and 1329.

The City Deputy Clerk is hereby authorized and directed to record a certified copy of this ordinance at the Dakota County Recorder’s Office.

This ordinance shall be in full force and effect from and after its publication according to law.

Enacted and ordained into an Ordinance this 9th day of January, 2017.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk

EXHIBIT A

Parcel No.	Legal Description
1	Lot 1, Block 1, Bishop Heights, Dakota County, Minnesota
2	That part of Block 1, Lots 2 and 3, Bishop Heights, Dakota County, Minnesota which lies northerly and northeasterly of the following described line: Commencing at the northwest corner of said Lot 2; thence South 21 degrees 15 minutes 20 seconds East, bearing assumed, along the southwesterly line of said Lot 2 a distance of 24.16 feet to the point of beginning of the line to be described; thence South 89 degrees 25 minutes 07 seconds East 155.57 feet; thence South 0 degrees 34 minutes 53 seconds West 39.02 feet; thence South 20 degrees 40 minutes 09 seconds East 22.52 feet; thence South 89 degrees 25 minutes 07 seconds East 62.64 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 90.00 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 191.65 feet; thence South 76 degrees 45 minutes 56 seconds East 29.75 feet more or less to the westerly right of way line of Bishop Avenue, and there terminating.
3	That part of Block 1, Lots 2 and 3, Bishop Heights, Dakota County, Minnesota which lies southerly and southwesterly of the following described line: Commencing at the northwest corner of said Lot 2; thence South 21 degrees 15 minutes 20 seconds East, bearing assumed, along the southwesterly line of said Lot 2 a distance of 24.16 feet to the point of beginning of the line to be described; thence South 89 degrees 25 minutes 07 seconds East 155.57 feet; thence South 0 degrees 34 minutes 53 seconds West 39.02 feet; thence South 20 degrees 40 minutes 09 seconds East 22.52 feet; thence South 89 degrees 25 minutes 07 seconds East 62.64 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 90.00 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 191.65 feet; thence South 76 degrees 45 minutes 56 seconds East 29.75 feet more or less to the westerly right of way line of Bishop Avenue, and there terminating
4	Lot 4, Block 1, Bishop Heights, except that part lying south of the following described line: Commencing at the northwest corner of said Lot 4, thence southeasterly along the westerly line of said Lot 4 on an assumed bearing of South 21 degrees 15 minutes 20 seconds East 107.57 feet to the point of beginning of the line to be described; thence North 68 degrees 44 minutes 40 seconds East, a distance of 80.50 feet; thence South 21 degrees 15 minutes 20 seconds East, a distance of 17.04 feet; thence South 18 degrees 58 minutes 24 seconds East a distance of 65.59 feet; thence North 89 degrees 59 minutes 25 seconds East a distance of 216.22 feet; thence North 37 degrees 12 minutes 54 seconds East 28.52 feet; thence North 89 degrees 25 minutes 20 seconds East, a distance of 47.10 feet more or less to the Easterly line of Lot 4 and there terminating.
5	Lot 5, Block 1, Bishop Heights and that part of Lot 4, Lot 1, Bishop Heights lying south of the following described line: Commencing at the northwest corner of said Lot 4, thence southeasterly along the westerly line of said Lot 4 on an assumed bearing of South 21 degrees 15 minutes 20 seconds East 107.57 feet to the point of beginning of the line to be described; thence North 68 degrees 44 minutes 40 seconds East, a distance of 80.50 feet; thence South 21 degrees 15 minutes 20 seconds East, a distance of 17.04 feet; thence South 18 degrees 58 minutes 24 seconds East a distance of 65.59 feet; thence North 89 degrees 59 minutes 25 seconds East a distance of 216.22 feet; thence North 37 degrees 12 minutes 54 seconds East 28.52 feet; thence North 89 degrees 25 minutes 20 seconds East, a distance of 47.10 feet more or less to the Easterly line of Lot 4 and there terminating.
6	Lot 2, Block 2, Bishop Heights
7	Lot 3, Block 2, Bishop Heights
8	Lot 1, Block 1, Krech's Addition
9	Tract A, described as: The East Half of the Southwest Quarter of the Northeast Quarter; and the North 270 feet of the East Half of the Northwest Quarter of the Southeast Quarter, Section 33, Township 28, Range 22, according to the U.S. Government Survey thereof, Dakota County, Minnesota.

Tract B, described as:

Parcel 1: Lots 8 through 23, Block 3, Edgewood Addition to South St. Paul, Dakota County, Minnesota, the vacated alley in said Block 3, and that part of Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, which lies South of the tract shown as parcel 240B on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and as said plat has been corrected by Certificate of Correction filed for record with said County Recorder on the 4th day of November 1982, at 9:00 a.m., as Document No. 610751;

Parcel 2: Block 4, Edgewood Addition to South St. Paul, Dakota County, Minnesota including the alley in said Block 4 and that part of Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, Except that part of Lots 1 through 8 inclusive and Lots 23 through 30 inclusive, in said Block 4, and that part of the alley in said Block 4 and that part of vacated Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, shown as Parcel 240A on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and or Dakota County, Minnesota, and as said plat has been corrected by Certificate of Correction filed for record with said County Recorder on the 4th day of November 1982, at 9:00 a.m., as Document No. 610751.

Tract C, described as:

Parcel 1: Lots 3, 6, 7 and the westerly 60 feet of Lot 2, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233B on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 32372

Parcel 2: Lot 1 and Lot 2 less the westerly 60 feet thereof, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233C on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 101901.

Parcel 3: Lots 4, 5, 8, 9 and 10, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233A on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 101902.

Tract D, described as:

Lots 3, 4, 5, 26 and 27, Block 3, Glenwood, Dakota County, Minnesota, according to the recorded plat hereof, in Dakota County, Minnesota.

Tract F, described as:

The East Half of the Northwest Quarter of the Southeast Quarter of Section 33, Township 28, range 22, except the North 270 feet thereof lying Northerly of the Southerly right-of-way of Dakota County Road No. 18.

	<p>Except that part described as follows: Commencing at the Southwest corner of the Northwest Quarter of the Southeast Quarter of Section 33, Township 28, Range 22 West; thence on an assumed bearing of North 89 degrees 50 minutes 28 seconds East along the South line of said Northwest Quarter of the Southeast Quarter a distance of 657.07 feet to the Southwest corner of the East Half of the Northwest Quarter of the Southeast Quarter and said point being the point of beginning; thence North 0 degrees 07 minutes 49 seconds West along the West line of said East Half of the Northwest Quarter of the Southeast Quarter a distance of 58.51 feet; thence North 83 degrees 29 minutes 34 seconds East 197.77 feet; thence South 6 degrees 30 minutes 26 seconds East a distance of 80.88 feet to the South line of said East Half of the Northwest Quarter of the Southeast Quarter; thence South 89 degrees 50 minutes 28 seconds West along said South line a distance of 205.52 feet to the point of beginning, except that part previously acquired for County Road No. 18 (a/k/a Upper 55th Street).</p> <p>Tract G, described as: Parts of Southeast Quarter of Northeast Quarter of Section 33, Township 28, Range 22, which was formerly platted as Lots 1 through 8 inclusive, Block 6, Lots 1 through 8 inclusive, Block 7, Lots 23 through 30 inclusive, Block 7, Lots 1 through 8 inclusive, Block 8 of Edgewood Addition to South St. Paul, and as the streets and alleys abutting on said Lots before the Vacation of Edgewood Addition to South St. Paul, Dakota County, Minnesota</p>
10	Lot 1, Block 1, Bishop Heights 2 nd Addition
11	Lot 1, Block 1, Bishop Heights 3 rd Addition
12	Lots 1-31, Block 1, Blackberry Townoffice Park
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition
14	Lot 1, Inver Grove Market
15	Lots 6, 7, 8, 9 and 10, Block 7, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 333 on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota.
16	Lots 1-88, Brentwood Village
17	Lot 1, Block 2, Bishop Heights
18	Lots 1 & 2, Bk 1, Outlot A, Brentwood Village Apartments
19	Outlot B, Bishop Heights
20	Lot 2, Block 1, Inver Grove Market
21	Lot 3, Block 1, Bishop Heights 4 th Addition
22	Lot 1, Block 1, Bishop Heights 4 th Addition
23	Lot 1, Block 1, Scenic Heights Addition
24	Outlot A, Brentwood Hills Apartments
25	Lot 2, Block 1, Inver Grove Professional Addition

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: December 20, 2016
SUBJECT: 5681 GLG PROPERTIES, LLC – CASE NO. 16-56PDA

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a planned unit development amendment to the Bishop Heights PUD to add office space to the existing retail/restaurant space and amend the forecasted PM peak hour traffic count in the Bishop Heights Ordinance, for the property located at 5681 Blaine Avenue. 12 notices were mailed.

Presentation of Request

Allan Hunting, City Planner, explained the request as detailed in the report. He advised that the applicant is an amendment to the Bishop Heights PUD Ordinance to allow for a mix of uses located within an existing strip center building. The applicant would like the flexibility to add an office use to the allowed uses in the building. Because the ordinance is set up to approve specific uses in each building, an amendment is required to add office use. The only limitation staff would recommend is that the restaurant area not be allowed to exceed the current 5,000 square foot to eliminate any parking concerns. Staff recommends approval of the request with the one condition listed in the report.

Commissioner Wippermann asked why office use was originally excluded for this area.

Mr. Hunting replied that they originally approved the specific uses being proposed for the building at the time.

Opening of Public Hearing

Patrick Fisher advised he was the broker and real estate agent for this property.

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

Mr. Fisher replied in the affirmative, stating he received clarification from Mr. Hunting that the space could be used for retail.

Chair Maggi closed the public hearing.

Planning Commission Recommendation

Motion by Commissioner Scales, second by Commissioner Wippermann, to approve the request for a planned unit development amendment to the Bishop Heights PUD to add office space to the existing retail/restaurant space and amend the forecasted PM peak hour traffic count in the Bishop Heights Ordinance, for the property located at 5681 Blaine Avenue.

Motion carried (8/0). This item goes to the City Council on January 9, 2017.

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

HEARING DATE: December 20, 2016

CASE NO: 16-56PDA

APPLICANT: 5681 GLG Properties, LLC

PROPERTY OWNER: Associated Bank, NA

REQUEST: SE Quad Ordinance Amendment (Bishop Heights)

LOCATION: 5681 Bishop Avenue

COMPREHENSIVE PLAN: RC, Regional Commercial

ZONING: PUD (Southeast Quadrant)

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner

BACKGROUND

The applicant is requesting an amendment to the Bishop Heights PUD Ordinance to allow for a mix of uses located within an existing strip center building located on the west side of Blaine Avenue between Blackburn Lane and Upper 55th Street. The building previously contained a mexican restaurant and a clothing consignment shop. The building is currently vacant and is now owned by Associated Bank. The Bishop Heights PUD lists the allowed uses on the property as: 10,400 square feet retail and 5,000 square feet restaurant. The applicant would like the flexibility to add an office use to the allowed uses in the building. Because the ordinance is set up to approve specific uses in each building to track traffic generation, an amendment is required to add office use. The Bishop Heights PUD was set up with its own ordinance and all projects and uses are approved individually and listed in the ordinance. Uses and traffic counts are tracked in the Bishop Heights PUD because it is important that traffic generation at the Upper 55th Street and Hwy 52 intersection remain below capacity.

Approvals Required

In order to develop the property as proposed, the applicant has requested the following specific actions:

- 1) Adoption of a Bishop Heights PUD Ordinance Amendment to allow the 15,400 square foot building to be used for office/retail and restaurant for Lot 1, Block 1, Bishop Heights 4th Addition and amending traffic volumes to fit the proposed use mix.

EVALUATION OF THE REQUEST

Surrounding Uses. The subject site is surrounded by the following uses:

North – Auto service uses; zoned PUD; guided RC.

East - Auto services, growing fields; zoned PUD; guided RC

West – Restaurant; zoned PUD; guided RC

South – Parking lot/vacant; zoned PUD; guided RC

ANALYSIS

The SE Quadrant PUD approval for this lot is:

22	Lot 1, Block 1, Bishop Heights 4th	10,400 square foot retail, 5,000 square foot sit down restaurant
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The requested use change for the lot is proposed to read as follows:

22	Lot 1, Block 1, Bishop Heights 4 th Addition	15,400 square foot office/retail/sit down restaurant
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Trip generation and parking are the two main issues to review with this request.

Required number of parking stalls per the zoning ordinance for retail space is greater than office space. Therefore, a mix of use in the building would not exceed the number of parking spaces provided. The only limitation staff would recommend is that the restaurant area should not be allowed to exceed the current 5,000 square foot allowed maximum because it has a parking demand greater than retail. Parking at peak times could become an issue if more of the building were converted to restaurant.

The Bishop Heights Ordinance also needs to be amended to reflect traffic generation for the use. All uses in the PUD are approved with a peak traffic generation number. This is used to track total projected traffic volumes to compare when actual traffic counts are done in the area. In this case the traffic count would decrease in the afternoon peak time from the current approval volume of 126 trips p.m. to 75 p.m. trips. This is based on a usage of 5,700 sq ft office, 4,150 sq ft retail and 5,000 sq ft restaurant. The Traffic Table would be amended to reflect the new numbers.

ALTERNATIVES

- A. **Approval:** If the Planning Commission finds the application acceptable, the following request should be recommended for approval:
 - 1. Approval of an **Amendment** to the Southeast Quadrant PUD Ordinance to allow the uses approved for Lot 1, Block 1, Bishop Heights 4th Addition to be office/retail/sit down restaurant and amending traffic volumes to 75 PM peak trips with the condition that the restaurant use be limited to the existing 5,000 square foot maximum.

- B. **Denial:** If the Planning Commission does not support the request, a recommendation of denial should be forwarded to the City Council. With a recommendation of denial, the basis of the recommendation should be given.

RECOMMENDATION

Staff recommends approval of the request with the condition listed.

Attachments: Exhibit A –Location Map
Exhibit B – Letter from applicant
Exhibit C – Trip generation calculation
Exhibit D – Site Plan
Exhibit E – Ordinance Amendment (changes highlighted, pages 4 & 9)



Location Map

Case No. 16-56PDA



PLANNED UNIT DEVELOPMENT AMENDMENT APPLICATION

This application is to amend the current PUD in place for the building located at 5681 Blaine Ave, Inver Grove Heights, MN. The property is a retail center that consists of approximately 15,011 SF. The building was built approximately 10 years ago and consists of several rental spaces. The building has been vacant for the past 2 years and certain areas have never been leased since it was built. The property is currently owned by Associated Bank. This property is in a PUD that requires it to be used for retail only. One of the requirements was that part of the center has to be occupied by a restaurant.

The property is presently under contract to be purchased by the owners of Gertens. The buyer wants to use part of the property for office space.

The buyer is requesting that the PUD be amended to allow either office or retail use in any of the spaces in the center.

TRIP GENERATION CALCULATIONS

A Trip Generation calculation was done by the buyer's architect and is attached to this application.

Three scenarios were done in these calculations and are summarized as follows:

If the building is 100% office, there are a total PM Peak Trips of 22.

If the building is 100% retail, there are a total PM Peak Trips of 88

If the building is 100% mixed per the assumptions attached, the total PM Peak Trips would be 75.

Under all of the circumstances, the retail use creates the most trips with office generating the least amount.

Thus, from a traffic standpoint, the change to allow office space will not create any more trips than the current zoning and will actually decrease the PM peak traffic trips occurring.

TRIP GENERATION CALCULATIONS: (BASED ON THE ITE TRIP GENERATION MANUAL, 9TH EDITION)

ASSUMED BUILDING TO BE 100% OFFICE

OFFICE - 15,011 S.F. x 1.49 / 1000 = 22 TRIPS

TOTAL PM PEAK TRIPS - 22

ASSUMED BUILDING TO BE 100% RETAIL

RETAIL - 9,870 S.F. x 3.71 / 1000 = 37 TRIPS

HIGH QUALITY RESTAURANT - 5,141 S.F. x 9.85 / 1000 = 51 TRIPS

TOTAL PM PEAK TRIPS - 88

PROPOSED CHANGE FROM RETAIL TO MIXED RETAIL AND OFFICE USE

OFFICE - 5,714 S.F. x 1.49 / 1000 = 9 TRIPS

RETAIL - 4,156 S.F. x 3.71 / 1000 = 15 TRIPS

HIGH QUALITY RESTAURANT - 5,141 S.F. x 9.85 / 1000 = 51 TRIPS

TOTAL PM PEAK TRIPS - 75

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE
RELATED TO THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT
IN THE SOUTHEAST QUADRANT OF HIGHWAYS 52 AND 494**

THE CITY OF INVER GROVE HEIGHTS ORDAINS THAT ORDINANCE NUMBERS 891, 912, 915, 928, 946, 968, 976, 977, 985, 1022, 1056, 1058, 1062, 1064, 1074, 1101, 1106, 1112, 1133, 1135, 1136, 1187, 1190, 1230 and 1313 ARE HEREBY RESTATED AND AMENDED TO READ AS FOLLOWS:

SECTION I. Rezoning Land to Planned Unit Development (PUD). Ordinance No. 1190 adopted July 27, 2009, entitled, "AN ORDINANCE ADOPTING THE RECODIFICATION OF THE INVER GROVE HEIGHTS CITY CODE INCLUDING THE CITY ZONING ORDINANCE, is hereby amended to rezone from MF PUD to Planned Unit Development Zoning District No. 2016-01 the following described property:

Parts of Southeast Quarter of Northeast Quarter of Section 33, Township 28, Range 22, which was formerly platted as Lots 1 through 8 inclusive, Block 6, Lots 1 through 8 inclusive, Block 7, Lots 23 through 30 inclusive, Block 7, Lots 1 through 8 inclusive, Block 8 of Edgewood Addition to South St. Paul, and as the streets and alleys abutting on said Lots before the Vacation of Edgewood Addition to South St. Paul, Dakota County, Minnesota

SECTION II. The Zoning Map of the City of Inver Grove Heights referred to and described in said Ordinance No. 1230 as that certain map entitled "Inver Grove Heights Zoning Map, June 24, 2002", together with all amendments thereto, hereinafter referred to as the "zoning map", shall not be republished to show the aforesaid rezoning, but the Clerk shall appropriately mark the said zoning map on file in the Clerk's Office for the purpose of indicating the rezoning hereinabove provided for in this ordinance and all of the notations, references and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

SECTION III. Purpose and Intent. The above referenced property is hereby rezoned to Commercial Planned Unit Development Zoning District No. 2016-01, for the purposes of:

- A. Providing the means for greater creativity and flexibility in environmental design than is provided for under the strict application of the existing zoning code while at the same time preserving the health, safety, order, convenience, prosperity and general welfare of the City and its inhabitants.
- B. Recognizing the economic and cultural advantages that will accrue to the residents of a planned community.
- C. Encouraging the preservation and enhancement of desirable site characteristics and open space.

- D. Encouraging a development pattern in harmony with land use density, transportation facilities and community objectives of the comprehensive plan.
- E. Limiting development of tax exempt uses.
- F. Providing incentives and encouraging development that will create a desirable tax base.
- G. Prohibiting uses and developments that could be detrimental to the overall development of the area.

SECTION IV. Findings. In rezoning the above referenced property to Commercial Planned Unit Development No. 2016-01, the City Council has found the following:

- A. That the proposed Commercial Planned Unit Development is consistent with the City's 2030 Comprehensive Plan.
- B. That the proposed development has been designed as a complete and unified development within its own boundaries in terms of relationship of structures, patterns of circulation, visual character, interrelationship of utilities and drainage infrastructure, and overall architectural theme.
- C. That the proposed layout of land use within the development will result in compatible land uses with present and planned uses in the surrounding area.
- D. That the development is sufficient unto itself on the basis of size, composition, arrangement and the provision of municipal utilities.
- E. That the impacts of the proposed development on municipal services and facilities have been reviewed and that mitigative measures have been identified where needed.
- F. That the impacts of the proposed development on environmental quality and the reasonable enjoyment of surrounding property have been identified, analyzed and mitigative measures identified where needed.
- G. That the existing and proposed layout and land use for Tracts A-D have been heretofore regulated in part by a succession of Conditional Use Permit Resolutions. Resolution No. 4573 was adopted by the City Council on 9/25/89. It was rescinded and replaced on 11/20/89 by Resolution No. 4615, which was rescinded on 8/27/90 and replaced with Resolution No. 4847, which was rescinded on 6/13/94 and replaced by Resolution No. 6055, which was rescinded on 4/10/95 and replaced by Resolution No. 6276, which was rescinded on 2/24/97 and replaced by Resolution No. 6789, which was rescinded on 2/23/98 and replaced by Resolution No. 98-30, which was rescinded on 2/28/11 and replaced by Resolution No. 11-28. This PUD Ordinance now replaces Resolution No. 11-28.

SECTION V. Land Use Regulations. For the above referenced property contained within the Commercial Planned Unit Development District No. 2011-01, the following land use regulations shall apply:

- A. **SITE PLAN**
Prior to commencement of any development or issuance of grading or building permits, the City Council shall approve final development plans, including but not limited to: final plat, site plan, grading plan, utility plan, landscape plan, elevation plan, signage plan, lighting plan.

B. USES

All development shall be restricted to the following uses:

Parcel No.	Legal Description*	Specific Use
1	Lot 1, Block 1, Bishop Heights	65,000 square foot, 16-screen theater
2	Lot 2/3, Block 1, Bishop Heights	7,400 square foot sit down restaurant and a 2,299 square foot roof top restaurant space
3	Lot 2/3, Block 1, Bishop Heights	36,371 square foot, 89 room motel
4	Lot 4, Block 1, Bishop Heights	25,292 square foot, 63 room motel
5	Lot 5 and part of Lot 4, Bishop Heights	6,163 square foot sit down restaurant
6	Lot 2, Block 2, Bishop Heights	6,500 square foot bank and office building
7	Lot 3, Block 2, Bishop Heights	4,271 square foot gas station convenience store
8	Lot 1, Block 1, Krech's Addition	15,120 square foot drug store
9	Tracts A-D, F and G	42,000 square foot lawn, garden, floral & nursery retail center (two buildings: 29,400 sf in one, 12,400 sf in other); 605,000 square feet of greenhouses and nursery buildings; 2,150 sf accessory structures (2 barns) for storage of materials and equipment; nursery fields and nursery field caretaker's residence; outside storage/display of nursery and landscaping stock and materials; nursery and landscaping services, 5.7 acres of growing fields and one house for use by employees**
10	Lot 1, Block 1, Bishop Heights 2 nd Addition	1,710 sf quick service oil change store
11	Lot 1, Block 1, Bishop Heights 3 rd Addition	6,832 sf auto service center store
12	Lots 1-31, Block 1, Blackberry Town Office Park	65,415 net sf townoffice space, 31 units
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition	4,950 gross sf veterinary clinic
14	Lot 1, Block 1, Inver Grove Market	14,009 square feet of general retail, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast food restaurant (without a drive through window)
15	Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	Rock and Block Yard for Gerten's Greenhouses
16	Lots 1-88, Brentwood Village	80 townhome units
17	Lot 1, Bk 2, Bishop Heights	7,200 sf sit down restaurant
18	Lots 1 & 2, Block 1, Outlot A Brentwood Village Apts.	219 apartment units
19	Outlot B, Bishop Heights	43,400 square foot medical/office building
20	Lot 2, Block 1, Inver Grove Market	5,200 square foot bank building
21	Lot 3, Block 1, Bishop Heights	9,100 square feet of general retail

	4 th Addition	
22***	Lot 1, Block 1, Bishop Heights 4 th Addition	15,400 square feet office/retail/ sit-down restaurant
23	Lot 1, Block 1, Scenic Heights Addition	16,000 square foot office condominium
24	Outlot A, Brentwood Hills Apartments	24 multiple family townhome units
25	Lot 2, Block 1, Inver Grove Professional Addition	13,318 square foot office building

* More detailed legal descriptions available in Exhibit A

** Uses on Tracts A-D, F & G shall be governed not only by this ordinance, but also by the conditions found in Resolution No 98-210, Resolution 11-28 and Resolution 16-82.

***Parcel 22 shall be subject to the following conditions:

1. A Joint Parking Agreement affecting the restaurant in Lot 1, Block 1 Bishop Heights 4th Addition between Outlot B, Bishop Heights and Lot 3, Block 1, Bishop Heights 4th Addition. This document must be drafted by the City attorney's office, signed by the land owners, and recorded with the County.
2. If restaurant parking becomes a problem restaurant employees shall park off site at any of the locations listed in the Joint Parking Agreement.

C. PERFORMANCE STANDARDS

All development shall meet the following performance standards. Where a specific standard is not addressed herein, the appropriate land use regulations of the City Code shall apply.

1. Minimum lot width - 100'

2. Setbacks:

	Structures	Parking Lots	Driveways
Upper 55 th St., Blaine Ave. & Cahill Ave	50'	20'	10'
Other Public Streets	30'	20'	10'
Side Yard (adjacent to properties within PUD)	0'	0'	0'
Side Yard (adjacent to properties outside PUD)	30'	10'	10'

Internal private driveways (setbacks to be approved with final development plan).

3. Maximum Building Height:

a. Principal Structures - 35'

b. Accessory Structures - 30'

c. Greater building height shall be allowed by conditional use permit subject to City Code Section 515.59, Subd 10.

4. Minimum Open Space shall be 25% of lot area, with the lot area to be determined by the City. Ponding or steep slopes (in excess of 18%) shall not exceed 10% of the total lot area for purposes of this computation.

5. Parking/Circulation Requirements:

(a) All open off-street parking and loading areas shall have a perimeter continuous concrete curb barrier around the entire lot.

6. Landscaping, Signage and Architecture:

Development of all lots in Bishop Heights shall be in conformance with the design manual on file in the City Offices entitled Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights, dated June 23, 1997 and prepared by Damon Farber Associates and Abend Singleton Associates.

Development of all lots in Krech's Addition shall be in conformance with the Cahill Corridor Master Plan and those portions of the Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights which the City finds appropriate.

Development of Tracts A-D, as described in Exhibit A, shall be in conformance with those portions of the design manual on file in the City Offices entitled Design Guidelines, Bishop Heights and Kerasotes Theaters, Inc., Planned Unit Development, Inver Grove Heights which the City finds appropriate.

Development of all lots shall also be in conformance with the City landscape policy.

D. GENERAL PROVISIONS

All development, except Tracts A-D, shall meet the following general provisions. All development which occurs on Tracts A-D in accordance with Resolution No. 98-210, and which has occurred prior to the effective date of this Ordinance, shall not be required to meet General Provisions 1, 2, 3, 4, 5, 6 and 9. Where a specific provision is not addressed herein, the appropriate land use regulation of the City Code shall apply.

1. Loading Areas:

Loading and unloading areas shall be in compliance with the following:

- a. Any use which the City believes requires the provision of designated spaces for the loading, unloading or parking of trucks or semi-trailers shall provide such spaces and maneuvering area in the number and configuration which shall be deemed necessary by the City to prevent interference with the use of the public right-of-way and with vehicles entering onto or exiting from the public right-of-way.
- b. Screening shall be provided in accordance with provisions of Paragraph 2, below, of this Section.

2. Screens and Buffers:

- a. Definition and Purpose: Screens and buffers are designated yards or open areas where distance, planting, berming and fencing help minimize adverse impacts of public nuisances, such as: noise, glare, activity or dust; which are sometimes associated with parking, storage, signs or buildings.
- b. Screens and Buffer Requirements:
 - (i) All parking, loading, service, utility and outdoor storage areas shall be screened from all public streets and adjacent differing land use by a combination of any of the following: earth mounds, walls, fences, shrubs, deciduous overstory or coniferous trees or hedge materials. The height and depth of the screening shall be consistent with the height and size of the area to be screened. When natural materials, such as trees or hedges, are used to meet the screening requirements of this Paragraph, density and species of planting shall be such as to achieve seventy-five percent (75%) opacity year round at maturity.
 - c. All plant materials required within a specified buffer yard shall be planted to completion within six (6) months from the date of issuance of a building permit unless otherwise approved by the City due to the time of the year or construction for a large

project. In no case shall the period exceed six (6) months from issuance of the certificate of occupancy.

3. Building Design Requirements:

a. Design Supervision by Architect: An architect shall be required for the construction of all buildings. The building plan, including site plan for such a building, shall be certified by an architect, registered by the State of Minnesota, stating that the individual personally viewed the site and has designed the building to fit the site as planned and to be harmonious with the adjacent buildings, topography and natural surroundings and in accordance with the purposes and objectives of this Chapter. This requirement shall not prohibit the preparation of the site by a professional site designer, or the landscape plan by a professional landscape architect or certified nurseryman.

b. Exterior Vertical Surface Design for Commercial Structures: All exterior vertical surfaces of any principal or accessory structure shall have an equally attractive or the same fascia as the front. At least 50% of the exterior vertical surface shall consist of one or a combination of the following or similar materials: brick veneer; sculptured, textured or concrete block or panels; natural wood siding; steel, aluminum or vinyl lap siding; natural stone or glass.

4. Site Design and Development Requirements:

a. Landscaping shall be in accordance with the provisions of the "Performance Standards" Section of this Planned Unit Development.

b. Interior curbs shall be constructed within the property to separate driving and parking surfaces from landscaped areas. Interior curbs required by this Section shall be Portland cement concrete construction.

c. Surfaced walkways shall be provided from parking, loading and recreational areas to the entrances of buildings.

d. All interior driveways, parking areas, and loading areas, etc. shall be of blacktop or concrete construction.

e. No exterior trash or garbage disposal or incineration shall be permitted. Any exterior storage shall be enclosed within a container and such container shall be completely screened by a wall or equivalent visual screen and shall be attached to the principal structure and be constructed of the same building material.

f. On-site lighting shall be provided as is necessary for security, safety and traffic circulation. Lighting shall not be directed upon public rights-of-way or adjacent properties. Such illumination shall be indirect and diffused.

g. Prior to the issuance of building permits, fire lanes shall be provided and identified as required by the City Fire Marshal.

5. Mechanical Equipment Screening:

All mechanical equipment possessing one or more of the following characteristics shall be physically screened, to the extent feasible, from all public streets and adjacent land

uses with either natural or artificial materials in a manner architecturally compatible to the building(s) on the site. Said screening shall pertain to, but not be limited to, exposed and/or protruding fans, grills, tubes, wires, vents, unfinished metal covering, exposed rivets and exposed seams.

6. Sidewalks, Trails and Pedestrian Walkways:

a. Sidewalks, trails and pedestrian walkways shall be provided and maintained in accordance with the Comprehensive Plan.

b. As a minimum, a pedestrian sidewalk and/or minimum eight (8) foot wide bituminous trail shall be provided by the developer or land owner along the north side of Upper 55th Street and an eight (8) foot wide bituminous trail along the west side of Blaine Avenue.

c. The developer shall install six (6) foot wide concrete sidewalks along both sides of Bishop Avenue and along both sides of the public roadway connecting Bishop Avenue and Blaine Avenue.

d. An interior pedestrian circulation; plan shall be submitted with each development for approval by the City.

7. Site Plan and Building Permit Review:

To ensure uniform development throughout the planned unit development area and development that is consistent with the provisions herein, all site and building plans required for building permits, grading permits, excavation permits or other similar permits issued by the City must be found by the Director of Community Development or assigns to be consistent with the approved PUD Plans, the provisions of this Ordinance, the Development Contract and all other applicable sections of the City Code.

8. Traffic:

The forecasted p.m. peak hour traffic generated by the developments shall not exceed:

Lot	Parcel #	Trips
Lot 1, Block 1, Bishop Heights	1	177
Parcel A, Bishop Heights (Described in Exhibit A)	2	153
Parcel B, Bishop Heights (Described in Exhibit A)	3	83
That part of Lot 4, Block 1, Bishop Heights described in Exhibit A.	4	38
Lot 5, Block 1, Bishop Heights and that portion of Lot 4 described in Exhibit A.	5	78
Lot 2, Block 2, Bishop Heights	6	120
Lot 3, Block 2, Bishop Heights	7	180
Lot 1, Block 1, Krech's Addition	8	116
Tracts A-D, F and G as described in Exhibit A	9	208
Lot 1, Block 1, Bishop Heights 2 nd Addition	10	18
Lot 1, Block 1, Bishop Heights 3 rd Addition	11	28
Lots 1-31, Block 1, Blackberry Town Office Park	12	141
Lot 1, Block 1, Blackberry Town Office Park Second Addition	13	20
Lot 1, Inver Grove Market	14	148
Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	15	40
Lots 1-88, Brentwood Village	16	43
Lot 1, Bk 1, Bishop Heights	17	78
Lots 1 & 2, Bk 1, Brentwood Village Apartments	18	136
Outlot B, Bishop Heights	19	146
Lot 2, Inver Grove Market	20	205
Lot 3, Block 1, Bishop Heights 4 th Addition	21	34
Lot 1, Block 1, Bishop Heights 4 th Addition	22	75
Lot 1, Block 1, Scenic Heights Addition	23	23
Outlot A, Brentwood Hills Apartments	24	19
Lot 2, Block 1, Inver Grove Professional Addition	25	20

The trips have been determined by the City using national or state traffic generation studies or reports prepared by engineering professionals, including the Trip Generation Report, prepared by the Institute of Transportation Engineers. This determination is being made by the City at the time of final development plan approval. Any change which effects the site plan or uses, as approved in Section V, A and B, including an increase in building size, shall require a redetermination by the City of forecasted p.m. peak hour trips, and shall not exceed the number of trips, as hereby approved.

9. Maintenance Agreements:

Contemporaneous with recording the plat of Bishop Heights, the owners of Lots 1,2,3, Block 1; Lots 1,2,3, Block 2, Bishop Heights, shall execute a stormwater maintenance agreement, a landscape maintenance agreement, and a street light maintenance agreement, in a form to be approved by the Director of Public Works, the Director of Community Development, and the City Attorney.

SECTION VI. The effective date of the Planned Unit Development Zoning District No. 2010-01 as amended shall be from and after publication of this Ordinance pursuant to City Code Section 110.03 Subd. 5. The Planned Unit Development shall be designated on the official City Zoning Map as “Planned Unit Development No. 2011-01” upon approval of the rezoning by the City Council.

THIS ORDINANCE NO. 1230 RESTATES AND AMENDS ORDINANCE NOS. 891, 912, 915, 928, 946, 968, 976, 977, 985, 1022, 1056, 1058, 1062, 1064, 1074, 1101, 1106, 1112, 1133, 1135, 1136, 1187, 1190, 1230 and 1313.

The City Deputy Clerk is hereby authorized and directed to record a certified copy of this ordinance at the Dakota County Recorder’s Office.

This ordinance shall be in full force and effect from and after its publication according to law.

Enacted and ordained into an Ordinance this 28th day of November, 2016.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Michelle Tesser, City Clerk

EXHIBIT A

Parcel No.	Legal Description
1	Lot 1, Block 1, Bishop Heights, Dakota County, Minnesota
2	That part of Block 1, Lots 2 and 3, Bishop Heights, Dakota County, Minnesota which lies northerly and northeasterly of the following described line: Commencing at the northwest corner of said Lot 2; thence South 21 degrees 15 minutes 20 seconds East, bearing assumed, along the southwesterly line of said Lot 2 a distance of 24.16 feet to the point of beginning of the line to be described; thence South 89 degrees 25 minutes 07 seconds East 155.57 feet; thence South 0 degrees 34 minutes 53 seconds West 39.02 feet; thence South 20 degrees 40 minutes 09 seconds East 22.52 feet; thence South 89 degrees 25 minutes 07 seconds East 62.64 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 90.00 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 191.65 feet; thence South 76 degrees 45 minutes 56 seconds East 29.75 feet more or less to the westerly right of way line of Bishop Avenue, and there terminating.
3	That part of Block 1, Lots 2 and 3, Bishop Heights, Dakota County, Minnesota which lies southerly and southwesterly of the following described line: Commencing at the northwest corner of said Lot 2; thence South 21 degrees 15 minutes 20 seconds East, bearing assumed, along the southwesterly line of said Lot 2 a distance of 24.16 feet to the point of beginning of the line to be described; thence South 89 degrees 25 minutes 07 seconds East 155.57 feet; thence South 0 degrees 34 minutes 53 seconds West 39.02 feet; thence South 20 degrees 40 minutes 09 seconds East 22.52 feet; thence South 89 degrees 25 minutes 07 seconds East 62.64 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 90.00 feet; thence South 0 degrees 34 minutes 53 seconds West 30.00 feet; thence South 89 degrees 25 minutes 07 seconds East 191.65 feet; thence South 76 degrees 45 minutes 56 seconds East 29.75 feet more or less to the westerly right of way line of Bishop Avenue, and there terminating
4	Lot 4, Block 1, Bishop Heights, except that part lying south of the following described line: Commencing at the northwest corner of said Lot 4, thence southeasterly along the westerly line of said Lot 4 on an assumed bearing of South 21 degrees 15 minutes 20 seconds East 107.57 feet to the point of beginning of the line to be described; thence North 68 degrees 44 minutes 40 seconds East, a distance of 80.50 feet; thence South 21 degrees 15 minutes 20 seconds East, a distance of 17.04 feet; thence South 18 degrees 58 minutes 24 seconds East a distance of 65.59 feet; thence North 89 degrees 59 minutes 25 seconds East a distance of 216.22 feet; thence North 37 degrees 12 minutes 54 seconds East 28.52 feet; thence North 89 degrees 25 minutes 20 seconds East, a distance of 47.10 feet more or less to the Easterly line of Lot 4 and there terminating.
5	Lot 5, Block 1, Bishop Heights and that part of Lot 4, Lot 1, Bishop Heights lying south of the following described line: Commencing at the northwest corner of said Lot 4, thence southeasterly along the westerly line of said Lot 4 on an assumed bearing of South 21 degrees 15 minutes 20 seconds East 107.57 feet to the point of beginning of the line to be described; thence North 68 degrees 44 minutes 40 seconds East, a distance of 80.50 feet; thence South 21 degrees 15 minutes 20 seconds East, a distance of 17.04 feet; thence South 18 degrees 58 minutes 24 seconds East a distance of 65.59 feet; thence North 89 degrees 59 minutes 25 seconds East a distance of 216.22 feet; thence North 37 degrees 12 minutes 54 seconds East 28.52 feet; thence North 89 degrees 25 minutes 20 seconds East, a distance of 47.10 feet more or less to the Easterly line of Lot 4 and there terminating.
6	Lot 2, Block 2, Bishop Heights
7	Lot 3, Block 2, Bishop Heights
8	Lot 1, Block 1, Krech's Addition
9	Tract A, described as: The East Half of the Southwest Quarter of the Northeast Quarter; and the North 270 feet of the East Half of the Northwest Quarter of the Southeast Quarter, Section 33, Township 28, Range 22, according to the U.S. Government Survey thereof, Dakota County, Minnesota.

Tract B, described as:

Parcel 1: Lots 8 through 23, Block 3, Edgewood Addition to South St. Paul, Dakota County, Minnesota, the vacated alley in said Block 3, and that part of Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, which lies South of the tract shown as parcel 240B on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and as said plat has been corrected by Certificate of Correction filed for record with said County Recorder on the 4th day of November 1982, at 9:00 a.m., as Document No. 610751;

Parcel 2: Block 4, Edgewood Addition to South St. Paul, Dakota County, Minnesota including the alley in said Block 4 and that part of Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, Except that part of Lots 1 through 8 inclusive and Lots 23 through 30 inclusive, in said Block 4, and that part of the alley in said Block 4 and that part of vacated Boyd Avenue (formerly Hamilton Avenue) accruing thereto by reason of the vacation thereof, shown as Parcel 240A on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and or Dakota County, Minnesota, and as said plat has been corrected by Certificate of Correction filed for record with said County Recorder on the 4th day of November 1982, at 9:00 a.m., as Document No. 610751.

Tract C, described as:

Parcel 1: Lots 3, 6, 7 and the westerly 60 feet of Lot 2, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233B on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 32372

Parcel 2: Lot 1 and Lot 2 less the westerly 60 feet thereof, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233C on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 101901.

Parcel 3: Lots 4, 5, 8, 9 and 10, Block 8, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 233A on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota, and except the existing Right of Way of Trunk Highway 110. Torrens Property, Torrens Certificate No. 101902.

Tract D, described as:

Lots 3, 4, 5, 26 and 27, Block 3, Glenwood, Dakota County, Minnesota, according to the recorded plat hereof, in Dakota County, Minnesota.

Tract F, described as:

The East Half of the Northwest Quarter of the Southeast Quarter of Section 33, Township 28, range 22, except the North 270 feet thereof lying Northerly of the Southerly right-of-way of Dakota County Road No. 18.

	<p>Except that part described as follows: Commencing at the Southwest corner of the Northwest Quarter of the Southeast Quarter of Section 33, Township 28, Range 22 West; thence on an assumed bearing of North 89 degrees 50 minutes 28 seconds East along the South line of said Northwest Quarter of the Southeast Quarter a distance of 657.07 feet to the Southwest corner of the East Half of the Northwest Quarter of the Southeast Quarter and said point being the point of beginning; thence North 0 degrees 07 minutes 49 seconds West along the West line of said East Half of the Northwest Quarter of the Southeast Quarter a distance of 58.51 feet; thence North 83 degrees 29 minutes 34 seconds East 197.77 feet; thence South 6 degrees 30 minutes 26 seconds East a distance of 80.88 feet to the South line of said East Half of the Northwest Quarter of the Southeast Quarter; thence South 89 degrees 50 minutes 28 seconds West along said South line a distance of 205.52 feet to the point of beginning, except that part previously acquired for County Road No. 18 (a/k/a Upper 55th Street).</p> <p>Tract G, described as: Parts of Southeast Quarter of Northeast Quarter of Section 33, Township 28, Range 22, which was formerly platted as Lots 1 through 8 inclusive, Block 6, Lots 1 through 8 inclusive, Block 7, Lots 23 through 30 inclusive, Block 7, Lots 1 through 8 inclusive, Block 8 of Edgewood Addition to South St. Paul, and as the streets and alleys abutting on said Lots before the Vacation of Edgewood Addition to South St. Paul, Dakota County, Minnesota</p>
10	Lot 1, Block 1, Bishop Heights 2 nd Addition
11	Lot 1, Block 1, Bishop Heights 3 rd Addition
12	Lots 1-31, Block 1, Blackberry Townoffice Park
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition
14	Lot 1, Inver Grove Market
15	Lots 6, 7, 8, 9 and 10, Block 7, Warren and McDowell's Acre Lots No. 2, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Dakota County, Minnesota, except that part shown as Parcel 333 on the plat designated as Minnesota Department of Transportation Right of Way Plat Numbered 19-46 on file and of record in the office of the County Recorder in and for Dakota County, Minnesota.
16	Lots 1-88, Brentwood Village
17	Lot 1, Block 2, Bishop Heights
18	Lots 1 & 2, Bk 1, Outlot A, Brentwood Village Apartments
19	Outlot B, Bishop Heights
20	Lot 2, Block 1, Inver Grove Market
21	Lot 3, Block 1, Bishop Heights 4 th Addition
22	Lot 1, Block 1, Bishop Heights 4 th Addition
23	Lot 1, Block 1, Scenic Heights Addition
24	Outlot A, Brentwood Hills Apartments
25	Lot 2, Block 1, Inver Grove Professional Addition

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

OHNESWERE – CASE NO. 16-54V

Meeting Date: January 9, 2017
 Item Type: Regular
 Contact: Heather Botten 651.450.2569
 Prepared by:  Heather Botten, Associate Planner
 Reviewed by:

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Consider a resolution relating to a Variance to allow a 39 foot driveway width whereas 30 feet is maximum width allowed for property located at 3999 87th Street.

- Requires a 3/5th's vote.
- 60-day deadline: January 15, 2017 (second 60-days)

SUMMARY

The applicant is asking for an after-the-fact variance to allow a 39 foot driveway whereas 30 feet is the maximum width allowed in the right-of-way. The building permit for the new house, including an 18 foot driveway, was approved in May 2016. A complaint was received that a driveway was installed larger than what our code allows. The property owner stated he did not realize he was in violation as the driveway did not extend beyond the garage width. In this development parking is only allowed on one side of the street. The applicant stated that the wider driveway provides a safe area for his family and guests to park and opens up additional parking on the street for his neighbors.

The driveway width requirement pertains only to the driveway in the right-of-way, once on private property they driveway may be widened. The intent of driveway regulations are for neighborhood aesthetics and for public safety in that wider driveways create unpredictable entrance and exit points onto the street. Allowing wider driveways at the street limits the amount of snow storage and parking available. Additionally, increasing the amount of hard surface in the right-of-way could have an adverse impact on the City's stormwater system and could adversely impact downstream stormwater facilities such as infiltration basins.

City Staff: Staff recommends **denial** of the request as staff believes the conditions of the property are not unique, approval of the request could set a precedent for other driveway expansions in the right-of-way, and the additional driveway width may be considered a convenience to the applicant, not a practical difficulty. Staff is also recommending that the driveway portion in violation be reestablished to meet code requirements by June 30, 2017.

Planning Commission: At the December 20, 2016 public hearing, the Planning Commission also recommended **denial** of the request stating the facts presented did not satisfy the criteria needed to show a practical difficulty (8-0).

Attachments: Denial resolution
 PC recommendation
 Planning staff report

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

RESOLUTION NO. _____

**RESOLUTION DENYING A VARIANCE TO ALLOW A 39 FOOT DRIVEWAY WIDTH
WHEREAS 30 FEET IS THE MAXIMUM WIDTH ALLOWED**

**CASE NO. 16-54V
Ohneswere**

Property located at 3999 87th Street and legally described as follows:

Lot 8, Block 2, Concord Hills, according to the recorded plat, Dakota County, Minnesota

WHEREAS, an application has been received for a Variance to allow a 39 foot driveway width whereas 30 feet is the maximum width allowed in the right-of-way;

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

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

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on December 20, 2016 in accordance with City Code Section City Code 10-3-3:C;

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

1. The conditions of the property were not so limiting or unique that the property could not be used in a reasonable manner without the driveway width variance. The property would still function as a residential lot with a 39 foot driveway allowed on the private property, just not in the right-of-way.
2. Approval of the driveway width variance could alter the character of the neighborhood and set a precedent for other driveway requests on residential lots.
3. The facts presented do not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance; the additional driveway width in the right-of-way may be considered a convenience to the applicant, not a practical difficulty.
4. Increasing the amount of hard surface in the right-of-way could have an adverse impact on the City's stormwater system and could adversely impact downstream stormwater facilities such as infiltration basins.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow a 39 foot driveway in the right-of-way is hereby denied with the condition the property owner shall restore the boulevard and reduce the driveway width in the right-of-way to 30 feet or less by June 30, 2017.

Adopted by the City Council of Inver Grove Heights this 9th day of January, 2017.

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: December 20, 2016

SUBJECT: ROVINDRA OHNESWERE – CASE NO. 16-54V

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a variance to exceed the maximum driveway width on a residential property located at 3999 – 87th Street. 6 notices were mailed.

Presentation of Request

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant is asking for an after-the-fact variance to allow a 39 foot driveway whereas 30 feet is the maximum width allowed in the right-of-way. The building permit for the new house, including an 18 foot driveway, was approved in May 2016. A complaint was received that a driveway was installed larger than what our code allows. The property owner stated he did not realize he was in violation and that the driveway did not extend beyond the garage width. In this development parking is only allowed on one side of the street. The applicant stated that the wider driveway provides a safe area for his family and guests to park and opens up additional parking on the street for his neighbors. Engineering supports the driveway width requirement as increasing the amount of hard surface in the right-of-way could have an adverse impact on the City's stormwater system and could adversely impact downstream stormwater facilities such as infiltration basins. The driveway width requirement pertains only to the driveway width in the right-of-way. Staff believes the conditions of the property are not unique and that approving the variance could set a precedent. Staff recommends denial of the request. Staff received one email from a neighbor who was opposed to the request.

Chair Maggi asked if the portion of the driveway not in compliance would have to be removed should the variance be denied.

Ms. Botten replied in the affirmative.

Commissioner Robertson asked if the permit that was approved included an 18 foot driveway.

Ms. Botten replied in the affirmative.

Commissioner Robertson asked for clarification that the existing driveway was more than twice the width of that shown on the permit.

Ms. Botten replied in the affirmative, stating the code; however, allows a 30 foot wide driveway in the right-of-way.

Commissioner Robertson asked what the accountability was of the property owner for installing a 39 foot driveway when only 30 feet is allowed and the permit was approved for 18 feet.

Ms. Botten replied that if the driveway had been installed at 30 feet they could have just made an amendment on the survey and made a notation in the file.

Commissioner Robertson asked what the accountability was of the contractor who installed the driveway.

Ms. Botten replied that in this case if the variance is denied that would be between the applicant and the contractor on who would remove the additional driveway width.

Chair Maggi asked if technically the permit was pulled by the homeowner.

Ms. Botten stated that typically the permits were pulled by the contractor in new developments. If this was a driveway expansion for an existing driveway the homeowner or a contractor would get a separate driveway permit from the engineering department. In this case; however, it was approved with the new home and the City would not go after the contractor for putting this in.

Commissioner Lissarrague asked if the City inspected driveways after they have been installed.

Ms. Botten replied they did not. If it would have been done by a separate driveway permit the Engineering Department would have done an inspection if a curb cut was being done.

Opening of Public Hearing

Rovindra Ohneswere, 3999 – 87th Street, advised he was available to answer any questions.

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

Mr. Ohneswere replied in the affirmative. He advised that he did not see the permit before they built and he believes the survey company just drew in what he believed a driveway should look like. He questioned why runoff would be an issue because of the way his driveway was configured and stated there were driveways with a 60 foot curb opening just a few blocks away and one house with two driveways. He asked for clarification hat existing driveways were grandfathered in in December 2010.

Ms. Botten replied that in 2010 the driveway section of the code was amended resulting in driveways existing prior to that date being grandfathered in. Driveway expansions now require permits.

Mr. Ohneswere stated the hardship was that his home was not built before 2010. He questioned how his driveway made the community less appealing and stated the driveway sloped down to the grass so the runoff would likely not flow into the sewer system.

Commissioner Niemioja stated there was a homeowner two houses down with a four-car garage whose driveway was decidedly narrower than the applicant's. She advised that the applicant's

driveway was so wide that it appeared more like that of a townhome development. She stated it would be difficult for her to approve a variance, especially after-the-fact, when there is a neighbor a few doors down with a similar size garage that has a compliant driveway.

Mr. Ohneswere stated he could not speak for the other property owner, but perhaps they used their four-car garage more for storage.

Commissioner Niemioja stated that both homes were built after 2010 but the other driveway complies with the aesthetic of the neighborhood.

Mr. Ohneswere stated that the other home was on the side where street parking was allowed.

Commissioner Niemioja asked Mr. Ohneswere if he knew about the parking regulations when he purchased the lot.

Mr. Ohneswere replied he did not.

Commissioner Robertson was having difficulty understanding how this occurred as most homeowners would have an awareness when they vary drastically from what was approved on the original permit, or would investigate what the code requirements were for the area, and how would a contractor install a driveway that is obviously much wider than anything else in the community. She stated that although a homeowner wants a wider driveway that does not give them permission to install it if it is not in compliance with code.

Mr. Ohneswere questioned why his driveway was aesthetically displeasing.

Chair Maggi stated the code looks at what the impact would be if all homes were to exceed the maximum driveway width rather than looking at just this one incident.

Eric Haseltine, Elevate Builders, advised they did not intentionally violate code when installing the driveway. He stated they had discussions with a City building inspector and engineering technician and were never told they needed a variance. He stated the driveway was never inspected and they were never told they needed to correct it until a complaint was received. He noted there were multiple wide driveways in the area.

Chair Maggi asked for clarification that Mr. Haseltine was aware of the 18 foot driveway width that was approved with the building permit.

Mr. Haseltine replied that Inver Grove Heights does not require a separate driveway permit so the surveyor just draws a driveway in but does not detail it.

Ms. Botten showed the drawing of what was approved with the permit.

Mr. Haseltine stated the drawing did not completely detail the driveway, stating there was no radius shown.

Ms. Botten replied a radius would not be shown for this type of curb cut.

Chair Maggi noted there were numerical measurements shown on the drawing.

Ms. Botten agreed, stating the drawing on the permit was to scale.

Mr. Haseltine stated that was what initiated his discussions with the inspectors.

Commissioner Lissarrague asked Mr. Haseltine if he had built other homes in this area.

Mr. Haseltine replied in the affirmative.

Commissioner Lissarrague questioned why he was not aware of the driveway regulations.

Mr. Haseltine replied that it had never come up as an issue.

Commissioner Lissarrague asked Mr. Haseltine if this was the only house in the neighborhood that had been built with a wider driveway.

Mr. Haseltine replied they were the only ones who had requested a full width driveway.

Commissioner Scales stated builders should know the code for where they are constructing homes and ignorance of the code was not an excuse.

Mr. Haseltine advised that codes are constantly changing, and therefore they regularly have discussions with the inspectors and would never deliberately violate codes.

Commissioner Niemioja asked if someone from the City agreed that a 39 foot driveway was acceptable.

Mr. Haseltine replied that they orally advised they had a customer requesting a full width driveway and as far as they knew it should be acceptable.

Chair Maggi asked Mr. Haseltine if he was saying the inspector did not know the code since 30 feet is the maximum allowed width in the right-of-way.

Mr. Haseltine stated he has since found out that in addition to building codes, Inver Grove Heights has separate zoning regulations. He works only with building and engineering inspectors, not zoning inspectors.

Commissioner Simon questioned why the error was made since the drawing on the permit clearly shows the driveway narrowing at the right-of-way.

Mr. Haseltine reiterated they did not deliberately go against code and put the driveway in the way it was at the owner's request after having discussions with the inspectors.

Commissioner Niemioja stated it sounds as if Mr. Haseltine is indicating that he received permission at some point to go against staff.

Mr. Haseltine replied he did not receive permission to go against staff, but rather that their understanding was there was no code limiting the driveway.

Chair Maggi closed the public hearing.

Planning Commission Discussion

Chair Maggi stated it appears as if there was clear direction that the driveway needed to be narrower and she did not see a practical difficulty.

Commissioner Robertson stated approving this variance would seem to disregard the good intent of everyone else who built in the neighborhood and complied with code, and she was also concerned about setting a precedent.

Commissioner Niemioja stated she was opposed to the request as ignorance of the code was not an excuse, aesthetically this property seemed markedly different from the rest of the neighborhood, a neighbor with a four-car garage complied with the driveway width requirements, and she did not like the request coming in after-the-fact.

Commissioner Wippermann did not support the variance request, stating had this request come in before it was built it would have likely been denied.

Planning Commission Recommendation

Motion by Commissioner Niemioja, second by Commissioner Scales, to deny the request for a variance to exceed the maximum driveway width on a residential property located at 3999 – 87th Street.

Motion carried (8/0). This item goes to the City Council on January 9, 2017.

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

HEARING DATE: December 20, 2016

CASE NO: 16-54V

APPLICANT/PROPERTY OWNER: Rovindra Ohneswere

REQUEST: A variance to allow a driveway width wider than 30 feet in the right-of-way

LOCATION: 3999 87th Street

COMPREHENSIVE PLAN: LDR, Low Density Residential

ZONING: R-1C, Single-family residential

REVIEWING DIVISIONS: Planning

PREPARED BY: Heather Botten
Associate Planner



BACKGROUND

The applicant is requesting an after-the-fact variance to allow a 39 foot driveway whereas 30 feet is the maximum width allowed within the right-of-way. The building permit for the new home, including the driveway, was approved in May 2016. The driveway was approved at 18 feet at the curb, complying with code requirements. A complaint was received that a driveway was installed wider than code allowed. The applicant stated that the driveway was not wider than the garage and he did not realize it was in violation.

The property is located in the Concord Hills neighborhood; because of the narrow roads in the development parking is only allowed on one side of the street. The applicant stated the wider driveway provides a safe environment for his family and guests to park on his property and not on the street. It also reduces the impact to the neighbors as parking on the street is not allowed on the side of the applicant's home.

SPECIFIC REQUEST

The following specific application is being requested:

- 1) A variance to allow a 39 foot wide driveway whereas 30 feet is the maximum allowed.

EVALUATION OF THE REQUEST

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

North - Single-family; zoned R-1C; guided LDR, Low density residential
South - Single-family; zoned R-1C; guided LDR, Low density residential

West - Single-family; zoned R-1C; guided LDR, Low density residential
East - Single-family; zoned R-1C; guided LDR, Low density residential

Engineering. The Engineering Department supports the City Code’s maximum driveway width as allowing for wider driveways increases the amount of runoff into the storm sewer. Developments are designed to accommodate a certain amount of runoff, increasing the amount of hard surface in the right-of-way could have an adverse affect on the City’s storm sewer system and adversely impact downstream storm water facilities such as infiltration basins.

VARIANCE REVIEW

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

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

The property is located in a single-family neighborhood. The driveway width requirement of the city code pertains to the portion of the driveway located within the right-of-way. The driveway can be wider on private property, as long as other code requirements are met such as setbacks and impervious surface amounts. The impervious surface in the right-of-way is not included with the total allowed on a property. With this in mind, granting the variance may establish a precedence that is contrary to the intent of the City Code.

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

The maximum driveway width in a residential area for a “single” driveway is 30 feet and a “combined” or shared driveway is 40 feet. The intent of the regulation is to minimize and control driveway widths for safety and aesthetic reasons along with reducing the amount of stormwater runoff into the street.

The applicant has stated that parking is an issue in the development. The additional driveway width provides himself and his guests a safe place to park off of the street. The driveway does not exceed the width of the garage and complies with setback requirements.

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

The survey submitted with the new home showed a driveway that was in compliance with the code. The lot is located in a neighborhood that allows parking on one side of the street, but the requirement is for the entire neighborhood, not unique to the one specific lot. The additional width could be considered a convenience to the applicant.

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

Although the driveway would not exceed the width of the garage the applicant is requesting a nine foot variance to allow a 39 foot driveway in the right-of-way. Approving a variance could alter the character of the area and set a precedent for other wider driveways.

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

Economic considerations do appear to be a basis for the request as the applicants already paved the driveway at 39 feet; to remove the bituminous and restore the area would be at the cost of the applicant.

ALTERNATIVES

- A. **Approval:** If the Planning Commission finds the application acceptable, the following request should be recommended for approval:

- Approval of a **Variance** to allow a 39 foot driveway whereas 30 feet is the maximum allowed in the right-of-way subject to the following conditions:
 1. The site shall be developed in substantial conformance with the site plan on file with the Planning Department.

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

1. The conditions of the property are not so limiting or unique that the property could not be used in a reasonable manner without the variance approval. The property would still function as a residential lot and the applicant could have a 39 foot driveway on his property, just not in the right-of-way.
2. Approval of the variance could set a precedent for other requests to exceed the maximum driveway width on residential lots.
3. The facts presented did not satisfy the criteria needed to show a practical difficulty on the lot to support granting a variance; the additional driveway

width may be considered a convenience to the applicant, not a practical difficulty.

If the Planning Commission recommends denial of the 39 foot driveway width the following condition shall be considered:

- a. The property owner shall restore the boulevard and a driveway width of 30 feet or less by June 30, 2017.

RECOMMENDATION

Based on the information in the preceding report and the rationale listed in Alternative B, staff is recommending denial of the variance request as staff believes the request does not meet the variance criteria.

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



Ohneswere Case No. 16-54V

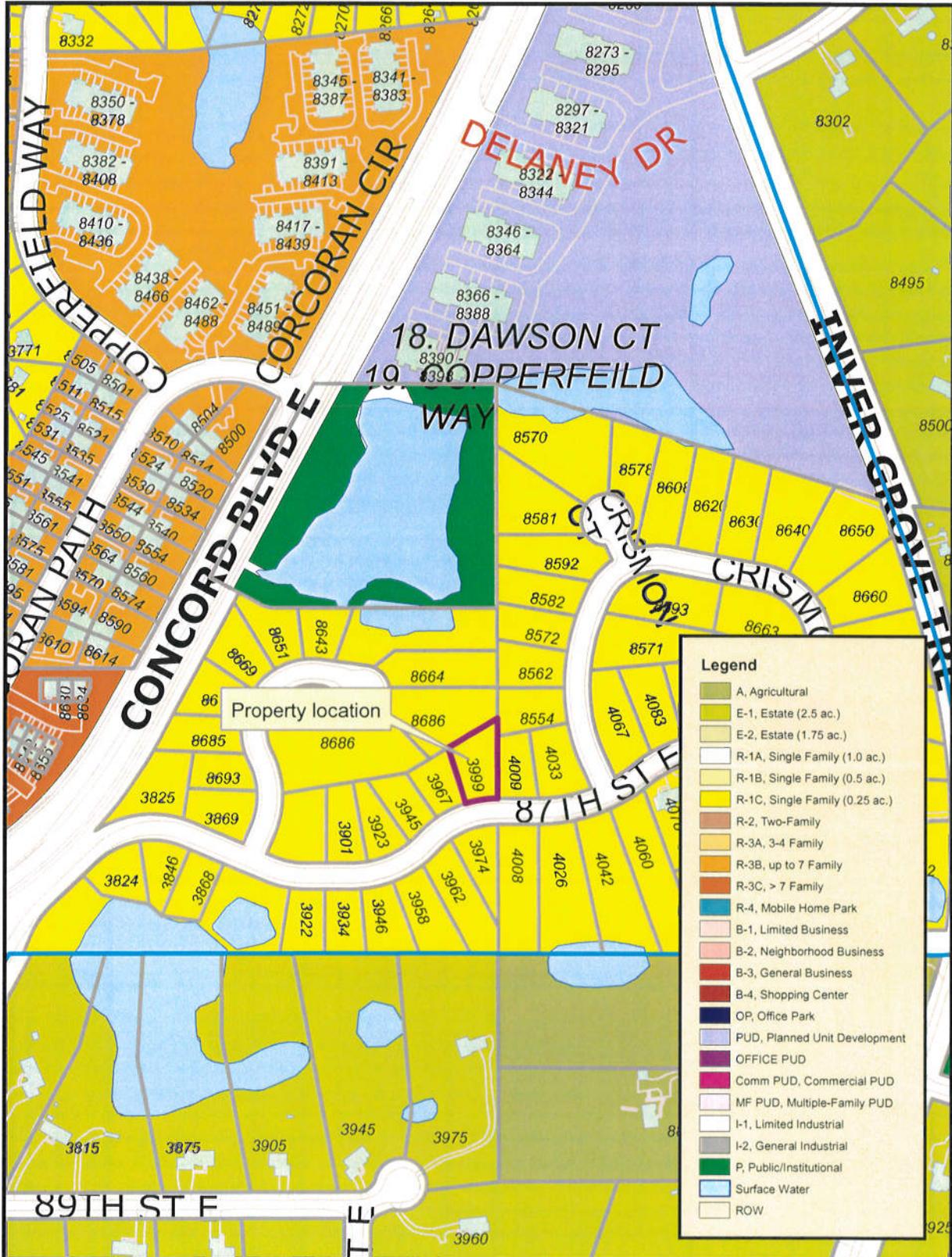


Exhibit A
Zoning and Location Map

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

November 02, 2016

Re: Application for Variance

This application for variance is for the driveway of property Lot 8, Block 2, Concord Hills, located at 3999 87th Street East, Inver Grove Heights, MN 55076. The width of the driveway on this new construction exceeds the dimension allowed by the IGH Code and I am seeking your consideration in granting this variance.

My entire family lives in IGH and my brother and sister live in the Summit Pines/Concord Hills development. When I decided to build, I wanted to be close to them in the same neighborhood and chose to build my home at this location. My hobby is modifying cars, and most times I have cars in my garage that I'm working on. I need the driveway space for parking. Parking is allowed only on one side of the street in front of my house. It is fairly narrow, is on a hill and it curves. This presents a danger to the residents of the development when cars are parked on the street. My driveway will allow me to avoid these situations and make it safer, especially when I have visitors. The variance, if granted, will not alter the essential character of the neighborhood.

Thank you very much for your consideration in this matter.

Respectfully,

Rovindra Ohneswere
Property Owner
651-468-1620

B

Lot area = 15478 SF
 House area = 2882 SF
 Porch area = 172 SF
 Garage stoop area = 9 SF
 Sidewalk area = 114 SF
 Driveway area = 960 SF
 Total Impervious Area = 4137 SF
 Impervious Coverage = 26.7%

Lowest opening elevation per grading plan : 930.5

Lowest floor elevation per grading plan : 930.5

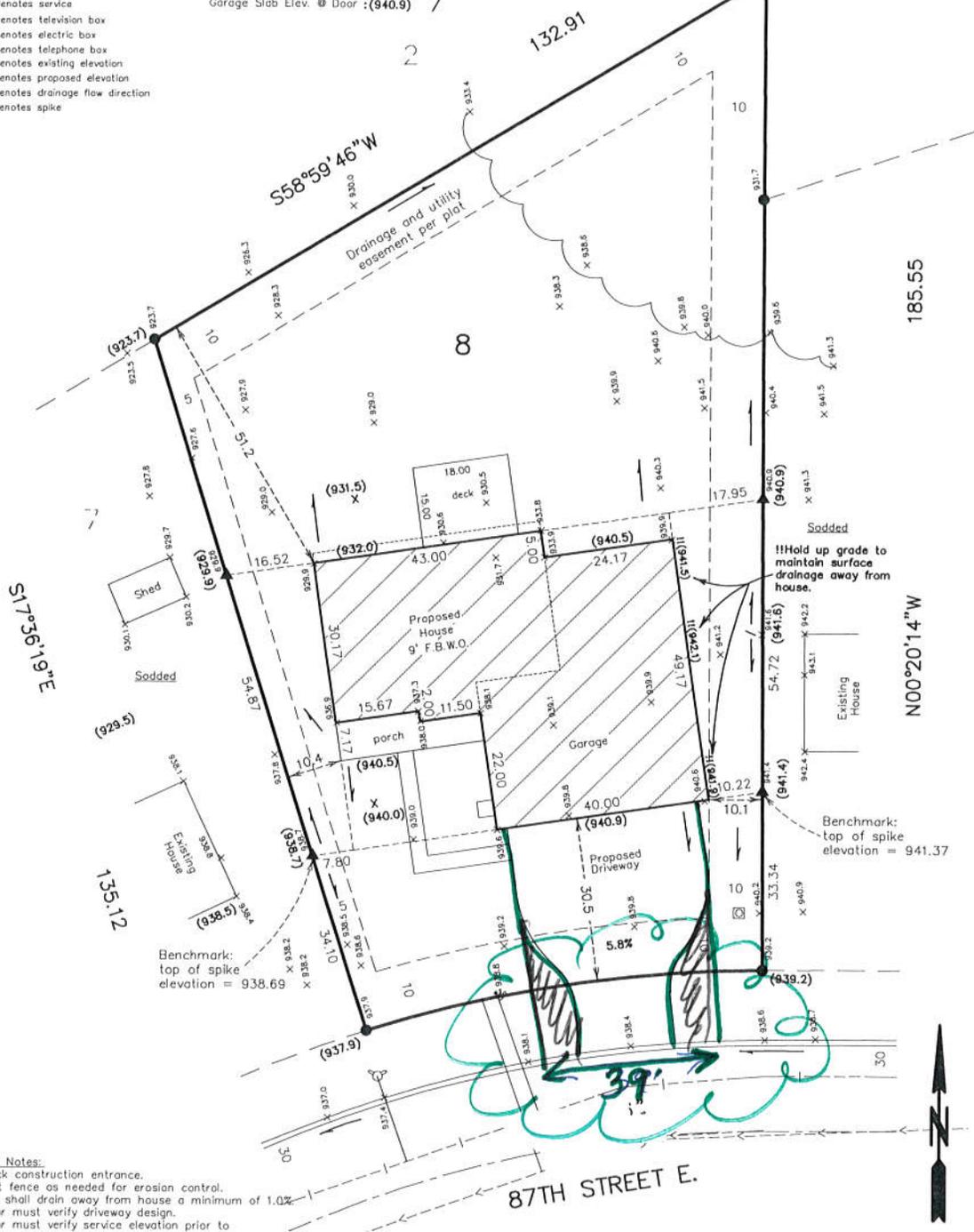
House elevations (Proposed) / As-built

Lowest Floor Elevation : (932.5) /

Top Of Foundation Elev. : (941.2) /

Garage Slab Elev. @ Door : (940.9) /

- ⊕ Denotes service
- ⊕ Denotes television box
- ⊕ Denotes electric box
- ⊕ Denotes telephone box
- X 000.00 Denotes existing elevation
- (000.00) Denotes proposed elevation
- Denotes drainage flow direction
- ▲ Denotes spike



Construction Notes:

1. Install rock construction entrance.
2. Install silt fence as needed for erosion control.
3. Sidewalks shall drain away from house a minimum of 1.02%
4. Contractor must verify driveway design.
5. Contractor must verify service elevation prior to construction.
6. Add or remove foundation ledge as required.

General Notes:

1. Grading plan by Pioneer Engineering last dated 9/22/11 was used to determine proposed elevations shown herein.
2. This survey does not purport to show improvements or encroachments, except as shown, as surveyed by me or under my direct supervision.
3. Proposed building dimensions shown are for horizontal location of structures on the lot only. Contact builder prior to construction for approved construction plans.
4. No specific soils investigation has been performed on this lot by the surveyor. The suitability of soils to support the specific house proposed is not the responsibility of the surveyor.
5. This certificate does not purport to show easements other than those shown on the recorded plat.
6. Bearings shown are based on an assumed datum.

We hereby certify to Elevate Builders LLC that this survey, plan or report was prepared by me or under my direct supervision, and that I am a duly licensed Land Surveyor under the laws of the State of Minnesota, dated 05/03/16.

Signed: Pioneer Engineering, P.A.

BY: Peter J. Howkinson, Professional Land Surveyor
 Minnesota License No. 42299 email-phawkinson@pioneereng.com

Scale: 1" = 20'

Benchmark:
 Top Nut Hydrant
 Lots 7-8 Block 2
 Elevation = 940.64

Revision:
 1, 05-05-16 Stake house

PIONEER Engineering, P.A.
CIVIL ENGINEERS LAND SURVEYORS LAND SURVEYORS LANDSCAPE ARCHITECTS

2422 Enterprise Drive
 Mendota Heights, MN 55120

Ph.: (651) 681-1914
 Fax: (651) 681-9488
 www.pioneereng.com

Project #: 116105001 Folder #: 7141 Drawn by: MTW

© Pioneer Engineering

Lot 8, Block 2,
 CONCORD HILLS
 according to the recorded plat thereof
 Dakota County, Minnesota
 Address: 3999 87th Street East, Inver Grove Heights, Minnesota
 House Model: Rovin Elevation:
 Buyer:

Certificate of Survey for:
 Elevate Builders LLC

PO Box 714
 Forest Lake, MN 55025
 Phone: (651) 368-6767

NORTH AMERICAN TRAILER SALES

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS

Meeting Date: January 9, 2017
 Item Type: Regular Agenda
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

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

PURPOSE/ACTION REQUESTED

Consider a Resolution relating to a Nonconforming Use Certificate to establish existing conditions and status of use for the existing truck repair and storage facility for property located at 7649-7655 Concord Boulevard.

- Requires 4/5th's vote.
- 60-day Deadline: January 20, 2017 (first 60 days)

ANALYSIS

North American Trailer has been operating at this location for a number of years. They have continued to operate the property in the same manner as previous owners. Over the years, the allowed uses in the B-3 district have changed and truck repair is no longer an allowed use. This part of the operation is now considered legal non-conforming. Staff could find no other approvals for the site since the original CUP approval for a truck sales agency and school bus terminal in 1968. The applicant has therefore applied for a non conforming use certificate to establish a record of the use of the property, memorializing the uses occurring on the site and deem them as a legal nonconforming uses.

The applicant, staff and city attorney met to discuss the current status of uses and what to list in the nonconforming use certificate.

The Fire Marshal has noted that cleaning and repairing of tanks containing combustible materials is not allowed by the Fire Code and must cease going forward. This is reflected in the nonconforming use certificate.

The list of uses includes:

1. Bus Terminal with incidental and ancillary repair of buses as currently allowed under the CUP issued in 1968.
2. Truck sales and leasing including sales of trailers, tractors, and tankers in an open sales lot as currently allowed under the CUP issued in 1968.
3. Repair of trucks, including the repair of trailers, tractors and tankers subject to the following conditions:
 - a) The Property must be used for the on-site sale of trucks, trailers, tractors, or tankers.
 - b) The repair of trucks, trailers, tractors, and tankers, must be incidental to the primary use of the property for on-site sales of trucks, trailers, tractors, or tankers.
 - c) The repair of trucks, trailers, tractors, or tankers may only occur within the buildings currently located on the Property, and all repair activities must occur within the existing buildings on the Property.

- d) The area within the currently existing buildings on the Property where repairs occur may not be expanded.

Staff received 5 e-mails and two phone inquiries regarding the request. Most were concerned about past events of odors and noise late in the evening. As noted above, the Fire Marshal has indicated that repair, parking or storage of flammable material tankers cannot occur on the property as this is a violation of state fire code. The NCUC contains language prohibiting these type of tankers. As a result, the concerns about odor relating to flammable tankers would be eliminated and cannot occur in the future. The other common concern was repair occurring late at night, sometimes outside. The NCUC requires all repairs to occur within the building and the Planning Commission recommended the service doors be kept closed during the evening and overnight hours. This should help alleviate most of the noise concerns.

RECOMMENDATION

Planning Division: Recommends approval of the nonconforming use certificate as presented.

Planning Commission: There was considerable discussion at the meeting amongst commissioners. One resident spoke at the meeting stating concerns with noise overnight. The Planning Commission found the NCUC to be acceptable, but added the door closure condition to address the residents' concerns. The Commission recommended approval of the request (8-0) but with the condition that the service doors remain closed from 10:00 p.m. to 5:00 a.m. daily (this is reflected in the attached nonconforming use certificate).

Attachment: Nonconforming Use Certificate
Planning Report

**RESOLUTION NO. __ GRANTING A
NON-CONFORMING USE CERTIFICATE FOR THE PROPERTY
LOCATED AT 7649-7655 CONCORD BOULEVARD EAST, INVER
GROVE HEIGHTS, MN**

**ISSUED BY
THE CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ON

January _____, 2017

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EXHIBIT A LEGAL DESCRIPTION OF PROPERTY

EXHIBIT B SITE PLAN

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

RESOLUTION NO. _____

**A RESOLUTION GRANTING A NON-CONFORMING USE
CERTIFICATE FOR THE PROPERTY LOCATED AT 7649-7655 CONCORD
BOULEVARD EAST, INVER GROVE HEIGHTS, MN**

A. JD Trailers Properties, LLC, currently owns two parcels of land located at 7649 and 7655 Concord Boulevard East in the City of Inver Grove Heights, County of Dakota, State of Minnesota, and legally described on Exhibit A (collectively, the "Property"). JD Trailers Properties, LLC, leases the Property to North American Trailer Sales, Ltd. pursuant to a written lease recorded on April 13, 2010, as Document Number T660383 with the Dakota County Registrar of Titles. The owner and lessee of the Property and their respective successors and assigns are hereby referred to collectively as the "User."

B. On October 25, 1965, the Village of Inver Grove Heights ("Village"), now the City of Inver Grove Heights, adopted Zoning Ordinance Number 19, which established several zoning districts throughout the Village.

C. At the time Zoning Ordinance Number 19 was adopted, the Property was located within the corporate boundaries of the Village and subject to the provisions of Zoning Ordinance Number 19.

D. Following the adoption of Zoning Ordinance Number 19, the Property was zoned "B-3," General Business District and has remained zoned "B-3" through the present date.

E. In 1968 Gerald Priebe sought a Conditional Use Permit ("CUP") for the Property for use as a Truck Sales Agency and School Bus Terminal/Bus Repair Facility and Bus Storage.

F. At the time of application for the CUP, Zoning Ordinance 19 listed bus terminals and open sales lots as conditional uses in the “B-3” General Business District.

G. According to the minutes of the Planning Commission of Inver Grove Heights dated February 6, 1968, Gerald Priebe filed an application for a Conditional Use Permit for a Truck Sales Agency and School Bus Terminal on the Property.

H. According to the minutes of the Planning Commission of Inver Grove Heights dated March 5, 1968, a public hearing was held on March 5, 1968 regarding the request by Gerald Priebe for a “conditional use permit within a “B-3” General Business District to allow a bus repair facility and bus storage (school buses).” The minutes reflect that “after considerable discussion” a motion was made “to recommend to the Village Council that a conditional use permit be granted to Gerald J. Priebe for a conditional use permit to allow a school bus repair facility and school bus storage on the following property:

That part of the S1/2 of the N 2/3 of the NW ¼ of the SW ¼ of Section 11, Township 27N, Range 22W, lying west of TH. 56, containing 6+ acres, with the exception of the Westerly 250 feet.

Subject to the following conditions:

1. Access driveway shall be a maximum of 40 feet in width with 40 foot radius driveway curves.
2. The exterior boundary of the construction for the access driveways shall be a minimum of 50 feet from the side lot lines measure [sic] from the side lot lines along the front property line.
3. Bituminous surfacing of the driveway between the property line and the highway pavement shall be required.
4. Surfacing of the on-site parking and maneuvering areas with oiled crushed rock, oiled gravel, or similar surfacing shall be required.
5. A landscape plan for approval of the Planning Commission and Council shall be submitted. Such a plan shall include a screen hedge parallel to the front property line extending north and south [sic] of the office and lying east of the garage.
6. No parking shall be allowed in front of the office building.
7. A plan, as in section 5, shall be submitted showing the location and type of security fencing on the site.
8. Colored metal paneling shall be used on all exterior wall surfaces visible from Highway 56.
9. The front set-back shall be 100 feet.
10. All repair facilities shall be conducted within the building.

11. No open storage of dismantled vehicles or junked vehicle shall be permitted.

I. The Planning Commission minutes reflect that the motion carried.

J. The March 11, 1968 minutes of the Village of Inver Grove Heights City Council reflect that the Council considered a Conditional Use Permit for truck sales agency and school bus terminal on the Property. Following discussion of the application and the Planning Commission recommendations, a motion was made to grant a conditional use permit to Gerald Priebe subject to the conditions as originally submitted by the Planning Commission with the correction of an error made in Condition No. 10 related to the use of the word “facilities” instead of “activities,” with the conditions as submitted by the Planning Commission listed as follows:

- CONDITION 1. Access driveways shall be a maximum of 40 feet in width with 40 foot radius driveway curves.
- CONDITION 2. The exterior boundary of the construction for the access driveways shall be a minimum of 50 feet from the side lot lines along the front property line.
- CONDITION 3. Bituminous surfacing of the driveway between the property line and the highway pavement shall be required.
- CONDITION 4. Surfacing of the on-site parking and maneuvering areas with oiled crushed rock, oiled gravel, or similar surfacing shall be required.
- CONDITION 5. A landscape plan for approval of the Planning Commission and Council shall be submitted. Such plan shall include a screen hedge parallel to the front property line extending north and south of the office and lying east of the garage.
- CONDITION 6. No parking shall be allowed in front of the office building.
- CONDITION 7. A plan, as in Section 5, shall be submitted showing the location and type of security fencing on the site.
- CONDITION 8. Colored metal paneling shall be used on all exterior wall surfaces visible from Highway 56.
- CONDITION 9. The front set-back shall be 100 feet.
- CONDITION 10. All repair facilities*(corrected to activities) shall be conducted within the building.
- CONDITION 11. No open storage of dismantled vehicles or junked vehicles shall be permitted.

The motion carried 4-1.

K. Despite an exhaustive search by City Staff, a separate resolution granting the CUP was not found.

L. Over the years, City zoning staff, acting as the Zoning Administrator, has interpreted the “truck sales” permitted by the CUP to include truck sales, including tractor, trailer, and tanker sales.

M. Over the years, City zoning staff, acting as the Zoning Administrator, has interpreted the relevant provisions of the CUP and applicable Zoning Ordinance to permit the repair of trucks, including trailers, tractors, and tankers, as an ancillary use to truck sales on the Property.

N. Since the granting of the CUP in 1968, several changes have been made to the City’s Zoning Ordinance regarding the sales and service of semitrucks, tractors, trailers, and tankers. Specifically, Ordinance Number 1254, enacted on June 11, 2012, made the service of semitrucks, trucks, and trailers, including equipment, parts, and tires, a conditional use in the “I-2” zoning districts. Additionally, Ordinance Number 1137, enacted on October 23, 2006, made the sales and service of semitanks, trucks and trailers, including equipment, parts, and tires, an Accessory Use to Manufacturing and Assembly in the “I-2” zoning districts.

O. As a result of the adoption of the ordinances listed above, the repair of trucks, including trailers, tractors, and tankers, as an ancillary use to truck sales in a “B-3” zoning district is now a nonconforming use.

P. User has applied for a Nonconforming Use Certificate under City Code Section 10-3-3 in order to clarify and document the permitted nonconforming uses on the Property.

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS HEREBY GRANTS A NON-CONFORMING USE CERTIFICATE FOR THE PROPERTY SUBJECT TO THE TERMS, CONDITIONS, AND QUALIFICATIONS HEREINAFTER STATED.

The City Council finds and determines that with respect to the Property:

SECTION 1 – STATUS OF USE

1.1 **Bus Terminal.** Use of the Property as a bus terminal with incidental and ancillary repair of buses is a Conditional Use in the “B-3” zoning district, and the Property has a CUP for those uses, which are subject to the conditions stated in that CUP as reflected in minutes from the March 11, 1968 Village of Inver Grove Heights Council meeting.

1.2 **Truck Sales and Leasing.** Use of the Property for truck sales and leasing, including the sales and leasing of trailers, tractors, and tankers, in an open sales lot is a Conditional Use on the Property which is subject to the conditions of the CUP as reflected in the minutes from the March 11, 1968 Village of Inver Grove Heights Council meeting..

1.3 **Ancillary Repair Activities.** Repair of trucks, including the repair of trailers, tractors, and tankers, is a legal non-conforming use on the Property that is allowed on the Property subject to all of the following conditions:

- (1) The Property may be used for the on-site sale and leasing of trucks, trailers, tractors, or tankers.
- (2) The repair of trucks, trailers, tractors, and tankers, must be incidental to the primary use of the property for on-site sales and leasing of trucks, trailers, tractors, or tankers.
- (3) The repair of trucks, trailers, tractors, or tankers may only occur within the buildings currently located on the Property, and all repair activities must occur within the existing buildings on the Property.
- (4) The area within the currently existing buildings on the Property where repairs occur may not be expanded.

1.4 **Site Plan.** Uses on the Property must conform to the site plan (“Site Plan”) attached as Exhibit B to this Certificate.

1.5 **Impermissible Uses.**

- (1) Under the City Code, the Property may not be used for a truck terminal or a freight terminal as defined in the City’s Zoning Ordinance unless the Property is rezoned to “I-2.”
- (2) The Property may not be used for the storage, repair, or parking, of tanks or tankers containing hazardous materials, and only new or clean tanks or tankers, or used tanks or tankers that contain food, water or non-hazardous materials, are allowed on the Property. “Clean” means that the tank or tanker and all lines are emptied and cleaned, with no remaining residue or vapors.

1.6 **Service Door Operation.** The service doors on all buildings located on the Property shall remain closed between the hours of 10:00 p.m. to 5:00 a.m.

SECTION 2 - RELATIONSHIP OF THIS CERTIFICATE TO THE INVER GROVE HEIGHTS ZONING CODE AND SUBSEQUENT AMENDMENTS THERETO

2.1 **Currently Allowed Uses Can be Established.** This Certificate does not preclude User from establishing on the Property now or in the future any use which is or may be in the future denominated as permitted, conditional, or accessory under the Inver Grove Heights Zoning Code for the zoning district applicable to the Property, provided that User must comply with the Inver Grove Heights Zoning Code and other applicable laws and regulations in establishing such a use. This Certificate does not allow User to establish any use on the Property not allowed under the

Inver Grove Heights Zoning Code as amended from time to time except as specifically set forth in this Certificate.

2.2 **No Obligation for City to Grant New Conditional Use Permits.** This Certificate does not impose on the City any obligation to grant new conditional use permits for the Property.

SECTION 3 - SITE PLAN

3.1 **Purpose.** In this section the parties agree the Site Plan found in Exhibit B will be used to control the location of buildings, parking areas, and open sales lot areas on the Property, and will become part of this Certificate.

3.2 **Approval and Incorporation of Site Plan.** The Site Plan for the location of buildings, parking areas, and open sales lot areas on the Property, shown on Exhibit B, is hereby approved by the City Council. This Site Plan is and subsequent amendments shall be incorporated herein and become part of this Certificate. To the extent the Site Plan or any subsequent amendment depict the location of uses or structures which require other City permits, such uses or structures are not authorized by approval of the Site Plan, and the necessary permits must be obtained before the uses may be established or the structures constructed.

3.3 Amendments and Conditions.

3.3.1 **Amendments.** The Site Plan may be amended from time to time, upon application by the User and approval by the City as provided in the City Code.

3.3.2 **Conditions.** The City may attach reasonable site plan conditions to a site plan amendment.

SECTION 4 - COMPLIANCE WITH ALL LAWS AND REGULATIONS

4.1 **City Decisions, Orders, and Requirements.** User shall comply with lawful decisions, determinations, orders, and requirements made by a City administrative officer in the enforcement of this Certificate or the IGH Zoning Code, subject to the right of User to appeal such decisions to the City Council, which shall act on the appeal by majority vote of the Council.

4.2 **Federal, State, Regional, County, and Local Laws and Regulations.** User must maintain and operate all uses on the Property, including all repair uses, in compliance with all Federal, State, regional, County, and local laws and regulations, including but not limited to all Fire Code regulations. Nothing in this Certificate authorizes, "grandfathers in," or otherwise permits any use of the Property prohibited by the provisions of the Minnesota State Fire Code, nor does anything in this Certificate alter, lessen, or otherwise modify the application of the provisions of the Minnesota State Fire Code to the Property.

SECTION 5 - ENFORCEMENT AND REMEDIES

5.1 **Purpose.** In this section the parties agree on the enforcement mechanisms which the City may use to ensure compliance with the Certificate. This includes administrative orders and fines, criminal citations and penalties, court actions, and suspension or termination of this Certificate.

5.2 **Compliance by User.** User shall maintain and operate the uses on the Property in compliance with this Certificate, including all the requirements herein.

5.3 **City's Power to Enforce.**

5.3.1 **Enforcement Alternatives.** The City has the power to enforce the terms and conditions of this Certificate through one or more of the following:

- (1) Decisions, determinations, orders, and requirements made by a City administrative officer in the enforcement of this Certificate or the IGH Zoning Code.
- (2) Administrative fines levied by a City administrative officer.
- (3) Misdemeanor citations issued pursuant to the Inver Grove Heights City Code.
- (4) Suspension of this Certificate for a fixed time period as set forth in Section 5.4.
- (5) Termination of this Certificate as set forth in Section 5.5.
- (6) Prohibitory or mandatory restraining orders or injunctions.
- (7) Declaratory judgment actions.
- (8) Any other legal means of enforcement available to the City.

5.3.2 **Remedies Cumulative.** No remedy or enforcement action 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 this Certificate or now or hereafter existing at law or in equity or by statute.

5.3.3 **City to Determinate Compliance Times.** The City shall determine the reasonable and appropriate time periods for compliance with its decisions, determinations, orders, and requirements except as provided for suspension in Section 5.4 and termination as provided in Section 5.5.

5.3.4 **City Delay In Enforcement Not a Waiver.** No delay or omission to exercise any right or power accruing upon any violation 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. This section shall not constitute a stay or waiver by User of any applicable statute of limitations.

5.4 **Suspension of the Certificate.**

5.4.1 **Suspension for a Specific Violation.** The City may suspend this Certificate, provided it adheres to the following process:

- (1) The City must determine that User is in violation of the terms and conditions of this Certificate.
- (2) The City shall give notice to User of the violation and the City's intent to suspend this Certificate.
- (3) After receipt of the violation/suspension notice, User shall have 60 days to cure the violation, provided that, if construction or landscaping is required, User shall have a reasonable amount of time to complete the work taking into account seasonal circumstances and the magnitude of the work, but in no event fewer than 60 days.
- (4) The City shall extend the time to cure if User demonstrates ongoing efforts to cure the violation and if the City and User agree to a stated time by which the violation will be cured.
- (5) If the violation remains uncured, the City may suspend this Certificate until the violation is cured and up to five working days thereafter.

5.4.2 **Suspension for Repeated Violations.** If the City, acting pursuant to Section 5.4.1 to suspend this Certificate for a specific violation, determines that User has repeatedly violated the terms and conditions of this Certificate as evidenced by violation notices and orders, administrative fines, misdemeanor citations, or other enforcement actions issued or taken by the City or other regulatory bodies, the City may suspend this Certificate until the violation is cured and up to ten working days thereafter.

5.4.3 **Suspension in the Case of an Emergency.** Notwithstanding the provisions of Section 5.4.1, if the City determines that a violation of this Certificate presents an immediate threat to health or safety of person or property, the City may order User to cease immediately that part of the operations at the Property presenting the threat, or all operations if necessary to terminate the threat, until the violation is cured.

5.5 **Termination of the Certificate.**

5.5.1 **Termination for a Specific Cause.** The City may terminate this Certificate if User does any of the following:

- (1) Intentionally presents false information concerning the Property to the City or any governmental regulatory agency.
- (2) Intentionally engages in a use not legally allowed on the Property.
- (3) Fails to comply with a court order regarding the Property, unless User is appealing the order and a stay has been issued.
- (4) Continues operating the Property for more than three (3) days during a City imposed suspension, unless User is appealing the suspension, and a stay of the suspension has been issued by the Court.
- (5) Receives two suspensions of this Certificate by the City in any twelve month period.

5.5.2 **Termination for Repeated Violations.** If User has repeatedly violated the terms and conditions of this Certificate, the City may terminate this Certificate, provided it adheres to the following process:

- (1) The City must determine that User has repeatedly violated the terms and conditions of this Certificate as evidenced by violation notices and orders, administrative fines, misdemeanor citations, or other enforcement actions issued or taken by the City or other regulatory bodies.
- (2) The City must determine that User is continuing to violate the terms and conditions of this Certificate.
- (3) The City shall give notice to User of the violation and the City's intent to terminate this Certificate.
- (4) After receipt of the violation/termination notice, User shall have 60 days to cure the violation, provided that, if construction or landscaping is required, User shall have a reasonable amount of time to complete the work, taking into account seasonal circumstances and the magnitude of the work, but in no event fewer than 60 days.
- (5) The City shall extend the time to cure if User demonstrates ongoing efforts to cure the violation and if the City and User agree to a stated time by which the violation will be cured.
- (6) If the violation remains uncured or if an intentional violation occurs within twelve months after the violation/termination notice was issued, the City may terminate this Certificate.

5.5.3 **Termination Pursuant to State Statute.** The nonconforming use of the Property shall terminate by operation of state law pursuant to the provisions of MINN. STAT. § 462.357, SUBD. 1E upon the occurrence of any of the events listed therein. This Certificate shall terminate automatically upon the termination of the nonconforming use of the Property pursuant to the provisions of MINN. STAT. § 462.357, SUBD. 1E.

SECTION 6 - MISCELLANEOUS PROVISIONS

6.1 **Assignment and Successors.** User may assign this Certificate to any person, partnership, corporation, subsidiary, or any other entity without City Approval. This Certificate runs with the land identified in Exhibit A, and shall inure to the benefit of and be binding upon the successors and assigns of User.

6.2 **Governing Law.** All questions relative to the execution, validity, interpretation, and performance of this Certificate shall be governed by the laws of the State of Minnesota.

6.3 **Headings, Purpose Statements, and Appendices.** The headings of the several sections contained herein are for convenience only and do not define, limit, or construe the contents of such sections.

6.4 **Severability.** If any term or provision of this Certificate is preempted, made invalid, or made unenforceable by the operation of law or held to be preempted, invalid, or unenforceable by a court of competent jurisdiction, the remainder of this Certificate shall not be affected thereby and each term and provision of this Certificate shall be valid and enforceable to the fullest extent permitted by law.

6.5 **Recording.** This Certificate may be filed for record purposes in the office of the Registrar of Titles for Dakota County, State of Minnesota.

ADOPTION:

Adopted by the City Council of Inver Grove Heights on this _____ day of _____, 2017.

Ayes: _____

Nays: _____

CITY OF INVER GROVE HEIGHTS

By: _____

George Tourville

Its: Mayor

ATTEST:

Michelle Tesser, City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this ____ day of _____, 2017, 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 on 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

_____ acknowledged said instrument to be the free act and deed of the limited liability company.

Notary Public

**THIS INSTRUMENT DRAFTED BY AND
AFTER RECORDING PLEASE RETURN TO:**

Timothy J. Kuntz
LeVander, Gillen, & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

Parcel Identification Numbers 20-01100-51-010 and 20-01100-51-020 legally described as follows:

That part of the Northwest Quarter of the Southwest Quarter of Section 11, Township 27, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Northwest corner of said Southwest Quarter; thence South 0 degrees 39 minutes 01 seconds East (bearing assumed) along the west line thereof 438.00 feet to the intersection with the westerly production of the southerly line of Lot 5, Block 1, ZACHMAN'S FIRST, Dakota County, said point of intersection being the point of beginning of the property to be described; thence North 89 degrees 17 minutes 31 seconds East 30.00 feet along the westerly production of said southerly line to a Judicial Landmark; thence continuing easterly along the last described line 10.00 feet to the southwest corner of said Lot 5; thence continuing North 89 degrees 17 minutes 31 seconds East along said southerly line a distance of 226.30 feet to the southeast corner of said Lot 5; said point being marked by a Judicial Landmark; thence North 89 degrees 52 minutes 04 seconds East 372.12 feet to a Judicial Landmark; thence continuing easterly on the last described line 50.31 feet to the center line of S.T.H. No. 56 as it is now laid out and located; thence South 06 degrees 12 minutes 52 seconds West along said center line 441.46 feet to the northeast corner of APPELBAUM'S 2ND ADDITION, Dakota County; thence South 89 degrees 45 minutes 26 seconds West along the northerly boundary of said APPELBAUM'S 2ND ADDITION 50.32 feet to a Judicial Landmark; thence continuing westerly along the last described line and the westerly production thereof 545.65 feet to a Judicial Landmark; thence continuing westerly along the last described line 40.00 feet to the west line of the Southwest Quarter of said Section 11; thence North 00 degrees 39 minutes 01 seconds West 437.32 feet along said west line to the point of beginning.

**EXHIBIT B
SITE PLAN**

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

HEARING DATE: December 20, 2016

CASE NO: 16-51NCUC

APPLICANT: North American Trailer Sales

PROPERTY OWNER: JD Trailers Properties, LLC

REQUEST: Non Conforming Use Certificate

LOCATION: 7649-7655 Concord Blvd

COMPREHENSIVE PLAN: CC, Community Commercial **ZONING:** B-3, General Business

REVIEWING DIVISIONS: Planning

PREPARED BY: Allan Hunting
City Planner

BACKGROUND

North American Trailer Sales has operated a truck repair and sales operation at the location on Concord Boulevard for a number of years. They have recently moved their operation to a new building along Clark Avenue.

A few years ago, the owners of North American Trailer had approached the city to determine if the current use could be continued if they moved to another location and the Concord property was sold to a similar user. The use as a truck repair operation does not fit the current uses allowed in the B-3 zoning district. A detailed history of the property could not be found in city records which left the question about status of use unanswered. The applicant has therefore applied for a non-conforming use certificate to establish a record of the use of the property and allowing it to continue in its present state.

The Zoning Ordinance has a provision for the issuance of non conforming use certificates when an existing use may become nonconforming either due to an unknown history or changes to the zoning or zoning ordinance that make the use a legal non conformity.

Section 10-3-3, Nonconforming Use Certificates, provides a purpose statement to describe their use:

“From time to time, amendments to this title cause uses and structures to become lawfully nonconforming. This may create uncertainties for owners and operators of lawfully nonconforming uses and structures as to their rights and obligations and complexities for the city in monitoring and enforcing this code with respect to such uses. To address these uncertainties and complexities, the city council, sitting as a board of adjustments and appeals, by majority vote, may grant nonconforming use certificates for lawfully

nonconforming uses and structures, impose reasonable conditions in the nonconforming use certificates, and authorize accessory uses not currently on the property to be placed thereon in the future.

In this case, the allowed uses within the B-3 zoning district have changed over the years and the current truck repair operation is not consistent with those uses. The applicant is requesting a nonconforming use certificate be issued to memorialize the uses occurring on the site and deeming them as a legal nonconforming use.

HISTORY

- In March, 1968, the Council approved a conditional use permit for truck sales agency and school bus terminal on the property.
- Outside sales and storage was also deemed allowed by the 1968 CUP.
- No further city approvals or conditional use permit amendments have been found for the property.
- Over the years, staff has interpreted “truck sales” permitted by the original CUP to include truck sales, including tractor trailer and tanker sales.
- Over the years, staff has interpreted the original CUP to permit the repair of trucks, including trailers, tractors, and tankers as accessory to the truck sales use on the property.
- The zoning ordinance has been modified several times since the original 1968 CUP, most notably adding the sales and service of semi-tanks, trucks and trailers including parts and equipment as a conditional use in the I-2 district. The sales and service of semi-tanks, trucks and trailers is not a listed use in the B-3 district.
- As a result of the adoption of the amendments listed above, the repair of trucks, including trailers, tractors, and tankers, as an accessory use to trucks sales in the B-3 district is now nonconforming.

EVALUATION OF THE REQUEST

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

North – Residential and commercial uses; zoned R-3C and B-3; guided LDR and CC

East - Skyline Village mfg home park; zoned R-4; guided MDR

West - Multiple family residential; zoned R-3C; guided MDR

South – Single family residential; zoned R-1C; guided LDR

Proposed uses contained in the Nonconforming Use Certificate (NCUC)

City Staff, City Attorney and the applicant met to discuss the current status of uses on the property and Section 1 of the NCUC identifies what uses would be allowed. They include:

1. Bus Terminal with incidental and ancillary repair of buses as currently allowed under the CUP issued in 1968.
2. Truck sales and leasing including sales of trailers, tractors, and tankers in an open sales lot as currently allowed under the CUP issued in 1968.
3. Repair of trucks, including the repair of trailers, tractors and tankers subject to the following conditions:
 - a) The Property must be used for the on-site sale of trucks, trailers, tractors, or tankers.
 - b) The repair of trucks, trailers, tractors, and tankers, must be incidental to the primary use of the property for on-site sales of trucks, trailers, tractors, or tankers.
 - c) The repair of trucks, trailers, tractors, or tankers may only occur within the buildings currently located on the Property, and all repair activities must occur within the existing buildings on the Property.
 - d) The area within the currently existing buildings on the Property where repairs occur may not be expanded.

The overall use of the property would be in accordance with the Site Plan dated 6/23/13, on file with the Planning Department.

The Fire Marshal has reviewed the request and noted that Minnesota Fire Code has restrictions regarding tank vehicles and tank vehicle operations used for hazardous materials including flammable / combustible liquids. These regulations make it unlawful for anything other than a new or clean tank vehicles to be located on the property because of its close proximity to residential structures. For that reason it would be prudent to be more specific about what is allowed regarding “tankers” at the site. He recommends that the NCUC contain language that states:

- Only new or clean tanks or used tanks for food, water or non hazardous materials are allowed on the property.
- Clean means tank and all lines emptied and cleaned leaving no residue or vapors.

These changes are incorporated into the NCUC attached to this report.

ALTERNATIVES

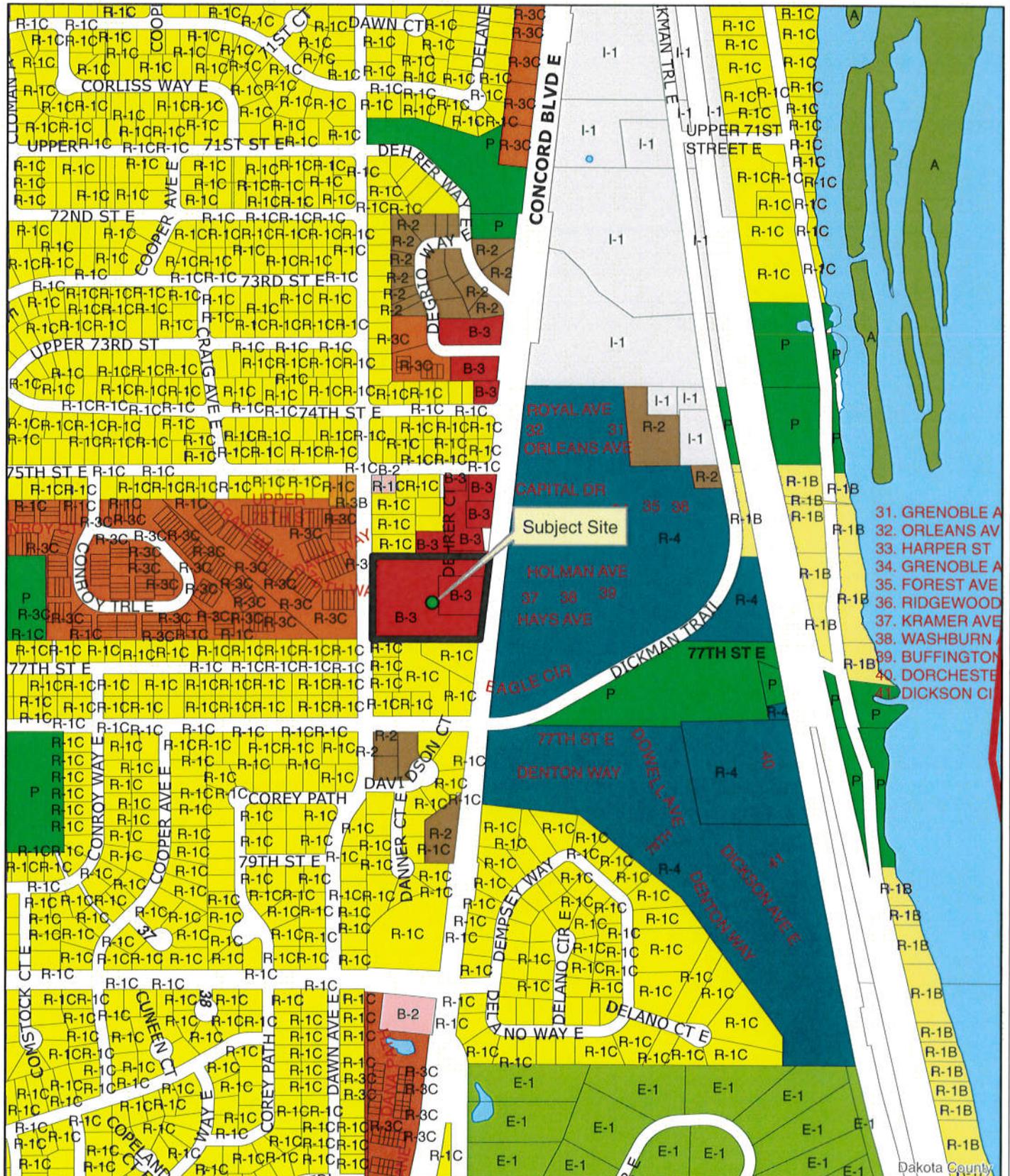
The Planning Commission has the following actions available on the following requests:

- A. **Approval.** If the Planning Commission finds the application to be acceptable, the following actions should be recommended for approval:



Location Map

Case No. 16-51NCUC





Aerial Map

Case No. 16-51NCUC





Planning • Civil Engineering • Land Surveying
Landscape Architecture • Environmental
7200 Hemlock Lane - Suite 300
Minneapolis, Minnesota 55339
Telephone: (763)424-5505
Fax: (763)424-5822
www.LoucksAssociates.com

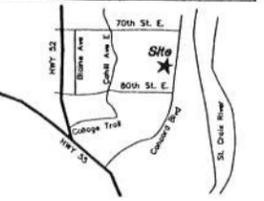
CADD files prepared by the Consultant for this project are instruments of the Consultant's professional service and shall not be used on other projects, in whole or in part, or for completion of this project by others without written approval of the Consultant. With the Consultant's approval, users may be permitted to obtain copies of the CADD drawings for information and reference only. All intellectual or confidential information, additions, or deletions to these CADD files shall be made by the Consultant and shall be held confidential and the Consultant shall be held responsible, in whole or in part, for any and all consequences, claims, and damages.

10-22-08	Drawing Issued

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

Rory L. Systelien - PLS
License No. 44565 Date 10-20-08

Project Lead:	RLL	Drawn By:	RLS
Checked By:	RLL	Review Date:	10/21/08



DESCRIPTION OF PROPERTY SURVEYED
(Per Schedule A of the herein referenced Title Commitment)

That part of the Northwest Quarter of the Southwest Quarter of Section 11, Township 27, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Northwest corner of said Southwest Quarter; thence South 0 degrees 39 minutes 01 seconds East (bearing assumed) along the west line thereof 438.00 feet to the intersection with the westerly production of the southerly line of Lot 5, Block 1, Zachman's First, Dakota County, said point of intersection being the point of beginning of the property to be described; thence North 89 degrees 17 minutes 31 seconds East 30.00 feet along the westerly production of said southerly line to a Judicial Landmark; thence continuing easterly along the last described line 10.00 feet to the southwest corner of said Lot 5; thence continuing North 89 degrees 17 minutes 31 seconds East along said southerly line a distance of 226.30 feet to the southeast corner of said Lot 5; said point being marked by a Judicial Landmark; thence North 89 degrees 52 minutes 04 seconds East 372.12 feet to a Judicial Landmark; thence continuing easterly on the last described line 50.31 feet to the center line of S.T.H. No. 56 as it is now laid out and located; thence South 06 degrees 12 minutes 52 seconds West along said center line 441.46 feet to the northeast corner of Appelbaum's 2nd Addition, Dakota County; thence South 89 degrees 45 minutes 26 seconds West along the northerly boundary of said Appelbaum's 2nd Addition 50.32 feet to a Judicial Landmark; thence continuing westerly along the last described line and the westerly production thereof 545.55 feet to a Judicial Landmark; thence continuing westerly along the last described line 40.00 feet to the west line of the Southwest Quarter of said Section 11; thence North 00 degrees 39 minutes 01 seconds West 437.32 feet along said west line to the point of beginning.

(Torrens Property - Certificate No. 111328)

ALTA/ACSM optional Table A Notes

(The following items refer to Table A optional survey responsibilities and specifications)

3 This property is contained in Zone C (area of minimal flooding) per Flood Insurance Rate Map, Community Panel No. 270106005B, effective date of August 1, 1980

6 The current zoning for the subject property is B-3 (General Business District) per the City of Inver Grove's zoning map located on their web site on the date of October 15, 2008. The general minimum setback, height, and floor space area restrictions for said zoning designation were obtained from a table laid out in section 515.80 subd. 19 of the zoning ordinance found on their web site on the aforementioned date and are as follows:

Lot Area = None, Lot Width = 100 feet, Front Yard Setback = 30 feet, Side Yard Setback = 10 feet, Rear Yard Setback = 30 feet, Setbacks abutting "E" or "R" Districts = 75 feet, Height (max.) 35 feet, Impervious Surface (max.) 100 percent

Please note that restrictions are subject to interpretation by the zoning administrator. The restrictions for this site may have been waived or amended through a city process such as a P.U.D. or a variance. Please consult the city's planning department to confirm whether or not this site is entirely in compliance with any restrictions contained in the zoning ordinances or its amendments.

- 11(b) We have shown buried structures and utilities on and/or serving the site to the best of our ability, subject to the following restrictions:
i) Utility operators do not consistently respond to locate requests through the Gopher State One Call service for boundary purposes such as this.
ii) Those utility operators that do respond often will not locate services from their main line to the customer's structure or facility - they consider those segments private installations that are outside their jurisdiction. If a private service to an adjoiner's site crosses this site or a service to this site crosses an adjoiner, it may not be located since most operators will not mark such "private" services.
iii) Snow and ice conditions during winter months may obscure otherwise visible evidence of a buried structure or utility.
iv) Maps provided by operators, either along with a field location or in lieu of such a location, are very often inaccurate or inconclusive.
v) EXTREME CAUTION MUST BE EXERCISED BEFORE AN EXCAVATION TAKES PLACE ON OR NEAR THIS SITE. BEFORE DIGGING, YOU ARE REQUIRED BY LAW TO NOTIFY GOPHER STATE ONE CALL AT LEAST 48 HOURS IN ADVANCE AT 651/454-0002.
vi) Per Gopher State One Call Ticket No. 80538884, the following utilities are municipalities were notified: CITY OF INVER GROVE HEIGHTS (651)450-2579, COMCAST (651)224-0413, QWEST (800)283-4237, XCEL ENERGY (651)225-2427

SURVEY REPORT

1) In regards to item No. 19 in the herein referenced title commitment, there is a legal description for a lease area, which does not entirely cover the cell tower area, as shown hereon. The Legal Description commences on the south line of the north 2/3rds of the NW1/4 of the SW1/4, which is approximately 5 feet south of the south line of the subject property. It appears that the description intended to commence on the south line of the subject property. This discrepancy places the lease easement approximately 5 feet southerly of the northerly fence of the cell tower, as shown hereon. Also, the point of commencement as described for the lease area is ambiguous. There is uncertainty to this point because state trunk highway No. 56 could be construed to be placed in three different locations; one, as the centerline as traveled; two, per Dakota county RW map No. 294; three, as described in miscellaneous records 44, page 600. It appears that the description intended to commence on the west line of state trunk highway No. 56 as described in Book 44 of Miscellaneous Records, page 600. We have shown its location based on this assumption. The client's counsel may wish to pursue these matters further, so as to clean up any title matters these discrepancies may cause.

2) In regard to item No. 20 in the herein referenced title commitment, the legal description for the communication easement as contained in Doc. No. 601582 has two possible typographical errors; first, the third to last call of "South 90° 00'00" does not give an east or west direction; second, the second to last call of "North 89° 59' 19" West" should probably be called out as a South East direction in order to close the description. The client's counsel may wish to pursue these matters further, so as to clean up any title matters these typographical errors may cause.

3) Please note that there is a gravel drive and a storage area located in the northwest corner of the property. The usage of this area appears to be by the northerly adjoining property, as shown hereon.

4) Please note that there are utilities that run along the northerly boundary line, as shown hereon, that encumbers the subject property, apparently without an easement.

5) We have shown the right-of-way of Dawn Avenue across the Westerly portion of the site. We have surveyed it as a right-of-way that extends 40 feet east from the centerline of the west line of the southeast quarter. This is per the historic practice of providing 80 feet of right-of-way on this road that apparently developed via prescriptive rights. Based upon contemporary case law this right-of-way could be construed to be of more or less width based upon a determination of what area is actually being utilized for road purposes including slopes and possibly drainage.

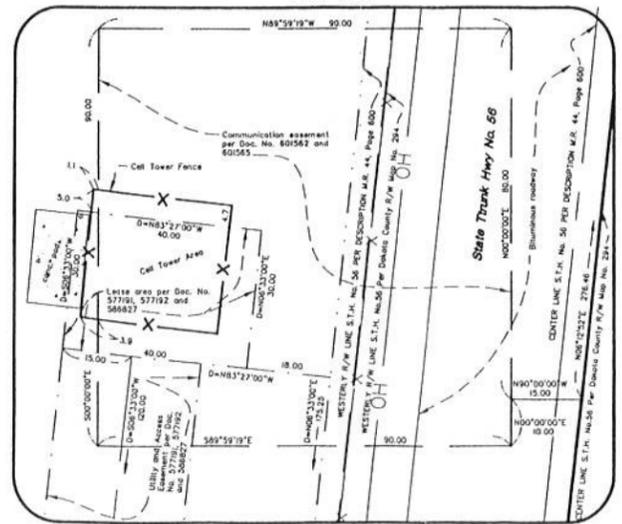
CERTIFICATION

This is to certify to: Donald P. Balsimo and Shelly M. Balsimo; North American Trailer Sales; J.D. Trailers Properties, LLC, a Minnesota limited liability company; Village Bank and First American Title Insurance Company that on the 20th day of October, 2008, I surveyed that property described in Schedule A of that Commitment for Title Insurance issued by First American Title Insurance Company, No. NCS-371543-MPLS, dated September 30, 2008, and that this map or plat and the survey on which it is based were made in accordance with the "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys", jointly established and adopted by ALTA and NSPS in 2005, and includes Items 1 - 4, 6, 7a, 7b(1), 7b(2), 8 - 10 and 11b of Table A thereof. Pursuant to the Accuracy Standards as adopted by ALTA and NSPS and in effect on the date of this certification, undersigned further certifies that in my professional opinion, as a land surveyor registered in the State of Minnesota, the Relative Positional Accuracy of this survey does not exceed that which is specified therein.

Rory L. Systelien Minnesota License No. 44565

DETAIL A

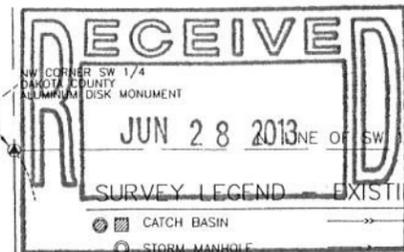
Scale 1=20



AREAS:

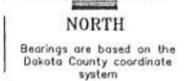
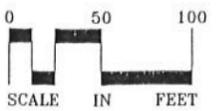
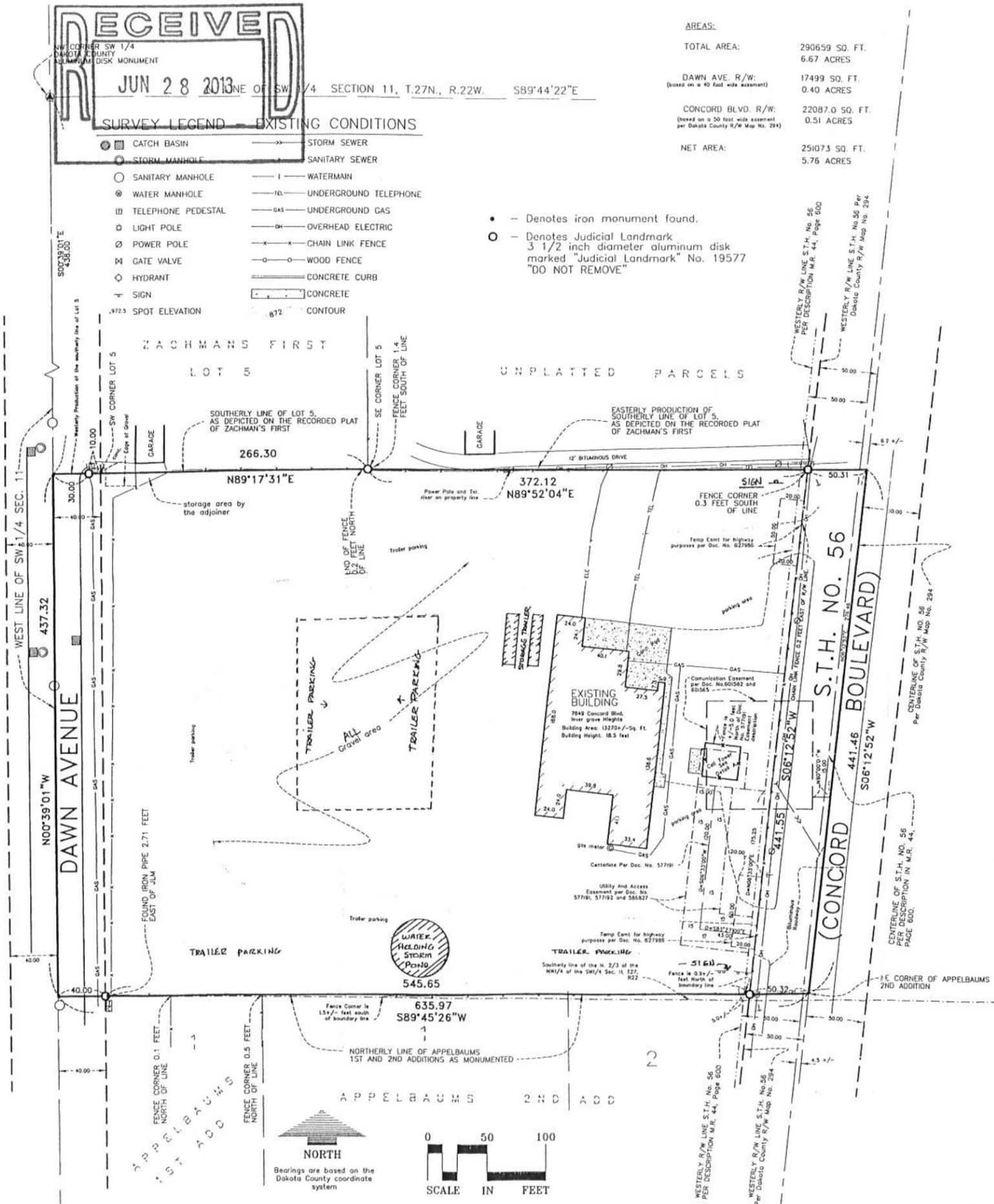
TOTAL AREA:	290659 SQ. FT. 6.67 ACRES
DAWN AVE. R/W: (based on a 40 foot wide easement)	17499 SQ. FT. 0.40 ACRES
CONCORD BLVD. R/W: (based on a 50 foot wide easement per Dakota County R/W Map No. 294)	22087.0 SQ. FT. 0.51 ACRES
NET AREA:	251073 SQ. FT. 5.76 ACRES

- Denotes iron monument found.
- Denotes Judicial Landmark
3 1/2 inch diameter aluminum disk
marked "Judicial Landmark" No. 19577
"DO NOT REMOVE"



SURVEY LEGEND - EXISTING CONDITIONS

- CATCH BASIN
- STORM MANHOLE
- SANITARY MANHOLE
- WATER MANHOLE
- TELEPHONE PEDESTAL
- LIGHT POLE
- POWER POLE
- GATE VALVE
- HYDRANT
- SIGN
- SPOT ELEVATION
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- UNDERGROUND GAS
- OVERHEAD ELECTRIC
- CHAIN LINK FENCE
- WOOD FENCE
- CONCRETE CURB
- CONCRETE
- CONTOUR



Bearings are based on the Dakota County coordinate system

Allan Hunting

From: twins80@comcast.net
Sent: Friday, December 16, 2016 12:05 AM
To: Allan Hunting
Cc: Jemb.Smith@comcast.net; t.thone@roofspec.com
Subject: Fwd: Case No. 16-51NCUC, North American Trailer

December 15, 2016

Planning Department
Attn: Allan Hunting
ahunting@invergroveheights.org,

Re: North American Trailer
Case No. 16-51NCUC
7649 Concord Blvd.
Inver Grove Hts., MN
PIN Nos. 20-01100-51-010 & 20-01100-51-020

We are not opposed to the usage described in the Hearing Notice regarding the above referenced case. However, we would propose that the usage be modified as follows:

- That a noise variance be enforced (i.e. backup beepers, equipment, etc.) not be used prior to 7:00 a.m. and after 8:00 p.m. Currently they hook up all hours of the night and early morning with the backup beepers going and banging on the trailer hitches especially during the winter.
- "Purging" of tanker trucks not be allowed as they dispense contents (ammonia etc.) across the residential properties.

We have all lived here for a number of years prior to North American Trailer and J.D. Trailers. Therefore, the use of equipment in late evening -early morning hours was not pre-existing to the purchase of our properties.

Respectfully Submitted,

Terry and Ruth Thone, 7578 Dawn Ave. E., IGH, MN (651) 451-1366
(Twins80@comcast.net)

James and Bonnie Smith, 7525 Dawn Ave. E., IGH, MN (651) 451-9584
(Jemb.Smith@comcast.net)

Allan Hunting

From: George Colaizy [gcolaizy@centurylink.net]
Sent: Thursday, December 15, 2016 12:36 PM
To: Allan Hunting
Cc: gcolaizy@centurylink.net
Subject: North American trailer ATT: ALLAN HUNTING

I have lived at this address since October 1985, at that time a school bus garage was located on the property 7649 Concord. It was an appropriate business for the location . I had no reservations about a bus garage. After a period of time it was sold to another company. As a near neighbor I was never asked if I was OK with this new business. I was later told by Jim Hayes ,my neighbor behind me that it was formally located in an industrial zoned area. I found out why they were there when I let my dog out for her nature call, I saw her just fall down and started to whimper. I ran to her only to be surrounded by a hazy cloud. I immediately started to choke, my eyes burning , holding my breath I pulled my dog away from the cloud where it seemed OK.(the cloud was about 50 feet by 100 feet and about 7 feet in height) The smell was very familiar to me, IT WAS PROPANE GAS! I called about it but it had dissipated by the time someone arrived to check it out. I had fire training and other hazardous material handling training as I worked at 3M nuclear as a health Physics tech responsible for the safety and handling nuclear waste. I was terrified, If that cloud had found an ignition source my family and surrounding neighbors would be DEAD. I talked to the city fire marshal a Mr Shatuck and he was greatly concerned about the business, because they were repairing propane tankers, gasoline tankers, and other bulk hauling tankers. He said he did not know how they could do that in such a heavily residential area of high density trailer court across from them. child care facilities within a block, and residential single family homes within 200 feet. He told me It should be in an industrial park far from any residences. I wanted to move my family but could not afford to do it. I had nightmares about being blown up. After a short period of time there was an accident that killed a person working on the inside of a gasoline tanker. It Exploded killing him. I though because of this accident It would be shut down and told to move to the industrial park, for some reason nothing happened and I was puzzled.

The noise and dust that comes from there makes it almost impossible to use my yard at times. The banging of large hammers/sledges, air tools shrieking and banging of trucks moving tankers into places between regular semi trailers as it appears that they want to hide the many tankers they have, one just has to be up high like on my deck to see this. This seems to be what they do but appearances can be wrong it has gone on for several years by my account.

In my opinion the North American Trailer company should be away from such a heavily populated area. I do not want to make the six o'clock news as a fatality of a massive tanker explosion being repaired at North American Trailer. I thought one death would have been enough to Investigate the improper placement of this business. Part of my training was a statement under the proper conditions a gasoline tanker can destroy up to a five mile radius. NOW you know my concerns as a resident of Inver Grove Heights. PLEASE DO SOMETHING TO KEEP OUR CHILDREN AND HOMES SAFE.

You my contact me if you need any clarifications

George E. Colaizy
7552 Dawn ave East
651 451 3337 H
651 402 3886 Cell

4.05

December 29, 2016

City of Inver Grove Heights
Planning Department
8150 Barbara Ave
Inver Grove Heights, MN 55076

Transmitted via email as an attachment

Re: North American Trailer Public Hearing CASE NO. 16-51NCUC Non-Conforming Use Certificate

Dear Planning Commission:

We would like to go on record opposing that North American Trailer be allowed to retain their current existing, non-conforming use certificate in order to lease out the property to another entity like North American Trailer.

We purchased our home from the Irish family in September of 2012 and look right into the yard of the North American facility from our backyard. We were content with the situation when we moved in and are not the chronic complaining type. As a matter of fact, I was on City Council in another community and the local bank president so am somewhat knowledgeable of planning and zoning issues and have always considered myself pro-business.

My wife and I run our own businesses and spend a lot of time in our home office which is on the backside of the house so on nice days we have the windows open and can hear the air hammers and air wrenches chattering away. We don't consider this a problem during the day and during regular working hours. We have noticed a growing number of trailers at the facility and the noise stretching well into the evenings when we are trying to relax in our backyard and enjoy some quiet time at the end of the day. This is when the noise is very annoying!!

We are not opposed to a business located at the site but we are opposed to any business that would operate beyond a reasonable work day which we would say would be 7:00 a.m. to 6:00 p.m. or hours consistent with the current ordinance that construction businesses must comply with in residential areas.

We would also request that garbage/refuse trucks specifically be included in the Impermissible Uses section of the certificate for several reasons including hours and odor control.

Thank you,
Randall K. and JoEllen Schwake
7730 Dawn Avenue
Inver Grove Heights, MN 55076

4.05

Allan Hunting

From: Ryan Jackson [ryanytjackson@gmail.com]
Sent: Monday, December 19, 2016 10:47 PM
To: Allan Hunting
Subject: North American Trailer Sales - Non-Conforming Use Certificate

Hi Allan,

My name is Ryan Jackson and my wife April and I purchased our home (4075 78th St E) in October 2015. I'm writing to you in regards to the Non-Conforming Use Certificate, being requested by North American Trailer Sales. After reading the history and reviewing the original use stipulations, it is becoming more apparent that the application of the certificate has evolved from that of public service to commercial use. While I support local business, I also believe that an exemption to a zoning designation should not significantly impact or degrade the quality of life of the people surrounding it; especially when the entity requesting the exemption provides no direct value to the community. If a continuation of the Certificate should be issued, I ask that there be additional conditions added to prevent activities that would adversely affect the surrounding community.

My main concerns focus on the noise pollution and safety concerns with the current business. We are frequently awoken at all hours of the night by the sounds of truck repairs. Sleeping with our windows open is something we are not able to do without interruption. Additionally, this last fall we had to call Xcel energy in regards to a potential gas leak at the business. After speaking with neighbors this is not the first time that it has happened.

To summarize, we have no issue with a business continuing to use this exemption, we just ask that conditions are created to alleviate the detrimental effects that the business imparts on it's neighbors.

Sincerely,

Ryan & April Jackson

4.05

Allan Hunting

From: Isaac Larson [isaac.larson@isd197.org]
Sent: Tuesday, December 20, 2016 10:24 AM
To: Allan Hunting
Subject: Case No. 16-51NCUC

12/20/2016

Allan / Planning Committee

Re: Case No. 16-51NCUC

Hi Allan:

This is my official e-mail regarding Case No. 16-51NCUC. I would like to committee to please consider limiting the hours of operation regarding this property and non-conforming use certificate.

During the summer months, the current lessee of the property operates late into the night. Due to this, I and my neighbors are unable to have our windows open in the summer. Although it would seem that there is language regarding working inside, the reality is that either the garage doors are open or they are simply work outside.

They are operating needle guns, welding equipment, and slamming on metal parts with sledgehammers. This noise not only disturbs the residents surround the facility, but I am sure travels beyond us also.

As repair facilities operations are supposed to be "ancillary operations," and this is a business in a residential area--not the other way around--I hope the committee respects our neighborhood and puts a limit on the hours of operation for the future: 6 a.m. to 8 p.m. seems reasonable.

In addition, although from reading the certificate it would seem it would need to be rezoned, we would like language inserted in the certificate stating that garbage/refuse trucks be banned from the facility also, now and in the future. It is obvious the degradation of the neighborhood's quality of life if we would have to be subjected to the smells and unsightliness of an operation of this type.

Please consider these requests and thank for your time,

Isaac Larson
4035 78th St. East
Inver Grove Heights, MN
55076

651-332-9536
iglarpok@gmail.com

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Official Depositories for 2017

Meeting Date: January 9, 2017
Item Type: Regular
Contact: Kristi Smith 651-450-2521
Prepared by: Kristi Smith, Finance Director
Reviewed by: N/A

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

PURPOSE/ACTION REQUESTED

Approve official depositories for 2017.

SUMMARY

City Council annually designated banks, brokers and dealers which will be used during the calendar year.

The following institutions have been designated in the past and the City has been satisfied with their services: Bremer Bank, N.A.; Wells Fargo Bank, N.A.; RBC Capital Markets, LLC; Wells Fargo Securities LLC; Morgan Stanley Smith Barney LLC; and Stifel Nicolaus & Co., Inc.

I recommend that the Council approve the official depositories listed above.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

DESIGNATE OFFICIAL NEWSPAPER FOR 2017

Meeting Date: January 9, 2017
Item Type: Regular
Contact: 651-450-2513
Prepared by: Michelle Tesser, City Clerk
Reviewed by:

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

PURPOSE/ACTION REQUESTED:

Consider designation of the official newspaper serving Inver Grove Heights for 2017.

SUMMARY:

The City Council designates the official city newspaper for publication of legal notices annually. The community is served by one weekly “free” paper, the South West Review (Lillie Suburban Newspapers). The South-West Review is the current official newspaper.

The South West Review submitted a request to be considered as the City’s official newspaper for 2017. The submission included only prices for legal publications (not delivery areas).

For 2017 the South-West Review will charge \$8.75 per column inch for a one-time publication, and \$7.35 per column inch for each additional publication. The proposed rate for one-time publications represents an increase of \$0.45 from 2016. The proposed rate for each additional publication represents a \$0.35 increase from 2016.

Lillie Suburban Newspapers also posts all legal notices on their websites at no additional charge.

Council is asked to consider designating the South West Review as the City’s official newspaper for 2017.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Appoint Acting Mayor for 2017

Meeting Date: January 9, 2017
Item Type: Regular
Contact: 651-450-2513
Prepared by: Michelle Tesser, City Clerk
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 appointing a Councilmember to serve as Acting Mayor for 2017.

SUMMARY:

A number of years ago Council began the practice of rotating service as Acting Mayor beginning with the most senior councilmember. The Acting Mayor presides over Council meetings at which the Mayor is absent. Council should designate a councilmember to serve in that capacity for the entire year.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

2017 BOARD APPOINTMENTS – DAKOTA COMMUNICATIONS CENTER

Meeting Date: January 9, 2017
Item Type: Regular
Contact: 651-450-2513
Prepared by: Michelle Tesser
Reviewed by: N/A

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

PURPOSE/ACTION REQUESTED:

Appoint Director and Alternate Director to the Dakota Communications Center Board of Directors for two year terms.

SUMMARY:

In accordance with DCC by-laws, Directors and Alternate Directors are appointed for two year terms. Inver Grove Heights is required to appoint a named elected official to serve as a Director and to designate another named elected official to serve as an Alternate.

The current Director for the City is Mayor Tourville and the current Alternate Director is Councilmember Piekarski Krech. Quarterly board meetings are held on the third Thursday of the designated month at 8:00 am in the DCC Training Room.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

NORTHERN DAKOTA COUNTY CABLE COMMUNICATIONS COMMISSION

Meeting Date: January 9, 2017
Item Type: Regular
Contact: 651-450-2513
Prepared by: Michelle Tesser
Reviewed by: N/A

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

PURPOSE/ACTION REQUESTED:

Appoint representatives to the Northern Dakota County Cable Communications Commission (NDC4) for a two year term, running January 2017 through January 2019.

SUMMARY:

Per our Amended Joint Powers Agreement, each member city appoints two representatives to NDC4. One of these representatives must be a council member, and the other can be any qualified voter residing within the City.

Mayor Tourville is the current council representative and Mr. Richard Jackson is the current citizen representative.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Appoint Deputy Weed Inspector for 2017

Meeting Date: January 9, 2017
Item Type: Regular
Contact: 651-450-2513
Prepared by: Michelle Tesser, City Clerk
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:

Appoint City Employee Brian Swoboda to serve as Deputy Weed Inspector for 2017.

SUMMARY:

Pursuant to State Statutes the Mayor retains the official title of Weed Inspector and may appoint a Deputy Weed Inspector for enforcement purposes. The Deputy appointment for 2016 was city employee, Brian Swoboda. Staff recommends the same designated staff person for 2017.