



INVER GROVE HEIGHTS CITY COUNCIL AGENDA
MONDAY, NOVEMBER 8, 2010
8150 BARBARA AVENUE
7:30 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. Resolution Proclaiming Week of November 8–14, 2010 as World Kindness Week for School District 197 _____
 - B. Resolution Approving Disbursements for Period Ending November 3, 2010 _____
 - C. Consider Adoption of the Credit Card Acceptance Policy and Procedures _____
 - D. Change Order No. 1 for City Project No. 2009–29 – Well No. 9, Phase 2 _____
 - E. Pay Voucher No. 1 for City Project No. 2010–12, 59th St. E. Street Improvements _____
 - F. Final Pay Voucher No. 9, Engineer’s Final Report and Resolution Accepting Work for City Project No. 2008–09D, South Grove Urban Street Reconstruction – Area 3 _____
 - G. Final Compensating Change Order No. 6, Final Pay Voucher No. 9, Engineer’s Final Report and Resolution Accepting Work for City Project No. 2009–09D – South Grove Urban Street Reconstruction – Area 4 _____
 - H. Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer’s Final Report and Resolution Accepting Work for City Project No. 2010–17, Storm Water Facility Maintenance Program, Zone 5 _____
 - I. Schedule Public Hearing – 2011 Liquor License Renewals _____
 - J. Pay Voucher No. 6 for City Project 2009–24, Rock Island Swing Bridge Project _____
 - K. Pay Voucher No. 17 for City Project No. 2008–18, Public Safety Addition/City Hall Renovation _____
 - L. Pay Voucher No. 7 for City Project No. 2008–18, Public Safety Addition/City Hall Renovation – Low Voltage Contractors _____
 - M. Pay Voucher No. 8 for City Project No. 2008–18 – Public Safety Addition/City Hall Renovation Low Voltage Contractors _____
 - N. Approve Agreement relating to the Expansion of SP–15 Lying in Outlot F, Argenta Hills, _____

Dakota County, Minnesota, Except that Portion of Outlot F, Argenta Hills Lying within Argenta Hills 2nd Addition _____

- O. Consider 2011 Proposed Convention and Visitors Bureau Budget _____
- P. Approval of Additional Services with Braun Intertec for Rock Island Swing Bridge Response Action Plan _____
- Q. Approval of Contractors for VMCC/Grove Locker Room Update _____
- R. Approval of Driveway Easement from City of Inver Grove Heights to Rehtzigel _____
- S. Schedule Special Council Meeting on November 29, 2010 at 6:00 p.m. _____
- T. Consider Resolution Allowing a Temporary Change to Hours of Operation to Allow the Storage and Retrieval of Salt for Snow Plowing for Bituminous Roadways _____
- U. Resolution that Provides for the Sale of Unclaimed Property to a Local Non-Profit Organization _____
- V. Resolution Proclaiming Wednesday, November 24, 2010 as Hunger Awareness Day _____

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

6. **PUBLIC HEARINGS:**

- A. **CITY OF INVER GROVE HEIGHTS;** Assessment Hearing for 2010 Nuisance Abatement Program _____

7. **REGULAR AGENDA:**

COMMUNITY DEVELOPMENT:

- A. **CITY OF INVER GROVE HEIGHTS;** Consider the Third reading of an Ordinance regulating Outdoor Wood Burners/Boilers
- B. **CITY OF INVER GROVE HEIGHTS;** Consider the following ordinance amendments:
 - i) The Second reading of an Ordinance regulating certain materials located in the setback areas _____
 - ii) The Second reading of an Ordinance regulating materials located in the five foot side and rear setback areas _____
 - iii) The Second reading of an Ordinance regulating driveway permits _____
- C. **CITY OF INVER GROVE HEIGHTS;** Consider an Ordinance Amendment to City Code Title 10-3-4 (Zoning Ordinance) relating to criteria granting a Variance _____

ADMINISTRATION:

- D. **CITY OF INVER GROVE HEIGHTS;** Consider New Roof for City Hall _____

8. **MAYOR AND COUNCIL COMMENTS**

9. **ADJOURN**

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PROCLAMATION OF WORLD KINDNESS WEEK, NOVEMBER 8-14, 2010

Meeting Date: November 8, 2010
Item Type: Consent
Contact: Melissa Rheaume
Prepared by: Melissa Rheaume
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: Proclaim November 8-14, 2010 as World Kindness Week as per the request from School District #197.

SUMMARY: School District #197 has requested that the City Council adopt the attached World Kindness Week Proclamation to show that Inver Grove Heights recognizes the importance of kindness to a strong community. District #197 is planning a number of programs for families and community members, including a community concert, throughout the week.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: November 8, 2010
 Item Type: Consent
 Contact: Cathy Shea 651-450-2521
 Prepared by: Cathy Shea Asst. 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 October 22, 2010 to November 3, 2010.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending November 3, 2010. The detail of these disbursements is attached to this memo.

General & Special Reveune	\$142,312.86
Debt Service & Capital Projects	1,183,376.40
Enterprise & Internal Service	202,906.53
Escrows	<u>16,810.93</u>
Grand Total for All Funds	<u><u>\$1,545,406.72</u></u>

If you have any questions about any of the disbursements on the list, please call Vickie Gray, Accounting Technician at 651-450-2515 or Cathy Shea, Asst. Finance Director at 651-450-2521.

Attached to this summary for your action is a resolution approving the disbursements for the period October 22, 2010 to November 3, 2010 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING NOVEMBER 3, 2010**

WHEREAS, a list of disbursements for the period ending November 3, 2010 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 Reveune	\$142,312.86
Debt Service & Capital Projects	1,183,376.40
Enterprise & Internal Service	202,906.53
Escrows	16,810.93
Grand Total for All Funds	<u><u>\$1,545,406.72</u></u>

Adopted by the City Council of Inver Grove Heights this 8th day of November, 2010.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy City Clerk

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/25/2010	103141	JIMMY JOHN'S SANDWICHES	council session	101-1000-413.50-75		10/2010	143.82
						* Total	143.82
10/27/2010	103147	ALL GOALS, INC.	9678	101-6000-451.60-65		10/2010	2,242.80
						* Total	2,242.80
10/27/2010	103149	ARM OF MINNESOTA	attende; pete hindman	101-5100-442.50-70		10/2010	150.00
						* Total	150.00
10/27/2010	103150	AVR, INC.	40834	101-6000-451.60-65		10/2010	506.59
						* Total	506.59
10/27/2010	103152	CANEFF, ADAM	flu shot	101-4200-423.30-70		10/2010	29.99
						* Total	29.99
10/27/2010	103153	CARLSON CLEANING	STATION 1	101-4200-423.30-70		10/2010	308.00
						* Total	308.00
10/27/2010	103155	CITY OF SAINT PAUL	116067	101-4000-421.40-42		10/2010	42.30
						* Total	42.30
10/27/2010	103159	COPY RIGHT	48933	101-4000-421.50-30		10/2010	72.76
			48982	101-4000-421.50-30		10/2010	72.76
						* Total	145.52
10/27/2010	103162	DAKOTA COMMUNICATIONS C	NOVEMBER	101-4000-421.70-30		10/2010	24,934.00
			NOVEMBER	101-4200-423.70-50		10/2010	12,465.00
						* Total	37,399.00
10/27/2010	103172	FEDEX KINKO'S	acct 0116335190	101-5100-442.50-35		10/2010	19.31
						* Total	19.31
10/27/2010	103177	G & K SERVICES	1182637464	101-5200-443.60-45		10/2010	18.57
			1182637464	101-6000-451.60-45		10/2010	25.48
						* Total	44.05
10/27/2010	103181	GERTENS	212606	101-5200-443.60-16		10/2010	36.00
			212637	101-5200-443.60-16		10/2010	36.00
			212650	101-5200-443.60-16		10/2010	36.00
			212652	101-5200-443.60-16		10/2010	36.00
						* Total	144.00
10/27/2010	103189	HOME DEPOT CREDIT SERVI	acct 6035322502554813	101-4200-423.60-40		10/2010	213.18
						* Total	213.18
10/27/2010	103191	HOME DEPOT CREDIT SERVI	acct 6035322502061959	101-5200-443.60-16		10/2010	32.11
						* Total	32.11
10/27/2010	103197	LANOUE, ANN	mileage - mngfoa	101-2000-415.50-65		10/2010	29.20
						* Total	29.20
10/27/2010	103199	LILLIE SUBURBAN NEWSPAP	acct 1363	101-1100-413.50-25		10/2010	11.88
			acct 1363	101-5100-442.50-25		10/2010	88.16

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/27/2010	103199	LILLIE SUBURBAN NEWSPAP	acct 1363	101-3200-419.50-25		10/2010	16.63
						* Total	116.67
10/27/2010	103201	LILLIE SUBURBAN NEWSPAP	acct 1363	101-1200-414.50-25		10/2010	23.20
			acct 1363	101-3200-419.50-25		10/2010	21.38
			acct 1363	101-1200-414.50-25		10/2010	14.25
			acct 1363	101-1200-414.50-25		10/2010	46.25
			acct 1363	101-1100-413.50-25		10/2010	125.88
			acct 1363	101-1100-413.50-25		10/2010	109.25
			acct 1363	101-1100-413.50-25		10/2010	187.63
			SURPLS POLE BAR	101-6000-451.50-25		10/2010	69.60
						* Total	597.44
10/27/2010	103202	LOCAL GOVERNMENT INFORM	32817	101-4000-421.70-30		10/2010	3,830.00
						* Total	3,830.00
10/27/2010	103204	LYNCH, JOE	lunch - rock island	101-1100-413.50-75		10/2010	29.31
						* Total	29.31
10/27/2010	103205	MBPTA	attende; michele iaria	101-3300-419.50-80		10/2010	90.00
						* Total	90.00
10/27/2010	103209	MIKE'S SHOE REPAIR, INC	10182010	101-4200-423.30-70		10/2010	28.00
						* Total	28.00
10/27/2010	103212	MN GLOVE & SAFETY, INC.	245453	101-5200-443.60-45		10/2010	24.53
						* Total	24.53
10/27/2010	103214	MSPE	2010 dues-tom kaldunski	101-5100-442.50-70		10/2010	318.00
						* Total	318.00
10/27/2010	103216	N. HENRY AND SON INC	ORDER	101-4200-423.60-06		10/2010	50.00
						* Total	50.00
10/27/2010	103217	NATURE CALLS, INC.	14881	101-6000-451.40-65		10/2010	675.00
						* Total	675.00
10/27/2010	103218	NEEDEL'S SUPPLY INC	157620	101-4200-423.40-40		10/2010	44.31
						* Total	44.31
10/27/2010	103219	NEXTEL COMMUNICATIONS	acct 266948529	101-4000-421.50-20		10/2010	728.12
						* Total	728.12
10/27/2010	103220	NEXTEL COMMUNICATIONS	acct 249383315	101-5200-443.50-20		10/2010	242.48
						* Total	242.48
10/27/2010	103221	NEXTEL COMMUNICATIONS	acct 487383319	101-6000-451.50-20		10/2010	403.18
						* Total	403.18
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	101-1100-413.30-55		10/2010	13.30
			123532	101-2000-415.30-55		10/2010	28.70
			123532	101-3000-419.30-55		10/2010	8.30
			123532	101-3200-419.30-55		10/2010	4.15

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	101-3300-419.30-55		10/2010	16.45
			123532	101-4000-421.30-55		10/2010	57.00
			123532	101-5000-441.30-55		10/2010	5.65
			123532	101-5100-442.30-55		10/2010	24.60
			123532	101-6000-451.30-55		10/2010	5.03
						* Total	163.18
10/27/2010	103229	PEARL VALLEY ORGANIX, I	52493	101-6000-451.60-30		10/2010	3,974.88
			52494	101-6000-451.60-30		10/2010	3,864.12
						* Total	7,839.00
10/27/2010	103231	PRO-WARE, LLC	cust 200633	101-2000-415.60-40		10/2010	299.00
						* Total	299.00
10/27/2010	103234	QWEST	acct 6514530219	101-6000-451.50-20		10/2010	41.50
						* Total	41.50
10/27/2010	103235	QWEST	acct 6515520672	101-6000-451.50-20		10/2010	41.50
						* Total	41.50
10/27/2010	103240	ROBOTRONICS INC	45505	101-4200-423.60-65		10/2010	1,932.56
						* Total	1,932.56
10/27/2010	103241	SHEA, CATHY	mngfoa - mileage	101-2000-415.50-65		10/2010	31.80
			mngfoa fee	101-2000-415.50-75		10/2010	15.00
						* Total	46.80
10/27/2010	103244	SPRINT	acct 266183728	101-4200-423.50-20		10/2010	699.73
						* Total	699.73
10/27/2010	103245	SPRINT	acct 166309819	101-4000-421.50-20		10/2010	260.00
						* Total	260.00
10/27/2010	103246	SPRINT	acct 641378810035	101-4200-423.50-20		10/2010	39.99
						* Total	39.99
10/27/2010	103252	T MOBILE	acct 494910368	101-5100-442.50-20		10/2010	49.99
						* Total	49.99
10/27/2010	103254	TRAFFIC & PARKING CONTR	352055	101-5200-443.60-16		10/2010	921.90
						* Total	921.90
10/27/2010	103255	TWIN CITY SAW	A17361	101-6000-451.60-40		10/2010	34.47
						* Total	34.47
10/27/2010	103256	TWIN CITY SEED COMPANY	24277	101-6000-451.60-65		10/2010	2,768.06
						* Total	2,768.06
10/27/2010	103258	U OF M - CCE REGISTRATI	REGISTRATION	101-5100-442.50-70		10/2010	150.00
			REGISTRATION	101-5200-443.50-70		10/2010	150.00
						* Total	300.00
10/27/2010	103259	ULI MINNESOTA	REGISTRATION	101-3000-419.50-80		10/2010	75.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	75.00
10/27/2010	103260	UNIFORMS UNLIMITED	51220	101-4000-421.60-18		10/2010	105.65
						* Total	105.65
10/27/2010	103263	USA MOBILITY WIRELESS I	acct 61192662	101-4000-421.50-20		10/2010	15.66
						* Total	15.66
10/27/2010	103268	WIEDERHOEFT, ADAM	meals - training	101-4000-421.50-75		10/2010	79.06
						* Total	79.06
10/27/2010	103270	XCEL ENERGY	acct 5151854463	101-4000-421.40-42		10/2010	37.88
						* Total	37.88
10/27/2010	103271	XCEL ENERGY	acct 5152791130	101-5200-443.40-20		10/2010	976.74
			acct 5152791130	101-5400-445.40-20		10/2010	9,688.45
						* Total	10,665.19
11/03/2010	103278	ACE PAINT & HARDWARE	501126	101-6000-451.40-40		10/2010	8.54
			502468	101-5100-442.60-07		10/2010	28.82
			502631	101-4200-423.60-65		10/2010	33.09
			502911	101-6000-451.60-11		10/2010	29.91
			502947	101-4000-421.60-40		10/2010	17.09
			503090	101-6000-451.60-40		10/2010	16.02
			503345	101-6000-451.40-40		10/2010	12.06
			503581	101-5100-442.60-40		10/2010	25.64
			503645	101-4000-421.60-40		10/2010	34.17
			503669	101-4000-421.60-40		10/2010	18.16-
			503690	101-4000-421.60-40		10/2010	46.47
			503693	101-6000-451.40-40		10/2010	5.33
			503707	101-4000-421.60-40		10/2010	39.53-
			503891	101-6000-451.60-40		10/2010	17.08
			504103	101-4200-423.60-65		10/2010	59.24
			504122	101-5100-442.60-40		10/2010	28.83
			504505	101-6000-451.40-40		10/2010	1.91
			504652	101-4200-423.60-40		10/2010	13.87
						* Total	320.38
11/03/2010	103280	AFSCME COUNCIL 5	10/16 - 10/29	101-0000-203.10-00		11/2010	882.78
						* Total	882.78
11/03/2010	103284	BARR ENGINEERING COMPAN	23190328143	101-5100-442.30-30		11/2010	1,530.50
						* Total	1,530.50
11/03/2010	103287	BITUMINOUS ROADWAYS, IN	17740	101-5200-443.60-16		11/2010	1,990.35
						* Total	1,990.35
11/03/2010	103288	BOLTON & MENK, INC.	0133670	101-5100-442.30-30		11/2010	285.00
						* Total	285.00
11/03/2010	103290	BOUND TREE MEDICAL LLC	87195197	101-4200-423.60-18		10/2010	276.24
			87195197	101-4200-423.60-65		10/2010	460.48
						* Total	736.72

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103293	CARGILL, INC.	2918767	101-5200-443.60-16		11/2010	15,809.58
						* Total	15,809.58
11/03/2010	103294	CARLSON, ERIC	parking	101-6000-451.50-65		11/2010	15.00
						* Total	15.00
11/03/2010	103298	COMMERCIAL ASPHALT	NP84316	101-5200-443.60-16		11/2010	538.24
						* Total	538.24
11/03/2010	103299	COORDINATED BUSINESS SY	CNIN058626	101-4000-421.40-44		11/2010	123.75
						* Total	123.75
11/03/2010	103305	DIAMOND VOGEL PAINT	101353041	101-5200-443.60-16		11/2010	211.45
						* Total	211.45
11/03/2010	103308	ECOLAB	3762120 3763437	101-4200-423.60-11 101-4200-423.60-11		10/2010 10/2010	46.66 161.46
						* Total	208.12
11/03/2010	103314	FIREHOUSE MAGAZINE	member; jeff schadegg	101-4200-423.50-70		11/2010	29.95
						* Total	29.95
11/03/2010	103315	FOX, KIM	mileage	101-3000-419.50-65		11/2010	13.50
						* Total	13.50
11/03/2010	103319	G & K SERVICES	1182648406	101-5200-443.60-45		11/2010	80.28
						* Total	80.28
11/03/2010	103322	GERTENS	212867 212991 213099	101-5200-443.60-16 101-5200-443.60-16 101-5200-443.60-16		11/2010 11/2010 11/2010	378.00 180.00 180.00
						* Total	738.00
11/03/2010	103328	HILLYARD INC	6506090	101-4200-423.60-11		11/2010	245.69
						* Total	245.69
11/03/2010	103329	HSBC BUSINESS SOLUTIONS	acct 7003705700116581	101-5200-443.60-16		11/2010	342.83
						* Total	342.83
11/03/2010	103330	IKON OFFICE SOLUTIONS	83470237	101-6000-451.40-65		11/2010	29.28
						* Total	29.28
11/03/2010	103331	INDELCO PLASTICS CORP	628468 628469	101-5200-443.60-16 101-5200-443.60-16		11/2010 11/2010	313.61 1,798.43
						* Total	2,112.04
11/03/2010	103337	IUOE	10/16 - 10/29	101-0000-203.10-00		11/2010	1,447.65
						* Total	1,447.65
11/03/2010	103346	LANOUE, ANN	mileage	101-2000-415.50-65		11/2010	18.00
						* Total	18.00
11/03/2010	103349	LELS	10/16 - 10/29	101-0000-203.10-00		11/2010	1,170.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	1,170.00
11/03/2010	103350	LELS SERGEANTS	10/16 - 10/29	101-0000-203.10-00		11/2010	210.00
						* Total	210.00
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	101-0000-203.09-00		11/2010	1,889.99
			policy 27324	101-1100-413.20-62		11/2010	67.14
			policy 27324	101-2000-415.20-62		11/2010	96.63
			policy 27324	101-3000-419.20-62		11/2010	39.41
			policy 27324	101-3200-419.20-62		11/2010	30.53
			policy 27324	101-3300-419.20-62		11/2010	58.51
			policy 27324	101-4000-421.20-62		11/2010	495.67
			policy 27324	101-4200-423.20-62		11/2010	41.08
			policy 27324	101-5000-441.20-62		11/2010	25.08
			policy 27324	101-5100-442.20-62		11/2010	102.87
			policy 27324	101-5200-443.20-62		11/2010	72.09
			policy 27324	101-6000-451.20-62		11/2010	94.29
						* Total	3,013.29
11/03/2010	103363	MN NCPERS LIFE INSURANC	november 2010	101-0000-203.16-00		11/2010	368.00
						* Total	368.00
11/03/2010	103364	NEXTEL COMMUNICATIONS	acct 573073317	101-1100-413.50-20		11/2010	37.97
						* Total	37.97
11/03/2010	103365	NORTH COUNTRY INTERIORS	574060	101-3000-419.30-70		11/2010	1,150.00
						* Total	1,150.00
11/03/2010	103368	PINE BEND PAVING, INC.	97110	101-5200-443.60-16		11/2010	175.28
						* Total	175.28
11/03/2010	103370	QWEST	acct 6514559072	101-4200-423.50-20		11/2010	40.05
						* Total	40.05
11/03/2010	103375	S & T OFFICE PRODUCTS	1148A	101-5200-443.60-40		11/2010	112.32
			1168A	101-5200-443.60-40		11/2010	13.36
			1340/41/42	101-1100-413.60-65		11/2010	50.39
			1343	101-3000-419.60-10		11/2010	126.58
			1360	101-3000-419.60-10		11/2010	4.36
			1360A	101-3000-419.60-10		11/2010	31.04
			1362	101-5000-441.60-10		11/2010	7.75
						* Total	337.08
11/03/2010	103376	SAM'S CLUB	acct 7715090401334891	101-4200-423.50-70		11/2010	210.00
			acct 7715090401334891	101-4200-423.50-75		11/2010	649.67
						* Total	859.67
11/03/2010	103378	SCHROEPFER, WILLIAM	mileage	101-2000-415.50-65		11/2010	22.50
						* Total	22.50
11/03/2010	103380	SHERWIN-WILLIAMS	12077	101-5200-443.60-16		11/2010	130.28
						* Total	130.28

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103381	SMITH-THILL, JUDY	meals hose testing	101-4200-423.50-75		11/2010	243.47
						* Total	243.47
11/03/2010	103384	STERLING CODIFIERS	10667	101-1100-413.30-70		11/2010	1,525.00
						* Total	1,525.00
11/03/2010	103388	TIMESAVER OFF SITE SECR	oct 11	101-1100-413.30-70		11/2010	358.50
						* Total	358.50
11/03/2010	103390	TOURVILLE, GEORGE	apa planning conference	101-1000-413.50-80		11/2010	78.00
						* Total	78.00
11/03/2010	103392	TRACTOR SUPPLY CREDIT P	acct 6035301200183679	101-5200-443.60-16		11/2010	372.83
			acct 6035301200183679	101-6000-451.40-40		11/2010	52.36
						* Total	425.19
11/03/2010	103393	U OF M - CCE REGISTRATI	additional	101-5100-442.50-70		11/2010	120.00
						* Total	120.00
11/03/2010	103394	U OF M - CCE REGISTRATI	mpwa workshop	101-5000-441.50-80		11/2010	334.00
						* Total	334.00
11/03/2010	103395	UNIFORMS UNLIMITED	51219	101-4000-421.60-45		11/2010	7.50
						* Total	7.50
11/03/2010	103397	UNITED WAY	10/16 - 10/29	101-0000-203.13-00		11/2010	178.00
						* Total	178.00
11/03/2010	103400	VERIZON WIRELESS	act 580565481	101-5100-442.50-20		11/2010	661.30
						* Total	661.30
11/03/2010	103402	WALKER LAWN CARE, INC.	7265	101-3000-419.30-70		11/2010	272.09
						* Total	272.09
11/03/2010	103404	XCEL ENERGY	acct 5170946691	101-5400-445.40-20		11/2010	31.29
						* Total	31.29
11/03/2010	103405	XCEL ENERGY	acct 5183943582	101-5400-445.40-20		11/2010	31.91
						* Total	31.91
11/03/2010	103406	XCEL ENERGY	acct 5193598573	101-5400-445.40-20		11/2010	360.58
						* Total	360.58
11/03/2010	103407	XCEL ENERGY	acct 5160255967	101-5400-445.40-20		11/2010	31.46
						* Total	31.46
				99 Checks	** Fund Total		114,924.53
10/27/2010	103170	ENSEMBLE CREATIVE & MAR	OCTOBER	201-1600-465.50-25		10/2010	1,500.00
						* Total	1,500.00
				1 Checks	** Fund Total		1,500.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103339	KENNEDY & GRAVEN	general obligation bond	335-9000-570.30-44		11/2010	2,732.51
						* Total	2,732.51
				1 Checks	** Fund Total		2,732.51
11/03/2010	103339	KENNEDY & GRAVEN	general obligation bond	336-9000-570.30-44		11/2010	1,345.86
						* Total	1,345.86
				1 Checks	** Fund Total		1,345.86
10/27/2010	103201	LILLIE SUBURBAN NEWSPAP	acct 1363	405-9000-570.50-25		10/2010	14.25
						* Total	14.25
				1 Checks	** Fund Total		14.25
11/03/2010	103317	FRONTIER PRECISION, INC	86829	408-5900-708.60-41		11/2010	4,326.30
						* Total	4,326.30
11/03/2010	103357	METZEN APPRAISALS		408-5900-708.30-70		11/2010	3,500.00
						* Total	3,500.00
				2 Checks	** Fund Total		7,826.30
10/27/2010	103165	DANNER LANDSCAPING	7692	425-5907-725.80-10	0507	10/2010	534.38
			7729	425-5907-725.80-10	0507	10/2010	855.00
						* Total	1,389.38
11/03/2010	103289	BONESTROO, ROSENE, ANDE	183329	425-5907-725.80-10	0507	11/2010	2,900.00
						* Total	2,900.00
				2 Checks	** Fund Total		4,289.38
10/27/2010	103163	DAKOTA CTY SOIL & WATER	2053	428-5922-728.30-70	0822	10/2010	360.00
						* Total	360.00
10/27/2010	103186	HENRICKSEN PSG	459245	428-5918-728.80-50	0818	10/2010	5,861.95
						* Total	5,861.95
11/03/2010	103334	INTEGRA TELECOM	120295267	428-5918-728.50-45	0818	11/2010	17,551.91
						* Total	17,551.91
11/03/2010	103351	LOW VOLTAGE CONTRACTORS	city hall addition	428-5918-728.80-61	0818	11/2010	9,500.00
						* Total	9,500.00
11/03/2010	103352	LOW VOLTAGE CONTRACTORS	city hall addition	428-5918-728.80-61	0818	11/2010	4,750.00
						* Total	4,750.00
11/03/2010	103354	MCGHIE BETTS, INC	20027	428-5918-728.70-60	0818	11/2010	565.00
			20028	428-5918-728.70-60	0818	11/2010	2,512.00
						* Total	3,077.00
11/03/2010	103379	SHAW-LUNDQUIST ASSOCIAT	city hall addition	428-5918-728.80-20	0818	11/2010	370,441.55
						* Total	370,441.55

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT	
				7 Checks	** Fund Total		411,542.41	
10/27/2010	103211	MN DEPT OF TRANSPORTATI	acct 1298	429-5924-729.30-70	0924	10/2010	2,926.98	
							* Total	2,926.98
11/03/2010	103311	EMMONS & OLIVIER RESOUR	95001336	429-5901-729.30-30	0901	11/2010	331.50	
				9500271	429-5901-729.30-30	0901	11/2010	123.64
				9500273	429-5901-729.30-30	0901	11/2010	1,124.16
				9500274	429-5901-729.30-30	0901	11/2010	424.09
							* Total	2,003.39
11/03/2010	103343	LAMETTI & SONS, INC.	rock island swing bridge	429-5924-729.80-30	0924	11/2010	484,521.41	
							* Total	484,521.41
11/03/2010	103359	MN DEPT OF TRANSPORTATI	T792130052456	429-5920-729.80-30	0920	11/2010	495.04	
							* Total	495.04
				4 Checks	** Fund Total		489,946.82	
11/03/2010	103316	FRATTALONE COMPANIES IN	59th st improvements	430-5912-730.80-30	1012	11/2010	107,233.60	
							* Total	107,233.60
11/03/2010	103321	GARTZKE CONSTRUCTION IN	storm water zone 5	430-5917-730.40-66	1017	11/2010	45,449.00	
							* Total	45,449.00
11/03/2010	103342	KIMLEY-HORN & ASSOCIATE	4283138	430-5922-730.30-30	1022	11/2010	3,022.34	
							* Total	3,022.34
				3 Checks	** Fund Total		155,704.94	
10/27/2010	103163	DAKOTA CTY SOIL & WATER	2055	440-5900-740.30-70	1009D	10/2010	3,210.00	
							* Total	3,210.00
10/27/2010	103201	LILLIE SUBURBAN NEWSPAP	BIDS PROJ 1009C	440-5900-740.50-25	1009C	10/2010	57.00	
				NTC PRO 0809F	440-5900-740.50-25	0809F	10/2010	204.25
				NTE PAVEMENT	440-5900-740.50-25	1009C	10/2010	92.80
							* Total	354.05
10/27/2010	103249	STAR TRIBUNE	SEPTEMBER	440-5900-740.50-25	1009C	10/2010	1,390.00	
							* Total	1,390.00
11/03/2010	103281	ARCON CONSTRUCTION CO I	FINAL VOUCHER	440-5900-740.80-30	0909D	11/2010	49,219.96	
							* Total	49,219.96
11/03/2010	103282	ARCON CONSTRUCTION CO I	south grove	440-5900-740.80-30	0809D	11/2010	2,534.62	
							* Total	2,534.62
11/03/2010	103313	FAIRWAY VILLAGE HOA	original 100428 lost	440-0000-370.30-00	0809G	11/2010	166.20	
							* Total	166.20
11/03/2010	103339	KENNEDY & GRAVEN	general obligation bond	440-5900-740.30-44	1009D	11/2010	7,600.00	
							* Total	7,600.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103342	KIMLEY-HORN & ASSOCIATE	4291219	440-5900-740.30-30	0909D	11/2010	3,420.00
						* Total	3,420.00
				8 Checks	** Fund Total		67,894.83
10/27/2010	103178	G & M TREE MOVING INC	569	443-5900-743.60-16		10/2010	375.00
						* Total	375.00
10/27/2010	103180	GERTENS	212703	443-5900-743.60-16		10/2010	641.25
						* Total	641.25
10/27/2010	103184	HANCE UTILITY SERVICES	17140	443-5900-743.60-16		10/2010	155.00
						* Total	155.00
10/27/2010	103188	HOFFMAN & MCNAMARA CO	3938	443-5900-743.60-16		10/2010	2,395.07
						* Total	2,395.07
				4 Checks	** Fund Total		3,566.32
10/27/2010	103142	ABC RENTALS INC	200310	444-5900-744.40-47		10/2010	142.14
			200335	444-5900-744.40-47		10/2010	142.14
						* Total	284.28
10/27/2010	103203	LOWE'S	acct 82131240199518	444-5900-744.40-47		10/2010	48.37
						* Total	48.37
10/27/2010	103207	MENARDS - WEST ST. PAUL	4535	444-5900-744.40-47		10/2010	72.50
						* Total	72.50
				3 Checks	** Fund Total		405.15
10/27/2010	103250	STREET FLEET	281839	446-5915-746.50-35	0315	10/2010	26.72
						* Total	26.72
11/03/2010	103288	BOLTON & MENK, INC.	0131797	446-5915-746.30-30	0315	11/2010	6,704.50
			0132463	446-5915-746.30-30	0315	11/2010	2,951.50
			0133084	446-5915-746.30-30	0315	11/2010	1,888.00
			0133670	446-5915-746.30-30	0315	11/2010	3,074.50
			0135037	446-5915-746.30-30	0315	11/2010	7,018.50
			0135038	446-5920-746.30-30	1020	11/2010	5,079.00
			0135644	446-5915-746.30-30	0315	11/2010	2,064.50
						* Total	28,780.50
11/03/2010	103311	EMMONS & OLIVIER RESOUR	9500271	446-5915-746.30-30	0315	11/2010	123.65
			9500273	446-5915-746.30-30	0315	11/2010	1,124.16
			9500274	446-5915-746.30-30	0315	11/2010	424.10
						* Total	1,671.91
11/03/2010	103339	KENNEDY & GRAVEN	general obligation bond	446-5915-746.30-44	0315	11/2010	7,600.00
						* Total	7,600.00
				4 Checks	** Fund Total		38,079.13

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/27/2010	103201	LILLIE SUBURBAN NEWSPAP	acct 1363	452-9000-570.50-25		10/2010	14.25
						* Total	14.25
				1 Checks	** Fund Total		14.25
10/27/2010	103201	LILLIE SUBURBAN NEWSPAP	acct 1363	453-9000-570.50-25		10/2010	14.25
						* Total	14.25
				1 Checks	** Fund Total		14.25
10/27/2010	103171	ESCH CONSTRUCTION SUPPL	456300	501-7100-512.60-16		10/2010	489.49
						* Total	489.49
10/27/2010	103173	FERGUSON WATERWORKS	SO1280091	501-7100-512.30-70		10/2010	271.61
			SO1280093	501-7100-512.30-70		10/2010	266.57
						* Total	538.18
10/27/2010	103177	G & K SERVICES	1182637464	501-7100-512.60-45		10/2010	5.21
						* Total	5.21
10/27/2010	103190	HOME DEPOT CREDIT SERVI	acct 6035322502691268	501-7100-512.40-40		10/2010	347.14
						* Total	347.14
10/27/2010	103215	MTI DISTRIBUTING CO	751940	501-7100-512.60-16		10/2010	51.75
						* Total	51.75
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	501-7100-512.30-55		10/2010	23.43
						* Total	23.43
10/27/2010	103242	SIGNAL PRO EQUIPMENT	cust 30035	501-7100-512.60-16		10/2010	41.91
						* Total	41.91
11/03/2010	103278	ACE PAINT & HARDWARE	502513	501-7100-512.60-16		10/2010	4.25
			502516	501-7100-512.60-16		10/2010	2.12
			502674	501-7100-512.60-16		10/2010	8.44
			503254	501-7100-512.60-16		10/2010	21.83
			503373	501-7100-512.60-16		10/2010	12.59
			504425	501-7100-512.60-16		11/2010	3.18
			504472	501-7100-512.60-16		11/2010	3.20
			504530	501-7100-512.60-16		11/2010	19.23
			504572	501-7100-512.60-16		11/2010	16.02
			504591	501-7100-512.60-16		11/2010	5.31
						* Total	96.17
11/03/2010	103285	BATTERIES PLUS	cust c1034	501-7100-512.60-16		11/2010	32.58
						* Total	32.58
11/03/2010	103304	DANNER LANDSCAPING	7763	501-7100-512.60-16		11/2010	47.03
						* Total	47.03
11/03/2010	103312	FACTORY MOTOR PARTS COM	13486734	501-7100-512.60-16		11/2010	25.58
						* Total	25.58

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103317	FRONTIER PRECISION, INC	86829	501-7100-512.60-41		11/2010	4,326.30
						* Total	4,326.30
11/03/2010	103319	G & K SERVICES	1182648406	501-7100-512.60-45		11/2010	5.21
						* Total	5.21
11/03/2010	103340	KEYS WELL DRILLING CO	CONTRACT	501-7100-512.40-43		11/2010	20,700.00
						* Total	20,700.00
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	501-7100-512.20-62		11/2010	55.67
						* Total	55.67
11/03/2010	103396	UNITED PARCEL SERVICE	acct v4650v	501-7100-512.60-16		11/2010	25.42
						* Total	25.42
				16 Checks	** Fund Total		26,811.07
10/27/2010	103151	BOSER, BRUCE	REQUESTED CREDIT REFUND	502-0000-116.00-00		10/2010	1,046.53
						* Total	1,046.53
10/27/2010	103177	G & K SERVICES	1182637464	502-7200-514.60-45		10/2010	2.23
						* Total	2.23
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	502-7200-514.30-55		10/2010	15.62
						* Total	15.62
10/28/2010	103274	BRAUN, MARY	REQUESTED CREDIT REFUND	502-0000-116.00-00		10/2010	184.73
						* Total	184.73
11/03/2010	103292	BURNET TITLE	original 101387 lost	502-0000-116.00-00		11/2010	16.11
						* Total	16.11
11/03/2010	103319	G & K SERVICES	1182648406	502-7200-514.60-45		11/2010	2.23
						* Total	2.23
11/03/2010	103333	INFRATECH	PR10709	502-7200-514.40-43		11/2010	1,155.00
						* Total	1,155.00
11/03/2010	103344	LAND TITLE INC	REQUESTED CREDIT REFUND	502-0000-116.00-00		11/2010	265.24
						* Total	265.24
11/03/2010	103345	LAND TITLE INC	REQUESTED CREDIT REFUND	502-0000-116.00-00		11/2010	387.90
						* Total	387.90
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	502-7200-514.20-62		11/2010	35.99
						* Total	35.99
11/03/2010	103386	THE ANDERSON GROUP	REQUESTED CREDIT REFUND	502-0000-116.00-00		11/2010	4.91
						* Total	4.91
				11 Checks	** Fund Total		3,116.49
10/27/2010	103167	DEX MEDIA EAST	acct 1103606619	503-8500-526.50-25		10/2010	105.44

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	105.44
10/27/2010	103175	G & K SERVICES	1182637465	503-8600-527.60-45		10/2010	91.94
						* Total	91.94
10/27/2010	103176	G & K SERVICES	1182615436	503-8600-527.60-45		10/2010	91.94
						* Total	91.94
10/27/2010	103179	GEMPLER'S INC.	1016233581	503-8600-527.60-65		10/2010	106.71
						* Total	106.71
10/27/2010	103213	MN GOLF ASSOCIATION, IN	inverwood golf	503-8000-521.70-25		10/2010	38.00
						* Total	38.00
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	503-8500-526.30-55		10/2010	4.15
			123532	503-8600-527.30-55		10/2010	15.45
						* Total	19.60
10/27/2010	103230	PRECISION TURF & CHEMIC	35608	503-8600-527.60-35		10/2010	7,983.74
						* Total	7,983.74
10/27/2010	103269	WINZER CORPORATION	acct 177723	503-8600-527.40-42		10/2010	557.92-
			acct 177723	503-8600-527.40-42		10/2010	715.89
						* Total	157.97
11/03/2010	103278	ACE PAINT & HARDWARE	504397	503-8600-527.40-42		10/2010	5.62
			504485	503-8600-527.40-42		10/2010	12.06
			504491	503-8600-527.60-12		10/2010	11.46
						* Total	29.14
11/03/2010	103283	ARCTIC GLACIER, INC.	383029514	503-8300-524.60-65		11/2010	70.68
			438028812	503-8300-524.60-65		11/2010	97.48
						* Total	168.16
11/03/2010	103296	COCA COLA BOTTLING COMP	0106492526	503-8300-524.76-10		11/2010	463.93
						* Total	463.93
11/03/2010	103297	COLLEGE CITY BEVERAGE	716075	503-8300-524.76-15		11/2010	173.30
						* Total	173.30
11/03/2010	103302	COVERALL OF THE TWIN CI	acct 2469	503-8500-526.40-40		11/2010	1,122.19
						* Total	1,122.19
11/03/2010	103306	DRAFT TECHNOLOGIES	1018106J	503-8300-524.40-42		11/2010	30.00
						* Total	30.00
11/03/2010	103320	G & K SERVICES	1182648407	503-8600-527.60-45		11/2010	86.30
						* Total	86.30
11/03/2010	103325	GRANDMA'S BAKERY	73717	503-8300-524.76-05		11/2010	28.99
			73992	503-8300-524.76-05		11/2010	34.77
			74279	503-8300-524.76-05		11/2010	34.77
			74579	503-8300-524.76-05		11/2010	37.66

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103325	GRANDMA'S BAKERY	74853	503-8300-524.76-05		11/2010	43.44
			75140	503-8300-524.76-05		11/2010	40.55
			75398	503-8300-524.76-05		11/2010	26.50
			75670	503-8300-524.76-05		11/2010	26.50
			75930	503-8300-524.76-05		11/2010	31.48
			76235	503-8300-524.76-05		11/2010	20.72
			76781	503-8300-524.76-05		11/2010	28.99
			77059	503-8300-524.76-05		11/2010	20.72
			77567	503-8300-524.76-05		11/2010	20.72
			78791	503-8300-524.76-05		11/2010	23.61
			79075	503-8300-524.76-05		11/2010	23.41
						* Total	442.83
11/03/2010	103327	HEGGIES PIZZA	1028136	503-8300-524.76-05		11/2010	69.30
						* Total	69.30
11/03/2010	103347	LAWSON PRODUCTS, INC.	9678303	503-8600-527.40-42		11/2010	363.42
						* Total	363.42
11/03/2010	103355	MENARDS - WEST ST. PAUL	5066	503-8600-527.40-42		11/2010	62.04
						* Total	62.04
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	503-8000-521.20-62		11/2010	27.95
			policy 27324	503-8500-526.20-62		11/2010	25.35
			policy 27324	503-8600-527.20-62		11/2010	43.30
						* Total	96.60
11/03/2010	103382	SOUTH SUBURBAN RENTAL I	acct 7715090401334891	503-8600-527.40-50		11/2010	141.94
						* Total	141.94
11/03/2010	103383	SOUTHWEST MILWORK, INC.	4705	503-8500-526.60-40		11/2010	1,290.52
						* Total	1,290.52
11/03/2010	103387	TIM LOCKLER'S	INVERWOOD	503-8600-527.80-80		11/2010	750.00
						* Total	750.00
11/03/2010	103389	TOLL GAS & WELDING SUPP	326722	503-8600-527.40-42		11/2010	59.58
						* Total	59.58
11/03/2010	103398	US FOODSERVICE	5066430	503-8300-524.60-65		11/2010	246.93
			5066430	503-8300-524.76-05		11/2010	501.05
			5182543	503-8300-524.60-65		11/2010	135.43
			5182543	503-8300-524.76-05		11/2010	211.67
			5182543	503-8300-524.76-10		11/2010	94.39
						* Total	1,189.47
11/03/2010	103399	VERIZON WIRELESS	acct 80568913	503-8500-526.50-20		11/2010	8.67
						* Total	8.67
11/03/2010	103403	WERNER IMPLEMENT CO, IN	9582	503-8600-527.40-42		11/2010	423.39
						* Total	423.39
11/03/2010	103408	XCEL ENERGY	acct 5158775121	503-8600-527.40-20		11/2010	1,961.28

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	1,961.28
11/03/2010	103409	XCEL ENERGY	acct 5158775110	503-8600-527.40-20		11/2010	18.34
						* Total	18.34
				29 Checks	** Fund Total		17,545.74
10/27/2010	103222	NEXTEL COMMUNICATIONS	acct 302193319	504-6100-452.50-20	R90100	10/2010	85.35
						* Total	85.35
10/27/2010	103225	OFFICE DEPOT	acct 6011568510088883	504-6100-452.60-10	R90100	10/2010	16.37
						* Total	16.37
10/27/2010	103226	OLD WORLD PIZZA	VMCC	504-6100-452.60-09	R30720	10/2010	59.57
						* Total	59.57
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	504-6100-452.30-55	R90100	10/2010	8.94
						* Total	8.94
10/27/2010	103243	SOUNDS GREAT & SPECIAL	EVENT	504-6100-452.30-70	R30400	10/2010	295.00
			EVENT	504-6100-452.40-50	R30400	10/2010	150.00
						* Total	445.00
11/03/2010	103307	DRKULAS 32 BOWL	439963	504-6100-452.50-90	R20100	11/2010	48.00
						* Total	48.00
11/03/2010	103318	FUN EXPRESS INC	64098017101	504-6100-452.60-40	R90100	11/2010	168.71
			64098025501	504-6100-452.60-40	R90100	11/2010	245.53
						* Total	414.24
11/03/2010	103330	IKON OFFICE SOLUTIONS	83470237	504-6100-452.40-65	R90100	11/2010	263.56
						* Total	263.56
11/03/2010	103332	INDEPENDENT SCHOOL DIST	SENIOR TRIP	504-0000-227.10-00		11/2010	1,693.00
			1153	504-6100-452.40-65	R40500	11/2010	670.00
						* Total	2,363.00
11/03/2010	103336	INVER GROVE HEIGHTS SEN	OCTOBER	504-0000-227.10-00		11/2010	216.00
						* Total	216.00
11/03/2010	103358	MEYER, TOD	different program	504-0000-347.00-00	R40180	11/2010	5.00
						* Total	5.00
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	504-6100-452.20-62	R90100	11/2010	61.31
						* Total	61.31
11/03/2010	103377	SCHAEFFER, MIKE	625	504-6100-452.60-40	R90100	11/2010	415.50
						* Total	415.50
				13 Checks	** Fund Total		4,401.84
10/27/2010	103156	COCA COLA BOTTLING COMP	0128555311	505-6200-453.76-10	C30200	10/2010	146.40
			3291552	505-6200-453.76-10	C30200	10/2010	98.00-

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	48.40
10/27/2010	103157	COMCAST	acct 8772105910127188	505-6200-453.50-70	C10000	10/2010	226.46
						* Total	226.46
10/27/2010	103158	COMCAST	acct 8772105910127188	505-6200-453.50-70	C10000	10/2010	401.78
						* Total	401.78
10/27/2010	103160	CRAWFORD DOOR SALES COM	126387	505-6200-453.60-16	C21000	10/2010	37.41
						* Total	37.41
10/27/2010	103164	DAKOTA GLASS & GLAZING	2010500	505-6200-453.40-40	C21000	10/2010	669.00
						* Total	669.00
10/27/2010	103182	GLEWWE DOORS	152469	505-6200-453.40-40	C21000	10/2010	42.85
						* Total	42.85
10/27/2010	103183	GRAINGER	806460150	505-6200-453.60-11	C25000	10/2010	146.14
						* Total	146.14
10/27/2010	103185	HAWKINS INC	3166524	505-6200-453.60-15	C25000	10/2010	2,029.51
						* Total	2,029.51
10/27/2010	103187	HILLYARD INC	6486312	505-6200-453.60-11	C25000	10/2010	267.57
			6489921	505-6200-453.60-11	C21000	10/2010	589.66
			6489922	505-6200-453.60-11	C25000	10/2010	765.52
			6494740	505-6200-453.60-11	C21000	10/2010	421.48
						* Total	2,044.23
10/27/2010	103193	INDELCO PLASTICS CORP	622972	505-6200-453.60-16	C25000	10/2010	96.52
						* Total	96.52
10/27/2010	103196	JOHNSON CONTROLS	11678577529	505-6200-453.40-40	C25000	10/2010	2,956.17
						* Total	2,956.17
10/27/2010	103207	MENARDS - WEST ST. PAUL	2300	505-6200-453.60-16	C25000	10/2010	45.74
						* Total	45.74
10/27/2010	103208	METRO GROUP INC, THE	PI270411	505-6200-453.60-16	C21000	10/2010	1,690.98
						* Total	1,690.98
10/27/2010	103210	MILL CITY SIGN	11126	505-6200-453.40-50	C15500	10/2010	138.94
						* Total	138.94
10/27/2010	103224	ODLAND, LISA	canceled class	505-0000-352.35-00	C51000	10/2010	44.00
						* Total	44.00
10/27/2010	103225	OFFICE DEPOT	acct 6011568510088883	505-6200-453.60-65	C10000	10/2010	25.79
						* Total	25.79
10/27/2010	103226	OLD WORLD PIZZA	VMCC	505-6200-453.60-65	C40000	10/2010	37.14
			VMCC	505-6200-453.76-05	C16000	10/2010	108.42
						* Total	145.56

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	505-6200-453.30-55	C50000	10/2010	42.18
						* Total	42.18
10/27/2010	103236	R & R SPECIALTIES OF WI	46029	505-6200-453.40-42	C21000	10/2010	33.50
						* Total	33.50
10/27/2010	103238	RECREATION SUPPLY COMPA	210430	505-6200-453.60-16	C25000	10/2010	339.53
						* Total	339.53
10/27/2010	103239	ROACH, RICK	mileage	505-6200-453.50-65	C25000	10/2010	3.00
						* Total	3.00
10/27/2010	103247	SPRUNG SERVICES	59046	505-6200-453.40-40	C25000	10/2010	630.50
						* Total	630.50
10/27/2010	103251	SUPERMEDIA LLC	acct 390001924527	505-6200-453.50-25	C91000	10/2010	35.00
						* Total	35.00
10/27/2010	103253	TIERNEY BROTHERS INC	591028	505-6200-453.60-40	C15000	10/2010	864.62
						* Total	864.62
10/27/2010	103266	WEST 7TH COMMUNITY CENT	deposit returned	505-0000-352.27-00	C55000	10/2010	50.00
						* Total	50.00
11/03/2010	103278	ACE PAINT & HARDWARE	502818	505-6200-453.60-16	C25000	11/2010	9.61
			503750	505-6200-453.60-16	C25000	11/2010	16.01
			504399	505-6200-453.60-16	C25000	10/2010	12.18
			504433	505-6200-453.60-16	C21000	10/2010	44.82
			504506	505-6200-453.60-40	C21000	10/2010	16.02
			504643	505-6200-453.60-16	C25000	11/2010	3.18
						* Total	101.82
11/03/2010	103286	BECKER ARENA PRODUCTS,	81223	505-6200-453.60-16	C21000	11/2010	1,528.31
						* Total	1,528.31
11/03/2010	103300	COSTUME CHARACTERS	cancer event	505-6200-453.30-70	C15500	11/2010	50.00
						* Total	50.00
11/03/2010	103323	GRAINGER	9369433652	505-6200-453.60-40	C25000	11/2010	189.97
			9370206337	505-6200-453.60-16	C21000	11/2010	39.32
			9370398183	505-6200-453.60-16	C25000	11/2010	19.77
			9373703710	505-6200-453.60-16	C25000	11/2010	257.18
			9374737741	505-6200-453.60-16	C21000	11/2010	78.87
			9375118040	505-6200-453.60-16	C25000	11/2010	116.19
						* Total	701.30
11/03/2010	103330	IKON OFFICE SOLUTIONS	83470237	505-6200-453.40-65	C10000	11/2010	439.26
						* Total	439.26
11/03/2010	103341	KIMBALL MIDWEST	1703671	505-6200-453.60-12	C25000	11/2010	49.18
						* Total	49.18
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	505-6200-453.20-62	C70000	11/2010	127.52

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	127.52
11/03/2010	103364	NEXTEL COMMUNICATIONS	acct 573073317	505-6200-453.50-20	C25000	11/2010	804.46
						* Total	804.46
11/03/2010	103366	OFFICEMAX INC	acct 573073317	505-6200-453.60-65	C50000	11/2010	40.36
						* Total	40.36
11/03/2010	103369	PRECISION DYNAMICS CORP	664259	505-6200-453.60-65	C16000	11/2010	318.33
						* Total	318.33
11/03/2010	103372	ROACH, RICK	mileage	505-6200-453.50-65	C25000	11/2010	61.50
						* Total	61.50
11/03/2010	103373	RYCO SUPPLY COMPANY	33124	505-6200-453.60-16	C21000	11/2010	463.17
						* Total	463.17
11/03/2010	103385	SURVEY MONKEY.COM LLC	17766668	505-6200-453.50-25	C91000	11/2010	200.00
						* Total	200.00
11/03/2010	103401	W W GOETSCH ASSOC INC	83870	505-6200-453.40-42	C25000	11/2010	2,445.73
						* Total	2,445.73
11/03/2010	103410	YOUNG, SUSAN & SAM	canceled	505-0000-352.35-00	C71000	11/2010	45.00
						* Total	45.00
11/03/2010	103411	ZIEGLER INC	SW100115448	505-6200-453.40-42	C25000	11/2010	1,322.74
						* Total	1,322.74
				41 Checks	** Fund Total		21,486.49
10/27/2010	103198	LEAGUE OF MN CITIES INS	lmcit 11074209	602-2100-415.70-20		10/2010	1,808.90
							46,661.50
							33,088.75
							10,591.25
							603.75
							3,315.50
						* Total	96,069.65
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	602-2100-415.30-55		10/2010	.70
						* Total	.70
11/03/2010	103348	LEAGUE OF MN CITIES INS	lmcit 11072693	602-2100-415.70-20		11/2010	14,535.41
						* Total	14,535.41
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	602-2100-415.20-62		11/2010	2.14
						* Total	2.14
				4 Checks	** Fund Total		110,607.90
10/27/2010	103154	CARQUEST OF ROSEMOUNT	1596137797	603-5300-444.40-41		10/2010	36.82
							4.51
							5.24

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/27/2010	103154	CARQUEST OF ROSEMOUNT	1596137935	603-0000-145.50-00		10/2010	9.32
			1596137935	603-5300-444.40-41		10/2010	11.38
			1596137936	603-5300-444.40-41		10/2010	7.25
			1596137952	603-5300-444.60-12		10/2010	49.96
			1596138009	603-0000-145.50-00		10/2010	22.20
			1596138009	603-5300-444.40-41		10/2010	49.93
			1596138029	603-5300-444.60-40		10/2010	6.90
			1596138088	603-5300-444.40-41		10/2010	19.71
						* Total	223.22
10/27/2010	103161	CUSTOM HOSE TECH	56804	603-5300-444.40-41		10/2010	493.06
						* Total	493.06
10/27/2010	103168	EMERGENCY APPARATUS MAI	51932	603-5300-444.40-41		10/2010	533.79
						* Total	533.79
10/27/2010	103169	EMERGENCY AUTOMOTIVE TE	0827102	603-5300-444.80-70		10/2010	4,476.45
						* Total	4,476.45
10/27/2010	103174	FORCE AMERICA, INC.	01350728	603-5300-444.40-41		10/2010	809.90
			01350729	603-5300-444.40-41		10/2010	183.34
						* Total	993.24
10/27/2010	103177	G & K SERVICES	1182637464	603-5300-444.40-65		10/2010	83.02
			1182637464	603-5300-444.60-45		10/2010	60.95
						* Total	143.97
10/27/2010	103192	HOSE / CONVEYORS INC	13909	603-5300-444.40-41		10/2010	91.62
			14197	603-5300-444.40-41		10/2010	11.01
						* Total	102.63
10/27/2010	103194	INVER GROVE FORD	5047926	603-5300-444.40-41		10/2010	120.63
						* Total	120.63
10/27/2010	103220	NEXTEL COMMUNICATIONS	acct 249383315	603-5300-444.50-20		10/2010	64.29
						* Total	64.29
10/27/2010	103232	PUMP AND METER SERVICE	1433214921	603-5300-444.40-40		10/2010	156.37
						* Total	156.37
10/27/2010	103237	RDO EQUIPMENT COMPANY	acct 2556007	603-5300-444.40-41		10/2010	518.62
			acct 2556007	603-5300-444.40-41		10/2010	462.98
						* Total	981.60
10/27/2010	103248	ST. JOSEPH EQUIPMENT, I	SI81681	603-5300-444.40-41		10/2010	1,399.03
						* Total	1,399.03
10/27/2010	103257	TWIN SOURCE SUPPLY	417927	603-5300-444.60-11		10/2010	84.85
						* Total	84.85
10/27/2010	103267	WESTERN PETROLEUM COMPA	0266901	603-0000-145.50-00		10/2010	2,109.56
						* Total	2,109.56

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
10/27/2010	103271	XCEL ENERGY	acct 5152791130	603-5300-444.40-20		10/2010	694.15
			acct 5152791130	603-5300-444.40-10		10/2010	86.81
						* Total	780.96
10/27/2010	103273	YOCUM OIL COMPANY, INC.	405572	603-0000-145.60-00		10/2010	9,482.00
			405573	603-0000-145.60-00		10/2010	3,024.35
			405676	603-0000-145.60-00		10/2010	4,254.30
						* Total	16,760.65
11/03/2010	103278	ACE PAINT & HARDWARE	504547	603-5300-444.40-41		10/2010	29.90
						* Total	29.90
11/03/2010	103295	CARQUEST OF ROSEMOUNT	1596138185	603-5300-444.40-41		11/2010	2.27
			1596138229	603-0000-145.50-00		11/2010	29.68
			1596138242	603-5300-444.40-40		11/2010	463.84
			1596138242	603-5300-444.60-40		11/2010	23.47
			1596138397	603-5300-444.40-41		11/2010	61.15
			1596138410	603-5300-444.40-41		11/2010	20.84
						* Total	601.25
11/03/2010	103303	CUSTOM HOSE TECH	56951	603-5300-444.40-41		11/2010	248.30
						* Total	248.30
11/03/2010	103309	EMERGENCY AUTOMOTIVE TE	1021102	603-5300-444.40-41		11/2010	737.16
						* Total	737.16
11/03/2010	103319	G & K SERVICES	1182648406	603-5300-444.40-65		11/2010	83.01
			1182648406	603-5300-444.60-45		11/2010	23.04
						* Total	106.05
11/03/2010	103326	H&L MESABI	81029	603-5300-444.40-41		11/2010	476.07
						* Total	476.07
11/03/2010	103335	INVER GROVE FORD	5047972	603-5300-444.40-41		11/2010	3.99
			5047976	603-5300-444.40-41		11/2010	3.45
						* Total	7.44
11/03/2010	103356	METRO JANITORIAL SUPPLY	10060189	603-5300-444.60-11		11/2010	497.36
						* Total	497.36
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	603-5300-444.20-62		11/2010	35.44
						* Total	35.44
11/03/2010	103367	OXYGEN SERVICE COMPANY,	5512861	603-5300-444.60-12		11/2010	69.00
						* Total	69.00
11/03/2010	103371	REED BUSINESS INFORMATI	106956	603-5300-444.40-41		11/2010	60.51
						* Total	60.51
11/03/2010	103392	TRACTOR SUPPLY CREDIT P	acct 6035301200183679	603-5300-444.40-41		11/2010	138.14
			acct 6035301200183679	603-5300-444.60-12		11/2010	17.64
						* Total	155.78

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
				28 Checks	** Fund Total		32,448.56
10/27/2010	103225	OFFICE DEPOT	acct 6011568510088883	604-2200-416.60-05		10/2010	16.60
			acct 6011568510088883	604-2200-416.60-10		10/2010	38.43
						* Total	55.03
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	604-2200-416.20-62		11/2010	.98
						* Total	.98
11/03/2010	103366	OFFICEMAX INC	acct 573073317	604-2200-416.60-10		11/2010	82.44
						* Total	82.44
11/03/2010	103375	S & T OFFICE PRODUCTS	MONICA	604-2200-416.60-10		11/2010	299.15
			090210	604-2200-416.60-10		11/2010	36.74
			091010	604-2200-416.60-10		11/2010	20.18
			091510	604-2200-416.60-10		11/2010	16.43
			092110	604-2200-416.60-10		11/2010	147.84
			1148	604-2200-416.60-10		11/2010	17.46
			1168	604-2200-416.60-10		11/2010	49.63
			1355	604-2200-416.60-10		11/2010	150.96
			1355A	604-2200-416.60-10		11/2010	425.16
			1361	604-2200-416.60-10		11/2010	5.72
						* Total	1,169.27
				4 Checks	** Fund Total		1,307.72
10/27/2010	103233	QWEST	cust 6515524055	605-3100-419.50-20		10/2010	120.72
						* Total	120.72
10/27/2010	103261	US POSTMASTER	UTILITY MAILING	605-3100-419.50-35		10/2010	1,097.52
						* Total	1,097.52
10/27/2010	103262	US POSTMASTER	UTILITY MAILING	605-3100-419.50-35		10/2010	216.11
						* Total	216.11
10/27/2010	103264	USA MOBILITY WIRELESS I	acct 03174935	605-3100-419.40-65		10/2010	4.89
						* Total	4.89
10/27/2010	103271	XCEL ENERGY	acct 5152791130	605-3100-419.40-20		10/2010	3,981.57
						* Total	3,981.57
10/27/2010	103272	XCEL ENERGY	acct 5194686878	605-3100-419.40-20		10/2010	3,912.57
						* Total	3,912.57
11/03/2010	103338	J.H. LARSON COMPANY	430023801	605-3100-419.60-11		11/2010	115.64
						* Total	115.64
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	605-3100-419.20-62		11/2010	8.33
						* Total	8.33
				8 Checks	** Fund Total		9,457.35
10/27/2010	103146	ADVANCED TECHNOLOGY SYS	56460	606-1400-413.60-10		10/2010	1,465.91

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
						* Total	1,465.91
10/27/2010	103166	DELL BUSINESS CREDIT	acct 687945022800359193	606-1400-413.40-49		10/2010	7.11
						* Total	7.11
10/27/2010	103228	OPTUMHEALTH FINANCIAL S	123532	606-1400-413.30-55		10/2010	6.65
						* Total	6.65
10/27/2010	103265	VERIZON WIRELESS	acct 28058152	606-1400-413.50-20		10/2010	32.52
						* Total	32.52
11/03/2010	103279	ADVANCED TECHNOLOGY SYS	56572	606-1400-413.40-44		11/2010	89.70
						* Total	89.70
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	606-1400-413.20-62		11/2010	9.81
						* Total	9.81
				6 Checks	** Fund Total		1,611.70
10/27/2010	103148	ARAMARK REFRESHMENT SER	64332	702-0000-228.65-00		10/2010	74.79
						* Total	74.79
10/27/2010	103195	INVERWOOD BUSINESS PARK	escrow	702-0000-230.25-00		10/2010	5,597.21
						* Total	5,597.21
10/27/2010	103199	LILLIE SUBURBAN NEWSPAP	acct 1363	702-0000-229.30-00		10/2010	19.00
						* Total	19.00
10/27/2010	103201	LILLIE SUBURBAN NEWSPAP	NTE ALLIED WAST acct 1363	702-0000-229.24-00 702-0000-229.17-00		10/2010 10/2010	19.00 21.38
						* Total	21.38
10/27/2010	103206	MCDONALD CONSTRUCTION	escrow 11617 ailerm ct	702-0000-229.98-00		10/2010	2,500.00
						* Total	2,500.00
10/27/2010	103223	NORTHWEST ASPHALT, INC.	hydrant permit 1013	702-0000-229.43-00		10/2010	919.66
						* Total	919.66
11/03/2010	103291	BUDGET SIGN AND GRAPHIC	49565	702-0000-230.72-00		11/2010	102.60
						* Total	102.60
11/03/2010	103301	COSTUME CHARACTERS	holiday on main	702-0000-230.72-00		11/2010	75.00
						* Total	75.00
11/03/2010	103311	EMMONS & OLIVIER RESOUR	95001334	702-0000-228.21-00		11/2010	782.25
						* Total	782.25
			95001336	702-0000-228.22-00		11/2010	714.00
			95001336	702-0000-228.46-00		11/2010	4,613.70
			95001923	702-0000-228.21-00		11/2010	331.50
			9500282	702-0000-230.44-00		11/2010	25.50
			9501925	702-0000-228.21-00		11/2010	285.00
						* Total	6,751.95

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE# / DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
11/03/2010	103353	MAX STEININGER, INC.	hydrant permit 1009	702-0000-229.43-00		11/2010	706.69
						* Total	706.69
				10 Checks	** Fund Total		16,808.66
11/03/2010	103362	MN LIFE INSURANCE CO	policy 27324	703-5500-446.20-62		11/2010	2.27
						* Total	2.27
				1 Checks	** Fund Total		2.27
				313 Checks	*** Bank Total		1,545,406.72
			313 Checks	*** Grand Total			1,545,406.72

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider the Adoption of the Credit Card Acceptance Policy and Procedures

Meeting Date: November 8, 2010
 Item Type: Consent Agenda
 Contact: Ann Lanoue 651.450.2517
 Prepared by: Ann Lanoue, 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 Credit Card Acceptance Policy and Procedures.

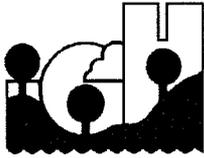
SUMMARY

The use of credit cards as a method of payment has become virtually universal in the private sector. Citizens are requesting the same convenience from the public sector. The City of Inver Grove Heights has accepted payment by credit card for many years at the Community Center, Inver Wood Golf Course and for Parks & Recreation programs. We are now asking for this to be extended to fees and services at City Hall. We have proposed that credit cards be accepted for all payments with the exception of escrow deposits.

Benefits of accepting credit cards include: increased certainty of collection, reduced return check processing costs, accelerated payments and the availability of funds, improve audit trail and enhanced customer convenience.

We will work with Element Payment Systems which is currently used by the Community Center as our processor. They are an all-in-one gateway and processor. Teri O'Connor, Accounting Tech/Parks and Recreation, has done considerable research in finding the best processor at the lowest cost. We would become an additional merchant on the same account. The credit cards currently accepted are Visa, MasterCard, and Discover. We would get the benefit of lower fees than other businesses because we are a government entity. We would set up a credit card swipe machine here at City Hall to process these payments. Credit card fees for any special revenue or enterprise fund transactions will be charged to those funds. Fees for general government activity would be charged against the City's investment earnings in the same manner as we charge our banking fees.

I recommend adoption of the Credit Card Acceptance Policy and Procedures attached to this memo.



City of Inver Grove Heights

Credit Card Acceptance Policy & Procedures

November 8, 2010

Introduction

Minnesota Statutes, Section 471.381 gives cities the authority to accept payment by credit and debit cards. The use of credit cards as a method of payment has become virtually universal within the private sector. Citizens have requested the same convenience from the public sector. Benefits to the government include: increased certainty of collection, reduced return check processing costs, accelerated payments and the availability of funds, improved audit trail, and enhanced customer convenience.

Purpose

The purpose of this policy is to establish guidelines that the City of Inver Grove Heights will follow related to the acceptance of credit cards for payment for City services to help protect the City from potential loss from the acceptance of credit cards.

Third Party Processing

The City of Inver Grove Heights will utilize a third party as gateway and processor for our credit card transactions. The third party must be PCI Compliant and store credit card information offsite.

Credit Cards Accepted

Credit cards will be accepted for all City services, fees and products with the exception of Escrow Deposits. The City will accept VISA, MasterCard and Discover Cards. Returns and refunds on a credit card purchase should be refunded through the credit card used to make the purchase.

Procedures

- Credit card transactions will be posted at the Front Desk.
- Credit cards should be swiped through the card reader. If a card will not read, manual entry will require the address and zip code prior to entering the card number and 3-digit code on the back of the card.
- Credit cards must be authorized before finalizing any sale or transaction. If the card is declined, another form of payment must be presented.
- The City does not do cash advances on credit cards.
- The signature copy of the credit slip will be placed in the cash drawer and saved with the daily deposit report.
- Credit card transactions will automatically settle at midnight by the credit card company.

- Finance Staff will reconcile the charge card purchases against daily statements from the credit card processing company. Any discrepancies will be investigated and resolved by Finance Staff in a timely manner.
- Credit card fees will be allocated to the fund which is accepting the credit card for all Enterprise and Special Revenue Funds and against investment earnings for all general government services, fees and products.
- Online purchases will only be done through a secured website that is PCI compliant with required payment card industry standards through the City's gateway processor.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Change Order No. 1 for City Project No. 2009-29 – Well No. 9, Phase 2

Meeting Date: November 8, 2010
 Item Type: Consent
 Contact: Jim Sweeney, 651.450.2565
 Prepared by: Jim Sweeney, Utility Superintendent
 Reviewed by: Scott D. Thureen, Public Works Director

SAT JS

Fiscal/FTE Impact:

- None
- Amount included in current budget
- Budget amendment requested
- FTE included in current complement
- New FTE requested – N/A
- Other: Water Operating Fund and Park Acquisition and Development Fund (Alternate No. 1)

PURPOSE/ACTION REQUESTED

Consider Change Order No. 1 for City Project No. 2009-29 – Well No. 9, Phase 2.

SUMMARY

The contract was awarded in the base bid amount of \$440,772.90 and Alternate No. 1 in the amount of \$38,180.00 (for a total contract amount of \$478,952.90) to Burschville Construction, Inc. on October 12, 2009.

The contractor has completed the work through October 31, 2010 in accordance with the contract plans and specifications. A five (5) percent retainage will be maintained until the project is complete.

Change Order No. 1 covered two modifications to the drainage system, an electrical cabling addition, a custom color order for the control cabinet, turf restoration and a contract extension date.

The Change Order will be funded from the Project Contingency Fund.

I recommend approval of Change Order No. 1 in the amount of \$26,878.58 for a revised contract amount of \$505,831.48), for work on City Project No. 2009-29 – Well No. 9, Phase 2

JS/kf

Attachments: Change Order No. 1



Owner: City of Inver Grove Heights, , 8150 Barbara Avenue, Inver Grove Heights, MN, 55077-	Date	August 25, 2010
Contractor: Burschville Construction, Inc., 11440 Eighth Street NE, PO Box 65, Hanover, MN, 55341		
Bond Company: Western Surety Company, P.O. Box 5077, Sioux Falls, SD, 57117-5077	Bond No: 929 473175	

CHANGE ORDER NO. 1
 WELL NO. 9 - PHASE 2
 CLIENT PROJECT NO.2009-29
 BONESTROO FILE NO. 000476-07005-0

Description of Work

This change order provides for modifying an existing stormwater apron to adjust discharge alignment and grade. It also provides for additional electrical cable and conduit needed to connect the existing valve vault and booster station. In addition, this change order provides a custom fiberglass color for the well enclosure. This change order also provides for restoration modifications including hydromulch and sowing a mid-height, native seed mix in restoration areas that will not be mowed. A storm structure to realign discharge near adjoining properties is provided.

No.	Item	Unit	Contract Quantity	Unit Price	Total Amount
CHANGE ORDER NO. 1					
1	MODIFICATION OF EXISTING STORMWATER APRON.	LS	1	\$4,011.00	\$4,011.00
2	ADDITIONAL CABLE AND CONDUIT TO CONNECT VALVE VAULT AND BOOSTER STATION.	LS	1	\$10,650.00	\$10,650.00
3	PROVIDE CUSTOM COLOR ON FIBERGLASS ENCLOSURE.	LS	1	\$750.00	\$750.00
4	PROVIDE SEED MIX 340 IN AREAS THAT WILL NOT BE MOWED.	AC	0.37	\$8,000.00	\$2,960.00
5	HYDRO MULCH OVER TURF SEED	SY	2902	\$0.79	\$2,292.58
6	PROVIDE STORM STRUCTURE & REALIGN DISCHARGE NEAR PROPERTY LINE	LS	1	\$6,215.00	\$6,215.00
TOTAL CHANGE ORDER NO. 1:					\$26,878.58

Original Contract Amount	\$478,952.90
Previous Change Orders	\$0.00
This Change Order	<u>\$26,878.58</u>
Revised Contract Amount (including this change order)	\$505,831.48

CHANGE IN CONTRACT TIMES

Original Contract Times:

Substantial Completion (days or date):	June 15, 2010
Ready for final Payment (days or date):	July 15, 2010

Increase of this Change Order:

Substantial Completion (days or date):	September 30, 2010
Ready for final Payment (days or date):	October 31, 2010

Contract Time with all approved Change Orders:

Substantial Completion (days or date):	September 30, 2010
Ready for final Payment (days or date):	October 31, 2010

Recommended for Approval by:

BONESTROO

Date:

Approved by Contractor:
BURSCHVILLE CONSTRUCTION, INC.

Approved by Owner:
CITY OF INVER GROVE HEIGHTS

Date

Date

cc: Owner
Contractor
Bonding Company
Bonestroo

ATTACHMENT TO CHANGE ORDER NO. 1

CITY PROJECT NO. 2009-29 WELL NO. 9 PUMPING FACILITY

Description of Work Required in Change Order No. 1

Listed below are six items that were outside of the scope of the original contract with Burschville Construction Inc. for completion of the Well No. 9 Pumping Facility. All of the items have been installed / completed to our satisfaction, and we recommend approval of payment for these items.

Item 1 – Modification of Existing Stormwater Apron - \$4,011.00

This storm sewer pipe discharges the stormwater from the majority of the Water Treatment Facility roof and parking areas. After site and walking trail grading was completed, we decided to redirect this discharge to avoid potential icing and erosion issues on the trail.

Item 2 – Additional Cable and Conduit to Connect Power Supply - \$10,650.00

Well No. 9 is powered via the Xcel Energy service provided to the adjacent Babcock Booster Station. During the design phase we decided to take advantage of the oversized service at the Booster Station, which is also backed up by a standby generator. This allows us to avoid another electrical “ demand charge” for the power provided to Well No. 9. The electrical plan sheet for this service wire contained an incorrect scale for the measurement of the distance between the Booster Station and Well No. 9.

Item 3 – Provide Custom Color on Fiberglass Enclosure - \$750.00

This enclosure is installed over the wellhead, and provides security for that area. The standard color from the manufacturer is beige, we chose green to match the control panel enclosure which resulted in the additional charge.

Item 4 – Provide Prairie Grass Seed Mix in Non-Mowing Areas - \$2960.00

After finish site grading was completed, we adjusted the areas that would be seeded in native prairie, and turf to be mowed. This decision was based on slope of the particular area, ability to safely mow, and minimizing irrigated areas. This change resulted in larger prairie areas than originally specified, which increased the cost of the seed allowance.

Item 5 – Hydro Mulch Over Turf Seed - \$2292.58

The original specification called for plastic mesh seed blanket to be placed over all seeded areas. In the process of adjusting the size of these areas, we decided to install hydro mulch over the areas to be mowed. This type of mulch disintegrates over time and does not become entangled in mowers like plastic mesh.

Item 6 – Provide Storm Water Structure & Realign Discharge - \$6,215.00

This structure was placed over the end of the raingarden overflow pipe. The Well 9 site experienced several large rainfall events (3 + inches) immediately after the raingarden and seed areas were installed. These events surcharged the raingarden and caused it to overflow to an area along our eastern property line. This overflow area eroded and deposited silt on our neighboring property owners lawn. To alleviate the possibility of this re-occurring in a heavy rainfall event, we directed the contractor to install this structure and grade the area to form a small basin to catch any overland flow in the future.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 1 for City Project No. 2010-12 – 59th Street East Street Improvements

Meeting Date: November 8, 2010
 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

SJT *ST*

Fiscal/FTE Impact:

- None
- Amount included in current budget
- Budget amendment requested
- FTE included in current complement
- New FTE requested – N/A
- Other: Special Assessments, Pavement Management Fund, Utility Fund

PURPOSE/ACTION REQUESTED

Consider Pay Voucher No. 1 for City Project No. 2010-12 – 59th Street East Street Improvements.

SUMMARY

The project was awarded on June 9, 2010 to Frattalone Companies in the amount of \$150,176.44.

The contractor has completed the work in accordance with contract plans and specifications. A 5% retainage is being held until the project is completed.

I recommend approval of Pay Voucher No. 1 in the amount of \$107,233.60 for City Project No. 2010-12 – 59th Street East Street Improvements.

TJK/kf
 Attachments: Pay Voucher No. 1

CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAYMENT VOUCHER

ESTIMATE NO. 1 (One)
DATE: November 1, 2010
PERIOD ENDING: October 31, 2010
CONTRACT: 2010-12- 59th Street East street Improvements
PROJECT NO: City Project No. 2010-12

TO: Frattalone Companies
3205 Spruce Street
St.Paul, MN 55117

A.	Original Contract Amount.....	\$150,176.44
B.	Total Addition (Change Order No. 1)	\$10,563.60
C.	Total Deductions	\$0.00
D.	Total Contract Amount.....	\$160,740.04
E.	Total Value of Work to Date	\$112,877.47
F.	Less Retained (5%)	\$5,643.87
G.	Less Previous Payment.....	\$0.00
H.	Total Approved for Payment this Voucher	\$107,233.60
I.	Total Payments Including this Voucher.....	\$107,233.60

APPROVALS:

Pursuant to our field observations, I hereby recommend for payment the above stated amount for work performed through October 31, 2010.

Signed by:  11/1/10
Date

Signed by: _____
Date

Signed by: _____
George Tourville, Mayor Date

PROJECT # 2010-12

59TH STREET EAST STREET IMPROVEMENTS

ITEM NO.	MN/DOT NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	QUANTITY TO DATE	CONTRACT UNIT PRICE	TOTAL ESTIMATED COST	TOTAL CONTRACT COST
1	2021.501	Mobilization	LS	1	1	\$1,975.00	\$1,975.00	\$1,975.00
2	2563.601	Traffic Control	LS	1	1	\$1,645.00	\$1,645.00	\$1,645.00
3	2101.502	Clearing	TREE	12	12	\$120.00	\$1,440.00	\$1,440.00
4	2101.507	Grubbing	TREE	16	16	\$120.00	\$1,920.00	\$1,920.00
5	2573.502	Storm Drain Inlet Protection	EA	4		\$138.00	\$552.00	\$0.00
6	2123.61	Street Sweeping (With Pickup Broom)	HR	10		\$127.00	\$1,270.00	\$0.00
7	2573.602	Temporary Rock Construction Entrance	EA	2		\$572.00	\$1,144.00	\$0.00
8	2573.502	Silt Fence, Preassembled	LF	200		\$4.10	\$820.00	\$0.00
9	2105.501	Common Excavation (P)	CY	1740	1740	\$9.95	\$17,313.00	\$17,313.00
10	2105.507	Subgrade Excavation (EV)	CY	200		\$4.45	\$890.00	\$0.00
11	2105.503	Rock Excavation (EV)	CY	50		\$57.00	\$2,850.00	\$0.00
12	2104.509	Remove Hydrant and Lead	EA	1	1	\$1,150.00	\$1,150.00	\$1,150.00
13	2104.501	Remove Wood Fence	LF	130	130	\$8.00	\$1,040.00	\$1,040.00
14	2104.503	Remove Retaining Wall	SF	940	940	\$2.00	\$1,880.00	\$1,880.00
15	2104.505	Remove Concrete Pavement	SY	25	12	\$10.00	\$250.00	\$120.00
16	2104.505	Remove Bituminous Pavement	SY	54	10	\$10.00	\$540.00	\$100.00
17	2531.618	B618 Curb and Gutter	LF	671	693	\$10.65	\$7,146.15	\$7,380.45
18	2531.618	Concrete Valley Gutter	SF	36		\$7.73	\$278.28	\$0.00
19	2531.618	Concrete Wing Apron	SF	70		\$7.73	\$541.10	\$0.00
20	2531.507	6" Concrete Driveway Pavement	SY	25		\$49.68	\$1,242.00	\$0.00
21	2105.522	Select Granular Borrow	CY	672	430	\$8.44	\$5,671.68	\$3,629.20
22	2211.501	Aggregate Base, Class 5	TON	387	447.6	\$10.43	\$4,036.41	\$4,668.47
23	2211.501	Agg. Base, Class 5 (100% Crushed Limestone)	TON	48		\$17.53	\$841.44	\$0.00
24	2360.501	Type SP 9.5 Wearing Course Mix (3,B)	TON	129		\$71.00	\$9,159.00	\$0.00
25	2360.502	Type SP 12.5 Non-Wearing Course Mix (3,B)	TON	129	110	\$71.00	\$9,159.00	\$7,810.00
26	2360.604	2.5" Bituminous Driveway Pavement	SY	54		\$28.00	\$1,512.00	\$0.00
27	2104.509	Remove Casting and Rings	EA	1	1	\$765.00	\$765.00	\$765.00
28	2506.602	F&I Rings and Casting Assembly (San. Sewer)	EA	1	1	\$890.00	\$890.00	\$890.00
29	2503.602	F&I External Chimney Seal	EA	1	1	\$350.00	\$350.00	\$350.00
30	2504.602	Hydrant, Gate valve and Lead	EA	1	1	\$5,000.00	\$5,000.00	\$5,000.00
31	2411.604	Modular Block Retaining Wall	SF	1648	1346	\$32.00	\$52,736.00	\$43,072.00
32	2572.501	Temporary Fence	LF	110	75	\$2.21	\$243.10	\$165.75
33	2557.501	F&I Wood Fence (6')	LF	130		\$35.00	\$4,550.00	\$0.00
34	2557.501	F&I Wire Fence Design 48 9322	LF	45		\$54.00	\$2,430.00	\$0.00
35	2105.526	Select Topsoil Borrow (LV)	CY	90		\$9.00	\$810.00	\$0.00
36	2575.501	Terraseeding	SY	698		\$3.86	\$2,694.28	\$0.00
37	2575.523	Erosion Control Blanket, Category 2	SY	100		\$4.42	\$442.00	\$0.00
38	SPECIAL	Water Usage Allowance	LS	1		\$1,000.00	\$1,000.00	\$0.00
39	SPECIAL	Storm Water Allowance	LS	1		\$2,000.00	\$2,000.00	\$0.00
TOTAL							\$150,176.44	\$102,313.87

TOTAL ESTIMATED COST	TOTAL CONTRACT COST
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	\$150,176.44	\$102,313.87
CHANGE ORDER #1	\$10,563.60	\$10,563.60

CONTRACT WORK COMPLETED		\$112,877.47
REVISED CONTRACT AMOUNT	\$160,740.04	

RETAINAGE (5%)		\$5,643.87
PREVIOUS PAYMENTS		0
AMOUNT DUE PAYMENT #1		\$107,233.60

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Final Payment Voucher No. 9, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2008-09D – South Grove Urban Street Reconstruction – Area 3

Meeting Date: November 8, 2010
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: N/A

TJK
SAT *CS*

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

PURPOSE/ACTION REQUESTED

Consider Final Payment Voucher No. 9, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2008-09D – South Grove Urban Street Reconstruction – Area 3.

SUMMARY

The improvements were ordered as part of the 2008 Pavement Management Program. The contract was awarded in the amount of \$2,990,557.34 to Arcon Construction Co., Inc., on May 27, 2008 for City Project No. 2008-09D South Grove Urban Street Reconstruction, Area 3.

The contractor has completed all warranty work in accordance with the contract plans and specifications.

I recommend approval of Final Payment Voucher No. 9 in the amount of \$2,534.62, acceptance of the Engineer's Final Report, and approval of the Resolution Accepting Work for City Project No. 2008-09D – South Grove Urban Street Reconstruction – Area 3.

TJK/kf
 Attachments: Final Payment Voucher No. 9
 Engineer's Final Report
 Resolution Accepting Work

PAYMENT DETAIL LIST

Contract: CP 2008-09D
 Owner: City of Inver Grove Heights
 Project: South Grove Street Reconstruction Area 3
 KHA Job No: 160509010



Schedule: A
 Description: Street Reconstruction Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2021.501	MOBILIZATION	LS	0.94	0.94	\$ 55,000.00	\$ 51,700.00	\$ 51,700.00
2	2031.501	FIELD OFFICE	EACH	1	1.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
3	2101.502	CLEARING	TREE	24	26.00	\$ 150.00	\$ 3,600.00	\$ 3,900.00
4	2101.507	GRUBBING	TREE	24	26.00	\$ 125.00	\$ 3,000.00	\$ 3,250.00
5	2104.501	REMOVE EXISTING CURB AND GUTTER	LF	29,000	28,382.70	\$ 1.40	\$ 40,600.00	\$ 39,735.78
6	2104.503	REMOVE CONCRETE WALK	SF	6,750	9,534.00	\$ 0.60	\$ 4,050.00	\$ 5,720.40
7	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	2,750	2,743.10	\$ 7.00	\$ 19,250.00	\$ 19,201.70
8	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	3,000	3,057.21	\$ 7.00	\$ 21,000.00	\$ 21,400.47
9	2104.509	REMOVE CASTING AND RINGS	EACH	51	48.00	\$ 150.00	\$ 7,650.00	\$ 7,200.00
10	2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	7	10.00	\$ 300.00	\$ 2,100.00	\$ 3,000.00
11	2104.618	SALVAGE DRIVEWAY PAVERS	SF	1,400	1,041.00	\$ 4.30	\$ 6,020.00	\$ 4,476.30
12	2105.501	COMMON EXCAVATION (P)	CY	45,756	45,756.00	\$ 8.00	\$ 366,048.00	\$ 366,048.00
13	2105.507	SUBGRADE CORRECTION (CV)	CY	3,225	3,163.10	\$ 8.00	\$ 25,800.00	\$ 25,304.80
14	2105.522	SELECT GRANULAR BORROW (CV)	CY	4,245	6,889.00	\$ 8.45	\$ 58,870.25	\$ 58,212.05
15	2105.525	SELECT TOPSOIL BORROW (LV)	CY	2,600	4,069.00	\$ 14.85	\$ 38,610.00	\$ 60,424.65
16	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	108	113.75	\$ 130.00	\$ 14,040.00	\$ 14,787.50
17	2211.501	AGGREGATE BASE, CLASS 5	TON	1,750	10,542.34	\$ 8.25	\$ 14,437.50	\$ 86,974.31
18	2211.501	AGGREGATE BASE, CLASS 5 (100% CRUSHED LIMESTONE)	TON	1,625	3,062.11	\$ 24.50	\$ 39,812.50	\$ 75,021.70
19	2232.604	MILL BITUMINOUS SURFACE (2") - SPECIAL	SY	250	150.00	\$ 10.00	\$ 2,500.00	\$ 1,500.00
20	2331.604	BITUMINOUS PAVEMENT RECLAMATION	SY	49,600	49,600.00	\$ 0.70	\$ 34,720.00	\$ 34,720.00
21	2350.501	TYPE MV4 WEARING COURSE MIXTURE (B)	TON	5,985	5,164.14	\$ 47.77	\$ 285,903.45	\$ 246,690.97
22	2350.502	TYPE LV3 NON-WEARING COURSE MIXTURE (B)	TON	5,985	5,782.86	\$ 46.37	\$ 277,824.45	\$ 265,632.72
23	2350.503	TYPE LV4 WEARING COURSE MIXTURE (B) 2.5" THICK - DRIVEWAYS	SY	2,975	3,506.48	\$ 10.76	\$ 32,011.00	\$ 37,729.72
24	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2,600	2,600.00	\$ 2.50	\$ 6,500.00	\$ 6,500.00
25	2506.602	INSTALL NEW RINGS AND CASTING	EACH	51	49.00	\$ 535.00	\$ 27,285.00	\$ 26,215.00
26	2521.501	4" CONCRETE WALK	SF	6,750	9,907.00	\$ 2.45	\$ 16,537.50	\$ 24,272.15
27	2531.501	CONCRETE CURB AND GUTTER DESIGN B618	LF	29,000	27,929.00	\$ 8.65	\$ 250,850.00	\$ 240,720.85
28	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	2,750	2,868.34	\$ 33.45	\$ 91,987.50	\$ 95,611.48
29	2531.602	PEDESTRIAN CURB RAMP	EACH	16	17.00	\$ 420.00	\$ 6,720.00	\$ 7,140.00
30	2531.603	CONCRETE CURB AND GUTTER DESIGN B618 (HAND POUR)	LF	350	365.00	\$ 14.40	\$ 5,040.00	\$ 5,256.00

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
31	2540.618	INSTALL SALVAGED DRIVEWAY PAVERS	SF	1,400	1,041.00	\$ 5.32	\$ 7,448.00	\$ 5,538.12
32	2554.505	PERMANENT BARRICADES	LF	30	16.00	\$ 40.00	\$ 1,200.00	\$ 640.00
33	2563.601	TRAFFIC CONTROL	LS	1	1.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
34	2564.602	SALVAGE AND REINSTALL SIGN	EACH	70	14.00	\$ 95.00	\$ 6,650.00	\$ 1,330.00
35	2572.501	TEMPORARY FENCE	LF	50		\$ 3.00	\$ 1,500.00	\$ -
36	2572.505	PRUNE TREES	HOURL	50	5.75	\$ 215.00	\$ 10,750.00	\$ 1,236.25
37	2573.502	SILT FENCE, TYPE MACHINE SLICED	LF	1,500	1,166.00	\$ 2.28	\$ 3,420.00	\$ 2,658.48
38	2573.505	FLOTATION SILT CURTAIN TYPE WORK AREA (4' DEPTH)	LF	100	50.00	\$ 16.74	\$ 1,674.00	\$ 837.00
39	2573.530	STORM DRAIN INLET PROTECTION	EACH	120	112.00	\$ 300.00	\$ 36,000.00	\$ 33,600.00
40	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	4	1.00	\$ 1,500.00	\$ 6,000.00	\$ 1,500.00
41	2575.505	SODDING, TYPE LAWN	SY	31,000	32,810.00	\$ 1.99	\$ 61,690.00	\$ 65,291.90
42	2575.555	RESTORATION OF SOUTH ST. - PAUL AIRPORT	LS	1	1.00	\$ 2,750.00	\$ 2,750.00	\$ 2,750.00
43	2582.503	CROSSWALK MARKING - PAINT	SF	540	522.00	\$ 2.43	\$ 1,312.20	\$ 1,268.46

Schedule A Subtotal: \$ 1,890,561.35 \$ 1,974,196.76

Schedule: B
Description: Mill and Overlay Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2021.501	MOBILIZATION	LS	0.06	0.06	\$ 55,000.00	\$ 3,300.00	\$ 3,300.00
2	2104.503	REMOVE CONCRETE WALK	SF	300	1,074.00	\$ 3.00	\$ 900.00	\$ 3,222.00
3	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	250	195.00	\$ 7.00	\$ 1,750.00	\$ 1,365.00
4	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	200	309.80	\$ 7.00	\$ 1,400.00	\$ 2,168.60
5	2104.509	REMOVE CASTING AND RINGS	EACH	9	10.00	\$ 150.00	\$ 1,350.00	\$ 1,500.00
6	2104.604	REMOVE BITUMINOUS PAVEMENT (FULL DEPTH)	SY	300	262.00	\$ 9.67	\$ 2,901.00	\$ 2,533.54
7	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	12	4.00	\$ 130.00	\$ 1,560.00	\$ 520.00
8	2232.501	MILL BITUMINOUS SURFACE (2')	SY	14,000	14,000.00	\$ 0.99	\$ 13,860.00	\$ 13,860.00
9	2350.501	TYPE MV4 WEARING COURSE MIXTURE (B)	TON	1,995	1,529.93	\$ 47.19	\$ 94,144.05	\$ 72,197.40
10	2350.603	TYPE MV4 CRACK PATCHING ALONG CURB	LF	750	2,033.00	\$ 3.70	\$ 7,775.00	\$ 7,522.10
11	2350.604	FULL DEPTH BITUMINOUS PATCHING	SY	300	262.00	\$ 12.50	\$ 3,750.00	\$ 3,275.00
12	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	720	720.00	\$ 2.50	\$ 1,800.00	\$ 1,800.00
13	2506.602	INSTALL NEW RINGS AND CASTING	EACH	9	10.00	\$ 535.00	\$ 4,815.00	\$ 5,350.00
14	2506.602	SALVAGE AND REINSTALL CASTING	EACH	3	2.00	\$ 235.00	\$ 705.00	\$ 470.00
15	2506.602	GROUT MANHOLE RINGS	EACH	1	2.00	\$ 100.00	\$ 100.00	\$ 200.00
16	2521.501	4" CONCRETE WALK	SF	2,800	3,648.00	\$ 2.45	\$ 6,860.00	\$ 8,937.60

17	2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SY	250	471.60	\$	44.50	\$	11,125.00	\$	20,986.20
18	2531.602	PEDESTRIAN CURB RAMP	EACH	6	6.00	\$	420.00	\$	2,520.00	\$	2,520.00
19	2531.603	CONCRETE CURB AND GUTTER DESIGN B618 (HAND POUR)	LF	150	2,103.00	\$	14.40	\$	2,160.00	\$	30,283.20
20	2531.604	CONCRETE FLATWORK	SY	45	46.00	\$	40.00	\$	1,800.00	\$	1,840.00
21	2531.618	CONCRETE VALLEY GUTTER	SF	80	70.50	\$	5.15	\$	412.00	\$	363.08
22	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1		\$	1,500.00	\$	1,500.00	\$	-
23	2582.502	4" BROKEN LINE YELLOW - PAINT	LF	3,900	700.00	\$	0.01	\$	39.00	\$	7.00
24	2582.502	4" SOLID LINE WHITE - PAINT	LF	7,800		\$	0.10	\$	780.00	\$	-
25	2582.503	CROSSWALK MARKING - PAINT	SF	180	324.00	\$	2.43	\$	437.40	\$	787.32

Schedule B Subtotal: \$ 162,743.45 \$ 185,008.04

Schedule: C
Description: Storm Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2104.501	REMOVE SEWER PIPE (STORM)	LF	545	524.00	\$ 12.00	\$ 6,540.00	\$ 6,288.00
2	2104.603	ABANDON STORM SEWER	LF	80	80.00	\$ 33.00	\$ 2,640.00	\$ 2,640.00
3	2501.602	48" RC PIPE APRON AND TRASH GUARD	EACH	1	1.00	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00
4	2502.541	4" PERF PVC PIPE DRAIN	LF	2,160	2,500.00	\$ 9.80	\$ 21,168.00	\$ 24,500.00
5	2503.541	15" RC PIPE SEWER DESIGN 3006 CLASS V	LF	4,044	4,044.00	\$ 24.48	\$ 98,997.12	\$ 98,997.12
6	2503.541	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	1,110	1,323.00	\$ 25.82	\$ 28,660.20	\$ 34,159.86
7	2503.541	21" RC PIPE SEWER DESIGN 3006 CLASS III	LF	1,081	1,005.00	\$ 27.57	\$ 29,803.17	\$ 27,707.85
8	2503.541	24" RC PIPE SEWER DESIGN 3006 CLASS III	LF	331	331.00	\$ 29.17	\$ 9,655.27	\$ 9,655.27
9	2503.541	30" RC PIPE SEWER DESIGN 3006 CLASS III	LF	953	953.00	\$ 38.29	\$ 36,490.37	\$ 36,490.37
10	2503.541	36" RC PIPE SEWER DESIGN 3006 CLASS III	LF	1,838	1,838.00	\$ 50.61	\$ 93,021.18	\$ 93,021.18
11	2503.541	42" RC PIPE SEWER DESIGN 3006 CLASS III	LF	545	544.00	\$ 79.76	\$ 43,469.20	\$ 43,389.44
12	2503.541	48" RC PIPE SEWER DESIGN 3006 CLASS III	LF	183	183.00	\$ 103.41	\$ 18,924.03	\$ 18,924.03
13	2506.502	CONSTRUCT DRAINAGE STRUCTURE 2' X 3' CB	EACH	39	39.00	\$ 1,260.00	\$ 49,140.00	\$ 49,140.00
14	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	48	50.00	\$ 1,505.00	\$ 72,240.00	\$ 75,250.00
15	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 54-4020	EACH	3	3.00	\$ 1,975.00	\$ 5,925.00	\$ 5,925.00
16	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	15	15.00	\$ 2,080.00	\$ 31,200.00	\$ 31,200.00
17	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 66-4020	EACH	7	7.00	\$ 2,540.00	\$ 17,780.00	\$ 17,780.00
18	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	2	2.00	\$ 2,920.00	\$ 5,840.00	\$ 5,840.00
19	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	2	2.00	\$ 3,640.00	\$ 7,280.00	\$ 7,280.00
20	2506.602	CONNECT TO EXISTING STORM SEWER	EACH	2	2.00	\$ 410.00	\$ 820.00	\$ 820.00
21	2511.501	RANDOM RIPRAP, CLASS III	CY	20	30.00	\$ 75.00	\$ 1,500.00	\$ 2,250.00

Schedule C Subtotal: \$ 563,433.54 \$ 593,598.12

Schedule: D
 Description: Sanitary Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2503.602	FURNISH AND INSTALL EXTERNAL MANHOLE CHIMNEY SEAL	EACH	53	50.00	\$ 293.00	\$ 15,529.00	\$ 14,650.00
2	2503.602	SANITARY SEWER SERVICE ADJUSTMENT	EACH	5	6.00	\$ 530.00	\$ 2,650.00	\$ 3,180.00

Schedule D Subtotal: \$ 18,179.00 \$ 17,830.00

Schedule: E
 Description: Watermain Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2103.507	DISCONNECT WATER SERVICE	EACH	5	14.00	\$ 240.00	\$ 1,200.00	\$ 3,360.00
2	2104.509	REMOVE GATE VALVE	EACH	34	34.00	\$ 120.00	\$ 4,080.00	\$ 4,080.00
3	2104.509	REMOVE HYDRANT	EACH	16	16.00	\$ 240.00	\$ 3,840.00	\$ 3,840.00
4	2504.602	6" GATE VALVE AND BOX	EACH	34	33.00	\$ 1,800.00	\$ 61,200.00	\$ 59,400.00
5	2504.602	CUT IN 6" GATE VALVE	EACH	2	4.00	\$ 1,800.00	\$ 3,600.00	\$ 7,200.00
6	2504.602	HYDRANT AND GATE VALVE	EACH	18	17.00	\$ 3,355.00	\$ 60,390.00	\$ 57,035.00
7	2504.602	RECONNECT WATER SERVICE	EACH	5	14.00	\$ 290.00	\$ 1,450.00	\$ 4,060.00
8	2504.602	RELOCATE HYDRANT AND VALVE	EACH	2	2.00	\$ 1,040.00	\$ 2,080.00	\$ 2,080.00
9	2504.602	WATERMAIN SERVICE ADJUSTMENT	EACH	25	13.00	\$ 545.00	\$ 13,625.00	\$ 7,065.00
10	2504.602	WATERMAIN OFFSET	EACH	98	47.00	\$ 2,600.00	\$ 98,800.00	\$ 122,200.00
11	2504.603	3/4" TYPE K COPPER PIPE	LF	100	133.00	\$ 34.50	\$ 3,450.00	\$ 4,588.50
12	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LF	150	100.00	\$ 43.50	\$ 6,525.00	\$ 4,350.00
13	2504.604	4" POLYSTYRENE INSULATION	SY	300	176.90	\$ 28.00	\$ 8,400.00	\$ 4,953.20

Schedule E Subtotal: \$ 268,640.00 \$ 284,231.70

Schedule: F
Description: Allowances

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1		DRIVEWAY AND CURB LANDSCAPING	LS	1	0.4217	\$ 10,000.00	\$ 10,000.00	\$ 4,217.00
2		IRRIGATION SYSTEM REPAIR	LS	1	1.0000	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3		WATER USAGE ALLOWANCE	LS	1	0.5000	\$ 6,000.00	\$ 6,000.00	\$ 3,000.00
4		ADDITIONAL STORMWATER MANAGEMENT ALLOWANCE	LS	1	1.0000	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
5		HERITAGE PARK	LS	1	0.4093	\$ 20,000.00	\$ 20,000.00	\$ 8,185.66

Schedule F Subtotal: \$ 51,000.00 \$ 30,402.66

Schedule: 1
Description: Rain Garden Bid Alternate

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2571.618	RAIN GARDEN PREPARATION	SF	4,000	3,620.00	\$ 4.00	\$ 16,000.00	\$ 14,480.00

Schedule 1 Subtotal: \$ 16,000.00 \$ 14,480.00

COST SUMMARY

Contract: CP 2008-09D
 Owner: City of Inver Grove Heights
 Project: South Grove Street Reconstruction Area 3

Schedule	Description	Total Estimated Cost	Total Contract Cost To-Date
A	Street Reconstruction Improvements	\$ 1,890,561.35	\$ 1,974,196.76
B	Mill and Overlay Improvements	\$ 162,743.45	\$ 185,008.04
C	Storm Sewer Improvements	\$ 583,433.54	\$ 593,598.12
D	Sanitary Sewer Improvements	\$ 18,179.00	\$ 17,830.00
E	Watermain Improvements	\$ 268,640.00	\$ 284,231.70
F	Allowances	\$ 51,000.00	\$ 30,402.66
Total Base Cost		\$ 2,974,557.34	\$ 3,085,267.28

1	Rain Garden Bid Alternate	\$ 16,000.00	\$ 14,480.00
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Change Order No. 1	\$ 4,315.40	\$ 4,315.40
Change Order No. 2	\$ 23,581.19	\$ 23,581.19
Change Order No. 3*	\$ 78,590.00	\$ 5,990.00
Change Order No. 4**	\$ 63,641.09	\$ 34,171.51
Change Order No. 5***	\$ 16,064.70	\$ 473.00
Change Order No. 6	\$ (8,471.34)	

Total Contract Amount	\$ 2,990,557.34	\$ 3,168,278.38
Contract Work Completed To Date	\$	\$ 3,168,278.38
Retainage (0%)	\$	\$ -
Previous Payments	\$	\$ 3,165,743.76
Amount Due This Final Payment #8	\$	\$ 2,534.62

- * NOTE: \$72,600 is to increase the contract amount to account for a quantity overrun. Payment is in the Schedule A quantity for item 17 (Class 5).
- ** NOTE: \$19,305 is to increase the contract amount to account for an estimated quantity miscalculation. Payment is in the Schedule A quantity for item 15 (Select Topsoil Borrow (LV)).
- *** NOTE: \$10,164.58 is to increase the contract amount to account for storm sewer adjustments and final quantities. Payment is in the Schedule C quantities.
- *** NOTE: \$15,591.70 is to increase the contract amount to account for water main adjustments and final quantities. Payment is in the Schedule E quantities.

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

ENGINEER'S REPORT OF FINAL ACCEPTANCE

**CITY PROJECT NO. 2008-09D – SOUTH GROVE URBAN
STREET RECONSTRUCTION – AREA 3**

November 8, 2010

TO THE CITY COUNCIL
INVER GROVE HEIGHTS, MINNESOTA

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract to Arcon Construction, Inc. The work consisted of a street reconstruction.

The contractor has completed the project in accordance with the contract.

It is recommended, herewith, that final payment be made for said improvements to the contractor in the amount as follows:

ORIGINAL CONTRACT PRICE	\$2,990,557.34
CHANGE ORDER (Addition)	\$177,721.04
FINAL CONTRACT AMOUNT	\$3,168,278.38
FINAL VALUE OF WORK	\$3,168,278.38
PREVIOUS PAYMENTS	\$3,165,743.76
BALANCE DUE	\$2,534.62

Sincerely,



Thomas J. Kaldunski, P.E.
City Engineer

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

**RESOLUTION ACCEPTING WORK OF ARCON CONSTRUCTION, INC. AND AUTHORIZING FINAL
PAYMENT IN THE AMOUNT OF \$2,534.62**

**CITY PROJECT NO. 2008-09D – SOUTH GROVE URBAN
STREET RECONSTRUCTION – AREA 3**

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated May 27, 2008, Arcon Construction, Inc., satisfactorily completed improvements and appurtenances for the 2008 Pavement Management Program, City Project No. 2008-09D – South Grove Urban Street Reconstruction – Area 3.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: That the work completed under this contract is hereby accepted and approved, and

BE IT FURTHER RESOLVED: That the Mayor and the City Clerk are hereby directed to issue a proper order for final payment on such contract, taking the contractor's receipt in full.

Adopted by the City Council of Inver Grove Heights this 8th day of November 2010.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Final Compensating Change Order No. 6, Final Pay Voucher No. 9, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2009-09D – South Grove Urban Street Reconstruction – Area 4

Meeting Date: November 8, 2010
 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
 SA CS

Fiscal/FTE Impact:

- None
- Amount included in current budget
- Budget amendment requested
- FTE included in current complement
- New FTE requested – N/A
- Other: Pavement Management Fund, Special Assessments, MSA Funds, Water Fund, Sewer Fund

PURPOSE/ACTION REQUESTED

Consider Final Compensating Change Order No. 6, Final Pay Voucher No. 9, Engineer's Final Report, and Resolution Accepting Work for City Project No. 2009-09D – South Grove Urban Street Reconstruction – Area 4.

SUMMARY

The improvements were ordered as part of the 2009 Pavement Management Program. The contract was awarded in the amount of \$2,380,629.24 to Arcon Construction Co., Inc., on May 11, 2009 for City Project No. 2009-09D South Grove Urban Street Reconstruction, Area 4.

The contractor has completed all warranty work in accordance with the contract plans and specifications.

I recommend approval of the Final Compensating Change Order No. 6 in the amount of -\$56,278.02 (for a final contract amount of \$2,375,131.84), approval of Final Pay Voucher No. 9 in the amount of \$49,219.96, acceptance of the Engineer's Final Report, and approval of the Resolution Accepting Work for City Project No. 2009-09D – South Grove Urban Street Reconstruction – Area 4.

TJK/kf

- Attachments: Final Compensating Change Order No. 6
 Final Pay Voucher No. 9
 Engineer's Final Report
 Resolution Accepting Work

Payment Detail List

Contract: CP 2009-09D
 Owner: City of Inver Grove Heights
 Project: South Grove Street Reconstruction Area 4



KHA Job No: 1605090013

Schedule: A

Description: Street Improvements

Item No.	Mm/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2021.501	MOBILIZATION	LUMP SUM	1	1.00	\$40,000.00	\$ 40,000.00	\$ 40,000.00
2	2031.501	FIELD OFFICE	EACH	1	1	\$10,000.00	\$ 10,000.00	\$ 10,000.00
3	2101.501	CLEARING	ACRE	1	1	\$1,750.00	\$ 1,750.00	\$ 1,750.00
4	2101.502	CLEARING	TREE	9	7	\$350.00	\$ 3,150.00	\$ 2,450.00
5	2101.506	GRUBBING	ACRE	1	1	\$1,750.00	\$ 1,750.00	\$ 1,750.00
6	2101.507	GRUBBING	TREE	9	7	\$25.00	\$ 225.00	\$ 175.00
7	2104.501	REMOVE EXISTING CURB AND GUTTER	LIN FT	18,500	18,141	\$1.20	\$ 22,200.00	\$ 21,769.20
8	2104.503	REMOVE BITUMINOUS TRAIL	SQ FT	7,650	10,731	\$0.15	\$ 1,147.50	\$ 1,609.65
9	2104.503	REMOVE CONCRETE WALK	SQ FT	10,200	16,351	\$0.30	\$ 3,060.00	\$ 4,905.36
10	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	1,770	1,137	\$3.30	\$ 5,841.00	\$ 3,752.10
11	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	1,050	1,018	\$4.55	\$ 4,777.50	\$ 4,631.90
12	2104.507	REMOVE RIPRAP	CU YD	30		\$4.90	\$ 147.00	\$ -
13	2104.618	SALVAGE DRIVEWAY PAVERS	SQ FT	80	123	\$5.00	\$ 400.00	\$ 615.00
14	2105.501	COMMON EXCAVATION (P)	CU YD	30,374	30,374	\$6.70	\$ 203,505.80	\$ 203,505.80
15	2105.507	SUBGRADE EXCAVATION (CV)	CU YD	3,650	6,638	\$4.95	\$ 18,067.50	\$ 32,868.10
16	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	22,550	22,311	\$5.35	\$ 120,642.50	\$ 119,363.85
17	2105.525	SELECT TOPSOIL BORROW (LV)	CU YD	2,500	1,970	\$9.55	\$ 23,875.00	\$ 18,813.50
18	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	8,512	19,762	\$0.80	\$ 6,809.60	\$ 15,809.60
19	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	TON	80	79.25	\$117.65	\$ 9,412.00	\$ 9,323.76
20	2211.501	AGGREGATE BASE, CLASS 5 (100% CRUSHED LIMESTONE)	TON	1,700	3,232.63	\$12.45	\$ 21,165.00	\$ 40,246.24
21	2211.501	AGGREGATE BASE, CLASS 7	TON	8,150	6,369.43	\$8.00	\$ 65,200.00	\$ 50,955.44
22	2232.604	MILL BITUMINOUS SURFACE (2") - SPECIAL	SQ YD	455	60	\$3.75	\$ 1,706.25	\$ 225.00
23	2331.604	BITUMINOUS PAVEMENT RECLAMATION	SQ YD	39,650	39,850	\$2.85	\$ 113,572.50	\$ 113,572.50
24	2340.609	TYPE 41A WEARING COURSE 2.5" THICK-DRIVEWAY	SQ YD	2,750	3,081.34	\$13.65	\$ 37,537.50	\$ 42,060.29
25	2350.501	TYPE MV4 WEARING COURSE (B)	TON	4,295	3,970	\$46.00	\$ 197,570.00	\$ 182,631.50
26	2350.502	TYPE LV3 NON-WEARING COURSE (B)	TON	5,125	4,684	\$43.00	\$ 220,375.00	\$ 201,417.59
27	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	2,310	2,000	\$3.00	\$ 6,930.00	\$ 6,000.00
28	2411.607	HIGH EARLY STRENGTH CONCRETE	CU YD	60	79	\$112.00	\$ 6,720.00	\$ 8,848.00
29	2521.501	4" CONCRETE WALK	SQ FT	10,200	15,971	\$2.65	\$ 27,030.00	\$ 42,321.83
30	2521.618	CONCRETE STEPS	SQ FT	75	65	\$34.00	\$ 2,550.00	\$ 2,210.00
31	2531.501	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	18,500	18,124.0	\$10.75	\$ 198,875.00	\$ 194,833.00
32	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	1,000	1,004.00	\$33.30	\$ 33,300.00	\$ 33,433.20

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
33	2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	50	165	\$43.65	\$ 2,182.50	\$ 7,202.25
34	2531.602	PEDESTRIAN CURB RAMP	EACH	30	44	\$400.00	\$ 12,000.00	\$ 17,600.00
35	2531.603	CONCRETE CURB AND GUTTER DESIGN B616 (HAND POUR)	LIN FT	400	104.0	\$18.50	\$ 7,400.00	\$ 1,924.00
36	2531.603	CONCRETE VALLEY GUTTER	LIN FT	375	194	\$17.95	\$ 6,731.25	\$ 3,482.30
37	2531.618	CONCRETE WING APRON	SQ FT	1,000		\$4.85	\$ 4,850.00	\$ -
38	2540.601	MAILBOX MAINTENANCE	LUMP SUM	1		\$4,900.00	\$ 4,900.00	\$ 4,900.00
39	2540.618	INSTALL SALVAGED DRIVEWAY PAVERS	SQ FT	80	123	\$15.00	\$ 1,200.00	\$ 1,845.00
40	2563.601	TRAFFIC CONTROL	LUMP SUM	1	1.00	\$3,950.00	\$ 3,950.00	\$ 3,950.00
41	2564.602	SALVAGE AND REINSTALL SIGN	EACH	46	15	\$75.00	\$ 3,450.00	\$ 1,125.00
42	2564.618	CONSTRUCTION SIGNS - SPECIAL	SQ FT	100		\$10.00	\$ 1,000.00	\$ -
43	2572.505	PRUNE TREES	TON	50	30	\$198.00	\$ 9,900.00	\$ 5,940.00
44	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	500	654	\$3.00	\$ 1,500.00	\$ 1,962.00
45	2573.502	STORM DRAIN INLET PROTECTION	EACH	100	105	\$100.00	\$ 10,000.00	\$ 10,500.00
46	2573.505	FLOTATION SILT CURTAIN, TYPE WORK AREA	LIN FT	150		\$15.00	\$ 2,250.00	\$ -
47	2575.505	SODDING, TYPE LAWN	SQ YD	20,000	14,436	\$2.00	\$ 40,000.00	\$ 28,872.00
48	2575.511	MULCH	TON	1		\$200.00	\$ 200.00	\$ -
49	2575.511	TEMPORARY MULCH	TON	1		\$200.00	\$ 200.00	\$ -
50	2575.523	EROSION CONTROL BLANKETS, CATEGORY 3	SQ YD	1,000	3,400	\$1.15	\$ 1,150.00	\$ 3,910.00
51	2575.555	RESTORATION OF STAGING AREA	LUMP SUM	1		\$1,750.00	\$ 1,750.00	\$ 1,750.00
52	2575.605	SEEDING, MNDOT SEED MIX 325	ACRE	1	1	\$2,600.00	\$ 2,600.00	\$ 2,600.00
53	2582.502	4" DOUBLE SOLID LINE YELLOW-PAINT	LIN FT	1,600		\$0.40	\$ 640.00	\$ -
54	2582.503	CROSSWALK MARKING-PAINT	SQ FT	2,500		\$0.95	\$ 2,375.00	\$ -

Schedule A Subtotal: \$ 1,529,520.40 \$ 1,509,399.96

Schedule: B
Description: Storm Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	1,799	2,036	\$9.60	\$ 17,270.40	\$ 19,545.60
2	2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	29	29	\$270.00	\$ 7,830.00	\$ 7,830.00
3	2104.523	REMOVE CASTING AND RINGS	EACH	31	44	\$125.00	\$ 3,875.00	\$ 5,500.00
4	2104.603	ABANDON PIPE SEWER (STORM)	LIN FT	323		\$8.00	\$ 2,584.00	\$ -
5	2501.602	30" RC PIPE APRON AND TRASH GUARD	EACH	1	1	\$1,132.00	\$ 1,132.00	\$ 1,132.00
6	2501.602	36" RC PIPE APRON AND TRASH GUARD	EACH	1	1	\$1,530.00	\$ 1,530.00	\$ 1,530.00
7	2502.541	4" PERF PVC PIPE DRAIN	LIN FT	360	420	\$9.80	\$ 3,528.00	\$ 4,116.00
8	2503.541	8" PVC PIPE SEWER DESIGN C900 DR18	LIN FT	12	12	\$35.29	\$ 423.48	\$ 423.48
9	2503.541	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	2,837	2,827	\$23.48	\$ 66,612.76	\$ 66,377.96
10	2503.541	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	961	969	\$24.80	\$ 23,832.80	\$ 24,031.20
11	2503.541	21" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	709	708	\$27.13	\$ 19,235.17	\$ 19,208.04
12	2503.541	24" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	759	309	\$28.84	\$ 21,889.56	\$ 8,911.56
13	2503.541	27" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	115	63	\$54.08	\$ 6,219.20	\$ 3,407.04
14	2503.541	30" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	526	555	\$49.91	\$ 26,252.66	\$ 27,700.05
15	2503.541	36" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	516	516	\$53.07	\$ 27,384.12	\$ 27,384.12

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
16	2503.602	CONSTRUCT BULKHEAD (STORM SEWER)	EACH	2		\$230.00	\$ 460.00	\$ -
17	2503.602	FURNISH AND INSTALL EXTERNAL MANHOLE CHIMNEY SEAL	EACH	31	31	\$225.00	\$ 6,975.00	\$ 6,975.00
18	2506.502	CONSTRUCT DRAINAGE STRUCTURE 2'x3' CB	EACH	31	32	\$1,230.00	\$ 38,130.00	\$ 39,360.00
19	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	29	30	\$1,500.00	\$ 43,500.00	\$ 45,000.00
20	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 54-4020	EACH	8	8	\$1,865.00	\$ 14,920.00	\$ 14,920.00
21	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	3	3	\$2,040.00	\$ 6,120.00	\$ 6,120.00
22	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 66-4020	EACH	2	2	\$2,420.00	\$ 4,840.00	\$ 4,840.00
23	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	1	1	\$2,890.00	\$ 2,890.00	\$ 2,890.00
24	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	EACH	1	1	\$3,690.00	\$ 3,690.00	\$ 3,690.00
25	2506.522	ADJUST FRAME & RING CASTING (STORM SEWER)	EACH	14	17	\$235.00	\$ 3,290.00	\$ 3,995.00
26	2506.602	CONNECT TO EXISTING STORM SEWER	EACH	15	9	\$350.00	\$ 5,250.00	\$ 3,150.00
27	2506.502	CONSTRUCT DRAINAGE CASTING R-3165	EACH	1	1	\$1,600.00	\$ 1,600.00	\$ 1,600.00
28	2506.602	OUTLET CONTROL STRUCTURE	EACH	1	1	\$2,820.00	\$ 2,820.00	\$ 2,820.00
29	2506.602	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	EACH	5	5	\$230.00	\$ 1,150.00	\$ 1,150.00
30	2511.501	RANDOM RIPRAP, CLASS IV	CU YD	55	193	\$86.00	\$ 4,730.00	\$ 16,598.00

Schedule B Subtotal: \$ 369,964.15 \$ 370,205.05

Schedule: C

Description: Watermain Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2103.507	DISCONNECT WATER SERVICE	EACH	15	2	\$240.00	\$ 3,600.00	\$ 480.00
2	2104.501	REMOVE WATERMAIN	LIN FT	3,000	2,754	\$1.20	\$ 3,600.00	\$ 3,304.80
3	2104.509	REMOVE CROSS/TEE	EACH	6	7	\$300.00	\$ 1,800.00	\$ 2,100.00
4	2104.509	REMOVE GATE VALVE BOX	EACH	4	6	\$96.00	\$ 384.00	\$ 576.00
5	2104.509	REMOVE HYDRANT AND GATE VALVE	EACH	17	17	\$300.00	\$ 5,100.00	\$ 5,100.00
6	2104.509	REMOVE VALVE	EACH	14	15	\$120.00	\$ 1,680.00	\$ 1,800.00
7	2104.523	SALVAGE HYDRANT & VALVE	EACH	2	3	\$300.00	\$ 600.00	\$ 900.00
8	2504.502	HYDRANT	EACH	7	6	\$2,750.00	\$ 19,250.00	\$ 16,500.00
9	2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1	1	\$0.01	\$ 0.01	\$ 0.01
10	2504.602	1" COPORATION STOP	EACH	40	38	\$138.00	\$ 5,520.00	\$ 5,244.00
11	2504.602	6" GATE VALVE AND BOX	EACH	24	20	\$1,185.00	\$ 28,440.00	\$ 23,700.00
12	2504.602	6" WATERMAIN PLUG-DUCTILE IRON	EACH	1	8	\$110.00	\$ 110.00	\$ 880.00
13	2504.602	8" GATE VALVE & BOX	EACH	13	17	\$1,630.00	\$ 21,190.00	\$ 27,710.00
14	2504.602	CONNECT TO EXISTING WATERMAIN	EACH	18	21	\$1,290.00	\$ 23,220.00	\$ 27,090.00
15	2504.602	CONSTRUCT BULKHEAD (WATERMAIN)	EACH	26	13	\$135.00	\$ 3,510.00	\$ 1,755.00
16	2504.602	CURB STOP AND BOX	EACH	40	38	\$230.00	\$ 9,200.00	\$ 8,740.00
17	2504.602	CUT IN 6" GATE VALVE	EACH	2	2	\$1,800.00	\$ 3,600.00	\$ 3,600.00
18	2504.602	CUT IN 16" BUTTERFLY VALVE	EACH	1	1	\$4,500.00	\$ 4,500.00	\$ 4,500.00
19	2504.602	CUT IN 20" BUTTERFLY VALVE	EACH	1	1	\$8,050.00	\$ 8,050.00	\$ 8,050.00
20	2504.602	HYDRANT AND GATE VALVE	EACH	10	9	\$3,720.00	\$ 37,200.00	\$ 33,480.00
21	2504.602	INSTALL SALVAGED HYDRANT & NEW GATE VALVE	EACH	2	3	\$690.00	\$ 1,380.00	\$ 2,070.00
22	2504.602	RECONNECT WATER SERVICE	EACH	15	2	\$290.00	\$ 4,350.00	\$ 580.00

23	2504.602	RELOCATE 6" GATE VALVE	EACH	1	1	\$640.00	\$	640.00	\$	640.00	\$	640.00
24	2504.602	WATERMAIN OFFSET	EACH	12	15	\$2,650.00	\$	31,800.00	\$	31,800.00	\$	39,750.00
25	2504.603	1" TYPE K COPPER PIPE	LIN FT	1,200	920	\$27.23	\$	32,676.00	\$	25,051.60	\$	25,051.60
26	2504.603	16" STEEL CASING PIPE (JACKED)	LIN FT	64	80	\$269.00	\$	17,216.00	\$	21,520.00	\$	21,520.00
27	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	224	116	\$29.16	\$	6,531.84	\$	3,382.56	\$	3,382.56
28	2504.603	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	2,901	2,726	\$25.84	\$	74,961.84	\$	70,439.84	\$	70,439.84
29	2504.608	DUCTILE IRON FITTINGS	POUND	2,400	2,007	\$5.05	\$	12,120.00	\$	10,135.35	\$	10,135.35

Schedule D Subtotal: \$ 362,229.69 \$ 349,079.16

Schedule: D
Description: Sanitary Sewer Improvements

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2503.602	SANITARY SEWER SERVICE ADJUSTMENT	EACH	5		\$ 530.00	\$ 2,650.00	\$ -
2	2506.602	INSTALL NEW RINGS AND CASTING (SANITARY SEWER)	EACH	31	31	\$ 540.00	\$ 16,740.00	\$ 16,740.00

Schedule C Subtotal: \$ 19,390.00 \$ 16,740.00

Schedule: E
Description: Allowances

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1		DRIVEWAY AND CURB LANDSCAPING	LS	1	1,000	\$10,000.00	\$ 10,000.00	\$ 10,000.00
2		IRRIGATION SYSTEM REPAIR	LS	1	0.8854	\$5,000.00	\$ 5,000.00	\$ 4,427.00
3		WATER USAGE ALLOWANCE	LS	1	0.50	\$6,000.00	\$ 6,000.00	\$ 3,000.00
4		ADDITIONAL STORMWATER MANAGEMENT ALLOWANCE	LS	1		\$10,000.00	\$ 10,000.00	\$ -

Schedule E Subtotal: \$ 31,000.00 \$ 17,427.00

Schedule: F
Description: Rain Garden Preparation

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1	2571.618	RAIN GARDEN PREPARATION	SQ FT	2,500	1,801	\$10.05	\$ 25,125.00	\$ 18,100.05

Schedule E Subtotal: \$ 25,125.00 \$ 18,100.05

Schedule: 3

Description: Oakwood Park Parking Lot

Item No.	Mn/DOT No.	Item Description	Unit	Estimated Quantity	Quantity To-Date	Contract Unit Price	Total Estimated Cost	Total Contract Cost To-Date
1		OAKWOOD PARK PARKING LOT	LUMP SUM	1	1.00	\$ 43,400.00	\$ 43,400.00	\$ 43,400.00

Schedule 1 Subtotal: \$ 43,400.00 \$ 43,400.00

COST SUMMARY

Contract: CP 2009-09D
 Owner: City of Inver Grove Heights
 Project: South Grove Street Reconstruction Area 4

Schedule	Description	Total Estimated Cost	Total Contract Cost To-Date
A	Street Improvements	\$ 1,529,520.40	\$ 1,509,399.96
B	Storm Sewer Improvements	\$ 369,964.15	\$ 370,205.05
C	Watermain Improvements	\$ 362,229.69	\$ 349,079.16
D	Sanitary Sewer Improvements	\$ 19,390.00	\$ 16,740.00
E	Allowances	\$ 31,000.00	\$ 17,427.00
F	Rain Garden Preparation	\$ 25,125.00	\$ 18,100.05
Total Base Cost		\$ 2,337,229.24	\$ 2,280,951.22

3	Oakwood Park Parking Lot	\$ 43,400.00	\$ 43,400.00
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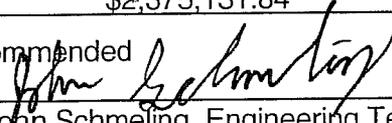
Change Order No. 1	\$ 4,159.64	\$ 4,159.64
Change Order No. 2	\$ 4,266.00	\$ 4,266.00
Change Order No. 3*	\$ -	\$ -
Change Order No. 4	\$ 40,417.66	\$ 40,417.66
Change Order No. 5	\$ 1,937.32	\$ 1,937.32
Change Order No. 6	\$ (56,278.02)	\$ (56,278.02)

Total Contract Amount	\$ 2,380,629.24	\$ 2,375,131.84
Contract Work Completed To Date	\$ -	\$ 2,375,131.84
Retainage (0.0%)	\$ -	\$ -
Previous Payments	\$ -	\$ 2,325,911.88
Amount Due This Final Payment #9	\$ -	\$ 49,219.96

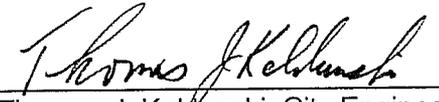
*Change order 3 is for contract time only.

FINAL COMPENSATING CHANGE ORDER NO. 6

**2009 PAVEMENT MANAGEMENT PROGRAM
CITY PROJECT NO. 2009-09D
URBAN STREET RECONSTRUCTION – SOUTH GROVE AREA 4**

<p>Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077</p> <p>Contractor: Arcon Construction Co., Inc.. 44485 County Highway D Cable, WI 54821</p>	<p>Date of Issuance: November 1, 2010</p> <p>Engineer: City Engineer</p>
<p><u>PURPOSE OF CHANGE ORDER</u></p> <p>See attached.</p>	
<p>CHANGE IN CONTRACT PRICE</p>	<p>CHANGE IN CONTRACT TIME</p>
Original Contract Price: \$2,380,629.24	Original Contract Time:
Previous Change Orders \$50,780.62	Net Change from Previous Change Orders
Contract Price Prior to this Change Order \$2,431,409.86	Contract Time Prior to this Change Order
Net Decrease of this Change Order (\$56,278.02)	Net Increase (Decrease) of Change Order
Contract Price with all Approved Change Orders \$2,375,131.84	Contract Time with Approved Change
Recommended By:  John Schmeling, Engineering Technician	Approved By: _____ Arcon Construction Co., Inc.

Approved By:


Thomas J. Kalounski, City Engineer

Approved By:

George Tourville, Mayor

Date of Council Action:

November 8, 2010

ATTACHMENT TO FINAL COMPENSATING CHANGE ORDER No. 6

Final compensating amount to balance value of work completed and total payments made to Contractor. Accounts for miscellaneous increases and decreases in contract quantities listed in Final Payment Voucher form. The amount is calculated as follows:

Total Value of work completed to date	\$ 2,375,131.84
Contract amount to date	\$ 2,431,409.86
Compensating Change Order Amount	-\$ 56,278.02

Total of Change Order Number 6 -\$56,278.02

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

ENGINEER'S REPORT OF FINAL ACCEPTANCE

**CITY PROJECT NO. 2009-09D – SOUTH GROVE URBAN
STREET RECONSTRUCTION – AREA 4**

November 8, 2010

TO THE CITY COUNCIL
INVER GROVE HEIGHTS, MINNESOTA

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have received the work under contract to Arcon Construction, Inc. The work consisted of a street reconstruction.

The contractor has completed the project in accordance with the contract.

It is recommended, herewith, that final payment be made for said improvements to the contractor in the amount as follows:

ORIGINAL CONTRACT PRICE	\$2,380,629.24
CHANGE ORDER (Deduction)	\$5,497.40
FINAL CONTRACT AMOUNT	\$2,375,131.84
FINAL VALUE OF WORK	\$2,375,131.84
PREVIOUS PAYMENTS	\$2,325,911.88
BALANCE DUE	\$49,219.96

Sincerely,



Thomas J. Kaldunski, P.E.
City Engineer

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

**RESOLUTION ACCEPTING WORK OF ARCON CONSTRUCTION, INC. AND AUTHORIZING FINAL
PAYMENT IN THE AMOUNT OF \$49,219.96**

**CITY PROJECT NO. 2009-09D – SOUTH GROVE URBAN
STREET RECONSTRUCTION – AREA 4**

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated May 11, 2009, Arcon Construction, Inc., satisfactorily completed improvements and appurtenances for the 2009 Pavement Management Program, City Project No. 2009-09D – South Grove Urban Street Reconstruction – Area 4.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: That the work completed under this contract is hereby accepted and approved, and

BE IT FURTHER RESOLVED: That the Mayor and the City Clerk are hereby directed to issue a proper order for final payment on such contract, taking the contractor's receipt in full.

Adopted by the City Council of Inver Grove Heights this 8th day of November 2010.

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report and Resolution Accepting Work for City Project No. 2010-17 – Storm Water Facility Maintenance Program Zone 5

Meeting Date: November 8, 2010
Item Type: Consent
Contact: Thomas J. Kaldunski, 651.450.2572
Prepared by: Thomas J. Kaldunski, City Engineer
Reviewed by: Scott D. Thureen, Public Works Director

TJK

SDT JB

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Consider Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report, and Resolution Accepting Work of Gartzke Construction, Inc. for City Project No. 2010-17 – Storm Water Facility Maintenance Program Zone 5.

SUMMARY

The improvements were included as part of the 2010 Storm Water Facility Maintenance Program. The contract was awarded in an amount of \$38,814.00 to Gartzke Construction, Inc. on September 13, 2010.

Final Compensating Change Order No. 1, in the amount of \$6,635.00, is for quantity adjustments and additional work required due to field conditions. This change order will be funded from the Street Maintenance Fund.

Engineering recommends approval of Final Compensating Change Order No. 1 in the amount of \$6,635.00 (for a revised contract amount of \$45,449.00), approval of Final Pay Voucher No. 1 in the amount of \$45,449.00, Engineer's Final Report and Resolution Accepting Work of Gartzke Construction, Inc. for City Project No. 2010-17 – Storm Water Facility Maintenance Program Zone 5.

TJK/kf

Attachment: Final Compensating Change Order No. 1
Final Pay Voucher No. 1
Engineer's Final Report
Resolution

CONSTRUCTION PAY VOUCHER

ESTIMATE NO: 1 (Final)
DATE: November 1, 2010
PERIOD ENDING: October 31, 2010
CONTRACT: 2010 Storm Water Facility Maintenance Program
PROJECT NO: 2010-17 - Zone 5

TO: Gartzke Construction, Inc.
2177 Highland Drive
Hastings, MN 55033

Original Contract Amount..... \$38,814.00
Total Addition (Change Order No. 1)..... \$6,635.00
Total Deduction..... \$0.00
Total Contract Amount..... \$45,449.00
Total Value of Work to Date..... \$45,449.00
Less Retained (0%) \$0.00
Less Previous Payment \$0.00
Total Approved for Payment this Voucher..... \$45,449.00
Total Payments including this Voucher \$45,449.00

Approvals:

Pursuant to our field observation, I hereby recommend for payment the above stated amount for work performed through October 31, 2010.

Signed by: Thomas J. Kaldunski
Thomas J. Kaldunski, City Engineer
November 8, 2010

Signed by:
Gartzke Construction, Inc.
Date

Signed by:
George Tourville, Mayor
November 8, 2010

2010 STORM WATER FACILITY MAINTENANCE PROGRAM
CITY OF INVER GROVE HEIGHTS
ZONE 5
CITY PROJECT NO. 2010-17

BASE BID

ITEM NO.	MN/DOT NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL ESTIMATED COST	CONTRACT COST TO DATE
1	2021.501	MOBILIZATION	LS	1.0	1.0	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2	2104.501	REMOVE EXISTING 15" RC PIPE SEWER	LF	8.0	8.0	\$ 20.00	\$ 160.00	\$ 160.00
	2104.509	REMOVE EXISTING 15" RC APRON	EA	1.0	1.0	\$ 300.00	\$ 300.00	\$ 300.00
3	2105.505	MUCK EXCAVATION (EV)	CY	320.0	526.0	\$ 22.50	\$ 7,200.00	\$ 11,835.00
4	2501.573	INSTALL FLEX STAKE MARKER POST	EA	2.0	2.0	\$ 50.00	\$ 100.00	\$ 100.00
5	2501.602	18" RC PIPE APRON AND TRASH GUARD	EA	1.0	1.0	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6	2503.541	18" RC PIPE SEWER DESIGN 3006 CLASS III	LF	257.0	257.0	\$ 42.00	\$ 10,794.00	\$ 10,794.00
	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 48-4020	EA	2.0	2.0	\$ 3,600.00	\$ 7,200.00	\$ 7,200.00
7	2506.602	CONNECT TO EXISTING STORM SEWER	EA	1.0	1.0	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
8	2511.501	RANDOM RIP RAP - CLASS III	CY	20.0	20.0	\$ 60.00	\$ 1,200.00	\$ 1,200.00
9	2511.515	GEOTEXTILE FILTER, TYPE III	SY	40.0	40.0	\$ 4.00	\$ 160.00	\$ 160.00
10	2575.602	TERRASEEDING, SEED MIXTURE 328	SY	1000.0	1800.0	\$ 2.50	\$ 2,500.00	\$ 4,500.00
	SPECIAL	BELL JOINT REPAIR CLAMP ASSEMBLY	EA	2.0	2.0	\$ 1,200.00	\$ 2,400.00	\$ 2,400.00
11	SPECIAL	EROSION CONTROL	LS	1.0	1.0	\$ 800.00	\$ 800.00	\$ 800.00
BASE BID SUBTOTAL:							\$ 37,314.00	\$ 43,949.00

BID ALTERNATE NO. 1

ITEM NO.	MN/DOT NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL ESTIMATED COST	CONTRACT COST TO DATE
1	SPECIAL	CLEARING AND GRUBBING INCLUDING MOBILIZATION	LS	1.0	1.0	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

CHANGE ORDER 1:	ADDITION	\$ 6,635.00
	NET CONTRACT CHANGE	\$ 6,635.00

CONTRACT AMOUNT WITH CHANGE ORDER:	\$ 45,449.00
---	---------------------

CONTRACT WORK COMPLETED TO DATE:	\$ 45,449.00
RETAINAGE (0%):	\$ -
PREVIOUS PAYMENTS:	\$ -
PAYMENT #1 FINAL TOTAL:	\$ 45,449.00

FINAL COMPENSATING CHANGE ORDER NO. 1

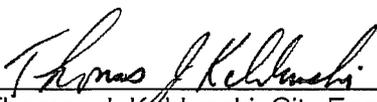
**2010 STORM WATER FACILITY MAINTENANCE PROGRAM
CITY PROJECT NO. 2010-17
ZONE 5**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077 Contractor: Gartzke Construction, Inc. 2177 Highland Drive Hastings, MN 55033	Date of Issuance: November 1, 2010 Engineer: City Engineer
<p><u>PURPOSE OF CHANGE ORDER</u></p> <p>This Change Order is for quantity increases required due to field conditions.</p>	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$38,814.00	Original Contract Time:
Previous Change Orders \$0.00	Net Change from Previous Change Orders
Contract Price Prior to this Change Order \$38,814.00	Contract Time Prior to this Change Order
Net Increase of this Change Order \$6,635.00	Net Increase (Decrease) of Change Order
Contract Price with all Approved Change Orders \$45,449.00	Contract Time with Approved Change
Recommended By:  Nick Hahn, Engineering Technician	Approved By: _____ Gartzke Construction, Inc.

Approved By:
Action:

Approved By:

Date of Council



 Thomas J. Kaldunski, City Engineer

 George Tourville, Mayor

 November 8, 2010

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ENGINEER'S REPORT OF FINAL ACCEPTANCE

2010 STORM WATER FACILITY MAINTENANCE PROGRAM
CITY PROJECT NO. 2010-17 – ZONE 5

November 8, 2010

TO THE CITY COUNCIL
INVER GROVE HEIGHTS, MINNESOTA

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have reviewed the work under contract to Gartzke Construction, Inc. The work consisted of storm water facility maintenance within the City of Inver Grove Heights.

The contractor has completed the project in accordance with the contract.

It is recommended, herewith, that final payment be made for said improvements to the contractor in the amount as follows:

ORIGINAL CONTRACT PRICE	\$38,814.00
ADDITION (CHANGE ORDER NO. 1)	\$6,635.00
FINAL CONTRACT AMOUNT	\$45,449.00
FINAL VALUE OF WORK	\$45,449.00
PREVIOUS PAYMENTS	\$0.00
BALANCE DUE	\$45,449.00

Sincerely,



Thomas J. Kaldunski, P.E.
City Engineer

TJK/kf

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

**RESOLUTION ACCEPTING WORK OF GARTZKE CONSTRUCTION, INC. AND
AUTHORIZING FINAL PAYMENT IN THE AMOUNT OF \$45,449.00**

**2010 STORM WATER FACILITY MAINTENANCE PROGRAM
CITY PROJECT NO. 2010-17 – ZONE 5**

RESOLUTION NO. _____

WHEREAS, pursuant to a written contract with the City of Inver Grove Heights dated September 13, 2010, Gartzke Construction, Inc. satisfactorily completed improvements and appurtenances for the 2010 Storm Water Facility Maintenance Program, City Project No. 2010-17 – Zone 5.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: That the work completed under this contract is hereby accepted and approved, and

BE IT FURTHER RESOLVED: That the Mayor and the City Clerk are hereby directed to issue a proper order for final payment on such contract, taking the contractor's receipt in full.

Adopted by the City Council of Inver Grove Heights this 8th day of November 2010.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

SCHEDULE PUBLIC HEARING TO CONSIDER 2011 LIQUOR LICENSE RENEWALS

Meeting Date: November 8, 2010
Item Type: Consent
Contact: 651.450.2513
Prepared by: Melissa Rheaume
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:

Schedule public hearing on December 13, 2010 at 7:30 p.m. to consider liquor license renewals for the 2011 calendar year.

SUMMARY:

Liquor license renewals for the 2011 calendar year are to be considered at the first meeting in December. A notice of public hearing will be published in the official newspaper and a list of establishments requesting license renewals will be provided to the Council prior to the public hearing.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Request No. 6 – Rock Island Swing Bridge Project (City Project 2009-24)

Meeting Date: November 8, 2010
Item Type: Consent Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:	
<input type="checkbox"/>	None
<input 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 pay request No. 6 in the amount of \$484,521.41 for the Rock Island Swing Bridge Project – 2009-24.

SUMMARY

The City Council approved hiring Lametti & Sons Inc. on March 22, 2010 to construct the Rock Island Swing Bridge Recreational Pier project. The contractor is requesting payment of work completed to date.

The project continues to move along without any significant issues. Pier 6, 7, 8, and 9 have been removed from the river. Both of the spans are due to be installed by Friday, November 5th.

CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAYMENT VOUCHER

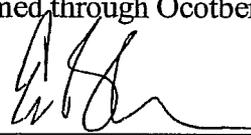
ESTIMATE NO. 6
DATE: November 2, 2010
PERIOD ENDING: October 30, 2010
CONTRACT: Rock Island Swing Bridge – City Project 2009-24
PROJECT NO: 2009-24

TO: Lametti & Sons, Inc.
16028 Forest Blvd. N.
Hugo, MN 55038

A. Original Contract Amount..... \$1,877,732.00
B. Total Addition (Change Order No. 1, approved June 14, 2010) \$41,782.84
Total Addition (Change Order No. 2 approved September 13, 2010) \$4,825.00
C. Total Deductions NA
D. TOTAL CONTRACT AMOUNT \$1,924,339.84
E. TOTAL VALUE OF WORK TO DATE \$1,464,339.12
F. LESS RETAINED 5% \$73,216.96
G. Less Previous Payment..... \$906,600.75
H. TOTAL APPROVED FOR PAYMENT THIS VOUCHER..... \$484,521.41
I. TOTAL PAYMENTS INCLUDING THIS VOUCHER..... \$1,391,122.16

APPROVALS:

Pursuant to our field observations, I hereby recommend for payment the above stated amount for work performed through October 30, 2010.

Signed by:  _____

11/2/10
Date

Signed by: _____
George Tourville, Mayor

Date

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 17 for City Project No. 2008-18 – Public Safety Addition/City Hall Renovation

Meeting Date: November 8, 2010
Item Type: Consent
Contact: Jenelle Teppen, Asst City Admin
Prepared by:
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: Project Fund

PURPOSE/ACTION REQUESTED Consider Pay Voucher No. 17 for City Project No. 2008-18 – Public Safety Addition/City Hall Renovation.

SUMMARY The contract was awarded in an amount of \$11,501,900 to Shaw Lundquist Associates on April 27, 2009 for the project identified above. It has been subsequently amended with 14 change orders for a total contract amount now of \$11,881,331.10.

The contractor has completed the work through October 31, 2010 in accordance with the contract plans and specifications. A 5% retainage will be maintained until the project is completed. Staff recommends approval of Pay Voucher No. 17 in the amount of \$370,441.55 to Shaw Lundquist Associates for work on City Project No. 2008-18 – Public Safety Addition/City Hall Renovation.

Attachment: Pay Voucher No. 17

CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAYMENT VOUCHER

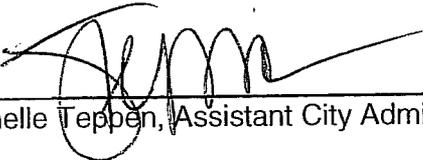
ESTIMATE NO: 17 (seventeen)
 DATE: November 8, 2010
 PERIOD ENDING: October 31, 2010
 CONTRACT: Public Safety Addition City Hall Renovation
 PROJECT NO: 2008-18 – Public Safety Addition/City Hall Renovation

TO: Shaw Lundquist Associates
 2757 West Service Road
 Saint Paul, MN 55121

Original Contract Amount	\$11,501,900
Total Addition	\$379,431.10
Total Deduction	\$0.00
Total Contract Amount	\$11,881,331.10
Total Value of Work to Date	\$9,555,186.00
Less Retained (5%)	\$477,759.30
Less Previous Payment	\$8,706,985.15
Total Approved for Payment this Voucher	\$370,441.55
Total Payments including this Voucher	\$9,077,426.70

Approvals:

Pursuant to field observation, and approval by the Architect and Owner's Representative, I hereby recommend for payment the above stated amount for work performed through September 30, 2010.

Signed by: 

 Jenelle Teppen, Assistant City Administrator

November 8, 2010

Signed by: _____
 Shaw Lundquist Associates

 Date

Signed by: _____
 George Tourville, Mayor

November 8, 2010

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 11 PAGES

TO OWNER: City of Inver Grove Heights

PROJECT: Public Safety Addition and City Hall Remodel

APPLICATION NO: 17

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

8150 Barbara Avenue
 Inver Grove Heights, MN 55077

8150 Barbara Ave.
 Inver Grove Hts, MN

APPLICATION DATE: October 25, 2010
 PERIOD TO: October 31, 2010

FROM CONTRACTOR:

VIA ARCHITECT: BKV Group, Inc.

Shaw-Lundquist Associates, Inc. (09477)
 Remit to: SDS 12-0699 Box 86
 Minneapolis, MN 55486

222 North Second Street
 Minneapolis, MN 55401

PROJECT NOS: #1643.01

CONTRACT FOR: General Construction

CONTRACT DATE: May 19, 2009

CONTRACTOR'S APPLICATION FOR PAYMENT

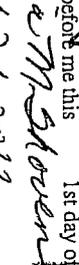
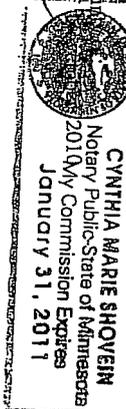
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

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.

CONTRACTOR: SHAW-LUNDQUIST ASSOCIATES, INC.

1. ORIGINAL CONTRACT SUM \$ 11,501,900.00
2. Net change by Change Orders \$ 379,431.10
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 11,881,331.10
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 9,555,186.00
5. RETAINAGE:
 - a. % of Completed Work \$ 477,759.30
 (Column D + E on G703)
 - b. % of Stored Material \$ 0.00
 (Column F on G703)

By:  Thomas J. Meyers - Vice President Date: November 1, 2010

State of Minnesota
 Subscribed and sworn to before me this 1st day of November 2010
 Notary Public: 
 My Commission expires: 1-31-2011


ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the 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 \$ 379,431.10

(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.)

By:  Date: 11/2/2010

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$375,338.10	
Total approved this Month	\$4,093.00	
TOTALS	\$379,431.10	\$0.00
NET CHANGES by Change Order	\$379,431.10	

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 7 for City Project No. 2008-18 – Public Safety Addition/City Hall Renovation
Low Voltage Contractors

Meeting Date: November 8, 2010
Item Type: Consent
Contact: Jenelle Teppen, Asst City Admin
Prepared by:
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: Project Fund

PURPOSE/ACTION REQUESTED Consider Pay Voucher No. 7 for City Project No. 2008-18 – Public Safety Addition/City Hall Renovation – Low Voltage Contractors.

SUMMARY This contract was awarded in an amount of \$237,000.00 to Low Voltage Contractors on January 11, 2010 for the project identified above.

The contractor has completed the work through September 24, 2010 in accordance with the contract plans and specifications. A 5% retainage will be maintained until the project is completed.

Staff recommends approval of Pay Voucher No. 7 in the amount of \$9,500.00 to Low Voltage Contractors for work on City Project No. 2008-18 – Public Safety Addition/City Hall Renovation.

Attachment: Pay Voucher No. 7

CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAYMENT VOUCHER

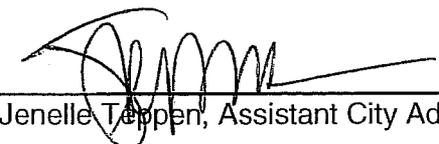
ESTIMATE NO: 7 (seven)
DATE: November 8, 2010
PERIOD ENDING: September 24, 2010
CONTRACT: Public Safety Addition City Hall Renovation
PROJECT NO: 2008-18 – Public Safety Addition/City Hall Renovation

TO: Low Voltage Contractors
4200 West 76th Street
Minneapolis, MN 55435

Original Contract Amount	\$237,000.00
Total Addition	\$4,806.00
Total Deduction	\$0.00
Total Contract Amount	\$241,806.00
Total Value of Work to Date	\$230,000.00
Less Retained (5%)	\$11,500.00
Less Previous Payment	\$209,000.00
Total Approved for Payment this Voucher	\$9,500.00
Total Payments including this Voucher	\$218,500.00

Approvals:

Pursuant to field observation, and approval by the Architect and Owner's Representative, I hereby recommend for payment the above stated amount for work performed through May 25, 2010.

Signed by:  _____ November 8, 2010
Jenelle Tepper, Assistant City Administrator

Signed by: _____ Date _____
Low Voltage Contractors

Signed by: _____ November 8, 2010
George Tourville, Mayor

TO (OWNER): **City of Inver Grove Heights**
 8150 Barbara Ave, Inver Grove Heights MN 55077

FROM (CONTRACTOR): **Low Voltage Contractors**
 4200 West 76th Street
 Minneapolis, MN 55435

CONTRACT FOR: _____

Project: **Public Safety & City Hall**
 Via Architect: _____

APPLICATION NO: **7** Distribution to: OWNER
 PERIOD TO: **9/24/2010** ARCHITECT
 PROJECT NOS: **1643.01** CONTRACTOR

CONTRACT DATE: **2/8/2010**

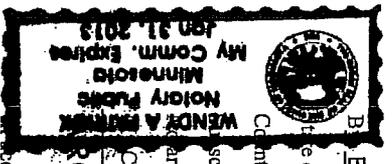
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ **\$237,000.00**
- 2. Net change by Change Orders \$ **\$4,806.00**
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ **\$241,806.00**
- 4. TOTAL COMPLETED & STORED TO DATE \$ **\$230,000.00**
 Column G on G703
- 5. RETAINAGE
 - a. 5% % of Completed Work \$ **\$11,500.00**
 (Columns D + E on G703)
 - b. 5% % of Stored Material \$ _____
 (Column F on G703)
 - Total Retainage (line 5a + 5b or Total in Column I on G703) \$ **\$11,500.00**
- 6. TOTAL EARNED LESS RETAINAGE \$ **\$218,500.00**
 (Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
 (Line 6 from prior Certificate) \$ **\$209,000.00**
- 8. CURRENT PAYMENT DUE \$ **\$9,500.00**
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
 (Line 3 less Line 6) \$ **\$23,306.00**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

AIA DOCUMENT G702 * APPLICATION AND CERTIFICATE FOR PAYMENT * AIA * ©1992 * THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W. WASHINGTON, DC 20006-5909 * WAARNING: This document is intended to be used in accordance with the instructions on the reverse side.



By: Brian Gould Date: September 24, 2010
 County of: Minnesota
 My Commission Expires: 09/21/2013
 My Commission Expires: 09/21/2013
 My Commission Expires: 09/21/2013

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this 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 \$ **9,500.00**

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

ARCHITECT: [Signature] Date: 11/2/2010
 By: [Signature]
 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 at the Owner or Contractor under this Contract.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 8 for City Project No. 2008-18 – Public Safety Addition/City Hall Renovation Low Voltage Contractors

Meeting Date: November 8, 2010
Item Type: Consent
Contact: Jenelle Teppen, Asst City Admin
Prepared by:
Reviewed by:

CS

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

PURPOSE/ACTION REQUESTED Consider Pay Voucher No. 8 for City Project No. 2008-18 – Public Safety Addition/City Hall Renovation – Low Voltage Contractors.

SUMMARY This contract was awarded in an amount of \$237,000.00 to Low Voltage Contractors on January 11, 2010 for the project identified above.

The contractor has completed the work through October 22, 2010 in accordance with the contract plans and specifications. A 5% retainage will be maintained until the project is completed.

Staff recommends approval of Pay Voucher No. 8 in the amount of \$4,750.00 to Low Voltage Contractors for work on City Project No. 2008-18 – Public Safety Addition/City Hall Renovation.

Attachment: Pay Voucher No. 8

CITY OF INVER GROVE HEIGHTS
CONSTRUCTION PAYMENT VOUCHER

ESTIMATE NO: 8 (eight)
DATE: November 8, 2010
PERIOD ENDING: October 22, 2010
CONTRACT: Public Safety Addition City Hall Renovation
PROJECT NO: 2008-18 – Public Safety Addition/City Hall Renovation

TO: Low Voltage Contractors
4200 West 76th Street
Minneapolis, MN 55435

Original Contract Amount	\$237,000.00
Total Addition	\$4,806.00
Total Deduction	\$0.00
Total Contract Amount	\$241,806.00
Total Value of Work to Date	\$235,000.00
Less Retained (5%)	\$11,750.00
Less Previous Payment	\$218,500.00
Total Approved for Payment this Voucher	\$4,750.00
Total Payments including this Voucher	\$223,250.00

Approvals:

Pursuant to field observation, and approval by the Architect and Owner's Representative, I hereby recommend for payment the above stated amount for work performed through May 25, 2010.

Signed by: 
Jenelle Jeppen, Assistant City Administrator

November 8, 2010

Signed by: _____
Low Voltage Contractors

Date

Signed by: _____
George Tourville, Mayor

November 8, 2010

TO (OWNER): City of Inver Grove Heights
8150 Barbara Ave, Inver Grove Heights MN 55077

Project: Public Safety & City Hall

APPLICATION NO: 8

Distribution to:
 OWNER

FROM (CONTRACTOR): Low Voltage Contractors
4200 West 76th Street
Minneapolis, MN 55435

Via Architect:

PERIOD TO: 10/22/2010
PROJECT NOS: 1643.01

ARCHITECT
 CONTRACTOR

CONTRACT FOR:

CONTRACT DATE: 2/8/2010

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract. Continuation Sheet, AIA Document G703, 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 \$ 237,000.00

CONTRACTOR:

2. Net change by Change Orders \$ 4,806.00

By: Brian Gould Date: October 25 2010

3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 241,806.00

4. TOTAL COMPLETED & STORED TO DATE \$ 235,000.00

5. RETAINAGE

a. 5% % of Completed Work \$ 11,750.00
(Column D + E on G703)

b. 5% % of Stored Material \$ _____
(Column F on G703)

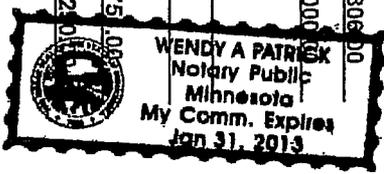
Total Retainage (line 5a + 5b or Total in Column I on G703) \$ 11,750.00

6. TOTAL EARNED LESS RETAINAGE \$ 223,220.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 218,500.00

8. CURRENT PAYMENT DUE \$ 4,750.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 18,556.00



CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this 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 \$ 4750.00

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

By: [Signature] Date: 11/2/2010

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.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Agreement relating to the Expansion of SP-15 Lying in Outlot F, Argenta Hills, Dakota County, Minnesota, Except that Portion of Outlot F, Argenta Hills Lying within Argenta Hills 2nd Addition

Meeting Date: November 8, 2010
 Item Type: Consent *DK*
 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 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 Agreement relating to the Expansion of SP-15 Lying in Outlot F, Argenta Hills, Dakota County, Minnesota, except that portion of Outlot F, Argenta Hills Lying within Argenta Hills 2nd Addition.

SUMMARY

The City has entered into a Development Agreement for Argenta Hills 2nd Addition. This Development is currently under construction per the approved plans. The Development is being done in accordance with the City's Northwest Area standards, which include regional ponding for the 100-year, ten-day snow melt event. The current work is providing two regional basins, one over an existing wetland (Basin SP-8), the other is near the intersection of T.H. 3 and Amana Trail (Basin SP-17).

The City has prepared an agreement with the Developer that will require the Developer to provide additional storage capacity in Basin SP-15 near the west end of Amana Trail. This additional storage is required because of modifications to the drainage areas that originally were modeled as run-off into Basin SP-17. Portions of the original SP-17 watershed will be redirected to SP-15. SP-15's storage capacity must be increased because of this acceptable modification. In addition, Basin SP-15's storage volume will be affected by a future north/south street. This future road alignment will require modifications to the existing SP-15 Basin. The attached agreement will require the Developers to design and construct Basin SP-15 to provide the required storage volume as outlined in the Emmons & Olivier Resources' regional basin storm water management modeling. This agreement will ensure that the construction of future phases of Argenta Hills will provide the appropriate storage volumes required with future development.

It is recommended by the City Engineer and our consultant that the City Council authorizes the execution of this agreement to provide adequate storage volume in Pond SP-15 in a future phase of the Argenta Hills 2nd Addition Development.

TJK/kf
 Attachment: Agreement

**AGREEMENT RELATING TO THE EXPANSION OF SP-15
LYING IN OUTLOT F, ARGENTA HILLS, DAKOTA COUNTY, MINNESOTA,
EXCEPT THAT PORTION OF OUTLOT F, ARGENTA HILLS LYING WITHIN
ARGENTA HILLS 2ND ADDITION**

THIS AGREEMENT RELATING TO THE EXPANSION OF SP-15 LYING IN OUTLOT F, ARGENTA HILLS, DAKOTA COUNTY, MINNESOTA, EXCEPT THAT PORTION OF OUTLOT F, ARGENTA HILLS LYING WITHIN ARGENTA HILLS 2ND ADDITION, (Agreement) is made, entered into and effective this 8th day of November, 2010, by and between the City of Inver Grove Heights, a Minnesota municipal corporation (hereafter referred to as City) and IGH Investment, LLC, a Minnesota limited liability company, (hereafter referred to as Developer). Subject to the terms and conditions hereafter stated and based on the representations, warranties, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

**ARTICLE 1
DEFINITIONS**

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

1.2 City. “City” means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 Developer. “Developer” means IGH Investment, LLC, a Minnesota limited liability company, and its successors and assigns.

1.4 Development Contract. “Development Contract” means that certain Development Contract for the Final Plat of Argenta Hills 2nd Addition between the City and Developer dated September 13, 2010.

1.5 Subject Property. “Subject Property” means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described on the attached **Exhibit A**.

1.6 EOR Report. “EOR Report” means that certain memo dated September 30, 2010, prepared by Brett H. Emmons of Emmons & Olivier Resources, Inc. relating to Argenta Hills 2nd Addition. A copy of the EOR Report is attached hereto as **Exhibit B**.

1.7 Capacity. “Capacity” means the ability of a regional basin to retain and infiltrate stormwater runoff. The infiltration area, volume, and rate are all parameters that define this ability.

ARTICLE 2
RECITALS

Recital No. 1. Developer owns the Subject Property.

Recital No. 2. SP-15 is a regional basin located on the Subject Property. In anticipating the future development of the Subject Property, Developer and City forecasted the size, depth and configuration of SP-15 at the time that Argenta Hills was platted. As a result of these forecasts, the future Capacity of SP-15 was generally determined. The location of SP-15 is shown on **Exhibit C** attached hereto.

Recital No. 3. When Argenta Hills was platted, the Developer made a number of changes with regard to the drainage patterns of Amana Trail such that it now appears that the Capacity of SP-15 has to be increased by 4.97 acre feet as documented in the EOR Report.

Recital No. 4. When Argenta Hills 2nd Addition was platted, the Developer made a number of changes with regard to the Capacity of SP-17 such that it now appears that the Capacity of SP-15 has to be increased by an additional 1.82 acre feet as documented in the EOR Report. The location of SP-17 in relation to SP-15 is depicted on **Exhibit C** attached hereto.

Recital No. 5. As a result of the changes identified above, the Capacity of SP-15 has to be increased by 6.79 acre feet (4.97 acre feet plus 1.82 acre feet).

Recital No. 6. The increased Capacity has to be achieved when the Subject Property is re-platted.

ARTICLE 3
RESPONSIBILITY FOR INCREASED CAPACITY

3.1 Responsibility for Increased Capacity. When any portion of the Subject Property is re-platted, the Developer, at its expense, shall construct and modify SP-15 to achieve a Capacity that has 6.79 acre feet more than that which was previously determined by the parties to be the future Capacity of SP-15. The City Council, in its discretion, may extend the date by which the modification has to be completed.

The modification shall be made in accord with the EOR Report.

3.2 Remedies. If the Developer does not make the modifications required by Section 3.1, the City shall have available to it all remedies available in law and in equity including, but not limited to, the remedy of denying any re-plat of the Subject Property.

ARTICLE 4
MISCELLANEOUS

4.1 Binding Agreement. The parties mutually recognize and agree that all terms and conditions of this recordable Agreement shall run with Subject Property and shall be binding upon the parties and the successors and assigns of the parties. This Agreement shall also be binding on and apply to any title, right and interest of the Developer in Subject Property acquired by the Developer after the execution date of this Agreement or after the recording date of this Agreement.

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

4.3 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

4.4 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

4.5 Consent. Developer consents to the recording of this Agreement.

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

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

If to Developer: IGH Investment, LLC
Attention: Gregory W. Munson
2737 N Fairview Avenue
Roseville, MN 55113

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

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

IN WITNESS WHEREOF City and Developer have entered into this Agreement on the day and year first stated above.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

ATTEST:

Melissa Rheume, Deputy City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 8th day of November, 2010, before me a Notary Public within and for said County, personally appeared George Tourville and Melissa Rheume to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and Deputy City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipality by authority of its City Council and said Deputy City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

LANDOWNER

By: _____

Its Chief Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

On this ____ day of November, 2010, before me a Notary Public within and for said County, personally appeared _____, to me personally known, who being by me duly sworn, did say that he is the Chief Manager of IGH Investment, LLC, a Minnesota limited liability company, and that the foregoing instrument was executed on behalf of IGH Investment, LLC by authority of the Boards of Governors of IGH Investment, LLC.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Timothy J. Kuntz
LeVander, Gillen, & Miller, P.A.
633 South Concord Street
Suite 400
South St. Paul, MN 55075
(651) 451-1831

**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 SUBJECT PROPERTY

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

Outlot F, Argenta Hills, according to the recorded plat thereof on file and of record with the Office of the County Recorder, Dakota County, Minnesota, except that portion of said Outlot F, Argenta Hills re-platted as Argenta Hills 2nd Addition.

EXHIBIT B
EOR REPORT

memo



651 Hale Avenue North Oakdale, Minnesota 55128 telephone: 651.770.8448 facsimile: 651.770.2552 www.eorinc.com

Date | September 30, 2010

To Tom Kaldunski	Contact info City of Inver Grove Heights
cc Paul Cherne	Contact info Pioneer Engineering
cc Brian N. Molinaro	Contact info Pioneer Engineering
cc Jacob Fick	Contact info Traditions Development
cc Greg Munson	Contact info McGough Development
From Brett H. Emmons	Contact info EOR
	Contact info

Regarding | Argenta Hills 2nd Addition Comments

September 29, 2010 Submittal – E-mail Summary of Changes and attached SP-17 Revised Grading Plan (undated)

The following comments pertain to the e-mail dated Sept. 29, 2010 from Paul Cherne of Pioneer Engineering. Follow up clarification on diversion of areas provided in e-mail dated Sept. 30, 2010 from Brian Molinaro of Pioneer Engineering.

The comments here are follow up from the EOR Sept. 27, 2010 Memo and after a meeting with the applicant and City staff at City Hall Sept. 29, 2010. We have not had the opportunity to review in detail all the documentation requested, nor have we received some of the documents. Our comments are based on the stated intent of the developer's representative; in this case Paul Cherne, and therefore our comments are preliminary and subject to verification of the revisions proposed. This review is also in context of a compressed review timeline for EOR, per city request. EOR was not asked to provide a review of the local practices for the site, although some obvious issues we noticed are noted here.

The comments are addressed in a similar order to the previous, Sept. 27, 2010 Memo, but some comments were combined for this response, so the numbering does not exactly correspond to the previous memo.

Regional Basin Impacts

- A. SP-8 – Previous Concerns: Proposed fill and local BMP within 100-yr level.
 - a. Proposed Solution: Reduce drainage area via development by 4.5 Ac. (2.7 AF of runoff volume). Storage volume impact (at upper most elevations) is 1.7 AF (less than that diverted).
 - b. Notes/Conditions: Verify location of area(s) to be diverted. Need written commitment from developer/owner that diverted volume will be recreated at another site on the development. Verify diversion will not cause short-term impacts to the system or adjacent properties and that the route has capacity for that flow.
 - c. Unique Circumstances: Difficulty with road grades at entrance off of Robert Trl and considering reduced number of lots/homes compared to Phase 1 Plan approval.
 - d. Conclusion: Fill is above 100-yr rainfall event HWL and required volume is met.
- B. SP-17 (inclusive of SP-12) – Previous Concerns: Re-grading of SP-17 (old access road) was still deficient of the required volume (by 0.464 AF).

- a. **Proposed Solution:** Diversion of drainage area to the west in future phase, likely to SP-15 (clarification of previous submittal) and additional excavation in bottom of basin (in fine soils and erosion delta) to compensate for updated volume deficit.
 - b. **Notes/Conditions:** Verify area(s) to be diverted. Need written commitment from developer/owner that diverted volume of 1.82 AF (per Brian Molinaro e-mail dated Sept. 30, 2010) will be recreated at another site on the development. Verify diversion will not cause short-term impacts to the system or adjacent properties and that the route has capacity for that flow. Verify bottom of excavation grade is a minimum 5 feet from water table in the area (3' plus safety factor for water table fluctuation).
 - c. **Unique Circumstances:** Removal of past sedimentation and fine soils in the bottom to enhance infiltration. Category 3 basin but also has an overflow forcemain pipe installed.
 - d. **Conclusion:** Modified required volume is exceeded and written commitment from owner (verify method/form with city attorney) needed for 1.82 AF.
- C. Regional Basin Grading Impacts (SP-8 & SP-17) – **Previous Concerns:** Control of soil amendments and compaction mitigation will be needed.
- a. **Proposed Solution:** Add construction note.
 - b. **Notes/Conditions:** Construction Phase – Inspection to verify conditions are met. A note should be added to the grading plan within the regional basins to prevent compaction and sedimentation. Tested topsoil (free of clay) should be spread and incorporated to a minimum depth to establish vegetation, or a compost mix may be mixed with the existing soil and seeded.
 - c. **Unique Circumstances:** Rigorous control is needed during/following construction to ensure regional basins continue to function properly.
 - d. **Conclusion:** Construction Phase monitoring needed. Verify with follow up submittal.
- D. SP-15 – **Previous Concern:** Portion of SP-15 was filled/alterd under Phase I and those impacts need to be accounted for in future phases. The planned mitigation area that was adjacent and NW of SP-17 is now planned for local BMPs.
- a. **Proposed Solution:** Written commitment from developer/owner to replace the impacted storage (4.97 AF impacted by Co. Rd. plus diverted volume; see above) elsewhere on the site.
 - b. **Notes/Conditions:** Written commitment from developer/owner to replace the lost storage of 4.97 AF from Amana Trl/Co. Rd. impact elsewhere on the site (note also diverted volume of 1.82 AF; see B above). Future connection may be needed under the Co. Rd for SP-15 to overflow to SP-14 where additional storage appears to exist. SP-14 would need to have an increased HWL and the developer/owner would accept that tradeoff within their development plan. Provide an interim plan that maximizes the current storage of SP-15 (berm and overflow).
 - c. **Unique Circumstances:** Uncertainty about road connections to the north and development type for the west portion of the site make it difficult to know where the volume would be best mitigated.
 - d. **Conclusion:** OK with written commitment from owner (verify method/form with city attorney) for 4.97 AF. Provide additional storage now at SP-15 for interim conditions.

Infiltration Features

- E. Infiltration modeled in Sediment Ponds - **Previous Concern:** Sediment ponds will silt in, so infiltration is not appropriate.
- a. **Proposed Solution:** Update modeling to reflect realistic scenario without infiltration in pretreatment, sediment ponds.
 - b. **Notes/Conditions:** Provide revised model for review and inclusion into NW area model.
 - c. **Unique Circumstances:** Does not appear to impact the overall design.
 - d. **Conclusion:** Verify with follow up submittal.

- F. Infiltration Rates – Previous Concern: How were infiltration rates chosen, since without field verification at BMP locations, the rates are inconsistent with the NW Area Stormwater Manual.
- Proposed Solution: Additional testing via borings and lab tests will be conducted. Memo from EOR will be provided that outlines when lab testing is needed and what appropriate infiltration rates are.
 - Notes/Conditions: Construction phase borings at actual BMP locations should be used to verify assumed infiltration rates and to modify BMP sizing/depth, if needed. Similar construction-phase testing is needed when BMPs are built with fill. Submittal of soils results and modified designs should be submitted to the city/EOR.
 - Unique Circumstances: Experience has shown that construction phase testing and occasional field changes can be done effectively with close oversight of construction and good coordination.
 - Conclusion: Verify with follow up borings and testing, potentially during construction.
- G. EOF Around Lift Station – Previous Concern: EOF at Infil 600 should be provided to provide an overflow route around the lift station.
- Proposed Solution: Submitted grading provides for the EOF but will be clarified with additional spot elevations.
 - Notes/Conditions: Revised plans showing spot elevations (for clarification).
 - Unique Circumstances: SP-8 uses this overflow route.
 - Conclusion: Verify with follow up submittal.
- H. Infiltration Facility Cross-Section (page G6) – Previous Concern: shows poorly graded sand will be overlaid with sod. Sod may not be compatible for this location as designed. Soil amendment (per NW Area Stormwater Manual) will be needed and infiltration design rates should match type of vegetation proposed.
- Proposed Solution: Revised soil amendment and planting plans will be provided consistent with the comments.
 - Notes/Conditions: Revised plans showing soil amendments consistent with the NW Area Stormwater Manual including soil testing to verify low content of clay if top soil is used and landscaping plan.
 - Unique Circumstances: Fill soils under infiltration facilities must be appropriate.
 - Conclusion: Verify with follow up submittal.
- I. Sequencing Plan (page G5) - Previous Concern: Indicates that the raingardens (infiltration features) will be graded prior to the installation of storm sewer and utilities.
- Proposed Solution: Utilities will be moved out of infiltration areas wherever possible. Installing final planting medium and plants after major construction is finished is preferred. Infiltration and filtration features will be encircled with silt fence (as done successfully on Cobblestone in Apple Valley).
 - Notes/Conditions: Revised plans showing relocated utilities and silt fence.
 - Unique Circumstances: Residential lot building delays the final build out of the site.
 - Conclusion: Verify with follow up submittal.

Plan Clarifications

- J. Subcatchment 2A and 2B - Previous Concern: The Proposed Hydrology plan sheet does not show the drainage area west of subcatchment 301 which appears as part of 2A and 2B under the Existing Hydrology plan sheet.
- Proposed Solution: This was not an oversight; that area will be redirected to the west in future phases via a road that will pass along the hill slope.
 - Notes/Conditions: Written commitment from developer/owner to replace diverted volume elsewhere on the site. Provide a contingency plan for how that area could be diverted to the depression north of SP-15 in the interim (since drainage from here is not

- accounted for in latest calculations of SP-17 HWL) if water levels in SP-17 become a concern by the city (per Public Works Director).
- c. **Unique Circumstances:** While attempting to address volume requirements in SP-17, the area is not yet being diverted and must be addressed: 1) in future phases, and 2) in an emergency where high water levels are experienced in SP-17. The area is currently fairly wooded and should not contribute large runoff, except possibly in large events.
 - d. **Conclusion:** OK with written commitment from owner (verify method/form with city attorney).
- K. Vegetation Plans for Basins – **Previous Concern:** The infiltration features and disturbed regional basins should have an appropriate landscaping plan for the “wetness” of the setting and to enhance infiltration.
- a. **Proposed Solution:** The Landscaping Plan will be submitted to EOR for review.
 - b. **Notes/Conditions:** Review and approval of the Landscaping Plan for basins/BMPs.
 - c. **Unique Circumstances:** NA
 - d. **Conclusion:** Verify with follow up submittal.
- L. Emergency Overflows Detail - Material (page G5) – **Previous Concern:** What is the material shown on details? Is there something above the blanket. Riprap is not desired.
- a. **Proposed Solution:** Material is per Plan sheet; MNDOT Category 6 erosion control blanket.
 - b. **Notes/Conditions:** NA
 - c. **Unique Circumstances:** NA
 - d. **Conclusion:** No Change.

Submittals

- M. Please submit a hydrology report outlining the changes in drainage area to regional basins as well as pre-development and post-development storage within each regional basin.
- N. Please submit the landscaping plan.

Please don't hesitate to call or email with any questions.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER 2011 PROPOSED CONVENTION AND VISITORS BUREAU BUDGET

Meeting Date: November 8, 2010
 Item Type: Consent
 Contact: Jenelle Teppen, Asst. City Admin.
 Prepared by:
 Reviewed by:

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

PURPOSE/ACTION REQUESTED Approve the budget for the Convention and Visitors Bureau for 2011.

SUMMARY According to the resolution that established the Convention and Visitors Bureau (CVB), the CVB must prepare and present to the City Council a budget for the following calendar year. The City Council must approve the budget by December 31st for the upcoming year. I have attached a copy of the proposed budget for 2011. The 2011 budget is in the amount of \$80,000. No City tax dollars are involved in this budget.

This proposed budget is increased from 2010 by \$4,210. Lodging tax revenue is projected to increase very slightly from 2010. Expenses mirror revenues.

The Inver Grove Heights Convention & Visitors Bureau (IGH CVB) has completed its ninth full year of operation. As the general economy recovers, the tourism industry lags behind. In Inver Grove Heights, lodging tax revenues for the year are slightly higher compared to last year.

A comprehensive marketing strategy was undertaken in 2007 using the services of Ensemble Creative and Marketing. Cable television and online advertising and marketing will be continuing for next year under their suggestion and direction.

Since 2006, Nicole Bengtson continues as Executive Director this year, providing support to the CVB on a salary basis. Nicole works on behalf of the IGH CVB with various tourism associations and CVB partnerships throughout the year.

Since 2005, Inver Grove Heights has partnered with other communities in the south metro called Minneapolis South. The Board discussed their continuing participation in this, and has decided to withdraw for 2011. The Board feels that the IGH CVB gets lost in the guide compared to the other, larger CVB's. In 2011, the IGH CVB will concentrate on marketing initiatives on their own – with guidance from Ensemble Creative and Marketing.

According to the resolution establishing the CVB, the CVB is required to provide to the City Council by December 1st of each year, a written annual report detailing the previous year's activities. That report will be forthcoming.

RECOMMENDATION

Staff and the Board of Directors recommend approval of the budget for the Inver Grove Heights Convention and Visitors Bureau for 2010 in the amount of \$80,000.

Inver Grove Heights Convention and Visitors Bureau

Proposed 2011 Budget

CVB Board Approved 10/28/10					
	2008	2009	2010 Adopted Budget	YTD Sept/Oct 2010	2011 Proposed Budget
Revenues					
Lodging Tax Revenue	81,749	65,336	66,000	Lodging Tax - Sept 2010 52,803	70,000
Penalty		270			
Other Revenue	1,676	1,068	0	123	0
Investment Earnings	11,606	4,892	9,790	0	10,000
EMT Grant				1,089	
Reimbursement from Consignment Tickets			0	0	0
Less Reserve			0	0	0
Carry Forward from Previous Year					
TOTAL REVENUE	95,301	71,566	75,790	54,015	80,000
Expenses					
Administration					
Salary & Related Expenses	17,958	19,110	19,110	14,333	19,110
Office Lease/Equip	2,621	2,434	3,000	1,800	2,800
Postage	1,336	48	900	454	800
Telephone	400	400	400	432	400
Office Supplies	343	138	350	128	300
Travel (Mileage & Parking)	808	798	800	632	800
Professional Conferences/Meetings	284	111	500	323	500
Meals and Lodging	338	483	500	219	500
Total Administrative Expenses	24,088	23,522	25,560	18,320	25,210
Professional Memberships					
MACVB	355	355	355	355	355
TCTAA	450	500	500	500	500
TMA	0	300	300	300	300
Metro Committee Annual Contribution				125	125
Total Professional Membership Expenses	805	1,155	1,155	1,280	1,280

Inver Grove Heights Convention and Visitors Bureau

Proposed 2011 Budget

	Actual 2008	Actual 2009	2010 Adopted Budget	YTD Sept/Oct 2010	2011 Proposed Budget
Marketing					
Web Hosting/Development	1,025	1,475	314	1,775	1,025
Explore Minnesota Tourism Website CVB Package	275	275	275	275	275
Explore MN Store (IGH Brochure)- Move to Marketing in '09	425	425	0	0	425
Minneapolis South CVB Partnership- Ad Fulfillment*	10,000	12,500	12,500	12,500	0
Vacation Mpls South Guide Ad (Ensemble Creative)	800	0	3,300	2,754	0
Ensemble Creative & Marketing (Design and Marketing Services)	18,000	18,000	18,000	15,000	18,000
Metro Tourism Marketing/Advertising Campaign					3,500
Advertising & Marketing Projects- i.e. Great Stay Packages	0	8,970	14,686	2,979	3,282
Visitors Guide					4,603
Direct Mailer	6,580		0	0	1,400
Media/Cable TV/Video			0	10,794	20,000
Mall of America Eblasts Sponsorship Ad		1,000			1,000
Total Marketing Expenses	37,105	42,645	49,075	46,077	53,510
TOTAL EXPENSES	61,998	67,322	75,790	65,678	80,000
*Included in Minneapolis South CVB Coop					

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of Additional Services with Braun Intertec for Rock island Swing Bridge Response Action Plan

Meeting Date: November 8, 2010
Item Type: Consent Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Approve hiring Braun Intertec in the amount not to exceed \$7,000 for additional Phase II testing and analysis required by the Minnesota Pollution Control Agency (MPCA). The work would be funded by the Park Acquisition and Development Fund (Fund 402).

SUMMARY

Braun Intertec has performed the following work on the site:

- Phase I – October 2009
- Phase II – March 2010
- Response Action Plan – August 2010

Braun Intertec submitted the Response Action Plan to the MPCA and the MPCA is requiring more testing on the site in areas that had not previously been tested. This additional testing is required prior to approval of the sites Response Action Plan.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of Contractors for VMCC/Grove Locker Room Update

Meeting Date: November 8, 2010
 Item Type: Consent Agenda
 Contact: Michael Sheggeby 651.450.2514
 Prepared by: Michael Sheggeby
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Accept Plumbing proposal from Master Mechanical in the amount of \$26,125.

Accept Electrical proposal from Total Construction in the amount of \$1,810.

Accept Construction proposal from Diversified Construction in the amount of \$23,344.

Accept Painting proposal from Diversified Construction in the amount of \$6,054.

Accept Tile proposal from CD Tile and Stone in the amount of \$64,370.

Accept Lockers proposal from Building Material Supply in the amount of \$62,476.

Accept Partitions proposal from Building Material Supply in the amount of \$25,345.

Miscellaneous expenses (scales, mirrors, signage) of \$10,476

The project is funded from the Capital Facilities Fund.

SUMMARY

At the May 24th, 2010 Council Work Study Session staff came to the council for guidance on a proposed locker room remodeling project. The project would include a complete remodel of the family, men's and women's locker rooms with an estimated project cost of \$220,000. The project would consist of new lockers, tile, counter tops, bathroom partitions, plumbing fixtures and painting.

At the September 13th Council Work Study Session the Council approved the solicitation for proposals. Staff solicited proposals from over twenty contractors in building trades and general construction and is bringing forward those recommendations. The proposals are as follows:

Plumbing Proposals:

	Bid
Doody Mechanical	\$26,309
Master Mechanical	\$26,125
Diversified Construction	\$49,354
NAC	\$51,255

Staff recommends accepting the proposal from Master Mechanical in the amount of \$26,125.

Electrical Proposals:

	Bid
Total Construction	\$1,810
NAC	\$1,825

Staff recommends accepting the proposal from Total Construction in the amount of \$1,810.

Construction Proposals:

	Bid
Diversified Construction	\$23,344

Staff recommends accepting the proposal from Diversified Construction in the amount of \$23,344.

Painting Proposals:

	Bid
Diversified Construction	\$6,054
Wall Trends	\$9,405
Diversified Construction	\$27,325

Staff recommends accepting the proposal from Diversified Construction in the amount of \$6,054.

Tile Proposals:

	Bid
CD Tile and Stone	\$64,370
Black Hawk Tile & Stone	\$83,365
Diversified Construction	\$98,830

Staff recommends accepting the proposal from CD Tile and Stone in the amount of \$64,370.

Lockers Proposals:

	Bid
Building Material Supply	\$62,476
Diversified Construction	\$78,068

Staff recommends accepting the proposal from Building Material Supply in the amount of \$62,476.

Partitions Proposals:

	Bid
Building Material Supply	\$25,345
Diversified Construction	\$46,500

Staff recommends accepting the proposal from Building Material Supply in the amount of \$25,345.

There will be miscellaneous items to purchase that will not exceed \$10,476.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of Driveway Easement from the City of Inver Grove Heights to Rechtzigel

Meeting Date: November 8, 2010
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

TJK

SDT

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 approval of driveway easement from the City of Inver Grove Heights to Rechtzigel.

SUMMARY

The City has worked with the Rechtzigel family to secure easements and a pond site for the Ravine Ponds project (City Project No. 2008-10). As part of that project, the City has secured ownership of a parcel of land illustrated in Exhibit 4 of the attached agreement.

The Rechtzigel family is in the process of completing this land transfer to the City. One item remains to be executed. The Rechtzigel family needs to sign a document that indicates the new driveway is acceptable. The document is to be signed soon. That will complete the land transfer to the City.

The Rechtzigel's attorney noted that the existing driveway crosses the parcel that will become the City's. They have requested that the City grant a 25-foot-wide access easement over the City parcel as illustrated on Exhibit 4. The City Attorney has prepared a Permanent Access Easement granting the 25-foot-wide easement from the City to the Rechtzigel family. This easement will be recorded concurrently with the City's Title to the new parcel.

It is recommended that the City Council approve the Permanent Access Easement as outlined in the attachment.

TJK/kf
 Attachment: Agreement

PERMANENT ACCESS EASEMENT

THIS PERMANENT ACCESS EASEMENT (Easement) is made, granted and conveyed this 11th day of November, 2010, between **City of Inver Grove Heights**, a municipal corporation organized under the laws of the State of Minnesota, hereinafter referred to as “City” and, **Allen Marvin Rechtzigel and Ruth Ann Rechtzigel**, husband and wife, hereinafter collectively referred to as “Rechtzigel.”

- A. The City owns the real property situated within Dakota County, Minnesota as described on the attached **Exhibit 1** (hereinafter “City Property”).
- B. Rechtzigel owns the real property situated within Dakota County, Minnesota as described on the attached **Exhibit 2** (hereinafter “Rechtzigel Property”).

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

A non-exclusive appurtenant permanent easement for access, ingress and egress and driveway purposes and uses incident and related thereto, including, without limitation, the construction, maintenance, repair and replacement of driveway surfaces (hereinafter “Permanent Access Easement”) under, over, across, through and upon that real property identified and legally described on **Exhibit No. 3** and depicted on **Exhibit No. 4**, (hereinafter the “Permanent Access Easement Area”) attached hereto and incorporated herein by reference.

2. Binding Effect. Said Permanent Access Easement shall be a burden to the City Property and a benefit to and appurtenant to the Rechtzigel Property and shall be binding upon and inure to the benefit of the respective owners and occupants thereof and their successors and assigns, and all other persons having or hereafter acquiring an interest in the City Property or the Rechtzigel Property, shall be appurtenant to said properties.

3. Running with Properties. This Permanent Access Easement shall run with the City Property and the Rechtzigel Property.

4. Reservation of Use. City reserves the right to use the Permanent Access Easement Area to enter and exit the City Property. The City's use of the Permanent Access Easement Area for ingress and egress shall not unreasonably interfere with Rechtzigels ability to enter and exit the Rechtzigel Property by way of the Permanent Access Easement Area.

5. Construction of Utilities. Nothing contained herein shall impair the right of the City to construct or maintain utilities on, over, under or upon the Permanent Access Easement Area or to go upon the Permanent Access Easement Area for the purpose of repairing utilities on, serving or adjoining the Permanent Access Easement Area.

6. Indemnification. Rechtzigel hereby agrees to indemnify, defend and hold City harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and reasonable attorneys' fees that City incurs or suffers, which arise out of, result from or relate to:

Use of the Permanent Access Easement Area by Rechtzigel and its licensees, lessees and invitees;

Except for the claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies that arise out of, result from or relate to City's negligence.

7. Ownership of City Property. The City, for itself and its successors and assigns, does hereby warrant to and covenant with Rechtzigel, their successors and assigns, that it is well seized in fee of the City Property described on Exhibit No. 1 and has good right to grant and convey the easement herein to Rechtzigel.

8. Maintenance. Rechtzigel shall maintain and keep the Permanent Access Easement Area in good repair and condition. City has no responsibility to maintain, repair or plow the snow on the Permanent Access Easement Area. City has no responsibility to pave, grade or improve the Permanent Access Easement Area.

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

CITY OF INVER GROVE HEIGHTS

George Tourville
Its Mayor

ATTEST:

Melissa Rheame, Deputy City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 11th day of November, 2010, before me a Notary Public within and for said County, personally appeared George Tourville and Melissa Rheame, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and Deputy City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipality by authority of its City Council and said Mayor and Deputy City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

RECHTZIGEL

Allen Marvin Rechtzigel

Ruth Ann Rechtzigel

STATE OF MINNESOTA)
)
) ss.
COUNTY OF DAKOTA)

On this _____ day of November, 2010, before me a Notary Public within and for said County, personally appeared Allen Marvin Rechtzigel and Ruth Ann Rechtzigel, husband and wife, to me personally known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Notary Public

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

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

L:\CLIENTS\810\81000\09017\Rechtzigel\Documents\Access Easement from City to Rechtzigel - 10-28-10.doc

EXHIBIT NO. 1
LEGAL DESCRIPTION OF CITY PROPERTY

That certain part of the North Half of the Southeast Quarter of Section 27, Township 27, Range 22, Dakota County, Minnesota described as follows:

Commencing at the SW corner of N1/2 of the SE1/4 of said Section 27; thence north along the west line of said N1/2 of the SE1/4 a distance of 280.03 feet, to the point of beginning, said west line bears North 00 degrees 17 minutes 07 seconds West; thence North 30 degrees 11 minutes 14 seconds East a distance of 69.75 feet; thence northeasterly 54.55 feet along a tangential curve to the left having a radius of 1280.40 feet and a central angle of 02 degrees 26 minutes 28 seconds; thence North 80 degrees 59 minutes 33 seconds East a distance of 127.05 feet; thence North 74 degrees 45 minutes 34 seconds East a distance of 56.36 feet; thence northeasterly 56.63 feet along a non tangential curve to the left having a radius of 182.94 feet and a central angle of 17 degrees 44 minutes 08 seconds, the chord of said curve bears North 55 degrees 19 minutes 00 seconds East a distance of 56.40 feet; thence North 46 degrees 26 minutes 56 seconds East a distance of 50.34 feet; thence North 01 degrees 58 minutes 33 seconds East a distance of 546.72 feet; thence North 26 degrees 12 minutes 13 seconds East a distance of 85.23 feet; thence North 12 degrees 06 minutes 03 seconds West a distance of 63.74 feet; thence North 00 degrees 17 minutes 07 seconds West a distance of 154.04 feet to the north line of said N1/2 of the SE1/4; thence West 89 degrees 45 minutes 04 seconds West along said north line a distance of 371.78 feet to the NW corner of N1/2 of the SE1/4; thence south along the west line of said N1/2 of the SE1/4 a distance of 1047.12 feet to the point of beginning.

Containing 320,435.45 Sq. Ft., 7.36 Acres.

(the "City Property").

EXHIBIT NO. 2
LEGAL DESCRIPTION OF RECHTZIGEL PROPERTY

The North Half of the Southeast Quarter of Section 27, Township 27, Range 22,
Dakota County, Minnesota.

(the "Rechtzigel Property").

EXHIBIT NO. 3
LEGAL DESCRIPTION OF PERMANENT ACCESS EASEMENT AREA

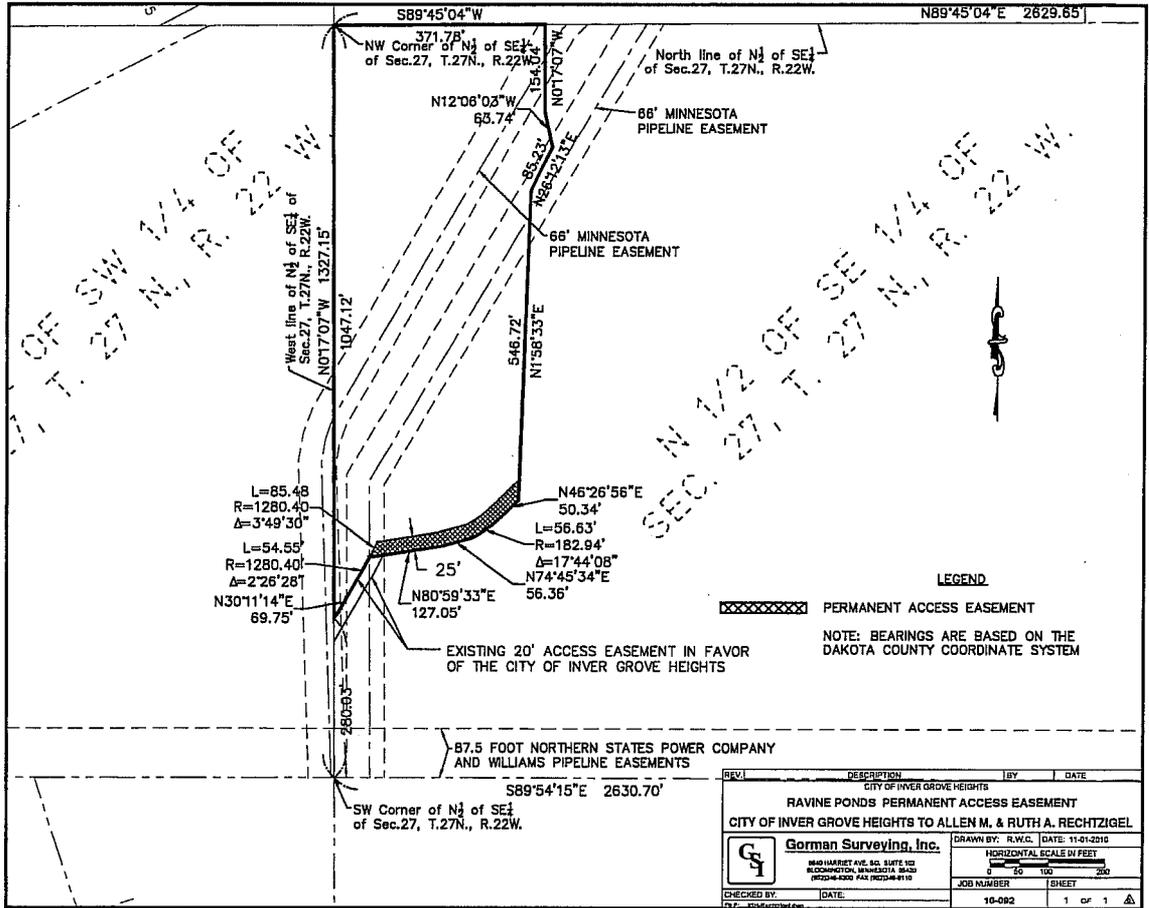
The southerly 25 feet of the City Property lying easterly of the following described line: Commencing at the SW corner of N1/2 of the SE1/4 of said Section 27; thence north along the west line of said N1/2 of the SE1/4 a distance of 280.03 feet, said west line bears North 00 degrees 17 minutes 07 seconds West; thence North 30 degrees 11 minutes 14 seconds East a distance of 69.75 feet; thence northeasterly 85.48 feet along a tangential curve to the left having a radius of 1280.40 feet and a central angle of 03 degrees 49 minutes 30 seconds to the north line of said southerly 25 feet and there terminating.

Containing 7,159.38 Sq. Ft., 0.16 Acres.

(the "Permanent Easement Area").

EXHIBIT NO. 4

DEPICTION OF PERMANENT ACCESS EASEMENT AREA



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Setting Special City Council Meeting

Meeting Date: November 8, 2010
 Item Type: Consent Agenda
 Contact: Thomas J. Link: 651-450-2546
 Prepared by: Tom Link, Director of Community Development
 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

The City Council is requested to set a special meeting on November 29, 2010 at 6:00 PM to continue its discussion of the Economic Development Authority (EDA).

The purpose of the meeting is to follow up on the City Council discussion of August 30. At that time, the City Council expressed an interest in reinvigorating its Economic Development Authority. The agenda would have the following two main items:

- Organization/Logistics – Discussion of what legal actions need to be taken to revitalize the EDA such as a resolution and bylaws. Other issues would be election of officers, meeting dates, and staffing.
- Work Plan – Discussion of activities the EDA should undertake in 2011. Staff will share its thoughts on possible activities while Ellen Watters will make a presentation about financing tools and other cities' EDA activities.

Staff recommends that City Council set a special meeting on November 29 at 6:00 PM to discuss the Economic Development Authority.

BITUMINOUS ROADWAYS, INC

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS

Meeting Date: November 8, 2010
Item Type: Consent 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 approving a temporary change to hours of operation for the Bituminous Roadways operation to allow for the storage and retrieval of salt for snow plowing.

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

SUMMARY

Applicant is requesting to operate outside the approved hours of operation for the gravel pit this winter. Bituminous Roadways has the contract to plow the parking lot at Thompson Reuters in Eagan. They typically start the plowing process around 4:00 a.m. and salt the parking lot as well. Bituminous Roadways plans on storing salt at the gravel pit site and use one dump truck to make approximately two trips to the pit to pick up salt for the parking lot. This extension of hours for activity would be from December 1 to March 31. The applicant has contacted the nearest neighbor, Todd Wicker, and we have been told he does not have any issues with this request.

The gravel pit approval contains conditions on hours of operation of 7:00 a.m. to 7:00 p.m. M-F and 9:00 a.m. to 6:00 p.m. on Saturday.

RECOMMENDATION

Planning Staff: Since this is a temporary time request, staff recommends approval of the request.

Attachments: Temporary Hours of Operation Change Resolution
Applicant Request e-mail

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING A TEMPORARY EXPANSION OF HOURS OF OPERATION
FOR THE HAULING OF SALT FROM THE BITUMINOUS ROADWAYS GRAVEL PIT
LOCATED AT 11201 RICH VALLEY BOULEVARD**

WHEREAS, Bituminous Roadways is requesting a temporary extension of their hours of operation to haul salt from the gravel pit during the winter months of 2010, 2011;

WHEREAS, Bituminous Roadways has the contract to snow plow the parking lot at Thomson Reuters in Eagan. Part of that contract is to salt the parking lot;

WHEREAS, Bituminous Roadways requests to operation outside the approved hours of operation to remove salt from the gravel pit during snow events which would begin before 7:00 a.m.;

WHEREAS, The gravel pit is limited to hours of operation between 7:00 a.m. to 7:00 p.m. M-F and 9:00 a.m. to 6:00 p.m. on Saturday;

WHEREAS, the temporary extension of hours of operation would not be detrimental to the City and the nearest residential neighbor has been contacted by the applicant and raised no concerns;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a temporary extension of hours is granted to Bituminous Roadways to haul salt from the gravel pit site for the purpose of salting the parking lot. Such extended period of hours shall begin on December 1, 2010 and end on March 31, 2011.

Adopted by the City Council of Inver Grove Heights this 8th day of November, 2010.

AYES:

NAYS:

ATTEST:

George Tourville, Mayor

Melissa Rheaume, Deputy Clerk

Allan Hunting

From: Kent Peterson [petersonk@bitroads.com]
Sent: Monday, November 01, 2010 1:04 PM
To: Allan Hunting
Subject: Bituminous Roadways operating hours

Hi Allan,

I just left you a voice mail regarding our desire to operate outside our operating hours at our gravel pit this winter. We have the contract for snow removal at Thompson Reuters in Eagan. We use salt to keep their lots free from ice. We store salt in our red shed at our gravel pit and would like permission to retrieve this salt, as needed, during the nighttime hours. I spoke with Todd Wicker about this and he is agreeable. He is the only neighbor that I can imagine could be disturbed by this activity. I am requesting that the City of Inver Grove Heights make an exception and allow Bituminous Roadways to operate outside its allowable operating hours for the purpose of retrieving salt as needed this winter. Thank you for considering this request.

Sincerely,
Kent Peterson
Bituminous Roadways, Inc.
651-686-7001

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

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

Meeting Date: November 8, 2010
Item Type: Consent Agenda
Contact: Tracy Petersen-651.450.2588
Prepared by: Tracy Petersen, Parks and Rec
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 adopting the attached resolution that provides for the sale of unclaimed property to a local non-profit community organization; 21 bicycles to the Inver Grove Heights Lions Club.

SUMMARY The Inver Grove Heights Lions Club, a local non-profit organization has proposed to acquire twenty one (21) unclaimed bicycles from the City and have them refurbished by Bike King, 6489 Cahill Avenue, in order that they may be given to local youth during the upcoming holiday season.

Section 320 of the City Code provides for the disposition of unclaimed property to local non-profit community organizations. The City Code also provides for the review of such requests on a case-by-case basis, and for the City Council to determine an appropriate fee for the property acquisition. For the past nine years, the City Council has set the fee at \$5.00.

RECOMMENDATIONS AND CONCLUSIONS:

Staff recommends the City Council approve the attached resolution providing for the sale of 21 unclaimed bicycles to the Inver Grove Heights Lions Club for the sum of \$5.00 in order that the bicycles may be refurbished and distributed to local youth during the upcoming holiday season.

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

RESOLUTION NO.

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

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

WHEREAS, the Inver Grove Heights Lions Club has expressed interest in acquiring up to 21 fixable/unclaimed bicycles in possession of the City, and

WHEREAS, the Lions Club proposes to have the bicycles refurbished and repaired at the local Bike King store, in order that they may be distributed to youth in the community during the holiday season.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights, Minnesota, approves the private sale of 21 fixable/unclaimed bicycles to the Inver Grove Heights Lions Club, a local non-profit community organization, for the sum of Five Dollars (\$5.00), pursuant to Section 320 of the City Code, as amended.

Adopted by the City Council of Inver Grove Heights this 8th day of November, 2010.

Ayes:
Nays:
Abstain:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Resolution Proclaiming Hunger Awareness Day

Meeting Date: November 8, 2010
Item Type: Consent
Contact: Melissa Rheaume
Prepared by: Melissa Rheaume
Reviewed by: N/A

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

PURPOSE/ACTION REQUESTED: Consider approval of a resolution proclaiming “Hunger Awareness Day” on behalf of the Nonprofit Network in Dakota County.

SUMMARY: A request was submitted from Neighbors, Inc. on behalf of the Nonprofit Network in Dakota County to proclaim Wednesday, November 24, 2010 as Hunger Awareness Day in Inver Grove Heights. The proclamation would be in conjunction with other cities in Dakota County to educate people on hunger and motivate them to consider donating a daily meal to help fight hunger in their community.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Hearing on Special Assessments for 2010 Nuisance Abatement

Meeting Date: November 8, 2010
 Item Type: Consent Agenda
 Contact: Thomas J. Link, Community Development Director
 Prepared by: Thomas J. Link
 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 a Resolution Adopting the Assessment for 2010 Nuisance Abatement Program.

BACKGROUND

Various properties were noticed that their properties were out of compliance in a number of different aspects; long grass and weeds, refuse, and other nuisance abatement. The property owners were notified that they needed to bring their properties into compliance or that the City would abate the nuisance and that the costs would be assessed.

The following parcels are proposed to be assessed:

207116114004	\$202.28
207115710004	\$213.36
200341002050	\$136.94
207116114004	\$362.30
203650015304	\$136.94
207116114004	\$225.00
206930002003	\$390.03
200040007082	\$382.80

For a total assessment amount of \$2,049.65.

Enc: Resolution

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

**RESOLUTION ADOPTING THE ASSESSMENT FOR THE 2010 NUISANCE ABATEMENT
PROGRAM**

RESOLUTION NO. _____

WHEREAS, pursuant of proper notice duly given as required by law, the Council has met, heard and passed upon all objections to the proposed assessment for the improvements – 2010 Nuisance Abatement which includes the following:

Lawn mowing, tree trimming, brush removal, refuse removal, and other nuisance abatement

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and levied and shall constitute the special assessment against the lands herein, and each tract of land therein included is hereby found to be benefited by the proposed assessment levied against it.
2. Such assessment shall be payable in equal installments extending over a period of three (3) years, the first of the installments to be payable on or before the first Monday in January 2011, and shall bear interest at the rate of eight percent (8%) per annum from the date of adoption of this assessment resolution. To the first installment shall be added interest for one year on all installments.
3. The owner of any property, so assessed, may at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within thirty days from the adoption of this resolution, and the owner may, at any time thereafter, pay to the County Treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the next succeeding year.
4. The Clerk shall, forthwith, transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County, and such assessments shall be collected and paid over the same manner as other municipal taxes.

Adopted by the City Council of Inver Grove Heights this 8th day of November, 2010.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy Clerk

TAX ID AND ASSESSMENT AMOUNT

207116114004	\$202.28
207115710004	\$213.36
200341002050	\$136.94
207116114004	\$362.30
203650015304	\$136.94
207116114004	\$225.00
206930002003	\$390.03
200040007082	\$382.80

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS; Outdoor wood burners – CASE NO. 10-20ZA

Meeting Date: November 8, 2010
 Item Type: Regular
 Contact: Heather Botten 651.450.2569
 Prepared by:  Heather Botten, Associate Planner
 Reviewed by: Planning

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

PURPOSE/ACTION REQUESTED

Consider the Third Reading of an **Ordinance** regulating Outdoor Wood Burners/Boilers (OWBs).

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

SUMMARY

The first and second readings of the ordinance were heard on October 11, 2010 and October 25, 2010. The direction Council gave at these meetings is to prohibit future OWBs and the use of the existing OWBs.

In response to Council concern and comments during the second reading, the attached ordinance reflects changes to finding #10 and the removal of finding #12.

In summary, the ordinance:

- Prohibits a stand-alone OWB
- Prohibits a burner in a detached accessory building to transfer or convey heat to another structure.
- Allows a burner to be located in a home or accessory building as long as it only heats the structure it is located in

Attached for your consideration is the third and final reading of an **Ordinance prohibiting future OWBs and the use of existing OWBs** in the nuisance ordinance and through the zoning ordinance.

RECOMMENDATION

Staff: Staff recommends approval of the third reading of the ordinance amendment as proposed

Attachments: Ordinance banning future and existing OWBs

Ord. No. 10-

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

**AN ORDINANCE DECLARING OUTDOOR BURNERS/BOILERS TO BE NUISANCES,
PROHIBITING CONSTRUCTION OF NEW OUTDOOR BURNERS/BOILERS,
PROHIBITING THE USE AND OPERATION OF EXISTING OUTDOOR
BURNERS/BOILERS, AND DECLARING NEW AND EXISTING OUTDOOR
BURNERS/BOILERS USED OR OPERATED FROM AND AFTER OCTOBER 1, 2011 TO
BE NUISANCES**

The City Council of Inver Grove Heights does hereby ordain:

Section 1. Enactment. Title 10, Chapter 17, Sections 1A through 1D are enacted to read as follows:

10-17-1: OUTDOOR BURNERS/BOILERS:

- A. Findings: The City Council of the City of Inver Grove Heights adopts the following findings concerning outdoor burners/boilers and the need to prohibit new outdoor burners/boilers:
1. Wood smoke is one of the chief causes of certain types of air pollution in the United States. (Smoke Gets in Your Lungs: Outdoor Wood Boilers in New York State, Eliot Spitzer, Attorney General of New York State, Environmental Protection Bureau, August 2005, p. 6)
 2. Residential wood smoke contains fine particles and toxic air pollutants (e.g. benzene and formaldehyde). (Strategies for Reducing Residential Wood Smoke, Outreach and Information Division, Air Quality Planning Division, Office of Air Quality Planning and Standards, U.S. Environmental Protection Agency, October 29, 2009, p. 4)
 3. Outdoor wood burners/boilers may emit significant pollution because the basic design of the outdoor wood burner/boiler causes fuel to burn incompletely, or smolder, which results in thick smoke and high particulate emissions. (Smoke Gets in Your Lungs: Outdoor Wood Boilers in New York State, Eliot Spitzer, Attorney General of New York State, Environmental Protection Bureau, August 2005, p.5)
 4. Smoke emitted from outdoor wood burners/boilers can cause or contribute to short-term health harms such as eye, nose, throat and lung irritation, coughing and shortness of breath, and may exacerbate asthma or trigger asthma attacks. (Smoke Gets in Your Lungs: Outdoor Wood Boilers in New York State, Eliot Spitzer, Attorney General of New York State, Environmental Protection Bureau, August 2005, p.5)

5. Chronic exposure to smoke can cause long-term effects such as asthma, heart and lung disease, and cancer. (Smoke Gets in Your Lungs: Outdoor Wood Boilers in New York State, Eliot Spitzer, Attorney General of New York State, Environmental Protection Bureau, August 2005, p. 5)
6. There is public concern about the use of older technology hydronic heaters (also known as outdoor wood boilers) and their growing use, particularly in the Northeast and Midwest. (Strategies for Reducing Residential Wood Smoke, Outreach and Information Division, Air Quality Planning Division, Office of Air Quality Planning and Standards, U.S. Environmental Protection Agency, October 29, 2009, p. 4)
7. As traditional sources of fuel (e.g. natural gas and heating oil) prices have gone up over the last several years, the purchase and use of wood-fired hydronic heaters, also known as “outdoor wood boilers” have increased. (Strategies for Reducing Residential Wood Smoke, Outreach and Information Division, Air Quality Planning Division, Office of Air Quality Planning and Standards, U.S. Environmental Protection Agency, October 29, 2009, p. 6)
8. Outdoor wood burner/boiler chimneys are often short and thus do not carry the smoke past the heights of neighboring homes, thus resulting in undispersed smoke and more concentrated pollution at lower elevations. (Smoke Gets in Your Lungs: Outdoor Wood Boilers in New York State, Eliot Spitzer, Attorney General of New York State, Environmental Protection Bureau, August 2005, p. 5, 12).
9. The United States Environmental Protection Agency does not currently regulate the manufacture, sale, or efficiency claims of outdoor wood burners/boilers. (Smoke Gets in Your Lungs: Outdoor Wood Boilers in New York State, Eliot Spitzer, Attorney General of New York State, Environmental Protection Bureau, August 2005, p. 17).
10. In light of the significant harm that wood smoke can present, the City Council finds that the burning of other similar plant-based materials poses similar risks when burned in outdoor burners/boilers.
11. Given the potential for significant harm to residents’ health, the City Council hereby finds and declares that outdoor burners/boilers constitute a public nuisance.

B. Definitions:

1. **OUTDOOR BURNER/BOILER:** A freestanding device designed, intended or used for the burning of wood or other biomass materials including but not limited to wood pellets or corn that is located outside of the structure or building for which it is primarily designed and intended to provide heat through pipes, pumps or other apparatus by distributing, transferring or conveying heated fluids or gases. This definition includes but is not limited to the following commonly described devices: outdoor wood burners, outdoor wood boilers, outdoor wood boiler systems, outdoor wood burning furnaces, outdoor wood heaters, outdoor wood-fired boilers, and

outdoor wood-fired furnaces, as well as outdoor burners, outdoor boilers, outdoor boiler systems, outdoor furnaces, outdoor boilers and outdoor heaters.

Outdoor burner/boiler does not include fire pits, recreational fires or fireplaces. Outdoor burner/boiler does not include any device burning wood or other biomass materials that is primarily designed, intended or used to heat the structure within which the device is located. Outdoor burner/boiler does not include any heating device that uses gas or oil as a primary fuel source.

C. Prohibition of New Outdoor Burners/Boilers

As of the effective date of this ordinance, outdoor burners/boilers are prohibited subject to section 10-17-1(D).

D. Prohibition of Use and Operation of Existing Outdoor Burners/Boilers

The owner of an existing outdoor burner/boiler must not use or operate the outdoor burner/boiler from and after October 1, 2011.

Section 2. Amendment. Title 5, Chapter 9, Section 2(A) is amended to read as follows:

PROPERTY NUISANCE: A. Means and includes any of the following:

1. Violations of this chapter.
2. Violations of the fencing regulations (section 10-15-12 of this code).
3. Violations of the mixed municipal solid waste disposal regulations (section 8-6-5 of this code).
4. Violations of the compost regulations (section 8-6-6 of this code).
5. Violations of the sidewalk regulations (section 7-1-2 of this code).
6. Digging, excavating, or doing any act that alters or affects the drainage of property or alters or affects flows of the public storm sewer and drainage ditch system, except in accordance with the regulations of the city.
7. Noises, odors, vibrations or emissions of smoke, fumes, gas, soot, cinders, ash or otherwise that exceed the standards of the Minnesota pollution control agency.
8. Permitting, suffering, maintaining, or failing to remove any unsanitary, unsafe, dangerous or unhealthy condition outside of a building or shed on the property resulting from a failure to properly dispose of garbage, sewage, waste, debris or any other unwholesome or offensive substance, liquid, or thing upon

property, or dropping, discharging, depositing or otherwise delivering the same upon the property of another or public property.

9. Any fence, dock, deck, tree, pole, excavation, hole, pit, or uncovered foundation, which, by reason of the condition, creates a public health or safety hazard.

10. An outdoor burner/boiler installed after the effective date of this ordinance.

11. Any outdoor burner/boiler existing as of effective date of this ordinance that is used or operated from and after October 1, 2011.

Section 3. Effective Date. This ordinance shall be in full force and effect from December 1, 2010.

Passed this _____ day of _____, 2010.

George Tourville, Mayor

Attest

Melissa Rheaume, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS; Driveways – Case No. 10-04ZA

Meeting Date: November 8, 2010
 Item Type: Regular
 Contact: Heather Botten 651.450.2569
 Prepared by:  Heather Botten, Associate Planner
 Reviewed by: Planning

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

PURPOSE/ACTION REQUESTED

Consider the following ordinance amendments:

- a. The second reading of a temporary **Ordinance** regulating certain materials located in setback areas.
- b. The second reading of an **Ordinance** regulating materials located in the five foot side and rear setback areas.
- c. The second reading of an **Ordinance** regulating driveway permits.
 - Requires 3/5th's vote.
 - 60-day deadline: N/A

SUMMARY

The first reading of the proposed ordinances was heard on October 25, 2010 as presented, without any recommended changes.

In summary, to clarify the setback requirements and to better inform and educate the public, new ordinance language was discussed prohibiting *bituminous pavement, concrete pavement, or paving blocks* to be located within five feet of the side lot line or rear lot line. Additionally, an ordinance is proposed that would establish current existing encroachments as legally established non-conformities.

The City has invested substantial sums and time in its easements. Therefore, in order to protect the City's easements, an ordinance requiring a permit in order to install or expand a driveway has been prepared for Council review. Staff has also discussed a \$25 permit/processing fee.

Attached for your consideration and second reading are the three proposed zoning ordinance amendments relating to driveways, permits, and to materials located in the five foot setback.

RECOMMENDATIONS

Staff: Recommends approval of the ordinance amendments.

Attachments: Proposed Ordinances

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE REGULATING CERTAIN MATERIALS LOCATED IN
SETBACK AREAS

The City Council of Inver Grove Heights does hereby ordain:

The City Council of Inver Grove Heights does hereby enact an Ordinance relating to the location of certain materials located in the side yard and rear yard setback areas in the Residential, Estate, and Agricultural districts:

Section 1. In the Residential, Estate, and Agricultural districts, notwithstanding anything to the contrary contained within the Inver Grove Heights City Code, effective _____, it shall be permissible to locate concrete pavement, bituminous pavement, paving blocks, or similar materials within the side yard and rear yard setback areas. This Ordinance shall not be codified.

Section 2. Effective Date. Pursuant to Title 1-2-3-E, this Ordinance shall become effective after passage and five days after publication in the City’s Official Newspaper.

Section 3. Repeal. Section 1 of this Ordinance is repealed and shall be of no further force and effect six (6) days after publication of this Ordinance in the City’s official newspaper.

Passed this _____ day of _____, 2010.

Mayor George Tourville

Attest

Melissa Rheaume
Deputy City Clerk

new ordinance language

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

ORDINANCE NO. _____

**AN ORDINANCE REGULATING MATERIALS LOCATED IN SETBACK
AREAS AND ESTABLISHING INVER GROVE HEIGHTS CITY CODE TITLE
10-5-2-D**

The City Council of Inver Grove Heights does hereby ordain:

Section 1. Section 10-5-2-D of the Inver Grove Heights City Code is hereby enacted as follows:

D. In the Residential, Estate, and Agricultural districts, the following may not be placed, constructed, or located within five feet of the side lot line or rear lot line: any bituminous pavement, concrete pavement, or paving blocks. Notwithstanding anything to the contrary, this prohibition shall not apply to shared driveways located along or within lot lines approved by the City.

Section 2. Effective Date. This Ordinance shall be effective from and after its passage and the publication of the ordinance according to law.

Passed this _____ day of _____, 2010.

Mayor George Tourville

Attest

Melissa Rheaume
Deputy City Clerk

*new ordinance language
relating to driveway
permits*

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

ORDINANCE NO. _____

**AN ORDINANCE REGULATING DRIVEWAYS AND AMENDING INVER GROVE
HEIGHTS CITY CODE TITLE 10-15-20-I**

The City Council of Inver Grove Heights does hereby ordain:

Section 1. Amendment. Title 10-15-20-I of the Inver Grove Heights City Code is hereby amended as follows:

I. Approval, Permit Required; Time For Completion: No driveway may be constructed or expanded without first obtaining a driveway permit from the City. The applicant shall pay the fee for the driveway permit as established by City Council resolution or ordinance. The design of and the materials used for all driveways shall be approved by the engineer or the building official. The driveway shall be completely constructed in accordance with this section within one year from the date the building driveway permit was issued. (Ord. 1098, 11-8-2004)

Section 2. Effective Date. This Ordinance shall be effective from and after its passage and the publication of the ordinance according to law.

Passed this _____ day of _____, 2010.

Mayor George Tourville

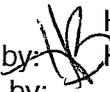
Attest

Melissa Rheume
Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS, VARIANCE CRITERIA - Case No. 09-33ZA

Meeting Date: November 8, 2010
 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 an **Ordinance Amendment** to City Code Title 10-3-4 (Zoning Ordinance) relating to criteria granting a Variance.

- Require's a 3/5th's vote.

SUMMARY

In June 2010 the Minnesota Supreme Court issued a decision in a Minnetonka landuse dispute that dramatically affects the ability of cities to issue zoning variances. The Supreme Court narrowly interpreted the definition of "undue hardship" and held that the "reasonable use" part of the "undue hardship" test is not whether the proposed use is reasonable, but rather whether there is reasonable use of the property without the variance.

The City's power to grant variances is granted by statute, and the statute requires undue hardship, and if undue hardship means there has to be no reasonable use to the property without the variance, then that is the finding the City must make. Attached is ordinance language to conform the City Ordinance to the State statute dealing with variances.

Planning Staff: Based on the information provided staff recommends approval of the ordinance amendment. Staff supports this ordinance amendment to be adopted in a single reading merely because this ordinance reflects language in State statute.

Planning Commission: Also recommends approval of the request (7-0).

Attachments: Ordinance Amendment
 Planning Commission Recommendation
 Planning Staff Report

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 10,
CHAPTER 3, SECTION 4 (D)(1) REGARDING APPROVAL OR DENIAL OF
VARIANCE**

The City Council of Inver Grove Heights does hereby ordain:

Section 1. Amendment. Title 10, Chapter 3, Section 4 (D)(1) of the Inver Grove Heights City Code is hereby amended to read as follows:

~~D. — Approval Or Denial Of Variance:~~

~~1. a. The planning commission may recommend to approve, approve with conditions, or deny a request for a variance. The city council may deny or approve such variances and impose conditions and safeguards therein. The planning commission, in making a recommendation, and the city council, in acting upon a request for a variance, shall consider the following factors:~~

~~(1) — That special conditions apply to the structure or land in question which are peculiar to such property or immediately adjoining property, and do not apply generally to other land or structures in the district in which said land is located.~~

~~(2) — That the granting of the application will not be contrary to the intent of this title and the comprehensive plan.~~

~~(3) — That the granting of such variance is necessary as a result of a demonstrated undue hardship or difficulty and will not merely serve as a convenience to the applicant.~~

~~(4) — That economic considerations alone do not constitute an undue hardship.~~

~~b. — Approval of a variance shall require a majority of the city council present.~~

D. Approval Or Denial Of Variance:

1. a. The planning commission may recommend to approve, approve with conditions, or deny a request for a variance. The city council may deny or approve such variances and impose conditions and safeguards therein. In making its recommendation, the planning commission shall consider the following factors and the city council, in acting upon a request for a variance, shall only grant a variance if the applicant demonstrates to the city council that the following factors have been met:

(1) That circumstances exist that are special and unique to the structure or land under consideration and such circumstances do not apply generally to other land or structures in the district in which the subject structure or land is located.

(2) That the granting of the application will not be contrary to the spirit and intent of this title and the comprehensive plan.

(3) That the granting of such variance is necessary as a result of a demonstrated undue hardship and will not merely serve as a convenience to the applicant. Undue hardship means that all of the following circumstances exist:

- The subject property cannot be put to a reasonable, beneficial use unless the variance is granted.
- The plight of the landowner is due to circumstances unique to the subject property not created by the landowner.
- The variance, if granted, will not alter the essential character of the locality.

(4) That economic considerations alone do not constitute an undue hardship if reasonable beneficial use for the subject property exists under the terms of this title.

b. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems.

c. A variance shall be granted for earth shelter construction as defined in Minn. Stat. § 216C.06, Subd. 14 when such construction and variance are in harmony with this title.

d. A variance may not permit any use that is not permitted under this title for property in the zone where the affected person's land is located.

e. A variance may permit the temporary use of a one-family dwelling as a two-family dwelling.

f. The council may impose conditions in the granting of a variance to ensure compliance and to protect adjacent properties.

g. Approval of a variance shall require a majority of the city council present.

SECTION 2. Effective Date. This ordinance shall be in force upon its adoption and publication.

Passed this _____ day of _____, 2010.

George Tourville, Mayor

ATTEST:

Melissa Rheame, Deputy City Clerk

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: October 19, 2010
SUBJECT: CITY OF INVER GROVE HEIGHTS – CASE NO. 10-33ZA

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for an ordinance amendment to Chapter 10-3-4 of the City Code (Zoning Ordinance) relating to criteria granting a variance. No notices were mailed.

Presentation of Request

Allan Hunting, City Planner, stated the request is for an ordinance amendment to conform the City Zoning Ordinance dealing with variances to the language of the State statute dealing with variances. He advised that the biggest change was precipitated by a recent Supreme Court decision where they felt that cities were not following the language as it was written in statute in regards to the granting of a variance and the necessity for the property in question not to have a reasonable use without a variance. Staff recommends approval of the proposed ordinance amendment.

Chair Bartholomew asked if the City had anything in place to inform the public of the proposed variance language.

Mr. Hunting replied that staff informs all applicants of the variance requirements, including the language regarding 'reasonable use'. He stated he would update the variance handout accordingly.

Chair Bartholomew suggested putting an update in the *Insights* newsletter.

Opening of Public Hearing

There was no public testimony.

Planning Commission Recommendation

Motion by Commissioner Simon, second by Commissioner Schaeffer, to approve the ordinance amendment to Chapter 10-3-4 of the City Code (Zoning Ordinance) relating to criteria granting a variance.

Motion carried (7/0). This item goes to the City Council on November 8, 2010.

**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
ANN C. O'REILLY
◻*DONALD L. HOEFT
DARCY M. ERICKSON
DAVID S. KENDALL
BRIDGET McCAULEY NASON
DAVID B. GATES
•
HAROLD LEVANDER
1910-1992
•
ARTHUR GILLEN
1919-2005
•
• ROGER C. MILLER
1924-2009

MEMO

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

TO: Allan Hunting, City Planner
FROM: Timothy J. Kuntz, City Attorney
DATE: October 14, 2010
RE: Ordinance Amendment regarding Variance Standards

Section 1. Background. As a result of the Supreme Court's decision in *Krummenacher vs. City of Minnetonka*, I have had a meeting with the Planning Commission and another meeting with the City Council to explain the need to conform the City Ordinance dealing with variances to the language of the State statute dealing with variances.

The attached Ordinance accomplishes this result.

The statutory language dealing with variances is found in Minn. Stat. § 462.357, Subd. 6 (2).

This statutory language states:

(2) To hear requests for variances from the literal provisions of the ordinance in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of the ordinance. "Undue hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance. Undue hardship also includes, but is not limited to, inadequate

access to direct sunlight for solar energy systems. Variances shall be granted for earth sheltered construction as defined in section 216C.06, subdivision 14, when in harmony with the ordinance. The board of appeals and adjustments or the governing body as the case may be, may not permit as a variance any use that is not permitted under the ordinance for property in the zone where the affected person's land is located. The board or governing body as the case may be, may permit as a variance the temporary use of a one family dwelling as a two family dwelling. The board or governing body as the case may be may impose conditions in the granting of variances to insure compliance and to protect adjacent properties.

Attachment

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER NEW ROOF FOR CITY HALL

Meeting Date: November 8, 2010
 Item Type: Regular
 Contact: J. Teppen, Asst City Admin
 Prepared by:
 Reviewed by:

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

PURPOSE/ACTION REQUESTED Approve New Roof at City Hall as part of the construction project.

SUMMARY During the design phase of the Public Safety Addition/City Hall Renovation project, the existing roof of City Hall was evaluated and determined to be in less than good shape, but in an effort to keep the overall cost of the project low, the replacement of the roof was ‘value engineered’ out of the project.

We have re-visited the topic of the existing roof for a couple of reasons; first, the bids came in lower than expected, and; secondly, we experienced several leaks in the roof last winter.

Council authorized an inspection of the roof by Inspec, an independent testing firm. On September 22nd, they performed the inspection and found that among other things:

- The curb penetration flashings and scupper flashings are cracking and failing.
- The membrane field seams, penetration flashings and roof edge perimeter flashings have begun to delaminate at numerous locations.
- Many of the pipe penetrations are missing clamps and sealants.
- Seam fasteners are backing out and penetrating the roof membrane.
- The low sloped roof ponds 1 to 2 inches of water around four sleeper curbs and near the access door.
- Sealant is missing from the roof to wall termination bar and fastener heads.
- Sealant has been applied to a number of seam and lap locations indicating attempts were made to stop roof leaks.
- A number of fasteners are either missing, backing out of or of the wrong type in the sheet metal coping. Numerous holes were observed in the metal flashing indicating holes in the EPDM flashing.
- On all roof areas, the metal coping is not fully engaged to the continuous cleat. Possible wind blow off can occur.

Inspec’s opinion was that if the roof were further repaired the repairs wouldn’t extend the life of the roof, but that any repairs would be cosmetic and that we would be repairing previous repairs. With the age of the roof membrane at over 20 years, and with the interior remodel, Inspec recommends replacement of all roof areas.

Shaw Lundquist provided a price of \$180,571 to replace the remaining roof. BKV anticipates some further cost reductions. There are a number of conditions that make this price higher than we had expected:

- The existing roof is hard to get at. A crane needs to be on-site and they need to go up and over new construction.
- There are a number of little roof areas that have odd angles.
- The roof drains are in odd locations.
- Flashing comes together at odd locations.
- Siding needs to be replaced.

Another option is to let this out as a separate contract after the construction is complete and we might save in a competitive bid situation.

While that might save the City some money, there are a couple factors to consider. First, we would be putting the new construction at risk. A crane will need to be brought on-site and will be stationed on new landscaping. Secondly, if there is any damage the point of liability will not be easily identifiable.

Staff recommends that the City Council approve the new roof under the current contract with Shaw Lundquist. We'll have one roof, one warranty and one contractor. A new roof will remove damaged and previously wet insulation, so energy savings are achieved. And the risk of damaging the new interior will be greatly reduced.

Staff recommends that the funds to pay for the new roof come from the City Facilities Fund which has an unencumbered fund balance of \$736,800.