

INVER GROVE HEIGHTS CITY COUNCIL AGENDA
MONDAY, JUNE 11, 2012
8150 BARBARA AVENUE
7:00 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PRESENTATIONS**

A. Police Reserve Officer Recognition

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

A. i) Minutes – May 29, 2012 Council Work Session _____

ii) Minutes – May 29, 2012 Regular Council Meeting _____

B. Resolution Approving Disbursements for Period Ending June 6, 2012 _____

C. Resolution Accepting the MS4 Annual Report for 2011 _____

D. Approve Ordering a Topographic Survey for City Project No. 2012–07, Bohrer Pond Northwest Treatment Basin _____

E. Authorize Proposal by EOR to Review Regional Basin Impacts and Conduct a Roundabout Assessment on Storm Water Facilities and conduct a Topographical Survey at T.H. 3 and Amana Trail – City Project No. 2009–01 _____

F. Resolution Correcting Assessment Roll for the 2011 Pavement Management Program, City Project No. 2011–09D, Urban Street Reconstruction (South Grove Area 6) _____

G. Resolution Authorizing the Execution of the Declaration of Conditions and Restrictions on Skyview Park Property _____

H. Approve Contract for Services Agreement with ISD 199 to provide a School Resource Officer for the 2012–2013 and 2013–2014 School Years _____

I. Authorize Advertisement of RFP for Demolition of City Owned Structures located at 7456 South Robert Trail and 1467 80th Street East _____

J. Resolution Approving Proposals for Professional Services for the Concord Boulevard Neighborhood Study _____

K. Personnel Actions _____

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

6. PUBLIC HEARINGS:

- A. **CITY OF INVER GROVE HEIGHTS;** Continuation of the Assessment Hearing for City Project No. 2001-12 - Concord Boulevard Reconstruction Phase II _____
- B. **CITY OF INVER GROVE HEIGHTS;** Approve Change in Corporate Officer for On-Sale/Sunday Liquor License held by Grove Bowl, Inc. dba Drkula's "32" Bowl for premises located at 6710 Cahill Ave. _____

7. REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

- A. **SHAW CONSTRUCTION, INC.;** Consider the following actions for property located at 10982 Clark Road:
- i) **Ordinance Amendment** to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use in the I-2, General Industry Zoning District _____
 - ii) Resolution relating to a **Conditional Use Permit** to allow the operation of the sales and service of semi-tanks, trucks, and trailers including equipment, parts and tires and to allow outdoor storage of trucks and trailers _____
 - iii) Resolution relating to a **Variance** from the outdoor storage setback and screening requirements from an Agricultural Zoning District _____
- B. **VANCE GRANNIS, JR;** Consider the First reading of an **Ordinance Amendment** to allow a DNR gun safety program with outdoor shooting range _____

FINANCE:

- C. **CITY OF INVER GROVE HEIGHTS;** Approve the Closing of Fund 332 to Fund 399 Effective December 31, 2011 _____

8. MAYOR AND COUNCIL COMMENTS:

9. ADJOURN

**INVER GROVE HEIGHTS CITY COUNCIL STUDY SESSION
TUESDAY, MAY 29, 2012 – 8150 BARBARA AVENUE**

1. CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular study session on Tuesday, May 29, 2012, in the City Hall Lower Level Training Room. Mayor Tourville called the meeting to order at 5:35 p.m. Present were Council members Grannis, Madden, Klein, and Piekarski Krech; City Administrator Lynch, City Attorney Kuntz, Public Works Director Thureen, Parks & Recreation Director Carlson, Finance Director Smith, Community Development Director Link, Police Chief Stanger, and City Engineer Kaldunski.

2. DAKOTA COUNTY CONSERVATION EASEMENT PROGRAM

Mr. Lynch introduced Kurt Chatfield, Dakota County Planning Supervisor.

Mr. Chatfield provided an overview of Dakota County's two conservation programs. He advised that the Farmland and Natural Areas Program began in 2002 after a \$20M bond referendum was passed. This was in response to concerns regarding the loss of open space, water quality and natural areas due to the significant growth that took place in the 1990's. The goal of the program is to protect 5,000 to 10,000 acres of land county-wide while improving water quality and wildlife habitats. He advised it is a voluntary program in which Dakota County and other partners work with willing landowners to protect land and natural resources through conservation easements or fee title.

Councilmember Klein questioned they would proceed should the State wish to build a new ring road across an area in which a greenway or conservation easement had been established.

Mr. Chatfield replied that if County or City money was used for the land protection the County Board and City Councils could determine whether the road or the open space was more important. If Federal money was used, however, it was unlikely that local decisions could override the Federal money. He stated when a park or natural area is created it is hard to undo unless the need is very great.

Mayor Tourville asked for clarification regarding ownership of protected land.

Mr. Chatfield replied that if a conservation easement were placed over private property the original landowner would still own the property and be responsible for taking care of it and paying taxes on it. The conservation easement, however, would place restrictions on it to ensure that it remains natural. He advised that conservation easements run with the land so the original landowner could sell the property but the conservation easement and its restrictions would remain.

Councilmember Madden asked for clarification regarding the farmland easement.

Mr. Chatfield replied that with a farmland easement the land stays in private ownership regardless of whether or not the owner continues to farm it; however, it would have limited value since it must remain natural. Mr. Chatfield discussed some of the protected areas in Dakota County.

Mayor Tourville asked why the City was notified of some protected areas but not others.

County Commissioner Schouweiler replied that it depended on who was taking the lead on the project. She stated the County's policy is to notify the community, but other entities have a different process.

Mayor Tourville requested that in the future the County more diligent about notifying the City of upcoming conservation projects.

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Mr. Chatfield discussed the County's Greenway Program and its goal to connect parks, rivers, wetlands, open space and trails. He advised that the County will be contacting City staff to discuss the planning of a greenway corridor in this area.

Councilmember Piekarski Krech asked if they were planning to follow a specific alignment, such as Delaware/Argenta.

Mr. Chatfield replied that ideally they would be overland rather than following a road.

Councilmember Klein asked to see the details of the preliminary general alignment.

Mr. Chatfield replied that he would be happy to share the details, but that they were just in the beginning of the planning process. He advised that typically they create a couple of potential alignments and then go through a public process to discuss the strengths and weaknesses of each of the alignments.

Mayor Tourville asked that Mr. Chatfield submit the information to the City Administrator, who would then forward it on to City Council.

Councilmember Piekarski Krech asked if the County would maintain the trailway.

Mr. Chatfield replied in the affirmative.

Councilmember Madden asked if the previously mentioned \$20M bond referendum was a one-time or annual occurrence.

Mr. Chatfield replied it was a one-time occurrence.

Councilmember Klein asked how the County was paying it off.

Mr. Chatfield replied through property taxes. He advised that the original funds have been largely exhausted; therefore some of the funding now being used is from their environmental fund. He distributed a handout regarding the Mississippi River Trail connection from Inver Grove Heights to Hastings, stating construction is expected to be completed in 2014.

Councilmember Klein stated he was concerned about that section of trail due to the rugged terrain.

Mayor Tourville asked for an update on the Malensek property.

Mr. Chatfield replied that he believes the negotiations have slowed down and final documents have not been filed.

Mayor Tourville asked that the City be kept informed of potential conservation easements so they could be part of the process.

Mr. Chatfield agreed to do so.

Mr. Kuntz advised that currently the City is on the end of the notification process since no approvals are being sought. He noted that when a conservation easement is imposed over property that was assumed by the City to have been developed into tax-paying properties, the City now loses its opportunity for special assessments. If utilities are planned for that area the City has to explain to the citizens that their assessment bill went up because of the diminished use of the protected property. Therefore, he

requested that the County engage the City in constructive dialogue much earlier in the process to allow the City to have some input. He also suggested that the conservation easement document contain enough flexibility so that the City can obtain sanitary sewer, water and storm sewer easements on the property without violating the conservation restrictions.

Mr. Chatfield said it is somewhat difficult for them to allow flexibility, however, they have tried to exempt out areas that they think might be needed for future roads or utilities.

Mr. Kuntz stated that worked well in the recent Macalester property vacation request where the City and County worked together to achieve the conservation easement as well as giving the City an opportunity to put utilities in at a lesser cost.

Councilmember Klein advised that the City will need flexibility in regard to the proposed greenway in the area in which 65th Street will eventually come through.

3. NORTHWEST AREA COLLECTOR STREET SYSTEM STUDY

Mr. Thureen introduced Jack Forslund with WSB & Associates.

Mr. Forslund showed a PowerPoint presentation regarding the Northwest Area Collector Street System Study. He advised that the study's purpose was to identify a transportation system and network of collector roadways for this area which would serve as a tool to help plan for future development. Mr. Forslund explained the study process, development assumptions, and public involvement.

Councilmember Klein asked how the Argenta/70th Street intersection would be handled in regards to traffic management, stating Argenta would likely carry a high volume of traffic in the future.

Councilmember Piekarski Krech asked if the County was still planning on Argenta and 70th Street being four lane roads.

Mr. Forslund replied in the affirmative, stating the new Argenta would likely be a four-lane divided road. The existing Argenta will not intersect with 70th Street, but rather end in a cul-de-sac.

Mr. Thureen stated this was early in the process and there was a good chance the roads would not be built out to their full design. He added that the intersection control would change as traffic increased.

Mr. Forslund stated the assumption is that 120 feet of right-of-way will be needed for the new Argenta.

Mayor Tourville stated the property owners were told 200 feet of right-of-way may be necessary.

Mr. Thureen replied that 200 feet would be needed if it ultimately became a six-lane road. He advised they have already had discussions with the property owners as to how that would take place in regards to dedication and acquisition.

Councilmember Klein asked where MnDOT stood on this plan.

Mr. Forslund replied that MnDOT was part of the Technical Advisory Committee. Their primary concerns were with the interchange at Hwy 55/I-494.

Mr. Forslund advised there were many variables involved in planning the street system, including various access standards, topography, and working with property owners. He showed an image of three design

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iterations, including the recommended system (Iteration 3). He pointed out a callout box on Argenta near I-494 which stated that partial access would have to be coordinated between the City and the County. He noted that the indicated access fits the County access standards. Mr. Forslund referred to another callout box indicating that the final realignment of CSAH 28 had not been fully determined by Dakota County. He noted also that Alverno Avenue, upon its extension to the north, would be changed from a local to a collector roadway. Mr. Forslund stated they are anticipating that some of the right-of-way for the roadway system would be dedicated by developers. The City would also likely have to acquire some right-of-way.

Mr. Thureen stated that if the Council had no questions or comments on the report itself he would bring the final report to the Council at a regular meeting for formal acceptance.

Councilmember Piekarski Krech stated an interchange was needed at Highway 55/Argenta, and that an at-grade high-speed crossing would be unacceptable.

Mr. Thureen stated MnDOT would have to be agreeable.

Mr. Forslund stated their report has it labeled as an interchange 'or a high capacity intersection'.

Councilmember Piekarski Krech stated it was an extremely dangerous intersection which would be made worse with increased traffic.

Mayor Tourville suggested the City have a planning session to get an interchange into Dakota County's five year plan. He stated the City of Eagan is already on board, but that Dakota County, the Metropolitan Council, and MnDOT must agree as well.

Mr. Lynch suggested adopting the final report prior to any planning meetings.

Mayor Tourville agreed, but stated the City should make a stronger statement regarding the need for an interchange at Highway 55/Argenta versus a high speed intersection.

Mr. Lynch asked if the Council would like the verbiage 'or a high speed intersection' removed.

Councilmember Piekarski Krech replied in the affirmative.

Mayor Tourville suggested they remove the aforementioned verbiage and bring it to Council for adoption. The Council could then meet with the County as well as MnDOT and the Metropolitan Council.

The meeting was adjourned at 6:51 p.m.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
TUESDAY, MAY 29, 2012 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular session on Tuesday, May 29, 2012, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Grannis, Klein, Madden, and Piekarski Krech; City Administrator Lynch, City Attorney Kuntz, Public Works Director Thureen, Parks & Recreation Director Carlson, Community Development Director Link, Police Chief Stanger, Fire Chief Thill and Recording Clerk Fox

3. PRESENTATIONS:

4. CONSENT AGENDA:

Councilmember Klein removed item 4G from the Consent Agenda.

- A. i) Minutes – April 23, 2012 Council Work Session
- ii) Minutes – May 14, 2012 Council Work Session
- iii) Minutes – May 14, 2012 Regular Council Meeting
- iv) Minutes – May 21, 2012 Special Council Meeting
- B. **Resolution No. 12-86** Approving Disbursements for Period Ending May 23, 2012
- C. Approve Appointment of Ex-Officio Members of the Inver Grove Heights Fire Relief Association Board
- D. Approve 2012 Collective Bargaining Agreement with International Union of Operating Engineers, Local 70
- E. **Resolution No. 12-87** Accepting Amendment No. 3 to the Proposal for Engineering Services from Bolton & Menk, Inc. for the 2012 Pavement Management Program, City Project No. 2012-09D, Urban Street Reconstruction – 65th Street Neighborhood and Cahill Ct.
- F. Approve the Development Contract and related agreements for the Plat of East Campus Second Addition (Dakota County CDA)
- H. Approve Request for One-Day Liquor License Extension to Outdoor Area
- I. Personnel Actions

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

Ayes: 5

Nays: 0 Motion carried.

- G. Approve Joint Powers Agreement with Dakota County to Establish Pharmaceutical Drug Disposal Program

Councilmember Klein questioned if the police department would be taking the pharmaceutical drugs and sending them to Dakota County for disposal.

Councilmember Piekarski Krech noted there were already at least two (2) disposal sites in Dakota County.

Chief Stanger stated there were three (3) active disposal sites in the County. He explained the City was asked to enter into the JPA with the County to support the program. He noted the JPA would also allow the City to become an active participant in the program. He explained staff would like to see what kind of items would be collected and how the collection process works before installing a collection site in the City. He noted the Sheriff's office estimated that they have already collected over 1,200 pounds of pharmaceutical drugs at the three (3) active collection locations in the County.

Motion by Klein, second by Madden, to approve Joint Powers Agreement with Dakota County to establish pharmaceutical drug disposal program

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT: None.

6. PUBLIC HEARINGS:

A. CITY OF INVER GROVE HEIGHTS; Continuation of Assessment Hearing for City Project No. 2001-12, Concord Boulevard Reconstruction Phase II

Mr. Kaldunski stated this item pertained to the continuation of the assessment hearing for two parcels on Concord Boulevard. The two parcels, one (1) commercial, one (1) duplex, were proposed to be assessed a total of \$28,831.20, at a 4.8% interest rate over a 10 year term. He stated the council took action at the last regular meeting to adopt the assessment roll for the other parcels involved in the project.

Mr. Kaldunski explained the property owned by Bonnie Province is comprised of two single-family home assessments because a duplex could be built on the property due to the zoning classification. He noted that staff did verify that the setbacks on the site would not affect her ability to build a duplex on the property. He explained Ms. Province requested consideration for deferment of the second unit until such time that was constructed. He explained staff contacted the Dakota County Transportation department regarding Ms. Province's questions pertaining to her septic system and the right-of-way in front of her property. The County's response indicate they did not intend to pay for any of the costs related to this property other than the cost associated with the temporary easement, \$2,200. With respect to this parcel staff recommended that the assessment be levied at \$21,599.40. If the Province's signed a special assessment agreement within 30 days the City would defer the assessment allocated to the duplex unit. In 2012 a total of \$13,800.98 would be assessed for the sewer service, plus \$3,779.22 for a single family unit, for a total of \$17,580.20. If the lot was subdivided or a building permit for a duplex was issued by the City in the next 30 years, an assessment of \$240.00 for sanitary sewer and \$3,779.22 for the street would be levied.

Mr. Kaldunski stated the second parcel, owned by ABE Investments, is a commercially zoned property located on the corner of 80th Street and Concord Boulevard. He explained the proposed assessment for the parcel was \$0.14 per square foot. The appraisal analysis recommended an assessment cap of \$1 per square foot. He noted Steve Nelson submitted an objection letter at the hearing on May 14, 2012. He stated the issue regarding access to the property was resolved after a review of the title policy revealed the existence of easements over the existing private roads adjacent to his property. Staff recommended levying the proposed assessment of \$7,231.78.

Bonnie Province, 7861 Concord Boulevard, stated she was offered to defer \$3,500 from the road frontage assessment if she signed an agreement indicating they would not add another home on the property. She asked if there was anything that could be done about the \$14,000 sewer assessment.

Councilmember Klein questioned why the property owner was not compensated if their drain field was taken and they were forced to hook up to the sanitary sewer.

Ms. Province stated they were told they could not be compensated for it because the right-of-way moved into the drain field.

Councilmember Klein questioned if the drain field was always there, dating back to the early 1930's.

Ms. Province stated to the best of her knowledge it was there dating back to 1935.

Mr. Kuntz stated if the drain field was located in the County right-of-way and the right-of-way was established, it is not considered to be a "taking" of what the County already owns. He noted he did not know happened prior to 1935.

Councilmember Klein questioned how a drain field could ever be built in the County's right-of-way.

Mr. Kuntz stated the County believes their right-of-way was established since 1935.

Ms. Province stated the house was built in 1900. She commented on the road moving closer to the house because the parking lot for an old restaurant was located between her house and Concord.

Mayor Tourville stated the County has said they will not pay for the drain field.

Ms. Province stated they never addressed the second part of the question related to who would be paying for the sewer hook-up.

Mayor Tourville explained in other instances where it has been located in the right-of-way, the County has never paid. He stated unfortunately it was not a City project, so there is not a lot of room for negotiation. He opined that they may be able to help with decreasing the amount of front footage that is assessed and the execution of the special assessment agreement to defer part of the total assessment.

Ms. Province asked if it would be possible to extend the assessment term to 15 years.

Mayor Tourville stated it was a possibility.

Councilmember Piekarski Krech stated after reading all of the documents it appears that the septic system would have had to be replaced, and the standard cost for that would have been \$10-15,000.

Ms. Province stated the issue was the material that was removed to perform utility work while the project was going on. They had to have the septic system pumped every couple of months as a result.

Mr. Kuntz explained the statutory structure allows the Council to set different timeframes for payment of special assessments for different classes of property. He stated a different repayment term cannot be set for an individual but a separate class could be created. A different repayment term of 15 years could be established by creating a duplex class.

Motion by Klein, second by Madden, to adopt the assessment roll for City Project No. 2001-12, Concord Boulevard Reconstruction - Phase II, Parcel 1 and to create a duplex class to allow for 15 year repayment term with the provision that if the property owner executes the special assessment agreement within 30 days the assessment roll will be amended to reflect the amounts outlined in the agreement.

Ayes: 5

Nays: 0 Motion carried.

Steve Nelson, ABE Investments, expressed several concerns regarding the amount of the assessments. He stated he does not see how the improvement increases the value of his property. He explained he talked to an appraiser and was told this type of project would not increase the property value. He questioned if a partial credit was given for the work that was done on 80th Street.

Mayor Tourville questioned if the piece of property was previously assessed for projects on 80th Street or Concord Boulevard.

Mr. Kaldunski stated he researched back to the year 2000 and could not find any previous assessments.

Mr. Thureen noted Concord was a state highway and there would not have been any previous assessments associated with it. He explained with this project Concord Boulevard officially became a County road.

Mayor Tourville suggested more time may be needed to research if any assessments were previously levied against the property.

Mr. Nelson stated he would like to know if he received a corner credit for the 190 feet on Concord Boulevard.

Mr. Kaldunski explained when the City has projects that are on corner lots, they do consider credits. If both 80th Street and Concord Boulevard had been included in the project, a credit would have been calculated for the property that would have assessed only the length along Concord Boulevard and a portion of the frontage along 80th Street. He stated the parcel is being assessed for this project for the front frontage along Concord Boulevard at a uniform rate for this class of user.

Mayor Tourville clarified that no corner lot credits were given because both streets were not done as part of the project.

Councilmember Piekarski Krech asked if any assessments would have been levied for 80th Street that

would have qualified for a corner credit.

Mr. Thureen indicated staff could go back and look at the records.

Motion by Piekarski Krech, second by Grannis, to table the Assessment Hearing to June 11, 2012 for City Project No. 2001-12, Concord Boulevard Reconstruction Phase II for parcel 2

Ayes: 5

Nays: 0 Motion carried.

B. CITY OF INVER GROVE HEIGHTS; Assessment Hearing for City Project No. 2011-09D, Urban Street Reconstruction (South Grove Area 6)

Mr. Kaldunski reviewed the project area. He summarized the work that was completed as part of the project including areas of mill and overlay, partial reconstruction, and full reconstruction. He stated a total of \$844,844.02 was proposed to be assessed, provided the Council adopted the assessment caps that were recommended by the appraisal analysis. The recommended assessment caps were \$4,000 for a single family home, \$6,000 for some parcels that had no curb and gutter, \$2,000 for multi-family homes, and \$1 per square foot for commercial properties. The proposed interest rate was 4.8% with a 10 year assessment term. He noted several commercial property owners requested a 15 year repayment term. He stated a number of objections have been received from property owners and should be formally accepted by Council.

Dmitriy Deyev, 6883 Craig Ct., stated he submitted a letter of objection because of a few issues that arose over the course of the project. He explained there were a significant number of trees and bushes removed during the project exposing his property to the field and the street. He stated a rapid infiltration system was built right next to the property line and a safety issue was created that was remediated through the installation of a fence along the border of the property. He explained he consulted 3 real estate agents and was advised he would incur a 5-10% reduction in property value because of the trees that were removed during the project.

Mayor Tourville stated the City does not use real estate agents for appraisals. He explained the City had no choice regarding the removal of trees; it was the airport's decision. He noted residents were notified about the tree removal. He questioned if any of the trees that were removed were on his property line.

Mr. Deyev stated the trees that he referred to were removed specifically for the installation of the rapid infiltration system.

Councilmember Klein asked what the value of the fence was.

Mr. Thureen estimated it was just under \$11,000.

Mr. Deyev stated he asked for the fence because there was a safety issue.

John Doffing, 4161 69th St. E., disputed the assessments for his parcels.

Mayor Tourville asked if consideration was given for the uses of the properties.

Mr. Kaldunski stated they were looked at with the potential if they were ever to be subdivided. He explained the assessment for the largest parcel is based on the equivalent of 27 single family homes. The other 1.62 acre parcel was based on the fact that the parcel could be split in half.

Councilmember Madden stated the larger area was farmed and he would not be comfortable assessing the property as the equivalent of 27 lots when there are crops growing on the property.

Mr. Kaldunski stated the parcel was part of the green acres program.

Mayor Tourville explained state statute allows deferral of the assessment for as long as it is a part of the green acres program.

Betty Doffing, 4161 69th St. E., stated they were assessed in 1993 for the road near their homestead to be paved with curb and gutter.

Mr. Kaldunski explained approximately \$6500 of the assessment was for the front footage along the street where the road was completely rebuilt. He stated a corner lot credit would apply to the mill and overlay and he would look into that.

Tom Wernet, Wernet Enterprises, questioned why his assessment was for \$21,000. He questioned if he was eligible for a corner lot credit and if a credit was applied for the \$7,700 storm sewer assessment he paid in 2005.

Mr. Kaldunski stated lot 34 was proposed to be assessed \$18,800 for street reconstruction in front of the parcel and \$2,630 for the mill and overlay portion. The property owner was not being assessed for the storm sewer work associated with this project. He noted he would have to look into whether or not he received a corner lot credit.

Mr. Thureen clarified that the corner credit policy applies to similar types of projects. If a property owner has a corner lot that abuts two streets that are being reconstructed, the corner credit applies to the longer side. He explained in this instance two different types of work were performed, reconstruction on one side and a mill and overlay on the other, so no corner credit would be applied.

Tom Zaspel, 7391 Concord Boulevard, stated the curbs were done as part of the County project and now are being asked to pay again for their replacement.

Mr. Kaldunski stated the County completed their project 3-4 years before the City project was envisioned. He explained the County filled in an existing ditch and installed curb along it to patch it back into the City street. He provided a history of the condition of the road over time.

Councilmember Madden stated he did not understand why new curbs were put in and then ripped out. He asked how that situation could be avoided in the future.

Mr. Kaldunski stated it is an issue of one project meeting up to another project. The County did their work as a patch and used the existing base that was there. The City did a complete reconstruction and needed to replace approximately 100 feet of curb along that particular stretch.

Councilmember Madden asked that work be coordinated in the future and asked if the property owner could be credited for the curb work.

Mayor Tourville stated everybody in the County paid for the curb, the individual property owner did not pay a separate County assessment for the curb.

Mr. Wernet asked that a 15 year assessment term be considered.

Jim Mueller, 7800 Boyd Avenue, stated when the street in front of his property was reconstructed he discussed the possibility of opening up his driveway. He explained after the curb was removed he was told by Planning staff that he could not have the driveway widened. He stated he was assessed for his frontage along the front, side and back of his property at \$1 per square foot and he felt the assessment was too high. He questioned if he received any credits for the watershed on his property and the project on 70th Street. He questioned how the interest rate would be applied to the total assessment.

Mr. Kaldunski stated staff is still looking for information on the watershed.

Mr. Kuntz explained the interest begins to accrue from the date the Council levies the assessment. If the assessment is paid in full within 30 days of levying no interest is charged. If the assessment is not paid in full within 30 days, the interest is payable annually in addition to the principal installment. The assessment can be paid off in any subsequent installment year, prior to November 15th, and the interest will be paid through the end of the year in which the final payment is made.

Bob Dahl, 6800 Craig Court, stated he did not appreciate his 25 year old curbs being torn out. He opined it was a waste of money. He stated during construction he never saw the contractor excavate to the depth that was specified in the plans.

Mr. Kaldunski stated he was just notified of the issue prior to the meeting and did not have an opportunity to investigate thoroughly. He noted he did speak to the City's inspectors and they assured him that they were on the site performing their project inspections at all times. They check the bottom of the subbase, the top of the sand, and the top of the rock after the gravel goes in.

Mayor Tourville reiterated the question is if the residents on the cul-de-sac actually received a full reconstruct.

Mr. Kaldunski responded to the best of his knowledge a full reconstruction was performed. He stated he would look into the issue further.

Councilmember Piekarski Krech asked that the Engineering Department verify that the specifications that were approved for the project were followed.

Mr. Kaldunski reiterated that he knows his inspectors checked the depth and verified that 24" of sand was laid.

Verna, 4036 69th St. E., questioned if an adjustment would be made for the removal of the cement curbs. She opined that there was nothing wrong with her curbs and they did not need to be replaced. She commented that her water bill is up because she has to keep watering the sod that was laid.

Mr. Kaldunski explained there is no separate curb assessment for those who had existing curb and gutter prior to the project because they previously paid for it.

Mr. Kuntz reviewed the senior citizen deferment policy.

Sharon Mueller, 7800 Boyd Ave. E., questioned how the City can justify a benefit to her property that is equivalent to her proposed assessment. She commented that the patrons of her business only use the street in the front of the building for access.

Mayor Tourville stated the streets can be used for access to her business, whether they are or not.

Ms. Mueller stated they are being assessed for streets along the back and sides of her property.

She reiterated her opinion that the cost of the improvements does not equally increase the value of her property. She asked the Council to reduce the cost of her assessment.

Mr. Kaldunski explained the City received a favorable bid for the project and the cost of the assessments was reduced as a result. The proposed assessment for the property on Concord would be \$20,369.32.

Alice Johnson, 6920 Delaney, questioned why her assessment was so high. She stated they are a corner lot and questioned if they received a credit.

Mr. Kaldunski explained a corner credit was given and the proposed assessment, with the recommended caps, would be \$4,000.

Mayor Tourville suggested the Council consider extending the repayment term for the commercial properties from 10 years to 15 years.

Councilmember Piekarski Krech questioned if the costs were a lot higher for this particular project because the per lot assessments seem higher than previous projects.

Mr. Kaldunski explained the costs came in below the engineer's estimate, but the additional costs came from the installation of concrete curb and gutter where previously there was none.

Mayor Tourville suggested that the owners of the green acres parcel may want to look into things from a financial and legal standpoint to ensure they are doing the right thing.

Councilmember Piekarski Krech questioned if the interest rate was established per policy.

Mr. Thureen responded in the affirmative.

Councilmember Piekarski Krech stated she would be willing to reduce the interest rate to 4% because the issue is the economy and they want to keep the businesses in operation.

Councilmember Piekarski Krech suggested extending the repayment term for those with a mill overlay assessment from 5 years to 10 years.

Mayor Tourville suggested that anybody assessed for part of a reconstruction or more than a mill and overlay would be able extend the repayment term to 10 years.

Motion by Klein, second by Madden, to close the public hearing.

Ayes: 5

Nays: 0 Motion carried.

Motion by Piekarski Krech, second by Madden, to receive all correspondence that was submitted.

Ayes: 5

Nays: 0 Motion carried.

Mr. Lynch reminded the Council that the City's policy is to assess 70% to avoid having to continually increase debt service payments as part of the tax levy.

Motion by Klein, second by Piekarski Krech, to adopt Resolution No. 12-90 adopting the assessment roll for City Project No. 2011-09D, Urban Street Reconstruction (South Grove Area 6) with a 4% interest rate, a 15 year repayment term for commercial properties, and a 10 year repayment term for residents that were assessed for more than a mill and overlay

Ayes: 5

Nays: 0 Motion carried.

The City Council took a 5 minute break at 9:15 p.m.

7. REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

A. PAUL AND JULIE ENGLESON; Consider Resolution relating to a Variance to Install a Pool and Perimeter Walk 20 Feet from the Front Property Line whereas 30 Feet is required for property located at 6239 Boyer Path

Mr. Link reviewed the location of the property. He stated the item was tabled at the last City Council meeting. The applicants modified the proposal by reducing the size of the pool. The request is now for a 10 foot variance instead of an 18 foot variance. He explained the pool and perimeter walk would be located 20 feet from the property line whereas 30 feet is required.

Councilmember Klein asked if the applicant agreed to the conditions of the resolution.

Julie Engleson, 6239 Boyer Path, responded in the affirmative.

Councilmember Madden asked if there is a walk all the way around the pool.

Mrs. Engleson explained they wanted the additional space.

Councilmember Madden clarified that the profile of the corner of the pool still would not line up with the house.

Mrs. Engleson stated the only thing people would see is the privacy fence.

Councilmember Madden asked for a recommendation from staff regarding the modified request.

Mr. Link indicated staff still recommended denial of the request.

Motion by Klein, second by Piekarski Krech, to adopt Resolution No. 12-91 approving a Variance to install a pool and perimeter walk 20 feet from the front property line whereas 30 feet is required for property located at 6239 Boyer Path

Ayes: 4

Nays: 1 (Madden) Motion carried.

B. MIDWEST MOTORS, LLC; Consider a Resolution relating to a Variance to relocate a Sign that Exceeds Maximum Height Requirements for property located at 1037 Hwy 110

Mr. Link explained the maximum height of a sign cannot exceed be more than 10 feet taller than the building. The applicant is requesting to relocate an existing 42 foot sign to the north side of his property. An 8 foot variance would be needed because the building is 34 feet tall. He explained the request met all of other requirements and would not change the character of the neighborhood. Both Planning Staff and the Planning Commission recommended approval of the request.

Motion by Klein, second by Madden, to adopt Resolution No. 12-92 approving a Variance to relocate a sign that exceeds maximum height requirements for property located at 1037 Hwy 110

Ayes: 5

Nays: 0 Motion carried.

C. CITY OF INVER GROVE HEIGHTS; Consider the Third Reading of an Ordinance Amendment to allow Community Gardens as a Permitted Use in the Residential and Public/Institutional Zoning Districts

Mr. Link explained staff received direction to differentiate between community gardens and personal gardens. A definition of a personal garden was included in the revised version, along with a new definition of a community garden. The changes indicate that both community and personal gardens would be a permitted use in all zoning districts. Planning staff recommended approval of the third and final reading of the ordinance amendment.

Councilmember Piekarski Krech said she liked the changes that were made.

Councilmember Klein stated the City has a community garden at Salem Hills.

Motion by Madden, second by Piekarski Krech, to adopt Ordinance No. 1253 amending the City Code to allow Community Gardens as a Permitted Use in the Residential and Public/Institutional Zoning Districts

Ayes: 4

Nays: 1 (Klein) Motion carried.

8. MAYOR AND COUNCIL COMMENTS:

9. ADJOURN: Motion by Piekarski Krech, second by Grannis, to adjourn. The meeting was adjourned by a unanimous vote at 9:38 p.m.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: June 11, 2012
 Item Type: Consent
 Contact: Bill Schroepfer 651-450-2516
 Prepared by: Bill Schroepfer, Accountant
 Reviewed by: N/A

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Approve the attached resolution approving disbursements for the period of May 24, 2012 to June 6, 2012.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending June 6, 2012. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$397,257.99
Debt Service & Capital Projects	102,990.14
Enterprise & Internal Service	59,913.93
Escrows	2.36
	<hr/>
Grand Total for All Funds	<u><u>\$560,164.42</u></u>

If you have any questions about any of the disbursements on the list, please call Shannon Battles, Accountant at 651-450-2488 or Bill Schroepfer, Accountant at 651-450-2516.

Attached to this summary for your action is a resolution approving the disbursements for the period May 24, 2012 to June 6, 2012 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING June 6, 2012**

WHEREAS, a list of disbursements for the period ending June 6, 2012 was presented to the City Council for approval;

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

General & Special Revenue	\$397,257.99
Debt Service & Capital Projects	102,990.14
Enterprise & Internal Service	59,913.93
Escrows	2.36
Grand Total for All Funds	<u><u>\$560,164.42</u></u>

Adopted by the City Council of Inver Grove Heights this 11th day of June, 2012.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy City Clerk



Expense Approval Report

By Fund

Payment Dates 5/24/2012 - 6/6/2012

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ACE BLACKTOP, INC.	10432	06/06/2012	IGH	101.43.5200.443.40046	12,000.00
ACE BLACKTOP, INC.	10433	06/06/2012	IGH001	101.43.5200.443.40046	5,000.00
ACE PAINT & HARDWARE	511715/5	06/06/2012	5/22/12	101.42.4200.423.40042	0.96
ACE PAINT & HARDWARE	511650/5	05/30/2012	5/15/12	101.42.4200.423.60065	72.84
ACE PAINT & HARDWARE	511734/5	06/06/2012	5/24/12	101.43.5200.443.60016	30.98
ACE PAINT & HARDWARE	511550/5	06/06/2012	5/9/12	101.44.6000.451.60016	9.93
AFSCME COUNCIL 5	INV0010258	06/01/2012	UNION DUES (AFSCME FAIR SHARE)	101.203.2031000	39.54
AFSCME COUNCIL 5	INV0010259	06/01/2012	UNION DUES (AFSCME FULL SHARE)	101.203.2031000	765.96
AFSCME COUNCIL 5	INV0010260	06/01/2012	UNION DUES (AFSCME FULL SHARE-PT)	101.203.2031000	58.92
APMP OF MINNESOTA	2012 RENEWAL	06/06/2012	RENEWAL 2012-JENELLE TEPPEN	101.41.1100.413.50070	30.00
ARAMARK UNIFORM SERVICES	629-7502164	05/30/2012	CUSTOMER 15353001	101.43.5200.443.60045	20.90
ARAMARK UNIFORM SERVICES	629-7506977	06/06/2012	CUSTOMER 15353001	101.43.5200.443.60045	34.72
ARAMARK UNIFORM SERVICES	629-7502164	05/30/2012	CUSTOMER 15353001	101.44.6000.451.60045	33.36
ARAMARK UNIFORM SERVICES	629-7506977	06/06/2012	CUSTOMER 15353001	101.44.6000.451.60045	33.36
ASPEN MILLS	121338	05/30/2012	CUSTOMER 550771	101.42.4000.423.60045	917.15
CARQUEST AUTO PARTS STORES	1596-175242	06/06/2012	CUSTOMER 614420	101.44.6000.451.60066	33.08
CENTURY LINK	5/19/12 651 455 9072 782	06/06/2012	ACCOUNT 651 455 9072 782	101.42.4200.423.50020	41.38
CENTURY LINK	5/13/12 651 453-0219	06/06/2012	ACCOUNT 651 453-0219 660	101.44.6000.451.50020	41.74
CENTURY LINK	5/13/12 651 552 0672	06/06/2012	651 552 0672 975	101.44.6000.451.50020	41.74
CITY OF FARMINGTON - MAAG	2012 CAMP RIPLEY SWAT	06/06/2012	2012 CAMP RIPLEY SWAT WEEK	101.42.4000.421.50080	282.32
CLAREY'S SAFETY EQUIPMENT	144570	06/06/2012	CUSTOMER 090500	101.42.4200.423.60040	3,800.00
CLAREY'S SAFETY EQUIPMENT	144572	06/06/2012	CUSTOMER 090500	101.42.4200.423.60040	814.58
COLLINS ELECTRICAL CONST.	1230672.01	06/06/2012	UPPER 55TH & CENNEX	101.43.5400.445.30700	412.50
CONTRACTORS & SURVEYORS SUPPLY	8123	06/06/2012	5/7/12	101.44.6000.451.60016	143.19
CONTRACTORS & SURVEYORS SUPPLY	8139	06/06/2012	5/16/12	101.44.6000.451.60016	117.03
DAKOTA COMMUNICATIONS CENTER	IG2012-06	05/30/2012	JUNE 2012 MONTHLY DCC FEE	101.42.4000.421.70300	35,551.35
DAKOTA COMMUNICATIONS CENTER	IG2012-06	05/30/2012	JUNE 2012 MONTHLY DCC FEE	101.42.4200.423.70501	3,950.15
DAKOTA COMMUNICATIONS CENTER	IG2012-06	05/30/2012	JUNE 2012 MONTHLY DCC FEE	101.58.9100.580.70650	1,022.50
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 010	101.41.2000.415.70600	0.20
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 36500 33 101	101.41.2000.415.70600	2.90
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 070	101.41.2000.415.70600	15.99
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 020	101.41.2000.415.70600	0.51
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 050	101.41.2000.415.70600	0.26
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 030	101.41.2000.415.70600	0.26
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 080	101.41.2000.415.70600	0.26
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 36500 33 110	101.41.2000.415.70600	11.49
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 00200 25 030	101.41.2000.415.70600	2.62
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 36500 33 101	101.43.5200.443.80100	289.92
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 36500 33 110	101.43.5200.443.80100	1,148.70
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 00200 25 030	101.43.5200.443.80100	130.96
DAKOTA CTY PROP TAXATION & RECORDS	2012 PROPERTY TAX	05/25/2012	20 12051 00 070	101.43.5200.443.80100	399.76
EFTPS	INV0010265	06/01/2012	FEDERAL WITHHOLDING	101.203.2030200	40,775.01
EFTPS	INV0010343	06/05/2012	FEDERAL WITHHOLDING	101.203.2030200	89.30
EFTPS	INV0010354	06/06/2012	FEDERAL WITHHOLDING	101.203.2030200	365.71
EFTPS	INV0010268	06/01/2012	SOCIAL SECURITY WITHHOLDING	101.203.2030400	28,805.63
EFTPS	INV0010346	06/05/2012	SOCIAL SECURITY WITHHOLDING	101.203.2030400	96.58
EFTPS	INV0010357	06/06/2012	SOCIAL SECURITY WITHHOLDING	101.203.2030400	113.09
EFTPS	INV0010267	06/01/2012	MEDICARE WITHHOLDING	101.203.2030500	11,133.70
EFTPS	INV0010345	06/05/2012	MEDICARE WITHHOLDING	101.203.2030500	26.94
EFTPS	INV0010356	06/06/2012	MEDICARE WITHHOLDING	101.203.2030500	31.54
ELECTRIC FIRE & SECURITY	79135	06/06/2012	JOB 121604	101.44.6000.451.50055	45.42
FERRELLGAS	1071282123	06/06/2012	ACCOUNT 7754787	101.43.5200.443.60016	77.73
FIRE SAFETY USA	52961	06/06/2012	5/24/12	101.42.4200.423.40042	300.00
GORMAN SURVEYING, INC	7701	05/30/2012	PROJECT NO 11-091A	101.45.3000.419.30420	1,515.00
HOISINGTON KOEGLER GROUP INC.	011-013-11	05/30/2012	PROJECT 011-013	101.45.3200.419.30600	3,649.70
HOISINGTON KOEGLER GROUP INC.	011-013-12	05/30/2012	PROJECT 011-013	101.45.3200.419.30600	2,354.50
HOME DEPOT CREDIT SERVICES	5/13/12 6035 3225 0255 4806/06/2012	06/06/2012	6035 3225 0255 4813	101.42.4200.423.40040	20.14
HOME DEPOT CREDIT SERVICES	5/13/12 6035 3225 0255 4806/06/2012	06/06/2012	6035 3225 0255 4813	101.42.4200.423.60011	31.00
HOME DEPOT CREDIT SERVICES	5/13/12 6035 3225 0255 4806/06/2012	06/06/2012	6035 3225 0255 4813	101.42.4200.423.60018	30.70
HOME DEPOT CREDIT SERVICES	5/13/12 6035 3225 0255 4806/06/2012	06/06/2012	6035 3225 0255 4813	101.42.4200.423.60040	157.66
HOME DEPOT CREDIT SERVICES	5/13/12 6035 3225 0255 4806/06/2012	06/06/2012	6035 3225 0255 4813	101.42.4200.423.60065	110.26
ICMA RETIREMENT TRUST - 457	INV0010216	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	135.00
ICMA RETIREMENT TRUST - 457	INV0010217	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	301.65
ICMA RETIREMENT TRUST - 457	INV0010218	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	75.00
ICMA RETIREMENT TRUST - 457	INV0010219	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	571.95
ICMA RETIREMENT TRUST - 457	INV0010220	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	175.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ICMA RETIREMENT TRUST - 457	INV0010221	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	320.21
ICMA RETIREMENT TRUST - 457	INV0010222	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	1,090.00
ICMA RETIREMENT TRUST - 457	INV0010223	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	125.20
ICMA RETIREMENT TRUST - 457	INV0010224	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	150.00
ICMA RETIREMENT TRUST - 457	INV0010225	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	758.71
ICMA RETIREMENT TRUST - 457	INV0010226	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	75.00
ICMA RETIREMENT TRUST - 457	INV0010227	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	167.61
ICMA RETIREMENT TRUST - 457	INV0010228	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	1,553.84
ICMA RETIREMENT TRUST - 457	INV0010229	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	301.23
ICMA RETIREMENT TRUST - 457	INV0010230	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	40.00
ICMA RETIREMENT TRUST - 457	INV0010231	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	394.50
ICMA RETIREMENT TRUST - 457	INV0010232	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	690.00
ICMA RETIREMENT TRUST - 457	INV0010233	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	460.63
ICMA RETIREMENT TRUST - 457	INV0010234	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	450.00
ICMA RETIREMENT TRUST - 457	INV0010235	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	159.88
ICMA RETIREMENT TRUST - 457	INV0010236	06/01/2012	ICMA (AGE 49 & UNDER)	101.203.2031400	650.00
ICMA RETIREMENT TRUST - 457	INV0010237	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	234.03
ICMA RETIREMENT TRUST - 457	INV0010238	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	325.00
ICMA RETIREMENT TRUST - 457	INV0010239	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	93.85
ICMA RETIREMENT TRUST - 457	INV0010240	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	150.00
ICMA RETIREMENT TRUST - 457	INV0010241	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	812.80
ICMA RETIREMENT TRUST - 457	INV0010242	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	872.63
ICMA RETIREMENT TRUST - 457	INV0010243	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	76.54
ICMA RETIREMENT TRUST - 457	INV0010244	06/01/2012	ICMA (AGE 50 & OVER)	101.203.2031400	4,527.19
ICMA RETIREMENT TRUST - 457	INV0010245	06/01/2012	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	70.79
ICMA RETIREMENT TRUST - 457	INV0010254	06/01/2012	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	432.70
ICMA RETIREMENT TRUST - 457	INV0010255	06/01/2012	ROTH IRA (AGE 50 & OVER)	101.203.2032400	230.77
ING DIRECT	INV0010353	06/06/2012	MSRS-HCSP	101.203.2032200	19,794.44
INTERNATIONAL CODE COUNCIL INC	2888926	05/30/2012	MEMBER 5310235	101.42.4200.423.50070	125.00
INVER GROVE FORD	5/25/12 94917	06/06/2012	ACCOUNT 94917 LEASE PAYMENT	101.42.4000.421.70300	267.81
IUOE	INV0010261	06/01/2012	UNION DUES IUOE	101.203.2031000	1,203.00
KDV (KERN, DEWENTER, VIERE, LTD)	148414	06/06/2012	2011 FIRE RELIEF SPECIAL FUN AUDIT	101.41.2000.415.30100	3,900.00
KENISON, TERRI	MAY 2012	06/06/2012	MAY 2012	101.42.4200.423.30700	908.44
LELS	INV0010262	06/01/2012	UNION DUES (LELS)	101.203.2031000	1,170.00
LELS SERGEANTS	INV0010263	06/01/2012	UNION DUES (LELS SGT)	101.203.2031000	210.00
LINK, THOMAS	JAN-MAY 2012 REIMBURSE	05/30/2012	JAN-MAY EXPENSE REIMBURSEMENT	101.45.3000.419.50065	154.80
LINK, THOMAS	JAN-MAY 2012 REIMBURSE	05/30/2012	JAN-MAY EXPENSE REIMBURSEMENT	101.45.3000.419.60065	25.69
LYNCH, JOE	5/21/12 EXPENSE REIMBUR	05/30/2012	REIMBURSEMENT-IPAD KEYBOARD/COVI	101.41.1100.413.60065	54.99
M & J SERVICES, LLC	236	06/06/2012	6/4/12	101.43.5200.443.40046	3,288.00
M & J SERVICES, LLC	235	06/06/2012	6/4/12	101.43.5200.443.40066	2,340.00
MASSICOTTE, JUSTIN	5/26/12	06/06/2012	REIMBURSE-FOOD	101.42.4200.423.50075	9.25
MCCARTHY WELL COMPANY	24406	06/06/2012	INSPECTION 208868	101.44.6000.451.40040	555.00
MCMONIGAL, MIKE	5/18/12	06/06/2012	REIMBURSE-HEALTH EAST CONFERENCE	101.42.4200.423.50080	50.00
MERCHAK, JOE	5/7/12	06/06/2012	REIMBURSE-FOOTWEAR	101.45.3300.419.60045	99.99
MIKE'S SHOE REPAIR, INC.	5242012	06/06/2012	5/24/12	101.42.4200.423.30700	40.00
MINNESOTA DEPARTMENT OF HUMAN SERVICES	INV0010214	06/01/2012	RICK JACKSON FEIN/TAXPAYER ID: 41600	101.203.2032100	318.41
MINNESOTA DEPARTMENT OF HUMAN SERVICES	INV0010215	06/01/2012	JUSTIN PARRANTO FEIN/TAXPAYER ID: 41	101.203.2032100	484.54
MN CITY/COUNTY MANAGEMENT ASSOC	2012 MEMBERSHIP	06/06/2012	2012 MEMBERSHIP - JENELLE TEPPEN	101.41.1100.413.50070	139.00
MN CITY/COUNTY MANAGEMENT ASSOC	2012 MEMBERSHIP - JOE LY	06/06/2012	2012 MEMBERSHIP - JOE LYNCH	101.41.1100.413.50070	146.40
MN DEPT OF REVENUE	INV0010266	06/01/2012	STATE WITHHOLDING	101.203.2030300	16,914.07
MN DEPT OF REVENUE	INV0010344	06/05/2012	STATE WITHHOLDING	101.203.2030300	44.12
MN DEPT OF REVENUE	INV0010355	06/06/2012	STATE WITHHOLDING	101.203.2030300	163.68
MN DEPT OF TRANSPORTATION	P00000144	06/06/2012	CUSTOMER 0000001298	101.43.5400.445.40042	1,097.28
MN GLOVE & SAFETY, INC.	263207	06/06/2012	5/27/12	101.43.5200.443.60045	104.47
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.203.2030900	1,927.85
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.41.1100.413.20620	79.56
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.41.2000.415.20620	89.62
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.42.4000.421.20620	540.78
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.42.4200.423.20620	40.89
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.43.5000.441.20620	24.05
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.43.5100.442.20620	130.79
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.43.5200.443.20620	72.97
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.44.6000.451.20620	97.19
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.45.3000.419.20620	30.90
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.45.3200.419.20620	31.27
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	101.45.3300.419.20620	60.88
MN NCPERS LIFE INSURANCE	JUNE 2012	06/06/2012	JUNE 2012	101.203.2031600	352.00
NEENAH FOUNDRY COMPANY	55159	06/06/2012	CUSTOMER I83000	101.43.5200.443.40066	559.19
NEXTEL COMMUNICATIONS	573073317-126	06/06/2012	ACCOUNT 573073317	101.41.1100.413.50020	38.27
NEXTEL COMMUNICATIONS	266948529-097	05/30/2012	ACCOUNT 266948529-097	101.42.4000.421.50020	769.70
NEXTEL COMMUNICATIONS	266183728-092	05/30/2012	ACCOUNT 266183728	101.42.4200.423.50020	523.46
NEXTEL COMMUNICATIONS	487383319-126	06/06/2012	ACCOUNT 487383319	101.44.6000.451.50020	406.01
NORTH COUNTRY INTERIORS	602211	05/30/2012	5/16/12	101.45.3000.419.30700	170.00
OPTUMHEALTH FINANCIAL SERVICES	INV0010256	06/01/2012	HSA ELECTION-SINGLE	101.203.2032500	2,288.50

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
OPTUMHEALTH FINANCIAL SERVICES	INV0010257	06/01/2012	HSA ELECTION-FAMILY	101.203.2032500	4,230.95
PERA	INV0010246	06/01/2012	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,464.88
PERA	INV0010248	06/01/2012	EMPLOYER SHARE (PERA COORDINATED	101.203.2030600	15,405.70
PERA	INV0010249	06/01/2012	PERA COORDINATED PLAN	101.203.2030600	15,405.70
PERA	INV0010250	06/01/2012	EMPLOYER SHARE (PERA DEFINED PLAN)	101.203.2030600	44.23
PERA	INV0010251	06/01/2012	PERA DEFINED PLAN	101.203.2030600	44.23
PERA	INV0010252	06/01/2012	EMPLOYER SHARE (POLICE & FIRE PLAN)	101.203.2030600	16,745.60
PERA	INV0010253	06/01/2012	PERA POLICE & FIRE PLAN	101.203.2030600	11,163.71
PERA	INV0010337	06/05/2012	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	10.31
PERA	INV0010338	06/05/2012	EMPLOYER SHARE (PERA COORDINATED	101.203.2030600	64.43
PERA	INV0010339	06/05/2012	PERA COORDINATED PLAN	101.203.2030600	64.43
PERA	INV0010340	06/05/2012	EMPLOYER SHARE (POLICE & FIRE PLAN)	101.203.2030600	131.74
PERA	INV0010341	06/05/2012	PERA POLICE & FIRE PLAN	101.203.2030600	87.83
PRAIRIE RESTORATIONS, INC.	0019899	06/06/2012	5/4/12	101.44.6000.451.30700	1,550.00
PRESTIGE ELECTRIC, INC.	85429	05/30/2012	INVERGRO	101.42.4200.423.40040	206.00
RCM SPECIALTIES, INC.	3382	05/30/2012	5/21/12	101.43.5200.443.40046	15,883.00
ROGERS, CHRIS	MAY REIMBURSEMENT	05/30/2012	MAY REIMBURSEMENT	101.42.4200.423.50065	72.99
ROGERS, CHRIS	MAY REIMBURSEMENT	05/30/2012	MAY REIMBURSEMENT	101.42.4200.423.50075	308.16
RY-MAK PLUMBING & HEATING, INC	223	06/06/2012	RICH VALLEY RESTROOMS	101.44.6000.451.40040	1,275.36
SAM'S CLUB	5/23/12 FIRE	06/06/2012	ACCOUNT 7715 0904 0133 4891	101.42.4200.423.60011	30.78
SAM'S CLUB	5/23/12 FIRE	06/06/2012	ACCOUNT 7715 0904 0133 4891	101.42.4200.423.60065	298.08
SCHIELD KEVIN	6/1/12	06/06/2012	REIMBURSE-BIKE LIGHTS	101.42.4000.421.60065	68.54
SOUTH METRO SPORTS	5/12/12	06/06/2012	5/12/12	101.43.5200.443.60045	89.00
SOUTH ST PAUL, CITY OF	MAY WATER BILL 2012	05/30/2012	MAY WATER BILL 2012	101.207.2070900	33.00
SPRINT	166309819-054	06/06/2012	ACCOUNT 166309819	101.42.4000.421.50020	120.10
SPRINT	641378810-054	05/30/2012	ACCOUNT 641378810	101.42.4200.423.50020	39.99
STEENBERG, LUKE	6/6/12	06/06/2012	REIMBURSE-FOOD	101.42.4200.423.50075	25.10
STRAIGHT RIVER MEDIA	1260	05/30/2012	NEWSLETTER MAY-JUNE 2012	101.41.1100.413.50032	900.00
THUREEN, SCOTT D	6/5/12	06/06/2012	REIMBURSE-PE LICENSE RENEWAL FEE	101.43.5000.441.50070	135.50
TRACTOR SUPPLY CREDIT PLAN	73891	06/06/2012	5/25/12	101.43.5200.443.60016	42.83
TRACTOR SUPPLY CREDIT PLAN	74705	06/06/2012	6/1/12	101.43.5200.443.60016	53.55
ULI MINNESOTA	8117-1217	05/30/2012	ATTENDEE THOMAS J. LINK	101.45.3000.419.50080	35.00
UNIFORMS UNLIMITED	121626	06/06/2012	ACCOUNT I14866	101.42.4000.421.60045	121.83
UNITED WAY	INV0010264	06/01/2012	UNITED WAY	101.203.2031300	160.00
UNIVERSITY NATIONAL BANK	INV0010247	06/01/2012	STEVE HER FILE #62-CV-07-3401	101.203.2031900	457.12
US BANK	6/1/12	05/29/2012	JUNE 1, 2012 WIRE PAYMENT	101.42.4000.421.70530	6,379.17
VANDERHEYDEN LAW OFFICE, P.A.	INV0010213	06/01/2012	BRIAN HENDEL FILE #62-CV-08-11330	101.203.2031900	352.72
WALKER LAWN CARE, INC.	2473	05/30/2012	6015 CONCORD	101.45.3000.419.30700	152.65
WIRTH PROPERTIES MANAGEMENT	647	05/30/2012	3596 70TH ST E	101.45.3000.419.30700	162.50
WIRTH PROPERTIES MANAGEMENT	648	05/30/2012	LOT 70TH AND CLEVE	101.45.3000.419.30700	81.25
WIRTH PROPERTIES MANAGEMENT	650	06/06/2012	2144 67TH ST E	101.45.3000.419.30700	162.50
XCEL ENERGY	324525847	06/06/2012	ACCOUNT 51-4779167-3	101.44.6000.451.40010	165.99
XCEL ENERGY	324525847	06/06/2012	ACCOUNT 51-4779167-3	101.44.6000.451.40020	1,036.23
ZOYA, KENT	MAY 2012	05/30/2012	REIMBURSE-MAY 2012 EXPENSES	101.42.4200.423.60065	63.01
Fund: 101 - GENERAL FUND					331,673.28
FUN MINNESOTA	4/18/12	05/30/2012	EZ MARKETING CO-OP ADS MAY 5 & AUC	201.44.1600.465.50025	350.00
RIVER HEIGHTS CHAMBER OF COMMERCE	2608	06/06/2012	MAY 2012 ADMIN SERVICES	201.44.1600.465.30700	1,666.67
RIVER HEIGHTS CHAMBER OF COMMERCE	2608	06/06/2012	MAY 2012 ADMIN SERVICES	201.44.1600.465.40065	200.00
Fund: 201 - C.V.B. FUND					2,216.67
BUDGET SIGN AND GRAPHICS	52656	06/06/2012	3/21/12	204.44.6100.452.60009	96.19
EBERT, LESLIE	5/21/12	06/06/2012	OVERPAYMENT ON ENROLLMENT FEE RE	204.44.6100.452.70450	5.00
FIRST IMPRESSION GROUP, THE	48641	06/06/2012	3022	204.44.6100.452.60009	342.81
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	204.44.6100.452.20620	76.20
NEXTEL COMMUNICATIONS	302193319-126	06/06/2012	ACCOUNT 302193319	204.44.6100.452.50020	90.92
SAM'S CLUB	5/23/12 RECREATION	06/06/2012	7715 0900 6570 2540	204.44.6100.452.60009	7.04
SAM'S CLUB	5/23/12 RECREATION	06/06/2012	7715 0900 6570 2540	204.44.6100.452.60009	6.43
Fund: 204 - RECREATION FUND					624.59
1ST LINE/LEEWEES VENTURES LLC	99521	06/06/2012	INVE-200	205.44.6200.453.76050	28.10
2ND WIND EXERCISE, INC.	21-034224	06/06/2012	5/21/12	205.44.6200.453.40042	215.15
ACE PAINT & HARDWARE	510820/5	06/06/2012	3/19/12	205.44.6200.453.60016	15.46
COMCAST	5/12/12 8772 10 591 01271	06/06/2012	ACCOUNT 8772 10 591 0127188	205.44.6200.453.50070	270.49
DALCO ROOFING & SHEET METAL INC	046227	06/06/2012	S0073137	205.44.6200.453.40040	377.44
ECSI SYSTEM INTEGRATORS	10649	06/06/2012	CUSTOMER 165950	205.44.6200.453.40040	91.25
ECSI SYSTEM INTEGRATORS	10649	06/06/2012	CUSTOMER 165950	205.44.6200.453.40040	91.25
GOPHER	8440097	03/07/2012	ORDER #3268240	205.44.6200.453.60040	224.33
GRAINGER	9839500635	06/06/2012	ACCOUNT 806460150	205.44.6200.453.60011	579.05
GRAINGER	9827392268	06/06/2012	ACCOUNT 806460150	205.44.6200.453.60016	25.35
GRAINGER	9839863678	06/06/2012	ACCOUNT 806460150	205.44.6200.453.60016	173.28
HAWKINS, INC.	3344358	06/06/2012	CUSTOMER 108815	205.44.6200.453.60024	2,999.11
HILLYARD INC	600192364	06/06/2012	CUSTOMER 285036	205.44.6200.453.60011	1,856.96
HILLYARD INC	600192364	06/06/2012	CUSTOMER 285036	205.44.6200.453.60011	1,856.95
HILLYARD INC	700028568	06/06/2012	CUSTOMER 274069	205.44.6200.453.60011	57.75

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HILLYARD INC	700028568	06/06/2012	CUSTOMER 274069	205.44.6200.453.60011	57.74
HILLYARD INC	600244471	06/06/2012	CUSTOMER 274069	205.44.6200.453.60011	422.80
HILLYARD INC	600244471	06/06/2012	CUSTOMER 274069	205.44.6200.453.60011	422.79
JOHNSON CONTROLS	1-5199992417	06/06/2012	CUSTOMER 1295202	205.44.6200.453.40040	1,383.23
LIFE FITNESS	3900270	06/06/2012	CUSTOMER 170436	205.44.6200.453.40042	82.01
M & E ENGINEERING INC	5848	06/06/2012	INVER GROVE VENTILATION REVISION	205.44.6200.453.80200	7,299.80
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	205.44.6200.453.20620	12.58
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	205.44.6200.453.20620	12.58
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	205.44.6200.453.20620	26.37
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	205.44.6200.453.20620	26.62
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	205.44.6200.453.20620	26.36
NAC MECHANICAL & ELECTRICAL SERVICE	81965	06/06/2012	CLIENT 8712-1	205.44.6200.453.40040	283.00
NAC MECHANICAL & ELECTRICAL SERVICE	82046	06/06/2012	CLIENT 8712-1	205.44.6200.453.40040	30,209.76
NEXTEL COMMUNICATIONS	573073317-126	06/06/2012	ACCOUNT 573073317	205.44.6200.453.50020	151.76
NEXTEL COMMUNICATIONS	573073317-126	06/06/2012	ACCOUNT 573073317	205.44.6200.453.50020	75.57
NEXTEL COMMUNICATIONS	573073317-126	06/06/2012	ACCOUNT 573073317	205.44.6200.453.50020	10.78
NEXTEL COMMUNICATIONS	573073317-126	06/06/2012	ACCOUNT 573073317	205.44.6200.453.50020	10.79
NEXTEL COMMUNICATIONS	573073317-126	06/06/2012	ACCOUNT 573073317	205.44.6200.453.50020	75.58
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60016	8.54
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60016	7.47
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60040	26.75
SAM'S CLUB	4/23/12 ACCT #7715009006	05/16/2012	4/23/12 ACCT #7715090061606950	205.44.6200.453.60065	(39.99)
SAM'S CLUB	5/23/12 RECREATION	06/06/2012	7715 0900 6570 2540	205.44.6200.453.60065	16.04
SAM'S CLUB	5/23/12 RECREATION	06/06/2012	7715 0900 6570 2540	205.44.6200.453.60065	10.42
SAM'S CLUB	5/23/12 RECREATION	06/06/2012	7715 0900 6570 2540	205.44.6200.453.60065	52.31
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	35.55
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	101.58
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	12.26
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	56.00
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	30.40
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	28.81
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	4.47
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	10.15
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	6.96
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	14.27
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	44.10
SAM'S CLUB	5/23/12 VMCC CREDIT	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.60065	(39.99)
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.76050	118.52
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.76050	20.38
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.76050	48.86
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.76050	88.99
SAM'S CLUB	5/23/12 VMCC	06/06/2012	ACCOUNT 7715 0900 6160 6950	205.44.6200.453.76050	7.68
ZIMMER, ERIC	3/28/12	06/06/2012	REIMBURSE-ARTHRITIS FOUNDATION	205.44.6200.453.50070	45.88
Fund: 205 - COMMUNITY CENTER					50,168.45
PROGRESS PLUS	85	06/06/2012	6/12-12/12 MEMBERSHIP	290.45.3000.419.50070	12,500.00
RIVER HEIGHTS CHAMBER OF COMMERCE	2155	06/06/2012	2/7/12	290.45.3000.419.50070	45.00
RIVER HEIGHTS CHAMBER OF COMMERCE	1982	06/06/2012	5/30/12	290.45.3000.419.50070	30.00
Fund: 290 - EDA					12,575.00
EHLERS AND ASSOCIATES, INC.	63044	06/06/2012	ARBITRAGE MONITORING SERVICES	348.57.9000.570.30150	4,000.00
Fund: 348 - G.O. EQUIP. CERT. 2007A					4,000.00
EHLERS AND ASSOCIATES, INC.	63028	05/30/2012	ARBITRAGE MONITORING SERVICES 5/18	349.57.9000.570.30150	4,000.00
Fund: 349 - G.O. IMPROVEMENT 2007B					4,000.00
BRAUN INTERTEC CORPORATION	350192	06/06/2012	PROJECT BL-04-03519	402.44.6000.451.30700	344.50
Fund: 402 - PARK ACQ. & DEV. FUND					344.50
DAKOTA CTY PROP TAXATION & RECORDS	1/26/12 ABSTRACT FEES	05/30/2012	ABSTRACT FEE DOC NO 2844876/77	425.72.5900.725.30700	92.00
MN POLLUTION CONTROL AGENCY	7700004492	05/30/2012	PROJECT VP26510	425.72.5900.725.30300	62.50
Fund: 425 - 2005 IMPROVEMENT FUND					154.50
SHORT ELLIOTT HENDRICKSON, INC.	256261	06/06/2012	CLIENT 4340	426.72.5900.726.30300	58,650.00
Fund: 426 - 2006 IMPROVEMENT FUND					58,650.00
EMMONS & OLIVIER RESOURCES	00095-0027-13	05/30/2012	JOB 00095-0027	429.72.5900.729.30300	475.00
Fund: 429 - 2009 IMPROVEMENT FUND					475.00
BRAUN INTERTEC CORPORATION	351689	06/06/2012	PROJECT BL-09-03906B	431.73.5900.731.30700	4,734.50
XCEL ENERGY	6/6/12 66TH STREET	06/06/2012	MOVING POWER LINES UNDERGROUND	431.73.5900.731.30700	20,153.37
Fund: 431 - 2011 IMPROVEMENT FUND					24,887.87
DANNER LANDSCAPING	8753	06/06/2012	5/21/12	432.73.5900.732.80300	513.00
HD SUPPLY WATERWORKS LTD	4825048	06/06/2012	ACCOUNT 099872	432.73.5900.732.80300	168.88
Fund: 432 - 2012 IMPROVEMENTS					681.88

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTH ST PAUL, CITY OF	MAY WATER BILL 2012	05/30/2012	MAY WATER BILL 2012	441.207.2070800	47.76
Fund: 441 - STORM WATER MANAGEMENT					47.76
ST CROIX TREE SERVICE	71943	06/06/2012	5/4/12	443.74.5900.743.60016	5,963.63
Fund: 443 - TREE PRESERVATION FUND					5,963.63
EMMONS & OLIVIER RESOURCES	00095-0027-13	05/30/2012	JOB 00095-0027	446.74.5900.746.30300	475.00
Fund: 446 - NW AREA					475.00
BARR ENGINEERING COMPANY	23190218.00-199	05/30/2012	PINE BEND LANDFILL	451.75.5900.751.30700	1,655.00
BARR ENGINEERING COMPANY	23190218.00-200	05/30/2012	PINE BEND LANDFILL	451.75.5900.751.30700	1,655.00
Fund: 451 - HOST COMMUNITY FUND					3,310.00
ACE PAINT & HARDWARE	511841/5	06/06/2012	6/4/12	501.50.7100.512.60016	12.26
AMERICAN WATER WORKS ASSN	7000490537	05/30/2012	CUSTOMER 00454246	501.50.7100.512.50070	179.00
DALCO CORPORATION	2426884	06/06/2012	ORDER 5UOU1/00	501.50.7100.512.60011	399.72
DALCO CORPORATION	2434683	06/06/2012	ORDER 5VONH/00	501.50.7100.512.60011	230.25
DALCO CORPORATION	2436762	06/06/2012	ORDER 5V3BK/00	501.50.7100.512.60011	(225.33)
GOPHER STATE ONE-CALL	41484	06/06/2012	MN00435	501.50.7100.512.30700	806.20
HACH COMPANY	7741673	05/30/2012	ACCOUNT 255136	501.50.7100.512.60019	2,712.76
HAWKINS, INC.	3345639	06/06/2012	123650	501.50.7100.512.60019	569.00
HD SUPPLY WATERWORKS LTD	4873135	06/06/2012	ACCOUNT 099872	501.50.7100.512.75500	1,083.13
HD SUPPLY WATERWORKS LTD	4873139	06/06/2012	ACCOUNT 099872	501.50.7100.512.75500	578.76
JOHN ROBERTS COMPANY	214471	05/30/2012	H152	501.50.7100.512.50030	65.00
KAT-KEY'S LOCK & SAFE CO.	99243	06/06/2012	5/21/12	501.50.7100.512.40040	745.41
LAKELAND ENGINEERING EQUIPMENT CO.	12249740-01	06/06/2012	5/30/12	501.50.7100.512.40042	759.52
M & J SERVICES, LLC	231	06/06/2012	5/21/12	501.50.7100.512.40043	2,395.00
MN GLOVE & SAFETY, INC.	263213	06/06/2012	5/24/12	501.50.7100.512.60045	44.99
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	501.50.7100.512.20620	57.42
MTI DISTRIBUTING CO	844874-00	06/06/2012	CUSTOMER 91180	501.50.7100.512.60016	262.76
SOUTH ST PAUL, CITY OF	MAY WATER BILL 2012	05/30/2012	MAY WATER BILL	501.50.7100.512.40005	168.03
SPRINT	842483314-126	05/30/2012	ACCOUNT 842483314	501.50.7100.512.50020	283.86
TKDA	002012001241	05/30/2012	PROJECT 0014026.007	501.50.7100.512.30700	1,366.40
VESSCO INC	54025	05/30/2012	CUSTOMER 13641	501.50.7100.512.40040	240.61
WALKER LAWN CARE, INC.	2469	05/30/2012	3680 77TH ST E	501.50.7100.512.60016	725.94
Fund: 501 - WATER UTILITY FUND					13,460.69
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	502.51.7200.514.20620	36.98
SOUTH ST PAUL, CITY OF	MAY WATER BILL 2012	05/30/2012	MAY WATER BILL 2012	502.51.7200.514.40015	432.88
Fund: 502 - SEWER UTILITY FUND					469.86
ACE PAINT & HARDWARE	511723/5	05/30/2012	5/23/12	503.52.8500.526.60065	6.94
ADVANCED SEPTIC SOLUTIONS INC	11801	05/30/2012	5/26/12	503.52.8500.526.40015	850.00
ADVANCED SEPTIC SOLUTIONS INC	11801	05/30/2012	5/26/12	503.52.8600.527.40015	850.00
ARAMARK REFRESHMENT SERVICES	9993209	05/30/2012	CUSTOMER 48128	503.52.8300.524.76100	134.58
ARCTIC GLACIER, INC.	377214307	05/30/2012	ACCOUNT 1726134	503.52.8300.524.60065	163.84
ARCTIC GLACIER, INC.	463214600	05/30/2012	ACCOUNT 1726134	503.52.8600.524.60065	34.12
BEST BEVERAGE	173	05/30/2012	ALE TRAINING 5/22/12	503.52.8300.524.50070	275.00
COCA COLA BOTTLING COMPANY	0178517507	05/30/2012	5/24/12	503.52.8300.524.76100	615.56
COLLEGE CITY BEVERAGE	304207	05/30/2012	CUSTOMER 03592	503.52.8300.524.76150	472.30
DEX MEDIA EAST	5/20/12 110360619	06/06/2012	ACCOUNT 110360619	503.52.8500.526.50025	108.97
G & K SERVICES	1182757533	05/30/2012	CUSTOMER 01574-01	503.52.8600.527.60045	142.88
G & K SERVICES	1182625737A	05/30/2012	ACCOUNT 01574-01 CREDIT	503.52.8600.527.60045	(129.90)
GERTENS	252144	05/30/2012	ORDER 259041	503.52.8600.527.60020	272.80
GERTENS	252327	05/30/2012	CUSTOMER 100464	503.52.8600.527.60020	30.00
GRANDMA'S BAKERY	236944	05/30/2012	5/23/12	503.52.8300.524.76050	38.53
GRANDMA'S BAKERY	237207	05/30/2012	5/24/12	503.52.8300.524.76050	35.64
GRANDMA'S BAKERY	237492	05/30/2012	5/25/12	503.52.8300.524.76050	38.53
GRANDMA'S BAKERY	238269	05/30/2012	5/26/12	503.52.8300.524.76050	41.42
GRANDMA'S BAKERY	238274	05/30/2012	5/27/12	503.52.8300.524.76050	41.42
GRANDMA'S BAKERY	238313	05/30/2012	5/28/12	503.52.8300.524.76050	41.42
GRANDMA'S BAKERY	238578	05/30/2012	5/29/12	503.52.8300.524.76050	35.63
HANCO CORPORATION	622267	05/30/2012	DOC#426692	503.52.8600.527.60014	236.10
JJ TAYLOR DIST. COMPANY OF MN	1791160	05/30/2012	CUSTOMER 00834	503.52.8300.524.76150	608.80
MENARDS - WEST ST. PAUL	20037	05/30/2012	ACCOUNT 30170265	503.52.8600.527.60012	101.84
METRO SALES	081116	05/30/2012	CUSTOMER 01X544	503.52.8500.526.60010	140.00
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	503.52.8000.521.20620	19.05
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	503.52.8500.526.20620	17.02
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	503.52.8600.527.20620	44.97
NIKE USA, INC.	841432060	05/30/2012	CUSTOMER 79282	503.52.8200.523.76250	188.28
REINDERS, INC.	3014922-00	05/30/2012	CUSTOMER 326799	503.52.8600.527.60035	4,117.13
TITLEIST	0613501	05/30/2012	ACCOUNT 008363 1243 062177 1243 00:	503.52.8200.523.76450	898.95
TITLEIST	0625586	05/30/2012	ACCOUNT 008363 1243 062177 1243 00:	503.52.8200.523.76450	2,284.94
TITLEIST	0625609	05/30/2012	ACCOUNT 008363 1243 062177 1243 00:	503.52.8200.523.76450	119.87
TITLEIST	0631999	05/30/2012	ACCOUNT 008363 1243 062177 1243 00:	503.52.8200.523.76450	403.98
US FOODSERVICE	3632092	05/30/2012	CUSTOMER 03805983	503.52.8300.524.60065	375.65
US FOODSERVICE	3632092	05/30/2012	CUSTOMER 03805983	503.52.8300.524.76050	563.64

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WESTERN PETROLEUM COMPANY	97100858-41801	05/30/2012	CUSTOMER 112743	503.52.8600.527.60022	1,326.49
WILSON SPORTING GOODS	4511476957	05/30/2012	ACCOUNT 187981/945330	503.52.8000.521.40055	195.00
WILSON SPORTING GOODS	4511476956	05/30/2012	ACCOUNT 187981/945330	503.52.8200.523.76250	175.00
WINFIELD SOLUTIONS, LLC	000057780236	05/30/2012	ORDER 27189592	503.52.8600.527.60020	1,044.47
WINFIELD SOLUTIONS, LLC	000057780245	05/30/2012	ORDER 27189624	503.52.8600.527.60035	2,272.35
XCEL ENERGY	326399237	05/30/2012	ACCOUNT 51-5877511-0	503.52.8600.527.40020	24.57
XCEL ENERGY	1927.31	05/30/2012	ACCOUNT 51-5877512-1	503.52.8600.527.40020	1,927.31

Fund: 503 - INVER WOOD GOLF COURSE 21,185.09

MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	602.00.2100.415.20620	2.17
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Fund: 602 - RISK MANAGEMENT 2.17

ACE PAINT & HARDWARE	511707/5	06/06/2012	5/22/12	603.00.5300.444.40040	14.51
ACE PAINT & HARDWARE	511563/5	06/06/2012	5/9/12	603.00.5300.444.40041	3.20
ACE PAINT & HARDWARE	511618/5	06/06/2012	5/14/12	603.00.5300.444.60012	18.13
ACE PAINT & HARDWARE	511636/5	06/06/2012	5/15/12	603.00.5300.444.60012	14.94
ACE PAINT & HARDWARE	511654/5	06/06/2012	5/16/12	603.00.5300.444.60012	9.60
ACE PAINT & HARDWARE	511789/5	06/06/2012	5/31/12	603.00.5300.444.60012	2.67
ARAMARK UNIFORM SERVICES	629-7502164	05/30/2012	CUSTOMER 15353001	603.00.5300.444.40065	82.79
ARAMARK UNIFORM SERVICES	629-7506977	06/06/2012	CUSTOMER 15353001	603.00.5300.444.40065	68.12
ARAMARK UNIFORM SERVICES	629-7502164	05/30/2012	CUSTOMER 15353001	603.00.5300.444.60045	38.38
ARAMARK UNIFORM SERVICES	629-7506977	06/06/2012	CUSTOMER 15353001	603.00.5300.444.60045	23.18
CARQUEST AUTO PARTS STORES	1596-176431	05/30/2012	CUSTOMER 614420	603.00.5300.444.40041	49.58
CARQUEST AUTO PARTS STORES	1596-176722	06/06/2012	CUSTOMER 614420	603.00.5300.444.40041	16.35
CARQUEST AUTO PARTS STORES	1596-176885	06/06/2012	CUSTOMER 614420	603.00.5300.444.40041	25.54
CARQUEST AUTO PARTS STORES	1596-176942	06/06/2012	CUSTOMER 614420	603.00.5300.444.40041	(9.82)
CARQUEST AUTO PARTS STORES	1596-177023	06/06/2012	CUSTOMER 614420	603.00.5300.444.40041	33.90
CARQUEST AUTO PARTS STORES	1596-177019	06/06/2012	CUSTOMER 614420	603.00.5300.444.40041	(49.62)
CARQUEST AUTO PARTS STORES	1596-176266	05/30/2012	CUSTOMER 614420	603.00.5300.444.60012	18.17
CARQUEST AUTO PARTS STORES	1596-176610	05/30/2012	CUSTOMER 614420	603.00.5300.444.60012	3.43
CARQUEST AUTO PARTS STORES	1596-176894	06/06/2012	CUSTOMER 614420	603.00.5300.444.60012	19.65
CARQUEST AUTO PARTS STORES	1596-176677	05/30/2012	CUSTOMER 614420	603.140.1450050	56.06
CARQUEST AUTO PARTS STORES	1596-176722	06/06/2012	CUSTOMER 614420	603.140.1450050	7.95
CUSTOM FIRE APPARATUS INC	14311	06/06/2012	5/23/12	603.00.5300.444.40041	347.15
DEALER AUTOMOTIVE SERVICES, INC	1-072024	06/06/2012	CUSTOMER 46612	603.00.5300.444.40041	386.33
EMERGENCY APPARATUS MAINTENANCE	61676	06/06/2012	ENGINE 33 (3633)	603.00.5300.444.40041	1,619.46
EMERGENCY APPARATUS MAINTENANCE	61677	06/06/2012	ENGINE 3681 (E-11)	603.00.5300.444.40041	1,829.85
GALLS INC	512176053	05/30/2012	ACCOUNT 5291308	603.00.5300.444.80700	212.28
INVER GROVE FORD	5087638	05/30/2012	5/21/12	603.00.5300.444.40041	338.68
INVER GROVE FORD	5087752	05/30/2012	5/22/12	603.00.5300.444.40041	113.10
INVER GROVE FORD	5087829	05/30/2012	5/23/12	603.00.5300.444.40041	116.29
INVER GROVE FORD	5087908	05/30/2012	5/24/12	603.00.5300.444.40041	89.94
INVER GROVE FORD	5088088	06/06/2012	5/29/12	603.00.5300.444.40041	514.64
MINNESOTA PETROLEUM SERVICE	87545	06/06/2012	5/24/12	603.00.5300.444.40040	392.60
MN GLOVE & SAFETY, INC.	263333	06/06/2012	DOC NO 008694	603.00.5300.444.60012	45.85
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	603.00.5300.444.20620	21.10
MTI DISTRIBUTING CO	843186-00	05/30/2012	5/15/12	603.00.5300.444.40041	151.75
NAPA OF INVER GROVE HEIGHTS	299272	06/06/2012	5/18/12	603.00.5300.444.40041	18.38
POMP'S TIRE SERVICE, INC.	450000170	05/23/2012	CUSTOMER 4502557	603.00.5300.444.40041	80.34
POMP'S TIRE SERVICE, INC.	450000279	05/23/2012	CUSTOMER 4502557	603.00.5300.444.40041	93.04
POMP'S TIRE SERVICE, INC.	284019	05/23/2012	CUSTOMER 4502557	603.00.5300.444.60014	(502.31)
POMP'S TIRE SERVICE, INC.	450000488	06/06/2012	customer 4502557	603.140.1450050	2,292.00
SCHARBER & SONS	011098692	05/30/2012	ACCOUNT 4502581	603.00.5300.444.40041	30.82
SHERWIN-WILLIAMS	3380-2	06/06/2012	ACCOUNT 6682-5453-5	603.00.5300.444.40040	909.22
SHERWIN-WILLIAMS	3407-3	06/06/2012	ACCOUNT 6682-5453-5	603.00.5300.444.40040	72.13
SHERWIN-WILLIAMS	3423-0	06/06/2012	ACCOUNT 6682-5453-5	603.00.5300.444.40040	428.39
SHERWIN-WILLIAMS	3489-1	06/06/2012	ACCOUNT 6682-5453-5	603.00.5300.444.40040	542.96
SUMMIT FIRE PROTECTION	1293623	06/06/2012	CITYIGHX	603.00.5300.444.40040	3,670.00
SUMMIT FIRE PROTECTION	1293624	06/06/2012	CITYIGHX	603.00.5300.444.40040	575.00
TRACTOR SUPPLY CREDIT PLAN	74491	06/06/2012	5/31/12	603.00.5300.444.40040	44.17
TRACTOR SUPPLY CREDIT PLAN	74521	06/06/2012	5/31/12	603.00.5300.444.60012	107.11
TRENCHERS PLUS, INC.	IT75717	06/06/2012	R03634	603.00.5300.444.40041	11.02
VERONA SAFETY SUPPLY, INC.	91314	06/06/2012	5/14/12	603.00.5300.444.60012	22.21
VERONA SAFETY SUPPLY, INC.	91188	06/06/2012	5/10/12	603.00.5300.444.60065	32.14
YOCUM OIL COMPANY, INC.	209893	05/30/2012	CUSTOMER 502860	603.00.5300.444.40040	295.00
YOCUM OIL COMPANY, INC.	209894	05/30/2012	CUSTOMER 502860	603.00.5300.444.40040	295.00
YOCUM OIL COMPANY, INC.	209895	05/30/2012	CUSTOMER 502860	603.00.5300.444.40040	295.00
YOCUM OIL COMPANY, INC.	490997	06/06/2012	CUSTOMER 502860	603.140.1450050	6,255.40
ZIEGLER INC	PC001380230	06/06/2012	OOC636690	603.00.5300.444.40041	19.47

Fund: 603 - CENTRAL EQUIPMENT 22,212.22

OFFICE DEPOT	5/17/12 6011 5685 1008 8806/06/2012		ACCOUNT 6011 5685 1008 8883	604.00.2200.416.60010	18.58
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Fund: 604 - CENTRAL STORES 18.58

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LONE OAK COMPANIES	55215	05/30/2012	MAILING 5/21/12	605.00.7500.460.50035	230.99
LONE OAK COMPANIES	6/4/12 UP POSTAGE	06/04/2012	UP POSTAGE 6/4/12	605.00.7500.460.50035	1,369.53
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	605.00.7500.460.20620	8.51
Fund: 605 - CITY FACILITIES					1,609.03
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	606.00.1400.413.20620	11.29
WORKS COMPUTING, INC.	18267	06/06/2012	INVER	606.00.1400.413.30700	945.00
Fund: 606 - TECHNOLOGY FUND					956.29
MN LIFE INSURANCE CO	JUNE 2012	06/06/2012	POLICY #0027324	703.43.5500.446.20620	2.36
Fund: 703 - LANDFILL ABATEMENT					2.36
Grand Total					560,164.42

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Accepting the MS4 Annual Report for 2011

Meeting Date: June 11, 2012
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 641-450-2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

SAT

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 resolution accepting the MS4 Annual Report for 2011.

SUMMARY

The implementation requirements of the City's NPDES MS4 (Storm Water) Permit require the City to prepare an Annual Report to the MPCA. Staff was able to accomplish all of the necessary tasks associated with the Storm Water Permit. A copy of the MS4 Annual Report for 2011 is attached.

The City completed a program that took care of all aspects of our Annual Report, including the annual meeting, developing and providing required education materials for the general public, providing required staff training, and providing an inspection and record keeping database for City use.

The Annual Report was presented to the public at the May 31, 2012 annual meeting. Two residents attended the meeting and provided comments regarding the MS4 program and annual report. A copy of the presentation is attached for your information. The comments received did not result in any significant changes to the City's MS4 Program and a Record of Decision was prepared (see attached). The City's 2011 MS4 Program included improvement actions, maintenance programs, training, and inspections. In 2011, the City initiated a new five-year annual inspection plan for identifying and correcting the storm water facility maintenance needs, adopted a new Coal Tar Restriction Ordinance, adopted a new Illicit Discharge Detection and Elimination Ordinance, moved forward on the Storm Water Utility Ordinance and Fees being fully implemented in 2012. The City will be required to apply for a new MS4 Permit in 2012. Additional information on the permit renewal will be presented at a later time.

I recommend approval of the resolution accepting the 2011 MS4 Annual Report and Record of Decision. The City must provide this Annual Report to the MPCA by June 30, 2012.

TJK/kf

- Attachments: Resolution
- 2011 Record of Decision
- MS4 Annual Report
- Presentation at the Annual Meeting

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY**

RESOLUTION ACCEPTING THE MS4 ANNUAL REPORT FOR 2011

RESOLUTION NO. _____

WHEREAS, in order to complete all required tasks to implement the City's NPDES MS4 (Storm Water) Permit in a timely manner, the City Public Works Department conducted various activities throughout 2011 to implement and track the MPCA's Best Management Practices (BMPs) to meet the required minimum control measures of the permit; and

WHEREAS, the City compiles the MS4 activities in a Record of Activities, prepared an Annual Report for 2011 and conducted an Annual Meeting to present the MS4 Report to the public; and

WHEREAS, the City heard comments from its residents and concluded that the MS4 activities for 2011 met the permit requirements and staff prepared the 2011 Record of Decision following the May 31, 2012 Annual Meeting.

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

1. The 2011 Record of Decision and the MS4 Annual Report for 2011 are hereby accepted and staff is directed to present the Annual Report to the MPCA prior to the June 30, 2012 deadline.

Adopted by the City Council of Inver Grove Heights this 11th day of June 2012.

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy Clerk

2011 RECORD OF DECISION

June 11, 2012

CITY OF INVER GROVE HEIGHTS, MN NPDES PHASE II: SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4) {Part V.G.2.b.1-3, c.}

Pursuant to the 2006 NPDES Phase II: MS4 requirements, the following Record of Decision was created in response to public comments received at the 2011 annual public meeting held at 5pm on May 31, 2012 at Inver Grove Heights City Hall, 8150 Barbara Avenue in Inver Grove Heights, MN.

Background & Comments

Tom Kaldunski, P.E., City Engineer, presented an overview of the City's Storm Water Pollution Prevention Plan, and outlined the 6 minimum control measures the City implemented in 2011 and goals for 2012. The meeting was to encourage public comment, determine the appropriateness of the current plan and incorporate public feedback into the SWPPP (if applicable).

Two residents attended the meeting and no comments were received from the public prior to the start of the meeting. Public comments received at the meeting consisted of general interest questions on sediment load entering Schmidt Lake, smart salting practices, grants available for improving salting practices, costs of rain gardens and bioretentions basins in comparison to pipe and pond approach, and general overview of funding such improvements.

City staff provided general information on these topics and sources were residents can obtain additional information, if desired. Due to the nature of the comments received, no formal response or SWPPP modifications are required by the City.

Any questions regarding the NPDES Phase II: MS4 requirements for the City of Inver Grove Heights may be directed to Tom Kaldunski, City Engineer at 651-450-2572.

<End of Record of Decision>



Minnesota Pollution Control Agency

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 Annual Report for 2011

Municipal Separate Storm Sewer Systems (MS4s)

Reporting period January 1, 2011 to December 31, 2011

Due June 30, 2012

Doc Type: Permitting Annual Report

Instructions: By completing this mandatory MS4 Annual Report form, you are providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices (BMPs) and progress towards achieving your identified measurable goals for each of the minimum control measures as required by the MS4 Permit. If a permittee determines that program status or compliance with the permit can not be adequately reflected within the structure of this form additional explanation and/or information may be referenced in an attachment. This form has significant limitations and provides only a snap shot of MS4 compliance with the conditions in the permit. After reviewing the information, MPCA staff may need to contact the permittee to clarify or seek additional information.

Submittal: This MS4 Annual Report must be submitted electronically to the MPCA using the submit button at the end of the form, from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields (these fields also have a red border), and must be completed before the form will send. A confirmation e-mail will be sent in response to electronic submissions.

If you have further questions, please contact one of these MPCA staff members (toll-free 800-657-3864):

- Joyce Cieluch 218-846-8126
- Scott Fox 651-757-2368
- Amy Garcia 651-757-2377

General Contact Information (*Required fields)

*Name of MS4: City of Inver Grove Heights *Contact name: Thomas J. Kaldunski, P.E.
 *Mailing address: 8150 Barbara Avenue
 *City: Inver Grove Heights *State: MN *Zip code: 55077
 *Phone (including area code): (651) 450-2572 *E-mail: tkaldunski@invergroveheights.org

Minimum Control Measure 1: Public Education and Outreach [V.G.1] (*Required fields)

- A. The permit requires each permittee to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and steps that the public can take to reduce pollutants in stormwater runoff. [Part V.G.1.a]

Note: Please indicate which of the following distribution methods you used. Indicate the number distributed in the spaces provided (enter "0" if the method was not used or "NA" if the data does not exist):

Media type	Number of media	Number of times published	Circulation/ Audience
<i>Example: Brochures:</i>	<i>3 different brochures</i>	<i>published 5 times</i>	<i>about 10,000</i>
Brochures:	12 LMRWMO Annual Report	1	South Metro
Newsletter:	13 Articles, Insights	each article once	about 14,400
Posters:	Several Displays/Kiosks	Daily at MN State Fair	over 50,000
Newspaper articles:	1 Notice	1	Local Paper
Utility bill inserts:			
Radio ads:	1 KNOW-FM Radio	52	532,700 Statewide
Television ads:			
Cable Access Channel:			
Other: Rain Garden Program	4	1	19
Other: Website	1	Entire 2011 year	34,000
Other: Erosion Control Handouts	1	1	22 Permits

- B. *Do you use a website as a tool to distribute stormwater educational materials? Yes No
 What is the URL: www.ci.inver-grove-heights.mn.us/index.aspx?NID=185
- C. If you answered yes in question B. above, do you track hits to the website? Yes No
 How many hits were to the stormwater webpage: 34,000 on website (don't track page)
- D. *Did you hold stormwater related events, presentations to schools or other such activities? Yes No
 If yes, please describe:
 Four meetings with businesses and residents on the Storm Water Utility. A roadside raingarden informational meeting. Partnered with DCSWCD to provide field installation and maintenance training for residents receiving roadside raingardens. Girl Scout CB labeling and parks cleanup.
- E. *Have specific messages been developed and distributed during this reporting year for Minimum Control Measure (MCM):
 MCM 1: Yes No MCM 4: Yes No
 MCM 2: Yes No MCM 5: Yes No
 MCM 3: Yes No MCM 6: Yes No
- F. *Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc., to assist you in fulfilling the requirements for MCM 1? Yes No
- G. List those entities with which you have partnered to meet the requirements of this MCM and describe the nature of the agreement(s): *(Attach a separate sheet if necessary.)*
 We have a joint powers services agreement (JPA) with DCSWCD in order to perform a water quality evaluation, public education, staff training, rain garden construction and maintenance consultation. A JPA with DCSWCD for a \$50,000 grant in relation to the Urban Cost Share Program for water quality improvements on the South Grove Area 6 project. City is a member of MCSC. City participates in LMRWMO Board and TEP's. City participates in Gun Club WMO and Met Council C.A.M.P. program for water quality testing. City Staff training on Illicit Discharge.
- H. *Have you developed methods to assess the effectiveness of your public education/outreach program? Yes No
 If yes, please describe:
 We worked with the DCSWCD in order to complete a raingarden water budget for neighborhoods which identify the best candidates. DCSWCD then marketed the raingarden benefits to the identified candidates.

Minimum Control Measure 2: Public Participation/Involvement [V.G.2] (*Required fields)

- A. *Did you hold a public meeting to present accomplishments and to discuss your Stormwater Pollution Prevention Program (SWPPP)? [Part V.G.1.e] Yes No
 If no, explain:
- B. What was the date of the public meeting (mm/dd/yyyy): 05/31/2012
- C. How many citizens attended specifically for stormwater (excluding board/council members and staff/hired consultants)? 12
- D. Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function (City Council meeting, other public event, etc.)? Stand-alone Combined
- E. *Each permittee must solicit and consider input from the public prior to submittal of the annual report. Did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3] Yes No
- F. *Have you revised your SWPPP in response to written or oral comments received from the public since the last annual reporting cycle? [Part V.G.2.c] Yes No
 If yes, describe: *(Attach a separate sheet if necessary.)*

Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3] (*Required fields)

The permit requires permittees to develop, implement, and enforce a program to detect and eliminate illicit discharges as defined in 40 CFR 122.26(b)(2). You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. *Did you update your storm sewer system map? Yes No

If yes, please explain which components (ponds, pipes, outfalls, waterbodies, etc.) were updated/added:

New storm systems were added to the GIS mapping. Various storm water features were verified and corrected as necessary.

Note: The storm sewer system map was to be completed by June 30, 2008. [Part V.G.3.a]

- B. *Have you modified the format in which the map is available? Yes No

C. If yes, indicate the new format:

Hardcopy only GIS system CAD Other system: _____

- D. *Have you established an ordinance or other regulatory mechanism to prohibit illicit discharges and/or non-stormwater discharges from entering the MS4? Yes No

Note: The permit required the ordinance or other regulatory mechanism to be established by June 30, 2010 [Part V.G.3.b].

- E. If yes, indicate which mechanism you have established: Ordinance Regulatory

F. If you answered yes in question D above, provide the date the ordinance or other regulatory mechanism was adopted (mm/dd/yyyy): 10/24/2011

- G. *Did you inspect for illicit discharges during the reporting year? Yes No

- H. If you answered yes in question G above, did you identify any illicit discharges? Yes No

I. If you answered yes in question H above, how many illicit discharges were detected during the reporting period: 1

- J. If you answered yes in question I above, did the illicit discharge result in an enforcement action? Yes No

If yes, what type of enforcement action(s) was taken (check all that apply):

Verbal warning Notice of violation Fines Criminal action
 Civil penalties Other (describe): Cease and Desist Order, City Cleaned 2 Stormceptors

Minimum Control Measure 4: Construction Site Stormwater Runoff [V.G.4] (*Required fields)

The permit requires that each permittee develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb one or more acres. [Part V.G.4.]

- A. The permit requires an erosion and sediment control ordinance or regulatory mechanism that must include sanctions to ensure compliance and contains enforcement mechanisms [Part V.G.4.a]. Indicate which of the following enforcement mechanisms are contained in your ordinance or regulatory mechanism and the number of actions taken for each mechanism used during the reporting period (enter "0" if the method was not used or "NA" if the data does not exist). **Check all that apply.**

Enforcement mechanism	Number of actions
<input checked="" type="checkbox"/> Verbal warnings	# 12
<input checked="" type="checkbox"/> Notice of violation	# 15
<input type="checkbox"/> Administrative orders	#
<input checked="" type="checkbox"/> Stop-work orders	# 1
<input type="checkbox"/> Fines	#
<input checked="" type="checkbox"/> Forfeit of security of bond money	# 0
<input checked="" type="checkbox"/> Withholding of certificate of occupancy	# 0
<input checked="" type="checkbox"/> Criminal actions	# 0
<input type="checkbox"/> Civil penalties	#
<input checked="" type="checkbox"/> Other: Escrow withholding or assessment to collect expenses	# 0

- B. *Have you developed written procedures for site inspections? Yes No
- C. *Have you developed written procedures for site enforcement? Yes No
- D. *Identify the number of active construction sites greater than an acre in your jurisdiction during the reporting period year: 16
- E. *On average, how frequently are construction sites inspected (e.g., weekly, monthly, etc.)? Weekly
- F. *How many inspectors, at any time, did you have available to verify erosion and sediment control compliance at construction sites during the reporting period: 4

Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5] (*Required fields)

The permit requires each permittee to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb an area greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

Note: The MS4 permit requirements associated with this minimum control measure were required to be fully developed and implemented by June 30, 2008.

- A. *Have you established design standards for stormwater treatment BMPs installed as a result of post-construction requirements? Yes No
- B. *Have you developed procedures for site plan review which incorporate consideration of water quality impacts? Yes No
- C. *How many projects have you reviewed during the reporting period to ensure adequate long-term operation and maintenance of permanent stormwater treatment BMPs installed as a result of post-construction requirements? [Part V.G.5.b.and Part V.G.5.c]. 51
- D. *Do plan reviewers use a checklist when reviewing plans? Yes No
- E. *How are you funding the long-term operation and maintenance of your stormwater management system? (Check all that apply)
- Grants Stormwater utility fee Taxes Other: Designated General Operating Fund

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6] (*Required fields)

The permit requires each MS4 to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A. *Indicate the total number of structural pollution control devices (for example-grit chambers, sumps, floatable skimmers, etc.) within your MS4, the total number that were inspected during the reporting period, and calculate the percent inspected. Enter "0" if your MS4 does not contain structural pollution control devices or none were inspected. Enter "NA" if the data does not exist:

	*Total number	*Number inspected	*Percentage
*Structural pollution control devices:	168	38	23%

- B. *Did you repair, replace, or maintain any structural pollution control devices? Yes No
- C. *For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected and the percent inspected during the reporting period. Enter "0" if your MS4 does not contain BMPs or none were inspected. Enter "NA" if the data does not exist:

Structure/Facility type	*Total number	*Number inspected	*Percentage
*Outfalls to receiving waters:	902	219	24%
*Sediment basins/ponds:	589	97	16%
*Total	1659	354	21%

- D. Of the BMPs inspected in C. above, did you include any privately owned BMPs in that number? Yes No
- E. If yes in D. above, how many: _____

Section 7: Impaired Waters Review (*Required fields)

The permit requires any MS4 that discharges to a Water of the State, which appears on the current U. S. Environmental Protection Agency (EPA) approved list of impaired waters under Section 303(d) of the Clean Water Act, review whether changes to the SWPPP may be warranted to reduce the impact of your discharge [Part IV.D].

- A. *Does your MS4 discharge to any waters listed as impaired on the state 303 (d) list? Yes No
- B. *Have you modified your SWPPP in response to an approved Total Maximum Daily Load (TMDL)? Yes No

If yes, indicate for which TMDL: _____

Section 8: Additional SWPPP Issues (*Required fields)

- A. *Did you make a change to any BMPs or measurable goals in your SWPPP since your last report? [Part V.H.] Yes No
- B. If yes, briefly list the BMPs or any measurable goals using their unique SWPPP identification numbers that were modified in your SWPPP, and why they were modified: *(Attach a separate sheet if necessary.)*

- C. *Did you rely on any other entities (MS4s, consultants, or contractors) to implement any portion of your SWPPP? Yes No

If yes, please identify them and list activities they assisted with:

Owner or Operator Certification (*Required fields)

The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

*Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

*Name of certifying official: Thomas J. Kolden

*Title: City Engineer *Date: 6/11/2012
(mm/dd/yyyy)

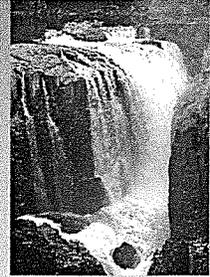


NPDES Phase II MS4 Permit

National Pollutant Discharge Elimination System

Why This Meeting?

- Educate interested citizens
- Receive comments from the public
 - Storm Water Pollution Prevention Plan (SWPPP)
 - 6 Minimum Control Measures (6 MCMs)
 - Review progress of Best Management Practices (BMP's)
- Meet the annual requirements of the MS4 permit



Six Minimum Control Measures (MCM)

- 1) Public education and outreach
- 2) Public participation and involvement
- 3) Illicit discharge detection and elimination
- 4) Construction site storm water runoff control
- 5) Post-construction storm water management
- 6) Pollution prevention and good housekeeping for municipal operations



2011 MS4 Achievements

MCM1 & 2. Public Education, Outreach, Participation, and Involvement

- Insights newsletter (13 MS4 related articles) circulation 14,400
- Rain garden program
 - Installed 16 rain gardens during street reconstruction projects
 - Installed 3 Bio-retention Basins
 - Partnership with Dakota SWCD to host 2 resident workshops/meetings
 - City provides initial construction costs, inspections, and major maintenance
 - Agreement for minor maintenance
- 2011 Mississippi River Flood Response
- Public Works webpage (<http://www.ci.inver-grove-heights.mn.us/index.aspx?nid=185>)
 - MS4 information, SWPPP, annual report
- SWPPP Annual Public Meeting (May 25, 2011)
- 2 Annual Town hall Meetings
- Successful In MN Legacy Program

- ❖ Staff MS4 Training and Certifications
- ❖ Collaborate with Storm Water Groups:
 - DCSWCD
 - LARWMO
 - MISSISSIPPI RIVER FORUM
 - MCSO
 - GCVMO



2011 MS4 Achievements

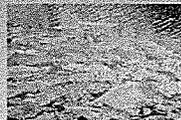
MCM3. Illicit Discharge Detection & Elimination

Illicit discharges are any discharge into a storm drain system that is not composed entirely of storm water (including illegal dumping, connections).

Exceptions: Fire fighting, Lawn Watering, Pool Draining, etc.

• Sources

- Broken sanitary sewer line
- Connection of floor drains to storm sewer
- Direct connections (ex. manufacturing facilities)
- Inflow/Infiltration
- Straight pipe sewer discharge
- Failing septic systems
- Illegal dumping



- Storm sewer map updated
- Inspections completed concurrently with outfall/pond inspections
- 1 illicit discharge complaint reviewed, tested, and found negative
- 0 illicit discharges detected, connections, or enforcement actions in 2011

2011 MS4 Achievements

MCM4. Construction Site Storm Water Runoff Control

All construction sites requiring a building permit

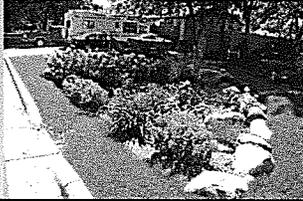
- 24 Erosion and Sediment Control Inspection Reports
- 15 Notice of Major Violations issued
- 12 Verbal Warnings
- 1 Stop Work Notice



2011 MS4 Achievements

MCM5. Post-Construction Storm Water Management

- City enforced up to 1" infiltration requirement in Mississippi non-degradation area
- City enforced new 2nd Generation Storm Water Management plan
- City passed Storm Water Utility Fees
- Adopted Illicit Discharge Detection and Elimination Ordinance
- Adopted Ordinance Banning Coal Tar Driveway Sealants
- ❖ 51 Plan reviews completed
- ❖ 15 Major Projects Under Construction (Argenta Hills, Target, Cameron's, Mauer Chevrolet, Luther Nissan Kia, MRRT Trail, South Grove Area 6, Paul Mason Storage, etc.)



2011 MS4 Achievements

MCM 6. Pollution Prevention and Good Housekeeping for Municipal Operations

- 219/902 Outfall & 97/589 Pond Inspections (21% complete)
- 2011 Inspections for Minor and Major maintenance activities scheduled
- Street Sweeping (entire twice per year) completed on 147 centerline miles/328 lane miles
- 2011 Staff Training (Engineering, Streets, Parks, Planning, and Building Depts.):
 - 1) Water Resources Conference (5 Staff)
 - 2) Northwest Area Ordinance Training (15 Staff)
 - 3) MCSC Annual Meeting (2 Staff)
 - 4) Infiltration Seminar (5 Staff)
 - 5) Illicit Discharge Training (28 Staff)



2012 MS4 Objectives & Permit Status

- Implement Storm Water Utility
- Implement Utility Bill Inserts for Publication/ Outreach
- Joint Powers Agreement with Dakota County for MS4/ Erosion/ Sediment Control Training
- Provide IDDE Annual Training
- Start Private Storm Water Facility Maintenance Oversight Program
 - Notification Letters to Private Facilities Owners
 - Reports to be Given to City
- Media Display for City Hall Corridor
- Pamphlets for City Hall Corridor
- Modify Ordinance Related to Site Grading and Excavation
- Conduct Water Quality Monitoring on Lakes
- Apply for MPCA Grants for PAH Sediment Removal Projects

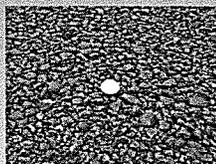
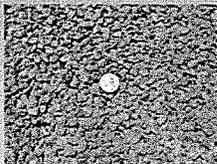
2012 MS4 Objectives & Permit Status

- Apply for MN Legacy Grant for Treatment Basin (NW Bohrer Pond)
- Apply for and Receive New MS4 MPAC Permit
- Update Storm Water Management Plan to 3rd Generation LMWMO Plan
- Implement Industrial Storm Water Permits
- Injection Wells
- Participate in TEP Panel for Cost Allocation
- Participate in Rulemaking of LMR and Gun Club Basins
- Implement NWA Standards and Maps with New Developments
- Attend Various Organization Meetings
 - LMRWMO (Monthly)
 - Gun Club (Monthly)
 - MCSC (Annual)
 - MPCA Stakeholder

Questions or Comments?

Additional information can be found at:

- <http://www.pca.state.mn.us/water/stormwater/stormwater-ms4.html>
- <http://www.ci.inver-grove-heights.mn.us/index.aspx?nid=185>
- <http://cleanwatermin.org>



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Ordering a Topographic Survey for City Project No. 2012-07 Bohrer Pond Northwest Treatment Basin

Meeting Date: June 11, 2012
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

SDT

<table border="1" style="border-collapse: collapse; width: 30px; height: 100px;"> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;">X</td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> <tr><td style="text-align: center;"> </td></tr> </table>		X					Fiscal/FTE Impact: None Amount included in current budget Budget amendment requested FTE included in current complement New FTE requested – N/A Other:
X							

PURPOSE/ACTION REQUESTED

Approve the hiring of a surveyor to conduct a topographical study of City property which contains the northwest treatment basin for Bohrer Pond.

SUMMARY

The City of Inver Grove Heights has built a number of storm sewer systems which discharge onto City-owned property near the northwest corner of Bohrer Pond, near the intersection of Carmen Avenue and Claude Way. The City owns this parcel described as Lot 1, Block 3, Southeast Metro Industrial Park.

As early as 1969, the City constructed storm sewer outlets to Bohrer Pond. Four outlets currently exist as shown on the attached map. This area had depressions which served as a pre-treatment basin which protected Bohrer Pond from sediment being discharged from the storm sewer system. This is shown clearly on the attached 1969 record plan. Over time, the development of the surrounding subwatershed resulted in the deposition of a lot of sediment in this treatment basin. This has led to drainage issues in the area as well as a sediment plume extending into the lake.

In 2011, the City televised the 60" storm sewer in the northwest corner of the site. This inspection found varying depth of sediment in the 60" storm sewer. Depths of sediment ranged from 1/4 to 1/2 of the pipe diameter. This reduces the hydraulic capacity of the storm sewer. The sediment extends about two blocks north on Carmen Avenue. Eventually, the City will need to clean out this storm sewer. Quotes for this work range from \$13,000 to \$20,000 to remove the sediment from the 60" RCP. This work will be brought forward for Council authorization once a management plan is developed. It is anticipated that this work will be considered in the fall of 2012 following the collection of storm water utility fees which are being implemented. We hope to develop a plan that will allow for the disposal of the sediment on the City site to reduce transportation costs.

This Council item seeks approval to hire a surveyor to conduct a topographical survey of the site. This survey will be used by staff to develop a pre-treatment basin plan and a sediment management plan. The survey will also determine the Ordinary High Water Level (OHWL) location. The DNR has indicated this OHWL is at 803.4 (1929 datum). The management plan will try to avoid work in the wetlands below the OHWL. The Technical Evaluation Panel (TEP) has done a preliminary review of the concept. The TEP consists of the City, Dakota County SWCD and DNR personnel. They will review the plans prepared by the City.

The City requested proposal for the survey from its consulting engineering pool. Quotes for the survey were received as follows:

Gorman Surveying	\$2,685.00
Bolton & Menk	\$3,200.00

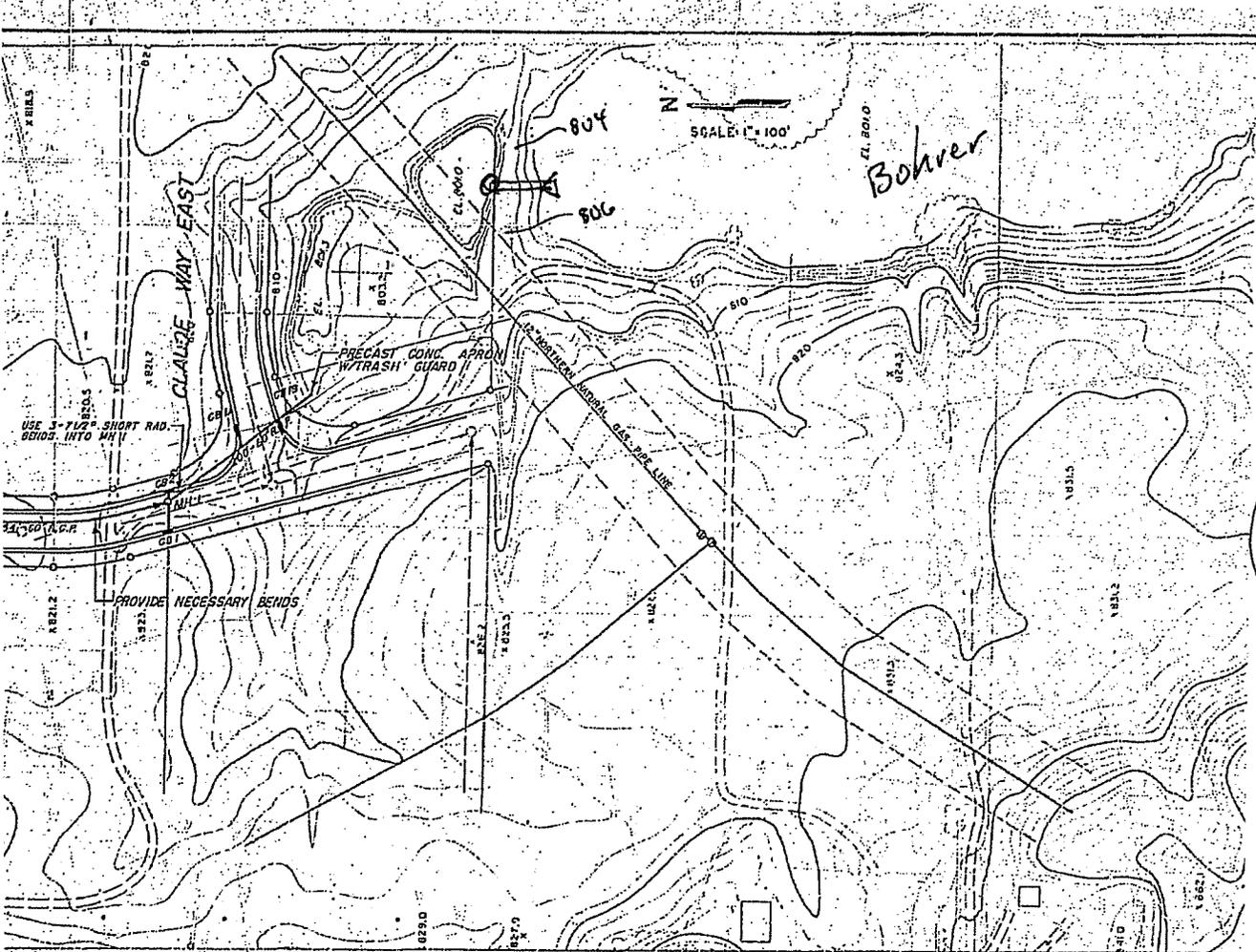
It is recommended that the City Council accept the May 18, 2012 proposal for the survey from Gorman Surveying in the amount of \$2,685.00. This work will be funded through the City Engineering Division budget for engineering consultants (Account 101-43.5100.442.30300).

The City will consider applying for some additional grant programs to help restore the basin. We are currently reviewing a SWCD program that may be able to provide up to \$50,000. The MPCS's grant program for PAH management is also being considered for up to \$100,000. There is also a possibility the City will consider applying for the Legacy Grants. Formal action on grant applications will be brought forward to the Council once the plan concepts are developed and the grant applications are prepared.

TJK/kf

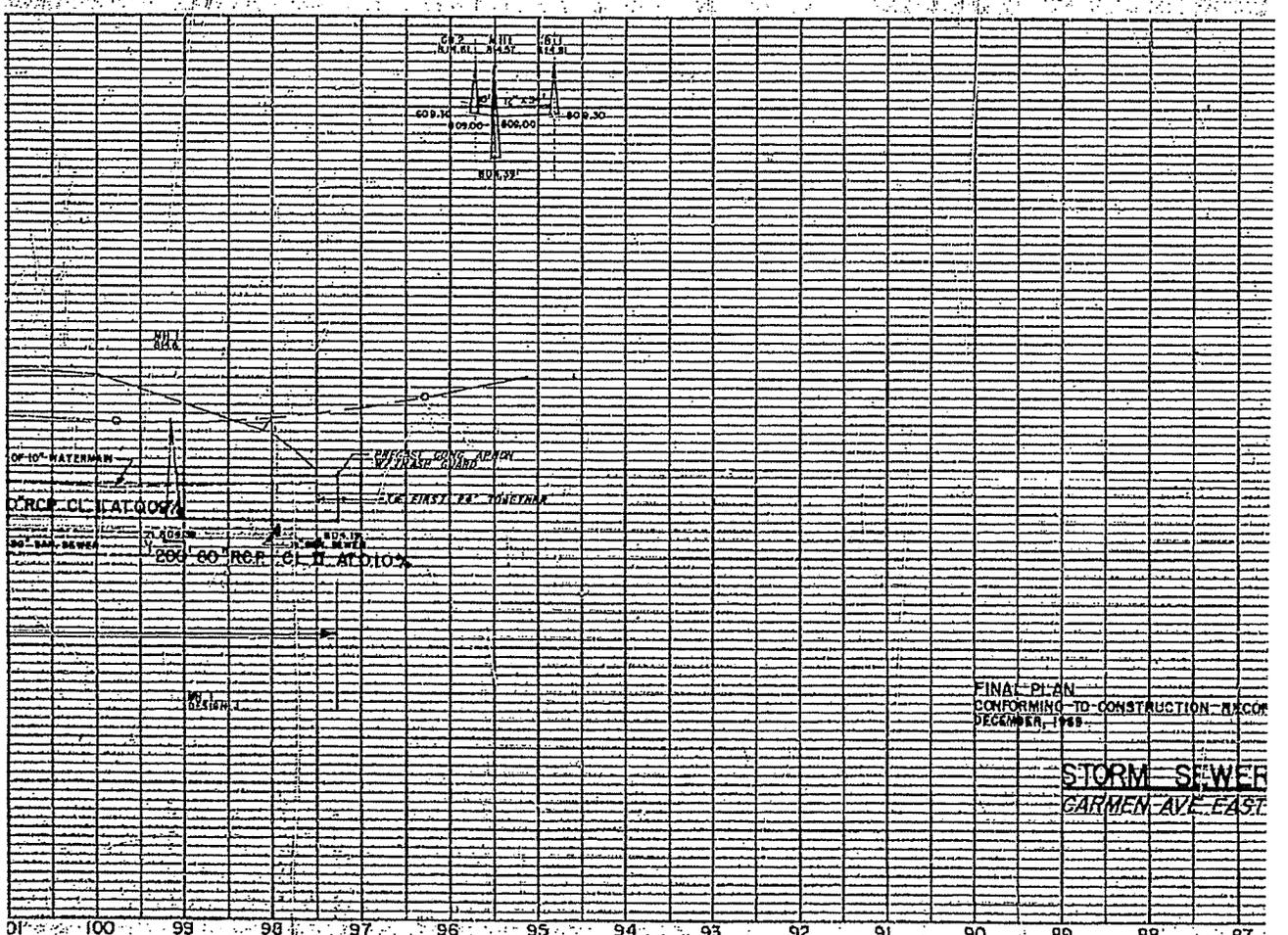
Attachment: Southeast Metro Industrial Park Map
Bohrer Pond map to be surveyed
Proposals

STM
47



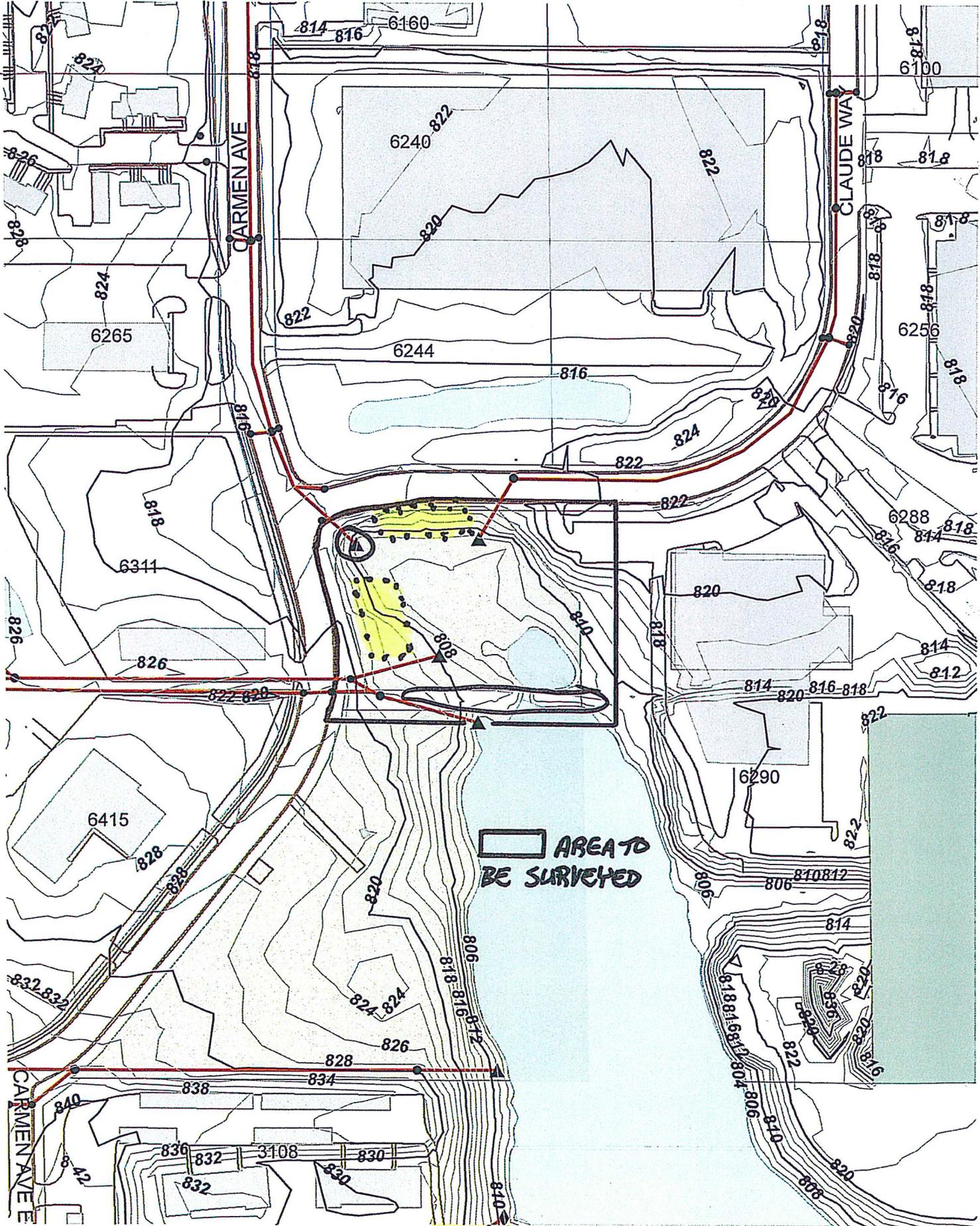
OHWL
803.4 (1929)

outlet
802.0 (1929)
36"



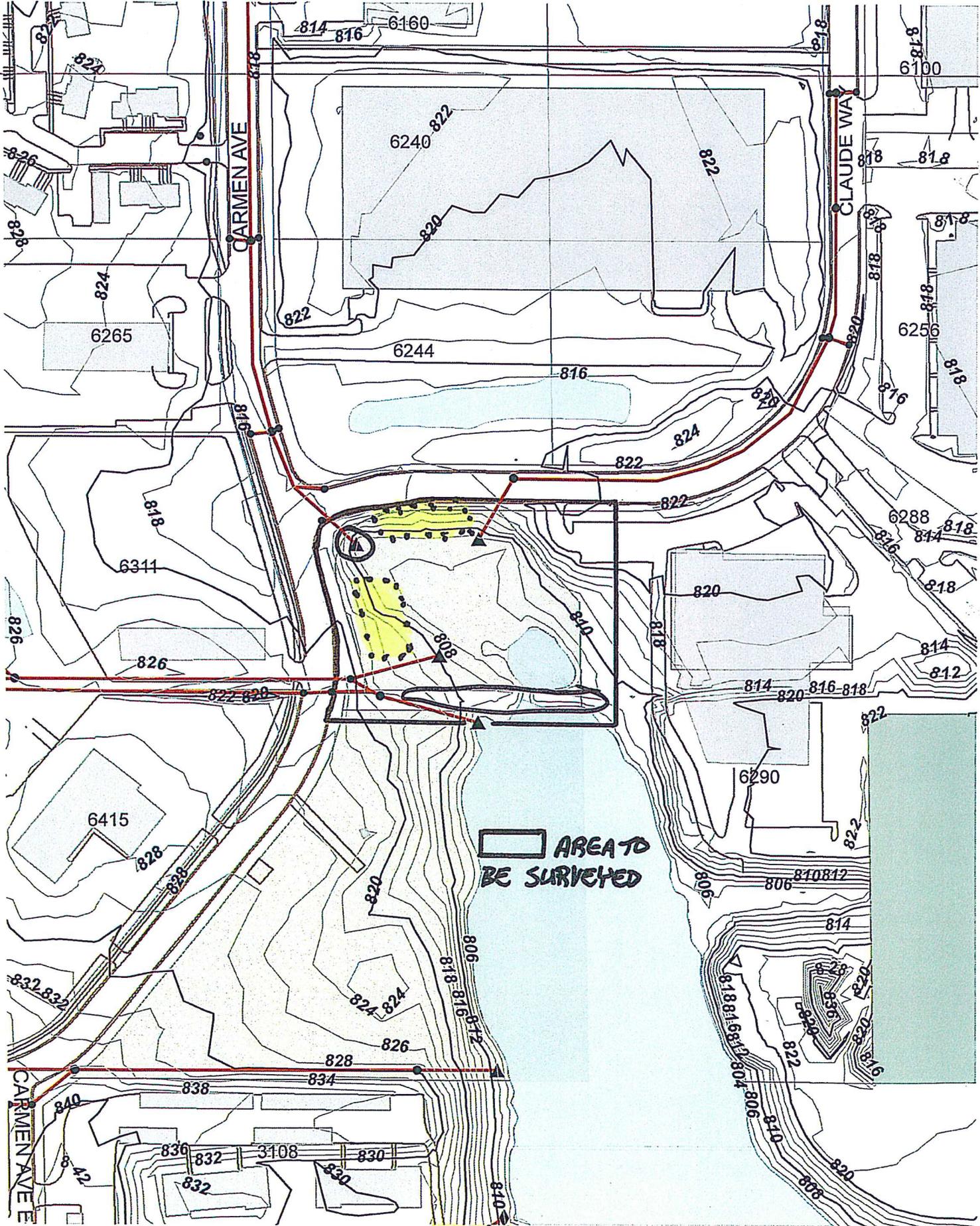
FINAL PLAN
CONFORMING TO CONSTRUCTION RECORD
DECEMBER, 1969

STORM SEWER
CARMEN AVE EAST



AREA TO BE SURVEYED

- Possible Fill Area





Gorman Surveying, Inc.

8640 Harriet Ave. So. Suite 102 Phone: 952-346-8300
Bloomington, MN. 55420-2728 Fax: 952-346-9110
www.gormansurveying.com

Topographic Survey Proposal
Bohrer Pond Site
City of Inver Grove Heights

May 18, 2012

Submit To: Peter T. Hindman
City of Inver Grove Heights
Email: phindman@invergroveheights.org

Project: Bohrer Pond Site – Topo Survey
City of Inver Grove Heights

Gorman Surveying proposes to provide the following surveying services for the above project:

Topographic Survey:

- Topographic Survey for the area to be surveyed, including the four FES Structures and south side berm area.
- Establish Survey Control and Set Project Benchmark

CAD Topographic Drawing:

- Provide Contoured AutoCAD Drawing of Site

Total Base Bid:\$2,685.00

Extra Work: Any additional surveying or extra work required due to revision of the plans or as requested by the contractor will be performed at an hourly rate.

Hourly Rate: Field Survey Crew: \$175.00/hour
Office – AutoCAD Services: \$95.00/hour

We trust that this proposal will be of assistance and look forward to working with you.

Daniel J. Gorman, Estimator

Tom Kaldunski

From: Pete Hindman
Sent: Monday, May 21, 2012 9:24 AM
To: Tom Kaldunski
Subject: FW: Bohrer Pond

Here is Brians bid.

-----Original Message-----

From: Brian Hilgardner [<mailto:brianhi@bolton-menk.com>]
Sent: Monday, May 21, 2012 9:27 AM
To: Pete Hindman
Subject: Bohrer Pond

\$3200. There is a lot of trees and according to Ric its important to get a lot of shots to determine HWL. Will be less if the trees don't interfere as bad as it looks. I'll call you after lunch. Have a meeting this am.

Brian
From Blackberry Device

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Authorize Proposal by EOR to Review Regional Basin Impacts and Conduct a Roundabout Assessment on Storm Water Facilities and conduct a Topographical Survey at T.H. 3 and Amana Trail – City Project No. 2009-01

Meeting Date: June 11, 2012
 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

AST

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: City Project No. 2009-01

PURPOSE/ACTION REQUESTED

Authorize hire of consultant EOR to review regional basin impacts, conduct an assessment on the roundabout storm water facilities and conduct a topographical survey to determine storm water management solutions to reduce erosion near the roundabout which was constructed as City Project No. 2009-01.

BACKGROUND

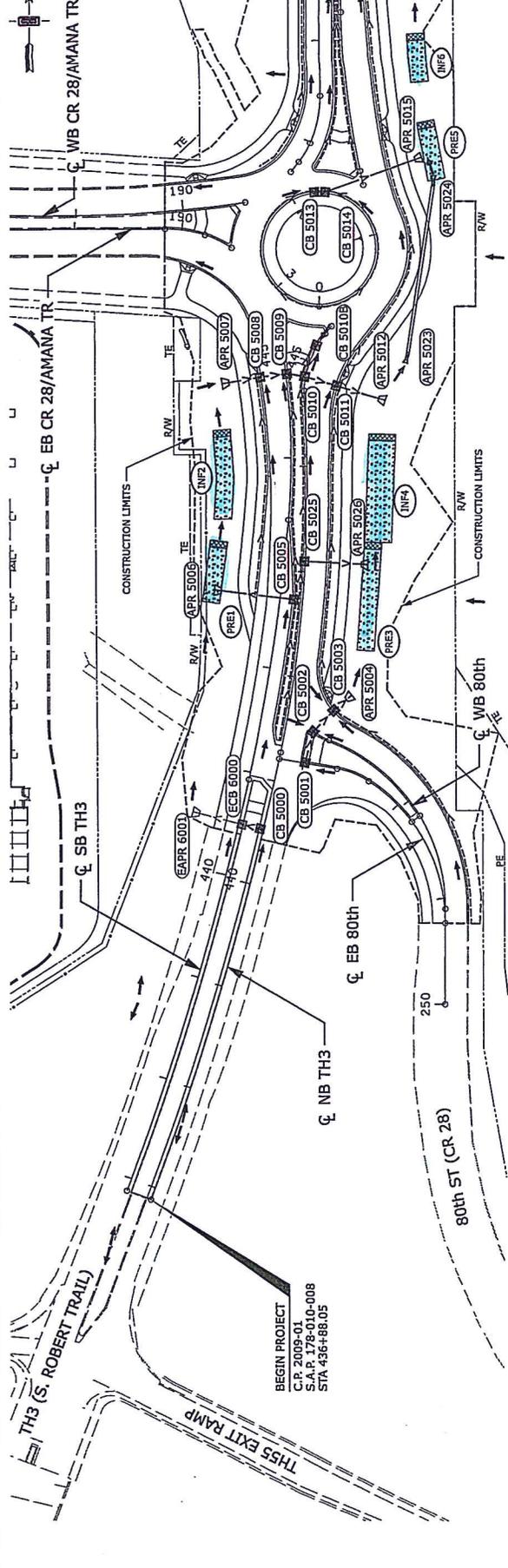
The City of Inver Grove Heights constructed the T.H. 3 roundabout to Amana Trail as City Project No. 2009-01. This project constructed various storm water management features for the roundabout. A series of infiltration areas and rock ditch blocks were constructed to manage the runoff from the project. The City has experienced several storm events which exceeded the 10-year design capacity of these facilities and resulted in erosion along the roundabout into the nearby regional basins.

EOR has been in the City's consultant engineering pool and they have done extensive storm water reviews and modeling in the Northwest Area. The City has selected EOR to conduct this work because their background, knowledge of the area and professional involvement in the northwest area storm water management planning.

The scope of work was outlined in an e-mail received on May 8, 2012. EOR will be reviewing the locations of the storm water facilities, surveying the existing field conditions and reviewing the capacity of the existing storm water facilities. They will present recommendations to reduce the erosion that may include additional storm water features such as rock checks and diversions of runoff into nearby regional basins.

EOR has proposed to provide these services for an amount not to exceed \$2,225. These services will be funded by City Project No. 2009-01 (Account 429.72.5900.729.30300). It is recommended that the City Council authorize hiring EOR to provide these services.

TJK/kf
 Attachment: Plan sheets showing storm water facilities



BEGIN PROJECT
 C.P. 2009-01
 S.A.P. 178-010-008
 STA 436+88.05

LEGEND

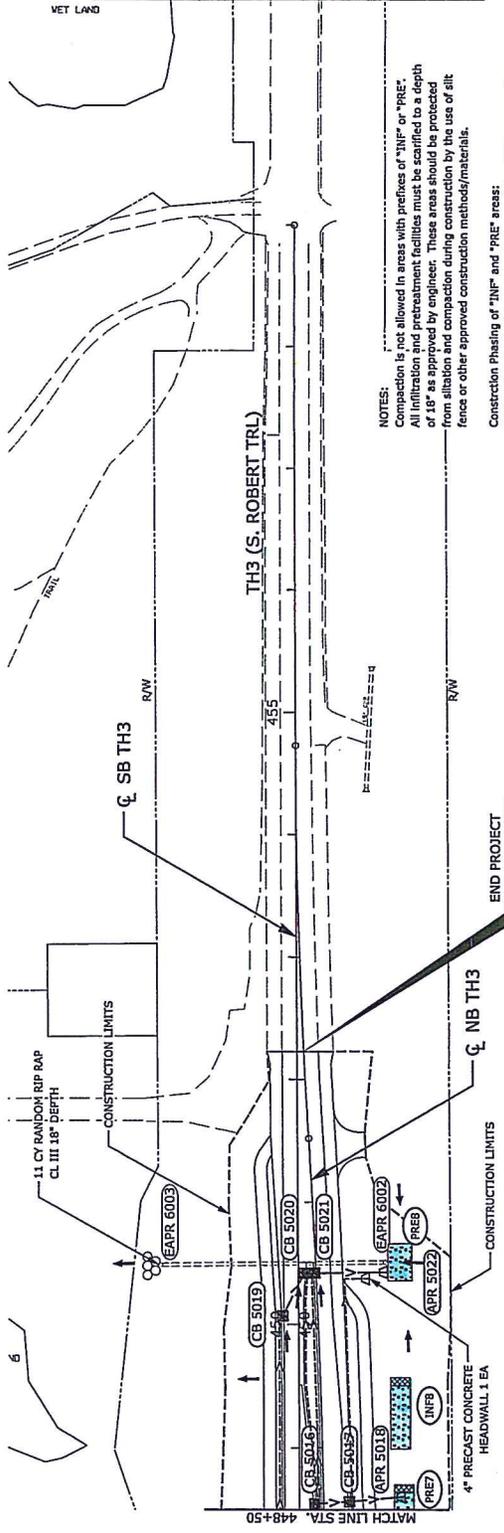
PROPOSED CONSTRUCTION STRUCTURE NUMBER	CB
INFILTRATION NUMBER	INFR
PROPOSED CATCH BASIN	CB
INPLACE CATCH BASIN	CB
PROPOSED APRON	APR
INPLACE APRON	APR
DITCH BLOCK	8228
INFILTRATION AREA	INFR
PROPOSED STORM SEWER	SS
INPLACE STORM SEWER	SS
INPLACE CULVERT	CV
SURFACE FLOW DIRECTION	→
4" PE DRAIN TILE	—

NOTES:

Construction Phasing of "INFR" and "PRE" areas:
 These areas shall not be constructed or graded until the surrounding areas are stabilized and will not contribute to sedimentation of these features. Phasing and compaction prevention are critical for the success of the project infiltration areas.

Connection is not allowed in areas with methods of "INFR" or "PRE". All infiltration and pretreatment facilities must be scaffolded to a depth of 18" as approved by engineer. These areas should be protected from siltation and compaction during construction by the use of silt fence or other approved construction methods/materials.

Construction Phasing of "INFR" and "PRE" areas:
 These areas shall not be constructed or graded until the surrounding areas are stabilized and will not contribute to sedimentation of these features. Phasing and compaction prevention are critical for the success of the project infiltration areas.



11 CY RANDOM RIP RAP
 CL III 18" DEPTH

SCALE
 0 50 100
 FEET

REV. NO.	DATE	BY	CHK	DESCRIPTION

DESIGNED: [Signature]
 DRAWN: [Signature]
 CHECKED: [Signature]
 TIA

DESIGNED: [Signature]
 DRAWN: [Signature]
 CHECKED: [Signature]
 TIA

STONEBROOKE ENGINEERING
 305 Stonebrooke Court
 Shakopee, MN 55378

DRAINAGE PLAN
 SHEET 49 OF 95
 PLAN PAGE 3 OF 5
 C.P. 2009-01 S.P. 1906-78
 S.A.P. 178-010-008 TH 3, 80th ST, & CR 28

END PROJECT
 C.P. 2009-01
 S.A.P. 178-010-008
 STA 452+23.01

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Correcting Assessment Roll for the 2011 Pavement Management Program, City Project No. 2011-09D – Urban Street Reconstruction (South Grove Area 6)

Meeting Date: June 11, 2012
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Steve Dodge, Asst. City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

SST

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 Funds, Special Assessments, State Aid Funds, Water Connection Fund

PURPOSE/ACTION REQUESTED

Resolution adopting second final assessment roll for the 2011 Pavement Management Program, City Project No. 2011-09D – Urban Street Reconstruction Project (South Grove Area 6) for seven (7) parcels along 75th as depicted on the attached assessment map and roll.

SUMMARY

The project was ordered by the City Council on March 14, 2011, as part of the City’s Pavement Management Program (PMP). The final assessment hearing was held on May 29, 2012. The project involves roadway reconstruction (portions with new curb construction) with storm water improvements, partial reconstruction, and a mill and overlay.

After the assessments were levied, a resident along 75th Street East notified staff that they had paid up to the \$4000 cap in previous assessments related to the 2010-09D South Grove Area 5 reconstruction project. Staff reviewed the information and confirmed there were seven (7) properties that were assessed for drainage improvements on City Project No. 2011-09D that had paid \$4000 in previous South Grove Area assessments. Since they have reached the assessment cap adopted by Council, staff has prepared a final second assessment roll showing their final assessment to be zero. Once approved by Council, the owners will receive a new assessment statement for \$0.00, replacing the previous invoice. A letter has been sent to all seven owners explaining the findings, and that a new roll will be adopted showing no levied assessment at this Council session. The seven parcels have been removed from the certified roll for the Office of the County Assessor in order to properly reflect no assessment for this project.

I recommend approval of the resolution adopting the final second assessment roll for City Project No. 2011-09D – Urban Street Reconstruction (South Grove Area 6).

TJK/kf

Attachments: Resolution
 Area Map
 Final Second Assessment Roll
 Example Letter to Owners

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION ADOPTING FINAL SECOND ASSESSMENT ROLL FOR THE 2011 PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO. 2011-09D – URBAN STREET RECONSTRUCTION PROJECT (SOUTH GROVE AREA 6)

RESOLUTION NO. _____

WHEREAS, subsequent to the adoption of the final assessment roll on May 29, 2012, it was determined that the following seven parcels located on 75th Street did not receive full credit for their previous assessments paid for during prior South Grove Area projects: 4019, 4031, 4039, 4049, 4059, 4069, and 4079 75th Street East.

WHEREAS, with respect to the findings, a final second assessment roll has been prepared for the said seven parcels depicting a final assessment to be zero (\$0.00).

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

1. The final second assessment roll, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute a determination and finding of zero assessment for the said parcels. These parcels will **not** be levied for assessment in relation to this project (2011-09D) and the second final assessment roll will indicate an amount of zero for these parcels.

Adopted by the City Council of Inver Grove Heights this 11th day of June 2012.

AYES:

NAYS:

ATTEST:

George Tourville, Mayor

Melissa Rheaume, Deputy Clerk

EXHIBIT 1
ASSESSMENT MAP FOR FINAL
SECOND ASSESSMENT ROLL

City of
 Inver Grove Heights
 Assessment Map
 75th St Parcels

0 45 90 180 270 360 Feet

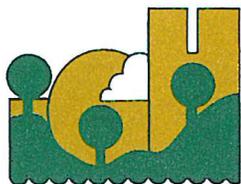


JUNE 6, 2012

PROJECT 2011-09D
URBAN STREET RECONSTRUCTION - SOUTH GROVE AREA 6

FINAL SECOND ASSESSMENT ROLL

MAP NO	PID NO	HOUSE NO	STREET ADDRESS	OWNER NAME	ORIGINAL ASSESSMENT	REVISED ASSESSMENT
141	207115002110	4019	75TH ST E	WILLIAM & LAUREL SCOTT	\$3,109.64	\$0.00
142	207115002120	4031	75TH ST E	JOHN & FRANCES HALLAMEK	\$3,080.60	\$0.00
143	207115002130	4039	75TH ST E	PAUL SULLIVAN & AMANDA MEDINA	\$3,051.56	\$0.00
130	207115002140	4049	75TH ST E	JULAINIE JEWELL	\$3,022.70	\$0.00
131	207115002150	4059	75TH ST E	DONALD & PATRICIA TERLINDE	\$2,993.68	\$0.00
132	207115002160	4069	75TH ST E	OTTO & SHEILA GLASSING	\$2,964.64	\$0.00
133	207115002170	4079	75TH ST E	JAMES & HEIDI BUNGERT	\$2,935.60	\$0.00
TOTAL:					\$21,158.42	\$0.00



City of Inver Grove Heights

www.ci.inver-grove-heights.mn.us

June 5, 2012

Name
Address
Inver Grove Heights, MN 55076-4365

Re: Property ID Number

Dear Name:

This letter is to inform you that an error was found in the 2011-09D final assessment roll spreadsheet that was adopted by the City Council at the May 29, 2012 Assessment Hearing. At the hearing the City Council capped the assessment at \$4,000 and took into consideration any previous assessments. Since you received an assessment on the 2010-09D project and are at the \$4,000 cap, your assessment will be \$0.00. Please disregard the Assessment Statement that was mailed to you and do not pay that amount.

Enclosed is a **revised** assessment roll for the seven parcels that are affected will be presented and adopted at the City Council meeting on June 11, 2012. After the City Council adopts the revised assessment roll for the affected parcels, a revised Assessment Statement will be sent to you showing your final assessment as \$0.00.

If you have any questions you can contact John in the Engineering Division at 651-450-2573. We apologize for any inconvenience this may have caused.

Sincerely,

Thomas J. Kaldunski, P.E.
City Engineer

TJK/kf
Enclosure

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

ATTORNEYS AT LAW

ROGER C. MILLER
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
JEROME M. PORTER
BRIDGET McCAULEY NASON

HAROLD LEVANDER
1910-1992

ARTHUR GILLEN
1919-2005

*ALSO ADMITTED IN WISCONSIN
◦ALSO ADMITTED IN NORTH DAKOTA
◦ALSO ADMITTED IN MASSACHUSETTS
◦ALSO ADMITTED IN OKLAHOMA

MEMO

TO: Mayor and Council Members
FROM: Timothy J. Kuntz and Kenneth J. Rohlf, City Attorneys
DATE: June 11, 2012
RE: Outdoor Recreation Grant Program Agreement #LW27-01385

Section 1. Background: In February 2012, the City executed an Outdoor Recreation Grant Program Agreement #LW27-01385 (the "Agreement") for Skyview Park with the State of Minnesota, acting through the Commissioner of Natural Resources (the "State"). Pursuant to the Agreement, the City will receive funding from the State to convert two existing baseball/softball fields into a rectangular field (football, soccer, lacrosse) and replace playground with ADA compliant equipment at Skyview Park. The Agreement imposes upon the City the obligation of recording certain conditions and restrictions against Skyview Park for the duration of the Agreement. Per the Agreement, the City has created a Declaration of Conditions and Restrictions on Skyview Park Property ("Declaration") that requires the City to permanently manage and maintain Skyview Park consistent with the Agreement and restricts the City from converting any portion of Skyview Park to uses other than park recreation uses specified in the Agreement without the prior written approval of the State.

Section 2. Recommendation: The Park & Recreation Director and the Office of the City Attorney recommend that the Council authorize the Mayor and Deputy City Clerk execute the Declaration of Conditions and Restrictions on Skyview Park Property.

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

RESOLUTION NO. 12-_____

**A RESOLUTION AUTHORIZING THE EXECUTION OF THE DECLARATION
OF CONDITIONS AND RESTRICTIONS ON SKYVIEW PARK PROPERTY**

WHEREAS, the City is the fee title owner of Skyview Park.

WHEREAS, in February 2012, the City executed an Outdoor Recreation Grant Program Agreement #LW27-01385 (the "Agreement") for Skyview Park with the State of Minnesota, acting through the Commissioner of Natural Resources (the "State").

WHEREAS, pursuant to the Agreement, the City is to receive funding from the State to convert two existing baseball/softball fields into a rectangular field (football, soccer, lacrosse) and replace playground with ADA compliant equipment at Skyview Park.

WHEREAS, the Agreement imposes upon the City the obligation of recording certain conditions and restrictions against Skyview Park for the duration of the Agreement.

WHEREAS, the City has created a Declaration of Conditions and Restrictions on Skyview Park Property ("Declaration") that requires the City to permanently manage and maintain Skyview Park consistent with the Agreement and restricts the City from converting any portion of Skyview Park to uses other than park recreation uses specified in the Agreement without the prior written approval of the State.

WHEREAS, a copy of the Declaration is attached hereto and incorporated herein as Exhibit A.

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

1. The Declaration is hereby approved.
2. The Mayor and Deputy City Clerk are hereby authorized to execute the Declaration.

Passed this ____ day of June, 2012.

George Tourville, Mayor

Attest:

Melissa Rheaume, Deputy City Clerk

**DECLARATION
OF CONDITIONS AND RESTRICTIONS
ON SKYVIEW PARK PROPERTY**

THIS DECLARATION is made as of the _____ day of June 2012, by the City of Inver Grove Heights, a Minnesota municipal corporation, (hereinafter referred to as “Declarant”).

RECITALS

WHEREAS, Declarant is the fee title owner of Skyview Park, the legal description of which is attached hereto and incorporated herein as **Exhibit A** (“Skyview Park”).

WHEREAS, in February 2012, Declarant executed an Outdoor Recreation Grant Program Agreement #LW27-01385 (the “Agreement”) for Skyview Park with the State of Minnesota, acting through the Commissioner of Natural Resources (the “State”), a copy of which is attached hereto as **Exhibit B**.

WHEREAS, pursuant to the Agreement, Declarant is to receive funding from the State to convert two existing baseball/softball fields into a rectangular field (football, soccer, lacrosse) and replace playground with ADA compliant equipment at Skyview Park.

WHEREAS, Section 21.2 of the Agreement imposes on Declarant the obligation of recording certain conditions and restrictions against Skyview Park for the duration of the Agreement.

CONDITIONS AND RESTRICTIONS

NOW THEREFORE, Declarant hereby declares and imposes the following conditions and restrictions upon Skyview Park:

1. Skyview Park shall be permanently managed and maintained for park purposes consistent with the Agreement.

2. Declarant shall not, at any time, convert any portion of Skyview Park to uses other than park recreation uses specified in the Agreement without the prior written approval of the State.
3. The conditions and restrictions of this Declaration shall run with and bind Skyview Park.

IN WITNESS WHEREOF, the City has hereto executed this Agreement the day and year first above written.

DECLARANT:
City of Inver Grove Heights

By: George Tourville
Its: Mayor

ATTEST:

By: Melissa Rheaume, Deputy City Clerk

STATE OF MINNESOTA)
) ss:
COUNTY OF DAKOTA)

On this ____ day of _____, 2012, before me a Notary Public within and for said County, personally appeared George Tourville and Melissa Rheaume 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

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

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

EXHIBIT A
LEGAL DESCRIPTION OF SKYVIEW PARK

PARCEL "A"

That part of the Southeast Quarter (SE1/4) of Section Three (3), Township Twenty-seven (27), Range Twenty-Two (22), described as follows:

Commencing 50 chains and 96 links east of the northwest corner of the Southeast Quarter of the Southwest Quarter (SE1/4 of SW1/4) of said Section Three (3); thence east 7 chains and 61 links; thence south 9 chains and 91 links; thence west 7 chains and 61 links; thence north 9 chains and 91 links to the point of beginning.

PARCEL "B"

That part of the Southeast Quarter of Section 3, Township 27, Range 22, described as follows:

Beginning at a point on the north line of the Southeast Quarter of the Southeast Quarter of said Section 3, said point being 3865.62 feet easterly of the northwest corner of the Southeast Quarter of the Southwest Quarter of said Section 3; thence southerly, at right angles to said north line, a distance of 654.06 feet; thence easterly, at right angles, a distance of 98.64 feet, more or less, to the east line of said Section 3; thence northerly along said east line a distance of 654.14 feet, more or less, to the northeast corner of said Southeast Quarter of the Southeast Quarter; thence westerly along the north line of said Southeast Quarter of the Southeast Quarter a distance of 88.13 feet, more or less, to the point of beginning.

EXHIBIT B
COPY OF GRANT AGREEMENT

[This page intentionally left blank – See next page]

**STATE OF MINNESOTA
GRANT AGREEMENT
Outdoor Recreation Grant Program
LW27-01385**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources ("State") and the City of Inver Grove Heights, 8055 Barbara Avenue, Inver Grove Heights, MN 55077 ("Grantee").

Recitals

1. Pursuant to Minn. Stat. § 84.0264, the state is empowered to receive and administer grants under the Land and Water Conservation Fund grant program authorized by Congress in the Land and Water Conservation Fund Act of 1965, as amended, and the Local Grants program authorized by the State of Minnesota. Fifty percent of the funds granted under subdivision 1 shall be distributed for projects to be acquired, developed, and maintained by local units of government, providing that any project approved is consistent with a statewide or a county or regional recreational plan and compatible with the statewide recreational plan. All money received by the commissioner for local units of government is appropriated annually to carry out the purposes for which the funds are received.
2. The Grantee has made application to the State for a portion of the allocation for the purpose of conducting the project entitled Skyview Park in the manner described in the Grantee's APPLICATION which is incorporated into this Agreement by reference.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.

Grant Agreement

1 Term of Grant Agreement

1.1 Effective date: December 13, 2011

No reimbursements will be made until or upon the date that the final required signature is obtained by the State, pursuant to Minnesota Statutes Section 16C.05, subdivision 2.

1.2 Expiration date: December 31, 2013, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms. The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Signage, Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; 15 Data Disclosure, 18 Inspections, 19 Resource Management and Protection and 22 Program Requirements.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

See Attachment A, which is incorporated by reference and made a part of this agreement. Where provisions of the Grantee's APPLICATION are inconsistent with other provisions of the Agreement, the provisions of this Agreement shall take precedence over the provisions of the APPLICATION.

The Grantee agrees to complete the project in accordance with the approved budget to the extent practicable and within the project period specified in the grant agreement. Any material change in the scope of the project, budget or completion date shall require prior written approval by the STATE.

3 Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

4 **Consideration and Payment**

4.1 **Consideration.** Consideration for all services performed by Grantee pursuant to this grant agreement shall be paid by the State as follows:

1. **COMPENSATION:** Compensation in an amount not to exceed \$86,000.00, based on the following computation: See Attachment A for Project budget.
2. **MATCHING REQUIREMENTS:** Grantee certifies that the following matching requirement for the Grant will be met by GRANTEE. The total project cost is \$172,000.00. Grantee agrees to provide matching funds of at least fifty percent of this total project cost.

**THE TOTAL STATE OBLIGATION FOR ALL COMPENSATION TO GRANTEE SHALL NOT EXCEED:
Eighty six thousand dollars.**

Funds made available pursuant to this Agreement shall be used only for expenses incurred in performing and accomplishing the purposes and activities specified herein. Notwithstanding all other provisions of this Agreement, it is understood that any reduction or termination of funds allocated to the State may result in a like reduction to the Grantee.

4.2. **Payment**

1. **Payment.** The State shall disburse funds to the Grantee pursuant to this Agreement on a reimbursement basis, based upon a payment request and required expenditure documentation submitted by the Grantee and reviewed and approved by the State. The Grantee shall be limited to no more than four payment requests during the period covered by this Agreement. The Grantee shall submit a final billing within 30 days of the end of the project period.

2. **Federal funds.** Payments under this grant agreement will be made from federal funds obtained by the State through the National Park Service of the United States Department of Interior, Land and Water Conservation Fund, Act of 1965 as amended thereto. If at any time such funds become unavailable, this Grant Agreement shall be terminated immediately upon written notice of such fact by the State to the Grantee. In the event of such termination, Grantee shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5 **Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is **Audrey Mularie, Division of Parks and Trails, 500 Lafayette Road, Box 52, St. Paul, MN 651-259-5549**, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is **Eric Carlson, Director of Parks and Recreation, 8055 Barbara Avenue, Inver Grove Heights, MN 55077 651-450-2587**. If the Grantee's Authorized Representative changes at any time during this grant Agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant agreement Complete**

7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement

without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant agreement, or their successors in office.

7.2 **Amendments.** Any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.

7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or its right to enforce it.

7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

9 **State Audits**

Under Minn. Stat. §16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

10 **Government Data Practices and Intellectual Property**

10.1. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

10.2. **Intellectual Property Rights (if applicable)**

(A) **Intellectual Property Rights.** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this contract*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(B) Obligations

1. *Notification.* Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.

2. *Representation.* The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Signage, Publicity and Endorsement

12.1 *Signage* Any site developed or improved by this grant agreement shall display a sign, at a prominent location and in a form approved by the State

12.2 *Publicity.* Any publicity regarding the subject matter of this grant agreement must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement.

12.3 *Endorsement.* The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

The State may cancel this grant agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

15 Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social

security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 American Disabilities Act

The Grantee must comply with the following accessibility guidelines:

16.1. Americans with Disability Act Accessibility Guidelines for Buildings and Facilities (ADAAG), 2002.

The amended accessibility guidelines include a new section 15 that provides guidelines for recreation facilities such as boating and fishing facilities, golf, swimming pools and play areas. Also included in the new amended guidelines, is a definition of "Area of Sport Activity" and requirements for accessible routes to the area of sport activities and sport courts.

16.2. Regulatory Negotiation Committee on Accessibility Guidelines for Outdoor Developed Areas Final

Report, 1999. Until incorporated into the ADAAG standards, the final report for outdoor developed areas should be used for designing recreational facilities such as campgrounds, picnic areas, trails, and beaches.

17 Reporting Requirements

The Grantee shall submit a progress report, in a form prescribed by the State, by June 1 of each year during the term of this grant agreement. A final report must be submitted with the request for final reimbursement. Forms will be provided by the state.

18 Inspections

The State's authorized representatives shall be allowed at any time to conduct periodic site visits and inspections to ensure work progress in accordance with this grant agreement, including a final inspection upon project completion.

Following closure of the project, the State's authorized representatives shall be allowed to conduct post-completion inspections of the site to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

19 Resource Management and Protection

The Grantee shall protect, manage and maintain, or cause to maintain, the property acquired and/or developed pursuant to this grant agreement. Properties shall be kept reasonably safe for public use, if applicable. All state and federal accessibility laws, regulations and standards shall be adhered to. Vegetation management and similar safeguards and supervision shall be provided to the extent feasible. Buildings, roads, trails and other structures and improvements, if any, shall be kept in reasonable repair throughout their estimated lifetime to prevent undue deterioration. Failure to adequately manage, maintain and properly protect the resources and property assisted through this grant agreement may result in the withholding by the State of any current or future payments to the Grantee related to this or any other Local Grants projects and may result in ineligibility of the Grantee to receive future Local Grants Program Grants.

The Grantee shall keep the facility open to the general public at reasonable hours and at times of the year consistent with the purpose and type of use of the property and appropriate management and protection of natural resources.

20 Invasive Species Prevention

Grantees and subcontractors must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. This applies to all activities performed on all lands under this grant agreement and is not limited to lands under DNR control or public waters. Duties are listed under Sections II and III (p. 5-8) of Operational Order 113 which may be found at

http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf.

21 Land Retention and Deed Restriction

21.1 Land Retention

Any lands acquired or developed with assistance from the Outdoor Recreation grant program must be retained solely for the uses proposed in the Grantee's application. The lands subject to this agreement are shown in Attachment C – Boundary Map which is attached and made part of this agreement. No other use can be made of these lands without prior written approval of the State and the National Park Service. The State will consider requests to convert these lands to other uses only if all practical alternatives have been evaluated and rejected on a sound basis and replacement lands of equal or greater fair market value and reasonably equivalent usefulness are acquired and dedicated to the uses proposed in the Grantee's application.

21.2 Deed Restriction

The Grantee shall have the following condition recorded with the deed to all lands within the park as described in Attachment C – Boundary Map and submit an attested copy of the deed and the condition to the State:

In order to comply with the Department of Natural Resources Outdoor Recreation Project Agreement LW27-01385 the **City of Inver Grove Heights** does hereby impose the following restrictions on the property described in Attachment C to that agreement:

The property shall be permanently managed and maintained for park purposes consistent with the approved grant agreement.

The Grantee shall not at any time convert any portion of the park area to uses other than park recreation uses specified in this Agreement without the prior written approval of the State acting through its commissioner of natural resources.

22 Program Requirements

Federal Land and Water Conservation Fund General Provisions (see Attachment B which is incorporated by reference and made a part of this Agreement). The Grantee assumes all of the State's responsibilities as detailed in the incorporated Provisions.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Statutes 16A.15 and 16C.05.

Signed: R. Hendricks

Date: 11/13/12

Grant agreement No. ~~40532~~ 40532 PD 3-13018
SWIFT

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: George Joville

Title: Manager

Date: 2/13/12

By: Melvin R. Pheasant

Title: Deputy Chief

Date: 2/13/12

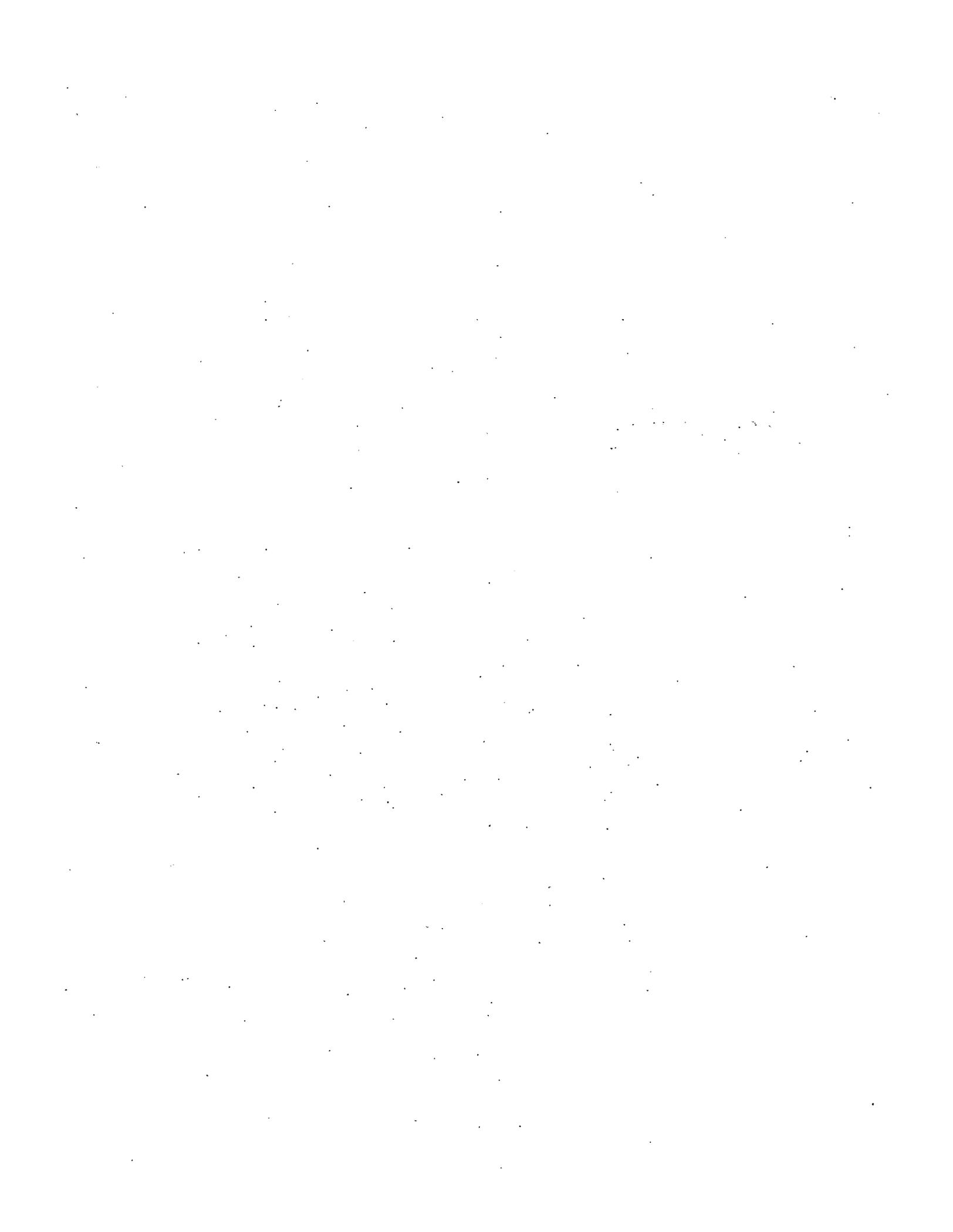
3. STATE AGENCY

By: [Signature]
(with delegated authority)

Title: Deputy Director

Date: 2/16/12

Distribution:
Agency
Grantee
State's Authorized Representative - Photo Copy



**Attachment A
Project Budget**

Recipient: City of Inver Grove Heights

Grant: LW27-01385 Skyview Park

Grant Amount: \$86,000

Project Scope:

Convert two existing baseball/softball fields into a rectangular field (Football, Soccer, Lacrosse) field and replace playground with ADA compliant equipment.

Notes / Conditions:

The Minnesota Historical Society (MHS) has been contacted to review your project to determine if the site is a potential location for historical or archeological resources. If the Historical Society determines that a survey is recommended, the grantee must complete the survey and consult with the Historical Society to ensure the project will have no adverse affect on the resources before any site disturbance and/or final reimbursement of the grant funds.

<u>Project Components</u>	<u>Estimated Total Cost</u>
Sports Fields	\$50,000
Trail	\$12,000
ADA Playground	\$70,000
ADA corrections	\$20,000
Site amenities	\$20,000
<hr/>	
Total Cost	\$172,000

**LAND AND WATER CONSERVATION FUND
PROJECT AGREEMENT GENERAL PROVISIONS**

Part I - Definitions

- A. The term "NPS" or "Service" as used herein means the National Park Service, United States Department of the Interior.
- B. The term "Director" as used herein means the Director of the National Park Service, or any representative lawfully delegated the authority to act for such Director.
- C. The term "Manual" as used herein means the Land and Water Conservation Fund State Assistance Program Manual.
- D. The term "project" as used herein means a Land and Water Conservation Fund grant which is subject to the project agreement and/or its subsequent amendments.
- E. The term "State" as used herein means the State or Territory which is a party to the project agreement, and, where applicable, the political subdivision or public agency to which funds are to be transferred pursuant to this agreement. Wherever a term, condition, obligation, or requirement refers to the State, such term, condition, obligation, or requirement shall also apply to the recipient political subdivision or public agency, except where it is clear from the nature of the term, condition, obligation, or requirement that it is to apply solely to the State. For purposes of these provisions, the terms "State," "grantee," and "recipient" are deemed synonymous.
- F. The term "Secretary" as used herein means the Secretary of the Interior, or any representative lawfully delegated the authority to act for such Secretary.

Part II - Continuing Assurances

The parties to the project agreement specifically recognize that the Land and Water Conservation Fund project creates an obligation to maintain the property described in the project agreement and supporting application documentation consistent with the Land and Water Conservation Fund Act and the following requirements.

Further, it is the acknowledged intent of the parties hereto that recipients of assistance will use monies granted hereunder for the purposes of this program, and that assistance granted from the Fund will result in a net increase, commensurate at least with the Federal cost-share, in a participant's outdoor recreation.

It is intended by both parties hereto that assistance from the Fund will be added to, rather than replace or be substituted for, State and local outdoor recreation funds.

- A. The State agrees, as recipient of this assistance, that it will meet the following specific requirements and that it will further impose these requirements, and the terms of the project agreement, upon any political subdivision or public agency to which funds are transferred pursuant to the project agreement. The State also agrees that it shall be responsible for compliance with the terms of the project agreement by such a political subdivision or public agency and that failure by such political subdivision or public agency to so comply shall be deemed a failure by the State to comply with the terms of this agreement.
- B. The State agrees that the property described in the project agreement and the signed and dated project boundary map made part of that agreement is being acquired or developed with Land and Water Conservation Fund assistance, or is integral to such acquisition or development, and that, without the approval of the Secretary, it shall not be converted to other than public outdoor recreation use but shall be maintained in public outdoor recreation in perpetuity or for the term of the lease in the case of leased property. The Secretary shall approve such conversion only if it is found to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions deemed necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location pursuant to Title 36 Part 59.3 of the *Code of Federal Regulations*. This replacement land becomes subject to Section 6(f)(3) protection. The approval of a conversion shall be at the sole discretion of the Secretary, or his designee.

Prior to the completion of this project, the State and the Director may mutually alter the area described in the project agreement and the signed and dated project boundary map to provide the most satisfactory public outdoor recreation unit, except that acquired parcels are afforded Section 6(f)(3) protection as Fund reimbursement is provided.

In the event the NPS provides Land and Water Conservation Fund assistance for the acquisition and/or development of property with full knowledge that the project is subject to reversionary rights and outstanding interests, conversion of said property to other than public outdoor recreation uses as a result of such right or interest being exercised will occur. In receipt of this approval, the State agrees to notify the Service of the potential conversion as soon as possible and to seek approval of replacement property in accord with the conditions set forth in these provisions and program regulations. The provisions of this paragraph are also applicable to: leased properties acquired and/or developed with Fund assistance where such lease is terminated prior to its full term due to the existence of provisions in such lease known and agreed to by the Service; and properties subject to other outstanding rights and interests that may result in a conversion when known and agreed to by the Service.

- C. The State agrees that the benefit to be derived by the United States from the full compliance by the State with the terms of this agreement is the preservation, protection, and the net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States, and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the United States by way of assistance under the terms of this agreement. The State agrees that payment by the State to the United States of an amount equal to the amount of assistance extended under this agreement by the United States would be inadequate compensation to the United States for any breach by the State of this agreement.

The State further agrees, therefore, that the appropriate remedy in the event of a breach by the State of this agreement shall be the specific performance of this agreement or the submission and approval of a conversion-of-use request as described in Section II.B above.

- D. The State agrees to comply with the policies and procedures set forth in Manual. Provisions of said Manual are incorporated into and made a part of the project agreement.
- E. The State agrees that the property and facilities described in the project agreement shall be operated and maintained as prescribed by Manual requirements and published post-completion compliance regulations (Title 36 Part 59 of the *Code of Federal Regulations*).
- F. The State agrees that a permanent record shall be kept in the participant's public property records and available for public inspection to the effect that the property described in the scope of the project agreement, and the signed and dated project boundary map made part of that agreement, has been acquired or developed with Land and Water Conservation Fund assistance and that it cannot be converted to other than public outdoor recreation use without the written approval of the Secretary of the Interior.
- G. Nondiscrimination
1. By signing the LWCF agreement, the State certifies that it will comply with all Federal laws relating to nondiscrimination as outlined in the Civil Rights Assurance appearing at Part III-I herein.
 2. The State shall not discriminate against any person on the basis of residence, except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence as set forth in the Manual.

Part III - Project Assurances

A. Applicable Federal Circulars

The State shall comply with applicable regulations, policies, guidelines and requirements as they relate to the application, acceptance and use of Federal funds for this federally assisted project, including:

- OMB Circular A-102, Uniform Administrative Requirements for Grants and Cooperative Agreements

with State and Local Governments;

- 43 CFR Part 12, Administrative and Audit Requirements and Cost Principles for Assistance Programs, Department of the Interior;

- A-87, Cost Principles for State, Local, and Indian Tribal Governments; and

- A-133, Audits of States, Local Governments, and Non-Profit Organizations.

B. Project Application

1. The Application for Federal Assistance bearing the same project number as the agreement and associated documents is by this reference made a part of the agreement.
2. The State possesses legal authority to apply for the grant, and to finance and construct the proposed facilities. A resolution, motion or similar action has been duly adopted or passed authorizing the filing of the application, including all understandings and assurances contained herein, and directing and authorizing the person identified as the official representative of the State to act in connection with the application and to provide such additional information as may be required.
3. The State has the capability to finance the non-Federal share of the costs for the project. Sufficient funds will be available to assure effective operation and maintenance of the facilities acquired or developed by the project.

C. Project Execution

1. The project period shall begin with the date of approval of the project agreement or the effective date of a waiver of retroactivity and shall terminate at the end of the stated or amended project period unless the project is completed or terminated sooner in which event the project shall end on the date of completion or termination.
2. The State shall transfer to the project sponsor identified in the Application for Federal Assistance or the Description and Notification Form all funds granted hereunder except those reimbursed to the State to cover eligible administrative expenses.
3. The State will cause work on the project to be commenced within a reasonable time after receipt of notification that funds have been approved and assure that the project will be prosecuted to completion with reasonable diligence.
4. The State will require the facility to be designed to comply with the Architectural Barriers Act of 1968 (Public Law 90-480) and DOI Section 504 Regulations (43 CFR Part 17). The State will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
5. The State shall secure completion of the work in accordance with approved construction plans and specifications, and shall secure compliance with all applicable Federal, State, and local laws and regulations.
6. In the event the project covered by the project agreement, cannot be completed in accordance with the plans and specifications for the project; the State shall bring the project to a point of recreational usefulness agreed upon by the State and the Director or his designee.
7. The State will provide for and maintain competent and adequate architectural/engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the NPS may require.
8. The State will comply with the terms of Title II and Title III, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646), 94 Stat. 1894 (1970), and the applicable regulations and procedures implementing such Act for all real property acquisitions and where applicable shall assure that the Act has been complied with for property to be developed with assistance under the project agreement.

9. The State will comply with the provisions of: Executive Order 11988, relating to evaluation of flood hazards; Executive Order 11288, relating to the prevention, control, and abatement of water pollution, and Executive Order 11990 relating to the protection of wetlands.
10. The State will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires the purchase of flood insurance in communities where such insurance is available, as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes, for use in any area that has been identified as an area having special flood hazards by the Flood Insurance Administration of the Federal Emergency Management Agency. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
11. The State will assist the NPS in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archaeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to effects (see CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
12. The State will comply with "Minority Business Enterprises" and "Women's Business Enterprises" pursuant to Executive Orders 11625 and 12138 as follows:
 - (1) Place minority and women business firms on bidder's mailing lists.
 - (2) Solicit these firms whenever they are potential sources of supplies, equipment, construction, or services.
 - (3) Where feasible, divide total requirements into smaller needs, and set delivery schedules that will encourage participation by these firms.
 - (4) The Department of the Interior is committed to the objectives of this policy and encourages all recipients of its grants and cooperative agreements to take affirmative steps to ensure such fairness.

The National Park Service Regional Offices will work closely with the States to ensure full compliance and that grant recipients take affirmative action in placing a fair share of purchases with minority business firms.

13. The State will comply with the intergovernmental review requirements of Executive Order 12372.

D. Construction Contracted for by the State Shall Meet the Following Requirements:

1. Contracts for construction shall comply with the provisions of 43 CFR Part 12 (Administrative and Audit Requirements and Cost Principles for Assistance Programs, Department of the Interior).
2. No grant or contract may be awarded by any grantee, subgrantee or contractor of any grantee or subgrantee to any party which has been debarred or suspended under Executive Order 12549. By signing the LWCF agreement, the State certifies that it will comply with debarment and suspension provisions appearing at Part III-J herein.

E. Retention and Custodial Requirements for Records

1. Financial records, supporting documents, statistical records, and all other records pertinent to this grant shall be retained in accordance with 43 CFR Part 12 for a period of three years; except the records shall be retained beyond the three-year period if audit findings have not been resolved.

2. The retention period starts from the date of the final expenditure report for the project.
3. State and local governments are authorized to substitute copies in lieu of original records.
4. The Secretary of the Interior and the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the State and local governments and their subgrantees which are pertinent to a specific project for the purpose of making audit, examination, excerpts and transcripts.

F. Project Termination

1. The Director may temporarily suspend Federal assistance under the project pending corrective action by the State or pending a decision to terminate the grant by the Service.
2. The State may unilaterally terminate the project at any time prior to the first payment on the project. After the initial payment, the project may be terminated, modified, or amended by the State only by mutual agreement.
3. The Director may terminate the project in whole, or in part, at any time before the date of completion, whenever it is determined that the grantee has failed to comply with the conditions of the grant. The Director will promptly notify the State in writing of the determination and the reasons for the termination, together with the effective date. Payments made to States or recoveries by the Service under projects terminated for cause shall be in accord with the legal rights and liabilities of the parties.
4. The Director or State may terminate grants in whole, or in part at any time before the date of completion, when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated. The grantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The NPS may allow full credit to the State for the Federal share of the noncancelable obligations, properly incurred by the grantee prior to termination.
5. Termination either for cause or for convenience requires that the project in question be brought to a state of recreational usefulness agreed upon by the State and the Director or that all funds provided by the National Park Service be returned.

G. Lobbying with Appropriated Funds

The State must certify, for the award of grants exceeding \$100,000 in Federal assistance, that no Federally appropriated funds have been paid or will be paid, by or on behalf of the State, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding, extension, continuation, renewal, amendment, or modification of this grant. In compliance with Section 1352, title 31, U.S. Code, the State certifies, as follows:

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement,

the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

H. Provision of a Drug-Free Workplace

In compliance with the Drug-Free Workplace Act of 1988 (43 CFR Part 12, Subpart D), the State certifies, as follows:

The grantee certifies that it will or continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of a grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted;

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

The State must include with its application for assistance a specification of the site(s) for the performance of work to be done in connection with the grant.

I. Civil Rights Assurance

The State certifies that, as a condition to receiving any Federal assistance from the Department of the Interior, it will comply with all Federal laws relating to nondiscrimination. These laws include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-1), which prohibits discrimination on the basis of race, color, or national origin; (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap; (c) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et. seq.), which prohibits discrimination on the basis of age; and applicable regulatory requirements to the end that no person in the United States shall, on the grounds of race, color, national origin, handicap or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the applicant. THE APPLICANT HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE shall apply to all aspects of the applicant's operations including those parts that have not received or benefited from Federal financial assistance.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Applicant for the period during which the Federal financial assistance is extended to it by the Department.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Department, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date.

The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United State shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees, and subrecipients and the person whose signature appears on the grant agreement and who is authorized to sign on behalf of the Applicant.

J. Debarment and Suspension

Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission or embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

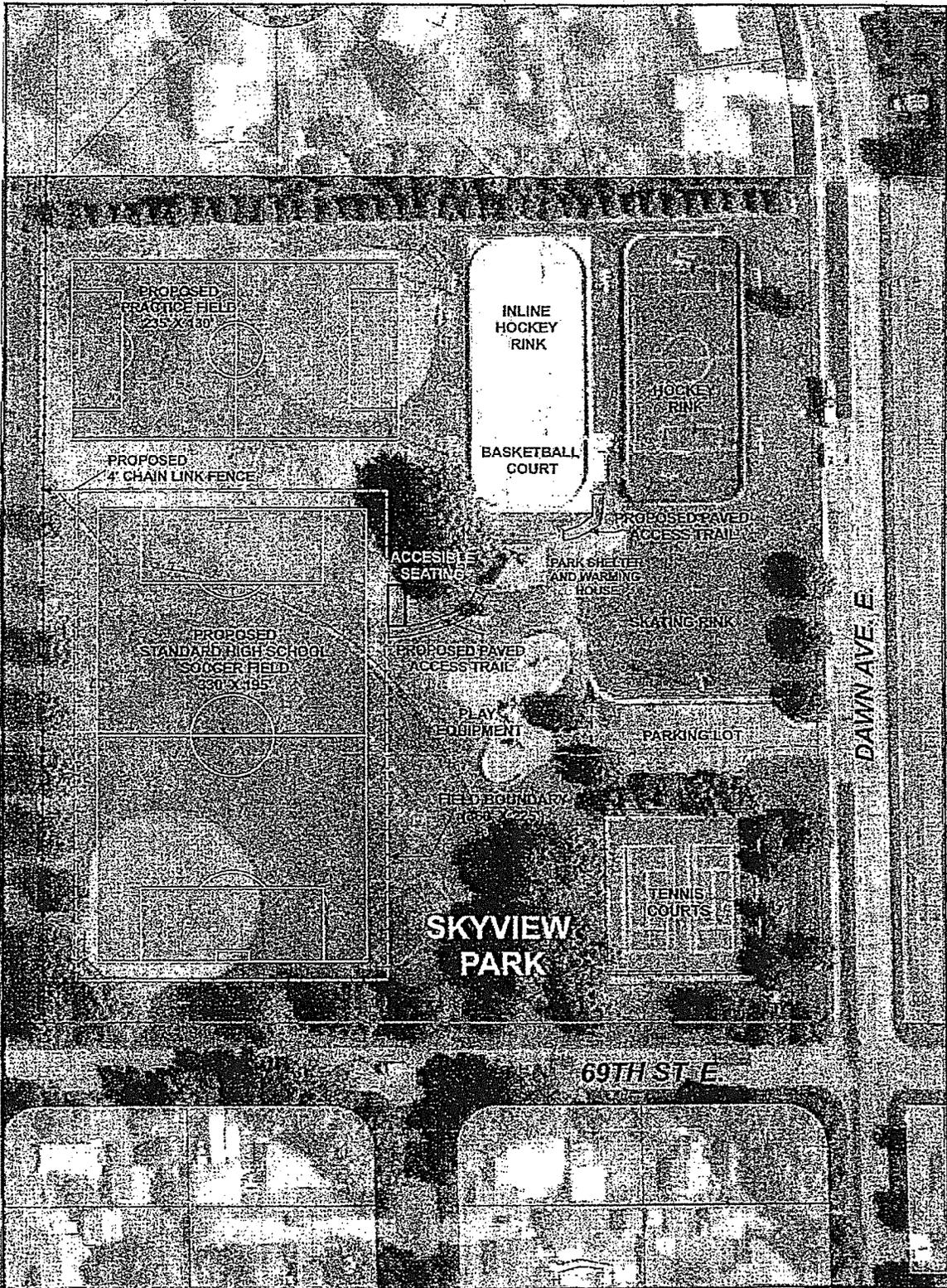
(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The State further agrees that it will include the clause "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions" appearing below in any agreement entered into with lower tier participants in the implementation of this grant. Department of Interior Form 1954 (DI-1954) may be used for this purpose.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this application that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this application.



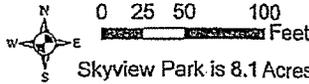


Recreational Site Plan
Skyview Park Improvements
 6765 Dawn Ave
 Inver Grove Heights MN

Legend

Zoning Type

- R-2 Two Family
- R-1 Single Family
- A Agricultural



0 25 50 100 Feet

Skyview Park is 8.1 Acres

THIS PLAN AND THE SITE PLAN ARE FOR INFORMATION ONLY. THE CITY OF INVER GROVE HEIGHTS DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED HEREON. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY DAMAGES, INCLUDING CONSEQUENTIAL DAMAGES, ARISING FROM THE USE OF THIS INFORMATION.

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CITY OF INVER GROVE HEIGHTS *Eric Carlson* 3-31-11

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: June 11, 2012
 Item Type: Consent Agenda
 Contact:
 Prepared by: Larry Stanger, Chief of Police
 (651) 450-2526
 Reviewed by:

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

PURPOSE/ACTION REQUESTED:

Council is asked to approve the Contract for Services Agreement with ISD 199 to provide a School Resource Officer for 2012/2013 and 2013/2014 school years.

SUMMARY:

The City of Inver Grove Heights (“City”) and Independent School District No. 199 (“District”) wish to continue the need for the presence of police officers in District schools, to coordinate activities between the District, the criminal justice system and social services and to promote the prevention and investigation of crime within district schools. The current contract expires June 30, 2012. The contract will again be a two year contract to have a School Resource Officer assigned to District schools. The time period is coincident with the District’s 2012-2013 and 2013-2014 fiscal years.

Enclosed is a copy of a Resolution for your consideration, along with three signed copies of a contract for services that has been agreed to by the School District. You are being asked to pass the Resolution along with the agreement on the contract and signature by the Mayor.

RESOLUTION NO. _____

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

**RESOLUTION APPROVING AGREEMENT BETWEEN
THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT
NO. 199 PROVIDING SCHOOL RESOURCE OFFICER SERVICES FOR
INDEPENDENT SCHOOL DISTRICT NO. 199 SCHOOLS FOR THE 2012-2013 AND
2013-2014 SCHOOL YEARS**

WHEREAS, the City of Inver Grove Heights ("City") and Independent School District No. 199 ("District") wish to continue the need for the presence of police officers in District schools, to coordinate activities between the District, the criminal justice system and social services and to promote the prevention and investigation of crime within District schools.

WHEREAS, District schools are located in the city limits of the City of Inver Grove Heights.

WHEREAS, the City and District desire to have a School Resource Officer assigned to the District schools for the 2012-2013 and 2013-2014 school years, as a liaison between the District and the City.

WHEREAS, District will reimburse the City for assignment of a School Resource Officer for the 2012-2013 and 2013-2014 school years.

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

1. The City Council hereby approves the attached Agreement for School Resource Officer Services between Independent School District No. 199 and the City of Inver Grove Heights for the 2012-2013 and 2013-2014 School Years.
2. The City Council hereby authorizes the Mayor to enter into the attached Agreement for School Resource Officer Services between Independent School District No. 199 and the City of Inver Grove Heights for the 2012-2013 and 2013-2014 School Years.

Adopted by the City Council of the City of Inver Grove Heights this 11th day of June, 2012.

George Tourville, Mayor

Attest:

Melissa Rheaume, Deputy Clerk

**AGREEMENT FOR SCHOOL RESOURCE OFFICER SERVICES FOR
INDEPENDENT SCHOOL DISTRICT NO. 199 SCHOOLS BETWEEN INDEPENDENT
SCHOOL DISTRICT NO. 199 AND THE CITY OF INVER GROVE HEIGHTS FOR
THE 2012-2013 AND 2013-2014 SCHOOL YEARS**

This Agreement (“Agreement”) is made and effective as of the 11th day of June, 2012, by and between the **City of Inver Grove Heights**, a Minnesota municipal corporation (hereafter referred to as “City”), and **Independent School District No. 199**, a Minnesota public school corporation (hereafter referred to as “District”). Subject to the terms and conditions hereafter stated and based on the representations, covenants, agreements and recitals of the parties herein contained, the parties do hereby agree as follows:

SECTION 1
RECITALS

RECITAL NO. 1. The City and District wish to continue the need for the presence of police officers in District schools to coordinate activities between the District, the criminal justice system and social services and to promote the prevention and investigation of crime within District schools. These are the goals of the City and the District.

RECITAL NO. 2. By use of the School Resource Officer, the City and District seek to establish a cooperative approach among the District (its students, faculty, and employees), the City and community members to achieve these goals.

RECITAL NO. 3. The City and District desire to have a School Resource Officer assigned to District schools as a liaison between District and the City.

SECTION 2
AGREEMENT

2.1 OFFICER EMPLOYED BY CITY. City shall employ and temporarily assign, in accordance with applicable state statutes, a licensed peace officer to serve as School Resource Officer. The School Resource Officer shall serve at the various District schools identified in Section 2.9. The assignment of the School Resource Officer to a particular school shall be determined by the District after consultation with the City’s Police Chief.

The School Resource Officer shall be an employee of the City. The School Resource Officer shall not be considered an employee of District for any purpose, including but not limited to salaries, wages, other compensation or benefits, worker’s compensation, unemployment, PERA, Social Security, withholding, liability insurance, personnel records, termination of employment, individual contracts, or other contractual rights.

For use of the School Resource Officer, District will reimburse City as stated in paragraph 2.11 of this Agreement.

2.2 HOLD HARMLESS. Subject to the maximum liability limit provided by Minnesota Statute, Chapter 466, City shall indemnify, defend and hold District harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and attorneys' fees, that the District incurs or suffers, which relate to claims of third parties, arising out of, resulting from or relating to the activities of the School Resource Officer or employment of the School Resource Officer.

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

2.3 SELECTION AND ASSIGNMENT OF OFFICER. A selection committee, consisting of the District Superintendent, the Simley High School principal, the City Chief of Police or the Chief's designee, the City Administrator or the City Administrator's designee, and the City Human Resources Director or a City Human Resources Technician, will be established to interview and recommend the person to fill the position of School Resource Officer. The selection of such officer shall be the decision of the City Chief of Police and City Administrator, in consultation with the selection committee. Should the School Resource Officer resign, be reassigned, or be discharged, the selection committee shall interview and recommend a replacement. The continued assignment of such officer shall be at the discretion of the City Chief of Police and City Administrator, in consultation with the District Superintendent.

2.4 ADMINISTRATIVE RESPONSIBILITIES. The type, scope and manner of law enforcement services rendered to District shall be at the sole direction of City. Standards of performance, personnel policies, discipline of the School Resource Officer, and other internal matters shall be under the authority of City. District may provide City with an appraisal of the services received. District shall immediately notify the City in writing of any purported deficient performance or purported inappropriate conduct by the School Resource Officer. If requested, City shall provide District with a statistical summary report once a year indicating services provided at the secondary level and the name of the officer(s) providing the service.

2.5 DUTIES OF OFFICER. The duties, responsibilities, and work schedule of the School Resource Officer shall be developed cooperatively between City and District. The assigned tasks, developed by the City and District, may include, but not be limited to, those tasks identified on the attached Exhibit A.

During the regular school year, the School Resource Officer's shift shall be determined by the City, but shall consist of an average of 40 hours per week, Monday through Friday, corresponding approximately to the regular school day of 7:00 a.m. to 3:00 p.m. The School Resource Officer shall meet and communicate with the Superintendent or the Superintendent's

designee at mutually convenient times, and shall notify the secretary of the District school's principal when the officer will be absent.

The School Resource Officer shall not provide traffic control or traffic enforcement on District premises. Nothing in this Agreement shall be deemed to require the City to provide police officers at any District school for pedestrian or traffic enforcement, or special events, including but not limited to athletic events or other school activities. The parties agree that policing for special events shall be provided at previously-determined rates.

2.6 ABSENCES. During the school day, while serving as a School Resource Officer, the employee will be available for and may respond to emergency calls and other assistance required by the City, and may attend police training and special duties as assigned by City. The City is not responsible to provide a replacement during such absences and the amount owed by the District under paragraph 2.11 is not reduced because of the absences. The City will use reasonable efforts to schedule the officer's training and any assignments to special duties for days that are not regular school days.

From time to time, the School Resource Officer may be absent due to vacation, illness, personal leave days, holidays, and other authorized leaves under the City contract with the employee. The City is not responsible to provide a replacement during such absences unless the School Resource Officer is on a leave of absence under the Minnesota Family Medical Leave Act. The amount owed by the District under paragraph 2.11 is not reduced because of the absences. To the extent the collective bargaining agreement applicable to the officer allows, the City will use reasonable efforts to schedule vacation and authorized leaves (excluding absences for illness, personal leave days and holidays) for days that are not regular school days. If such absences described in this paragraph are for more than three (3) consecutive regular school days, the City, after consultation with the District, will in good faith endeavor to make-up the time lost above the three (3) day absence or the City, after consultation with the District, will in good faith endeavor to provide an alternate School Resource Officer for the time above the three (3) day absence.

2.7 OVERTIME. Overtime work by the School Resource Officer in excess of eight hours per day shall be paid by the City according to the officer's contract, providing such additional time, on a case by case basis, has been approved in advance by City and District. Approval shall be on a case by case basis and general or blanket approvals will not be accepted.

2.8 SCHOOL CALENDAR. School Resource Officer services will be provided during the regular school year, approximately nine months, from the first Tuesday after Labor Day (September 4, 2012 and September 3, 2013), until the end of the school year (approximately June 1). District shall provide City with a school calendar.

The City's Police Department shall have exclusive use of the employee assigned as the School Resource Officer from the end of the school year (approximately June 1) until the first day of the school year. The City shall pay all employee-related expenses for this summer period.

2.9 SERVICE LOCATIONS. The School Resource Officer may be assigned to the following District schools: Simley High School, Inver Grove Heights Middle School, Hilltop Elementary School, Pine Bend Elementary School and Salem Hills Elementary School. The assignment of the School Resource Officer to a particular school shall be determined by the District after consultation with the City's Police Chief.

2.10 CLOTHING, EQUIPMENT, AND SUPPLIES. Without cost to District, City shall provide any required clothing, uniforms, training, vehicle, vehicle maintenance, vehicle fuel, weapons, necessary equipment and supplies for the School Resource Officer to perform the officer's law enforcement duties.

Without cost to City, District shall provide School Resource Officer with a reserved parking space, private secure lockable office, "land-line" telephone, computer, and secure internet access necessary for the School Resource Officer to perform required duties as specified in paragraph 2.5 of this Agreement.

2.11 COST. For and in consideration of the City providing School Resource Officer services in accordance with the terms of this Agreement, District shall pay City the following amounts:

- a. The sum of \$78,000 in nine equal monthly installments with each installment due on the first of each month, beginning September 1, 2012, and ending May 1, 2013.
- b. The sum of \$78,000 in nine equal monthly installments with each installment due on the first of each month, beginning September 1, 2013, and ending May 1, 2014.
- c. The sum of \$900 in nine equal monthly installments with each installment due on the first of each month, beginning September 1, 2012, and continuing to May 1, 2013. This sum of \$900 is to offset cost to City of vehicle replacement as a result of use of police vehicles by School Resource Officer on District premises.
- d. The sum of \$900 in nine equal monthly installments with each installment due on the first of each month, beginning September 1, 2013, and continuing to May 1, 2014. This sum of \$900 is to offset cost to City of vehicle replacement as a result of use of police vehicles by School Resource Officer on District premises.

2.12 PRIVACY OF PUPIL RECORDS. Pursuant to the District's Protection and Privacy of Pupil Records Policy (Policy) and consistent with the requirements of the Family Educational Rights and Privacy Act (Privacy Act) and the Minnesota Government Data Practices Act (Data Practices Act), the School Resource Officer for purposes of the Policy, the Privacy Act and the Data Practices Act shall be deemed to be a school official when performing the duties and responsibilities of the School Resource Officer. As such, the City certifies and agrees that all data created, collected, received, stored, used, maintained, or disseminated by the School Resource Officer must comply with the Privacy Act and the Data Practices Act.

SECTION 3
TERM OF AGREEMENT

3.1 TERM OF AGREEMENT. Unless terminated by either party in accordance with paragraph 3.2, the term of this Agreement shall be from July 1, 2012 to June 30, 2014. This time period is coincident with the District's 2012-2013 and 2013-2014 fiscal years.

3.2 TERMINATION. Either party may terminate this Agreement upon one year written advance notice of such termination. If the District terminates this Agreement upon less than one year advance notice, the District shall pay an amount equal to one-half of the fees that would otherwise be payable for the fiscal year (July 1 – June 30). With timely termination, all payments due hereunder shall be prorated in the event of such termination.

SECTION 4
MISCELLANEOUS

4.1 COMMUNICATION. Any notice, demand, or communication to the District shall be addressed to the Superintendent at:

Superintendent of Schools
Independent School District No. 199
2990 80th Street East
Inver Grove Heights, MN 55076-3232

Any notice, demand, or communication to the City shall be addressed to the City Administrator at:

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

4.2 SCOPE. It is agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof. This Agreement may not be altered, changed, or amended except by an instrument in writing, signed by all parties.

4.3 BINDING AGREEMENT. The parties mutually recognize and agree that all terms and conditions of this Agreement shall be binding upon the parties and the successors and assigns of the parties.

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

4.5 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.

IN WITNESS WHEREOF, District and City have executed this Agreement effective as of the day and year first stated above. This Agreement shall not become effective unless and until it is approved by the City Council and the School Board and is signed by the representatives listed below.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

ATTEST:

Melissa Rheaume, Deputy City Clerk

INDEPENDENT SCHOOL DISTRICT #199

By: Cindy Nordstrom
Cindy Nordstrom
Its: School Board Chair

By: Lynette Stensgard
Lynette Stensgard
Its: School Board Clerk

EXHIBIT A

LIST OF TASKS THAT MAY BE ASSIGNED

1. Provides security for students and staff.
2. Serve as a role model to build rapport with students and staff.
3. Facilitate communication and cooperation between district officials, County juvenile authorities and local police officials.
4. Assist district staff in understanding the Dakota County Juvenile Court system, local law enforcement parameters, and the judicial processes.
5. Act as an in-house law enforcement source for school staff and students in processing criminal matters that arise in district setting.
6. Work closely with school counselors, assist in the identification of pre-delinquent children, and attempt to eliminate delinquency-producing factors. Accept assignments and follow-up referrals requested by school staff members regarding delinquencies, as appropriate.
7. Attend school staff meetings as a resource person in developing and adopting procedures that will contribute to the prevention of juvenile delinquency.
8. Respond on or off duty to police incidents and/or emergencies as directed.
9. Act as part of a school/district-wide team effort, working with other assigned personnel, to provide role models and to prevent undesirable behavior patterns from developing in our community youth. Endeavor to build and maintain rapport between youth and the police by day-to-day contact as a resource person.
10. Be involved in school and out-of-school youth activities. Participate in community affairs as requested or assigned.
11. Facilitate education programs for students as a resource person. Be available for lectures to school and community groups as assigned or requested.
12. Assist and advise in security matters regarding school buildings and properties that are supervised by school staff members.
13. Under the direction of the school principal, provide follow-up with families, as appropriate.
14. Stay abreast of developments in the youth relations field and changes in related laws and ordinances.
15. Maintain continuity and communications with supervisor.
16. Take statements regarding criminal activities and complete police reports.
17. Other duties as assigned.

Inver Grove Heights Community Schools 2012-2013 District Calendar

August 2012						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August
 27 Staff Workday
 28 Staff Development
 29 Staff Development
 * Floating Staff Workday in August

February 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

February
 15 Early Release
 18 NO SCHOOL, President's Day

September 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September
 4 School Begins

March
 8 NO SCHOOL, Staff Workday (1/2 WD, 1/2 SD)
 11 Trimester 3 Begins
 22 Early Release
 25 Spring Break
 26 Spring Break
 27 Spring Break
 28 Spring Break
 29 Spring Break

March 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October 2012						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October
 15 Conferences, Grades 6-12, 4:30-7:30 p.m.
 16 Conferences, Grades 6-12, 4:30-7:30 p.m.
 16 Conferences, Grades K-5, 5-9 p.m.
 17 NO SCHOOL
 17 Conferences, Grades 6-12, 9 a.m.-3 p.m.
 17 Conferences, Grades K-5, 10 a.m.-8:30 p.m.
 18 NO SCHOOL, Teacher Conventions
 19 NO SCHOOL, Teacher Conventions

April
 22 Conferences, Grades 6-12, 4-7:30 p.m.
 24 Conferences, Grades 6-12, 4-7:30 p.m.
 26 NO SCHOOL for secondary students only

April 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

November 2012						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November
 21 Early Release
 22 NO SCHOOL, Thanksgiving Break
 23 NO SCHOOL, Thanksgiving Break
 30 NO SCHOOL, Staff Workday (1/2 WD, 1/2 SD)

May
 24 Early Release
 27 NO SCHOOL, Memorial Day

May 2013						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December
 3 Trimester 2 Begins
 24 NO SCHOOL, Winter Break
 25 NO SCHOOL, Winter Break
 26 NO SCHOOL, Winter Break
 27 NO SCHOOL, Winter Break
 28 NO SCHOOL, Winter Break
 31 NO SCHOOL, Winter Break

June
 6 Final Day of School
 7 Graduation, Staff Workday

June 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

January 2013						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January
 1 NO SCHOOL, Winter Break
 14 Conferences, Grades 6-12, 4-7:30 p.m.
 16 Conferences, Grades 6-12, 4-7:30 p.m.
 16 Conferences, Grades K-5, 5-9 p.m.
 17 NO SCHOOL for elementary students only
 17 Conferences, Grades K-5, 10 a.m.-8:30 p.m.
 18 NO SCHOOL
 21 NO SCHOOL, MLK Day

**Total Student Days = 174
 Total Teacher Days = 185**



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

AUTHORIZE ADVERTISEMENT OF RFP FOR DEMOLITION OF CITY OWNED STRUCTURES LOCATED AT 7456 SOUTH ROBERT TRAIL AND 1467 80TH STREET EAST

Meeting Date: June 11, 2012
Item Type: Consent
Contact: JTeppen, 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

PURPOSE/ACTION REQUESTED Authorize advertisement of an RFP for demolition of City owned structures located at 7456 South Robert Trail and 1467 80th Street East.

SUMMARY The City owns two properties that were acquired for easements. There are structures on both properties that aren't suitable for resale or re-use and therefore need to be demolished.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Approving Proposals for Professional Services for the Concord Boulevard Neighborhood Study

Meeting Date: June 11, 2012
 Item Type: Consent
 Contact: Thomas J. Link: 651-450-2546
 Prepared by: Tom Link, Director of Comm. Dev.
 Reviewed by: NA

TL

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

The City Council is to consider approving the Resolution Approving Proposals for Professional Services for the Concord Boulevard Neighborhood Study, as attached.

SUMMARY

At a special meeting on April 23, 2012, the City Council accepted the refined land use plan and identified four specific redevelopment sites. With that action, the City completed Phase I of the Concord Boulevard Neighborhood Study and is now able to commence with Phase II. Phase II will consist of a market strategy study and design guidelines.

Phase II will focus on the four potential redevelopment sites identified by the City Council and will address the following issues:

- The design guidelines will provide direction on the form of development and how that development can be integrated into the existing neighborhood. For example, the design guidelines will address density, impervious surface, building orientation, open space, stormwater management, parking and circulation, pedestrian circulation, and infrastructure needs.
- The market strategy study will determine if the City’s ideas are feasible in the marketplace. This will involve a series of meetings with developers and an evaluation of the potential for retail and service development in the neighborhood. The analysis will also include a financial model that will assist the City in determining how to make overall redevelopment financially feasible and analyze financial tools available to the City. The strategy will include an implementation element will address the City’s role in redevelopment, financial tools that the City will use, and a process for selecting a developer.
- Finally, the information will be presented to the Concord Boulevard residential neighborhood and business community to inform them of the study’s results and receive their comments and input.

City staff has assembled a team of consultants to assure a comprehensive analysis of planning/design, real estate markets, and financial feasibility. In addition, considerable input will be obtained from the development community. The consultants' proposals, as attached, include:

- Hoisington Koegler Group Inc \$32,000
 - Ehlers \$18,525
- TOTAL \$50,525**

A separate proposal for the market analysis will be considered at a later date, after the meetings with developers, and will be brought to the City Council at that time. Also, staff does not recommend Ehlers proposed alternative to analyze TIF, at this time. The City could also consider this TIF analysis at a later date, following discussions of financial tools.

The total budget for the work is \$60,000. Inver Grove Heights has obtained a Metropolitan Council Livable Communities Grant in the amount of \$48,000 to assist with the second phase of the Concord Study. The grant will cover 80% of the Phase II costs. The remaining \$12,000 will be the City's responsibility and is included in the City's budget.

CONCLUSION

Staff recommends approval of the Resolution Approving Proposals for Professional Services for the Concord Boulevard Neighborhood Study.

Enc: Resolution
Hoisington Koegler Group Inc. Proposal
Ehlers Proposal

cc: Brad Scheib, Hoisington Koegler Group Inc.
Stacy Kzilvang, Ehlers

CITY OF INVER GROVE HEIGHTS

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING PROPOSALS FOR PROFESSIONAL SERVICES FOR THE
CONCORD BOULEVARD NEIGHBORHOOD STUDY**

WHEREAS, the City of Inver Grove Heights desires to undertake Phase II of the Concord Boulevard Neighborhood Study, and

WHEREAS, the City has received proposals from Hoisington Koegler Group Inc. and Ehlers to undertake the study, and

WHEREAS, the Metropolitan Council Livable Communities Grant will pay for 80% of the Phase II study.

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS hereby approves the proposals from Hoisington Koegler Group Inc. and Ehlers.

Passed by the City Council of the City of Inver Grove Heights on the _____ day of _____, 2012.

AYES:

NAYS:

ATTEST:

George Tourville, Mayor

Melissa Kennedy, Deputy Clerk

Attachment A

Work Program for Phase II of the Concord Boulevard Neighborhood Plan

Design Guidance

Four sites have been selected from Phase I of the Concord Boulevard Neighborhood Plan for further redevelopment evaluation and planning related to market and financial feasibility and urban design guidance. This work plan outlines a strategy for completing concept site planning for each of the four sites. It also includes time for meetings with technical project advisors (financial planning and market research), city staff (community development, parks, engineering and administration), elected/appointed officials and neighborhood stakeholders.

Task 1: Participate in developer roundtable discussions as follows: HKGi will provide a list of developer/broker contacts that could be contributors to the roundtable discussions. HKGi will provide background information for developers/brokers in a convenient form that will enable the participants to familiarize themselves with the project area and land use vision. HKGi will have one staff participate in the roundtable discussions.

Task 2: Assist with the coordination of market/real estate analyst's review and critique of the land use vision and redevelopment concepts. HKGi will provide relevant background materials and data to selected market research experts and will participate in one meeting to coordinate data and communicate concepts with market experts.

Task 3: Develop detailed site and architectural guidelines for each of the four selected sites that place an emphasis on creative and practical approaches to design. Guidelines will address residential and commercial (retail/service) and industrial uses, massing, vehicle circulation, pedestrian and bicycle accessibility and connectivity, landscaping and site amenity features, and allowed/desired building materials. Sites to be addressed include:

- 3-1. Mississippi Gateway Site – Residential mix, commercial, mixed use
- 3-2. CDA Site – predominantly residential attached rowhouse/townhouse
- 3-3. 68th and Concord Site – higher density stacked residential with potential commercial/office mix
- 3-4. Dickman Trail Site – business park, enterprise park

A general site plan will be prepared for each site illustrating the following topic areas:

- Development yield (land use, density, units and square footages and hard surface cover)
- Development patterns (building orientation to streets or other public spaces)
- Open space patterns and storm water management
- Public improvements/amenities

- Vehicle parking and internal site circulation
- Pedestrian and bicycle circulation internal to site and adjacent to site
- Infrastructure and utility system locations and design

Task 4 Collaborate with Ehlers and City Staff to determine financial feasibility of each site design concept. This task will include coordination with Ehlers staff to provide key land use, development assumptions, site design and improvement cost assumptions for inputs into the financial model.

Task 5 Project Team Meetings: The work plan will include up to six project team meetings. The project team meetings will generally include city staff and consultant team as necessary:

- 5-1. A kick-off meeting (scheduling and project orientation) and coordination of the developer roundtable meeting (confirm selection of roundtable participants, process, schedule and background materials)
- 5-2. A workshop review of developer roundtable findings and market assessment of land use/vision plan
- 5-3. A preliminary review of site design concepts
- 5-4. A workshop to review financial model results
- 5-5. A final workshop to review and edit final plan components

Task 6 Stakeholder Engagement: Stakeholder engagement is envisioned to occur at two primary times during the process: to present findings from developer roundtable and market feasibility analysis and to present site design concepts. Each session will include a combination of meetings with individual stakeholder groups including three focus group meetings, a general open house format meeting and a meeting with elected/appointed officials. Each set of meetings will be preceded with a written project update flyer/mailer.

Task 7 Develop Implementation and Redevelopment Strategies. HKGi will collaborate with Ehler's and City staff to define the role that the City could play for each site, understand the level of financial commitment and risk associated with each project and to develop a strategy/approach for how to implement redevelopment. The final work product will include critical data to inform potential developer/investor interest including key demographic, economic and financial information as incorporated from the market research and financial planning completed by Ehlers and market research consultants. The final work product will be designed in a manner that promotes each project and facilitates the communication of the redevelopment potential, desired design character and the City's role in future redevelopment efforts.

Task 8 Develop final work product. The final work product will be a series of 11x17 format sheets that illustrate the site and architectural guidelines for each of the four areas. These sheets will be used to communicate desired design patterns and forms and will inform future efforts to secure physical development funding, modify/amend the comprehensive plan and modify/amend the zoning ordinance.

Final deliverables will include one set of bound plans for each site, a presentation board for each site and all electronic files provide on a CD or flash drive.

Fee Estimate

The above work plan includes the following fee estimate as broken down in detail by task:

Task	Task Description	Actual Hours	Rounded Fee Estimate
1.0	Roundtable	10.5	\$ 1,300
2.0	Market	6.5	\$ 700
3.0	Develop site and architectural guidelines	262	\$ 20,700
4.0	Financial Feasibility	12	\$ 1,300
5.0	Project team meetings	13	\$ 1,700
6.0	Stakeholder Engagement	35	\$ 4,100
7.0	Implementation and Redevelopment Strategies	10	\$ 800
8.0	Final Plan	8	\$ 800
	Fee HKGI-Total	357	\$ 31,400

Expenses (includes plotting of presentation boards for stakeholder meetings, final sheet/board production and mileage reimbursement for meeting attendance) \$ 600

Grand Total \$ 32,000

Project Schedule

The above work program will be completed within a 4 to 5 month time frame.

June 5, 2012

Mr. Tom Link
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights MN 55077

RE: Proposal for Services for Redevelopment Feasibility – Concord Redevelopment Area

Dear Tom:

Thank you for the opportunity to submit a proposal to you with regards to the above referenced redevelopment opportunity.

Based upon our conversations, you stated that assistance will be needed to assist with coordinating developer roundtables to ascertain their input on the preliminary redevelopment plan and prepare a financial model to determine the financial feasibility of the proposed redevelopment, as modified. Following is a detail of services to be provided and a not-to-exceed estimate for the above referenced services.

I. Developer Roundtable:

Ehlers proposes to complete the following tasks to assist the City in soliciting feedback from developers on the proposed redevelopment:

1. Coordinate round table discussions with retail, office, mixed-use, housing and light industrial developers to provide market perspective on what is feasible to develop in the area and ascertain development interest. The meetings will last approximately 1 hour in length per meeting (45 minutes with the developer and 15 minutes debriefing with staff). We anticipate hosting up to 10 developer meetings over a one to two day period.
2. Prepare summary chart/memo of the comments received from the development community for review by the City Council and EDA.
3. Attend meeting with both the City Council and EDA to go over summary of comments.

The above referenced services will be provided on an hourly basis and shall take 40 hours to complete. Based upon Ehlers hourly fee of \$195, the cost to complete this will be \$7,800.

II. Development Cost Analysis/Financing Tools:

Ehlers proposes to complete the following tasks to develop a financial model that will assist the City in determining how to make the overall redevelopment financially feasible:

1. Utilize City redevelopment plan (as amended after developer roundtable discussions, if at all) to prepare a financial model to assess the economic feasibility of proposed land uses and development concepts based upon land assembly and public improvement costs. Model to be broken down into project phases and will include detailed sources and uses of funds including land assembly costs (acquisition, relocation, environmental abatement, demolition and soft costs), likely sales revenue derived from land sales, public improvements, grants and other forms of public assistance. ***It is anticipated that the City will provide us with an excel spreadsheet of the PID #'s, pay 2012 market value, property owner, and end use of each PID.***

2. Meet with City and HKGI to overview financial analysis and prepare any modifications/revisions as needed (2 meeting anticipated).
3. Attend meeting with City Council to overview final financial analysis and discussion on how to finance gap. Prepare TIF and Abatement 101 presentation for Council work session to discuss the use of these public financing tools and how the mechanics of how they work.

The above referenced services will be provided on an hourly basis and shall take 50 hours to complete. Based upon Ehlers hourly fee of \$195, the cost to complete this will be **\$9,750**.

For items I and II, we will bill on an hourly basis at our current rate of \$195/hour and propose a **not to exceed** contract for **\$17,550** to provide the proposed deliverables.

ALTERNATIVES FOR CONSIDERATION

If the City Council determines that a gap does exist in financing the redevelopment and that public assistance is warranted, we would recommend preparing a TIF analysis for the area as follows:

III. TIF Analysis:

Ehlers proposes to complete the following tasks to assist the City in determining the type of TIF district(s) that could be created and the amount of increment they will generate for the redevelopment:

1. Identify types of TIF district(s) that could be established within the redevelopment area and outline eligibility requirements, term, etc.
2. Work with HKGI to ascertain key land use and development assumptions and how they interrelate to the existing parcels in order to prepare TIF runs.
3. Meet and/or discuss with City Assessor valuation of future uses, meet with City to discuss timing assumptions for development and prepare master TIF run model(s) for project area and prepare TIF runs for project phases/areas to incorporate into the financial model.
4. Meet with City and HKGI (as needed) to go over results and modify as appropriate (2 meetings).
5. Attend meeting with City Council to overview findings and TIF analysis.

The above referenced services will be provided on an hourly basis and shall take 35 hours to complete. Based upon Ehlers hourly fee of \$195, the cost to complete this will be **\$6,825**.

IV. Development of Implementation Strategy:

Ehlers proposes to complete the following tasks to assist in the development of an implementation strategy:

1. Work with City staff on determining priority areas for redevelopment.
2. Assist City staff in determining process to solicit development proposals.

The above referenced services will be provided on an hourly basis and shall take approximately 5 hours to complete. Based upon Ehlers hourly fee of \$195, the cost to complete this will be **\$975**.

For alternate items III and IV, we will bill on an hourly basis at our current rate of \$195/hour and propose a **not to exceed** contract for **\$7,800** to provide the proposed deliverables.

Ehlers has assisted the majority of its clients that are undertaking redevelopment efforts in finding, selecting and negotiating development agreements with developers. Typically, when a developer(s) are selected, the City would request an escrow deposit to pay for Ehlers and legal counsel's time in completing developer negotiations and analysis. We look forward to these future steps with the City as the redevelopment of Concord Boulevard commences.

If additional work is needed or a change in scope is required for items I and II, a written proposal for the additional work will be submitted for your review and consideration. Please note that the estimates are a **not to exceed** amount and if we spend less time on any of the activities listed, you will not be billed the full amount. We look forward to the opportunity of working with you and the Council on this project. Please contact me at 651-697-8506 with any questions.

Sincerely,



Stacie Kvilvang



Jessica Cook

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: June 11, 2012
Item Type: Consent
Contact: Jenelle Teppen, Asst. City Admin
Prepared by: Amy Jannetto, H.R. Coordinator
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 Staff requests that the Council approve the personnel actions listed below:

Please confirm the seasonal/temporary employment of: Adam Garfield, Paula Egging, Jessica Keely, Brandilynne Schierland, Alyssa Bray, Brandon Binder, Josh Eckl, Neil Lynch, Jordan Zimmel, Jill Cotone, Amber Weatherford, Tanner Johnson, Eric Baehman, Connor Phares, Elizabeth Briggs, Daniel Grasz, Tracey Page, Kayla Cooper, Jennifer Willaert, Andrew Onken, Ben Kocer, Brittney Brynell, Taylor Floyd, Celina Nehmer, Paige Ecker, Emma Russ, Megan Hooper, and Sam Lanners.

Please confirm the separation of employment of: Catherine Gadiant, GIS Technician.

Please confirm the employment of: Pamela Hinton, Office Support.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Continuation of the Assessment Hearing for City Project No. 2001-12 – Concord Boulevard Reconstruction Phase II

Meeting Date: June 11, 2012
 Item Type: Assessment Hearing
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

TK

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: Special Assessments, Water Fund, Pavement Management Fund

PURPOSE/ACTION REQUESTED

The City Council continued the assessment hearing to consider a resolution adopting the final assessment roll for one parcel in City Project No. 2001-12 – Concord Boulevard Street Reconstruction Phase II for the following areas: Concord Boulevard (starting at a point 1121 feet south of Corcoran Path and ending at a point 83 feet south of 65th Street East).

SUMMARY

City Project No. 2001-12 was ordered by the City Council on April 14, 2008 as part of the City's Pavement Management Program. Mn/DOT and Dakota County funded the majority of the surface and storm sewer improvements along with sanitary sewer and water main adjustments necessary as a result of roadway modifications. The Council conducted the final assessment hearing on May 14, 2012 and adopted final assessments for all the parcels except two parcels (PID no. 20-01100-51-060 and 20-18290-01-010). On May 29, 2012 the Council levied the assessment for the duplex parcel owned by Mr. and Mrs. Province (PID No. 20-01100-51-060). The Council continued the hearing for ABE Investments (PID No. 20-18290-01-010) to June 11, 2012 at the request of the owner.

Steve Nelson, attorney representing ABE Investments (of which he is part owner) attended regarding the commercial zoned property at 80th and Concord Boulevard. We explained how the appraiser recommended a maximum assessment of \$1/square foot for commercial properties. The proposed assessment for this parcel is \$0.14/square foot. He provided an objection letter which was presented on May 14, 2012. (On a side note, he indicated that the issue concerning access to his property has been resolved after a detailed review of his title policy which indicated the existence of easements over the existing private roads adjacent to his property). Staff is recommending that this property be assessed \$7,231.78 as originally proposed at the May 14, 2012 assessment hearing. Mr. Nelson asked the City to review the assessment history on his parcel to determine if a corner credit should be considered on this project. Mr. Nelson understands that this project assessment is being proposed at the commercial rate of \$38.08/FF for his frontage on Concord Boulevard only. This project is not assessing the 80th Street frontage. Mr. Nelson has been informed he would qualify for an assessment corner lot credit when 80th Street is reconstructed in the future.

The City has reviewed the history of Parcel ID No. 20-18290-01-010 owned by ABE Investments to determine if a corner lot credit should be considered on Concord Boulevard (City Project 2001-12). The following outlines the history:

The current pending assessment of \$7,231.78 with City Project No. 2001-12 is the first assessment directly levied to this parcel which was created as Lot 1, Block 1 in Concord Commons (1994 plat). The City had not assessed any projects towards Concord Commons; however, there were approximately \$93,372.99 levied to the original parcel which became Concord Commons. All of these assessments were paid in full at the time of the platting of Concord Commons. These assessments included:

Pre-1979 assessments for utilities (sanitary sewer and storm sewer)	\$ 4,267.60
1980 assessments for original grading of 80th Street from Dawn to Concord Blvd.	\$21,376.69
1980 assessments for water main and sanitary sewer	\$19,637.94
1981 assessments for original construction of 80th St from Dawn Ave to Concord Blvd	\$14,789.99
1989 trunk sewer and water assessments along Concord Boulevard	\$33,300.77

At the time of the 1979 and 1980 projects, there had been no street connection between 80th Street and Concord Boulevard. These improvements were done to promote development in the area. The City did this improvement project. There was no involvement by Mn/DOT on Concord Boulevard or Dakota County on 80th Street in the local street and utility improvements. Over the years since development occurred, Dakota County received jurisdiction over Concord Boulevard from a Mn/DOT turn-back and Dakota County received jurisdiction over 80th Street via a JPA executed with the City to designate it as a County road.

In 1980, at the time of original construction of 80th Street by the City, street assessments were levied over the large undeveloped parcel that eventually was platted as Concord Commons. The frontage along 80th Street was approximately 357 feet and the frontage along Concord Blvd. was 2045 feet. No corner lot credit was utilized in the assessments at that time because initial construction is 100% assessed. The parcel was assessed in accordance with City policy at that time.

No corner lot credit should be given to the parcel owned by ABE Investments for City Project No. 2001-12 – Concord Boulevard. It is anticipated that a corner lot credit will be considered with any future reconstruction on 80th Street because:

- 1) It would be a reconstruction project, and
- 2) The parcel owned by ABE Investment now has its long side along 80th Street

Mr. Nelson has sent an e-mail requesting the Council continue this hearing to June 25. Mr. Nelson indicated he has hired an appraiser to rebut the City's appraisal.

It is recommended that the City Council continue the hearing to June 25, 2012.

TJK/kf

Attachments: May 30, 2012 e-mail requesting continuation to June 25, 2012
Resolution
Assessment map
Third Final Assessment Roll
Concord Commons
Concord Commons 2nd Addition

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

RESOLUTION NO. _____

RESOLUTION ADOPTING THE THIRD FINAL ASSESSMENT ROLL FOR THE PAVEMENT MANAGEMENT PROGRAM, CITY PROJECT NO. 2001-12 – CONCORD BOULEVARD RECONSTRUCTION PHASE II

WHEREAS, pursuant to 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 on City Project No. 2001-12 – Concord Boulevard Reconstruction Phase II for the following streets: Concord Boulevard (starting at a point 1121 feet south of Corcoran Path and ending at a point 83 feet south of 65th Street East).

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 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 ten (10) years. The first of the installments shall be payable on or before the first Monday in January 2013, and shall bear interest at the rate of 4.8 percent per annum from the date of adoption of this assessment resolution. To the first installment shall be added interest for one year on all unpaid installments plus any interest accruing from the date of the assessment hearing.
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 11th day of June 2012

AYES:
NAYS:

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy Clerk

Tom Kaldunski

From: Stephen L. Nelson [snelson@snelson.com]
Sent: Wednesday, May 30, 2012 11:31 AM
To: Tom Kaldunski
Subject: City Council Meeting on June 11, 2012

5/30/2012

Tom –

As per our discussion today, I already have a commitment to attend another city council meeting in Arden Hills, Minnesota on the 11th of June. If possible, I would appreciate this matter being continued to the next week. Thank you.

Stephen L. Nelson

Stephen L. Nelson P.A.

Attorney At Law

665 No. Snelling Ave.

St. Paul, MN 55104

Phone: (651) 646-5000

Fax: (651) 642-2619

IMPORTANT

The information contained in this electronic communication is attorney privileged and confidential information intended only for the use of the individual or entity named above. If the recipient of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone or by reply. Also, please delete the original message from your computer. Thank you.

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

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Adopted by the City Council of Inver Grove Heights this 11th day of June 2012

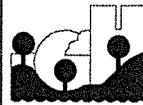
AYES:
NAYS:

George Tourville, Mayor

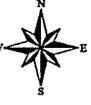
ATTEST:

Melissa Rheaume, Deputy Clerk

2001-12 Concord Boulevard Phase II
Final Assessment Hearing Continuation



City of
Inver Grove Heights
Assessment Map



0 60 120 240 360 480
Feet



CITY PROJECT NO. 2001-12 - CONCORD BOULEVARD STREET RECONSTRUCTION PHASE II
 FINAL THIRD ASSESSMENT ROLL
 TERMS - 10 YEARS AT 4.8% INTEREST

MAP NO	PID NO	OWNER	OWNER ADDRESS	OWNER ADDRESS 2	OWNER CITY, STATE	ASSESSMENT AMOUNT
1	201829001010	ABE INVESTMENTS LLC	3475 SIEMS CT		ARDEN HILLS MN	\$ 7,231.78

G NUMBER

DRAWING NUMBER

DRAWING NUMBER

DRAWN

NEW YORK STATE ENGINEERING AND SURVEYING BOARD

SAVO PRODUCTS - NEW YORK STATE ENGINEERING AND SURVEYING BOARD

SAVO PRODUCTS - NEW YORK STATE ENGINEERING AND SURVEYING BOARD

SAVO PRODUCTS - NEW YORK STATE ENGINEERING AND SURVEYING BOARD

Forty-two-11 2 of 2

COPY

CONCORD COMMONS 2ND ADDITION

RIVER BLUFFS OF RIVER GROVE HEIGHTS

THE TRAILS

RIVER GROVE TRAIL

COUNTY STATE AID HIGHWAY NO. 56

CONCORD & BOULEVARD

C.S.A.H. NO. 66 (CONCORD BOULEVARD)

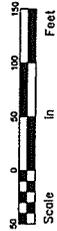
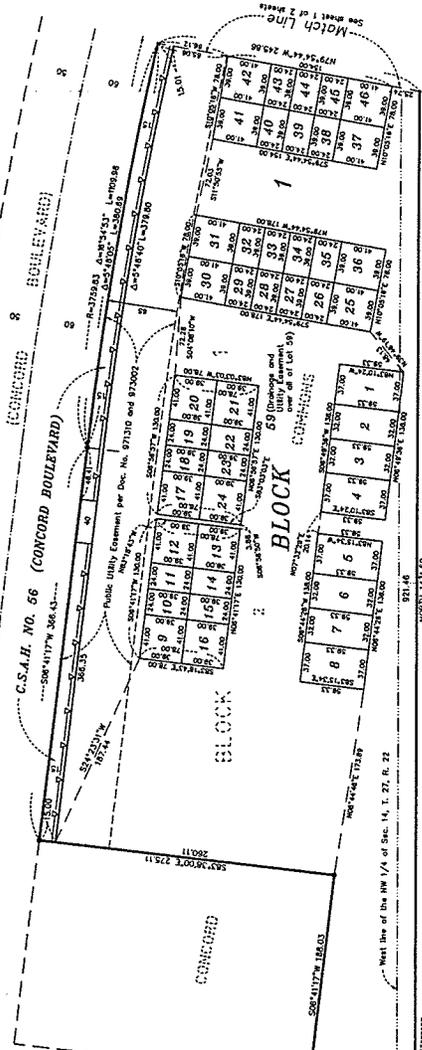
180TH STREET ROAD EAST

CONCORD

HILLS

VILLAGE

HILLS



HEDLUND
PLANNING ENGINEERING SURVEYING

SHEET 2 OF 2 SHEETS

Beings shown on hand from the West line of the SW 1/4 of the Section 14, T. 27, R. 22, which has an existing building of North.

• Devices found monument.

○ Devices 1/2 inch by 1/4 inch iron pipe monument and marked by (see monument).

PLAN NO. 141,131

No monument shown above it on stable required location to indicate and which shall be set within one year of the recording date of this plan by 14 inch iron pipe marked by License Number 1313.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER APPROVAL OF CORPORATE OFFICER CHANGE FOR ON-SALE/SUNDAY INTOXICATING LIQUOR LICENSE HELD BY GROVE BOWL, INC. FOR PREMISES LOCATED AT 6710 CAHILL AVE. E.

Meeting Date: June 11, 2012
 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:

Approve change in corporate officer for On-Sale/Sunday Intoxicating Liquor license held by Grove Bowl, Inc. dba Drkula’s “32” Bowl for premises located at 6710 Cahill Ave. E.

SUMMARY:

A request has been made to remove Gary Drkula as a corporate officer of Grove Bowl, Inc. and the corresponding On-Sale/Sunday Intoxicating Liquor license held by the entity. Tim Drkula will be the sole officer listed on the liquor license. Any change in corporate officer requires Council approval after a public hearing has been held.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

SHAW CONSTRUCTION, INC. – Case No. 12-12CZA

Meeting Date: June 11, 2012
 Item Type: Regular Agenda
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

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

PURPOSE/ACTION REQUESTED

Consider the following actions for property located at 10982 Clark Road:

- a) an **Ordinance Amendment** to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use in the I-2, General Industry Zoning District.
 - Requires 3/5th's vote.

- b) a Resolution relating to a **Conditional Use Permit** to allow the operation of the sales and service of semi-tanks, trucks, and trailers including equipment, parts and tires and to allow outdoor storage of trucks and trailers.
 - Requires 4/5th's vote.

- c) a Resolution relating to a **Variance** from the outdoor storage setback and screening requirements from an Agricultural Zoning District.
 - Requires 3/5th's vote.
 - 60-day deadline: June 15, 2012 (first 60-days)

SUMMARY

The applicant is proposing to develop the site for a truck service and repair facility for Catco Company. The company does full service repair and parts supply for commercial vehicles. The property would be developed in phases with the first phase being a building of approximately 20,000 square feet and future building additions of approximately 17,000 square feet. There is planned outdoor storage of trailers in the rear of the property on a recycled asphalt material.

ANALYSIS

The project complies with all code standards except for the screening which variances are being requested. An improvement agreement and storm water maintenance agreements have also been drafted for the project.

June 11, 2012
Council Memo – Shaw Construction, Inc.
Page 2

RECOMMENDATION

Planning Staff: Recommends approval of the request as presented

Planning Commission: Planning Commission recommends approval of the application as presented (6-0).

Attachments: Ordinance Amendment
Conditional Use Permit Resolution
Variance Resolution
Planning Commission Recommendation
Planning Report

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 10,
CHAPTER 6, SECTION 2 REGARDING ALLOWING SERVICE OF SEMI-TANKS,
TRUCKS AND TRAILERS, INCLUDING EQUIPMENT, PARTS AND TIRES AS A
CONDITIONAL USE IN THE I-2, GENERAL INDUSTRY ZONING DISTRICT**

The City Council of Inver Grove Heights does hereby ordain:

SECTION 1. Amendment. Title 10, Chapter 6, Section 2, of the Inver Grove Heights City Code is hereby amended to add the following to the land use matrix table:

LAND USES IN ALL NONRESIDENTIAL DISTRICTS

Use	Zoning District
	I-2
Service of semi-tanks, trucks and trailers, including equipment, parts and tires	C

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

Passed this 11th day of June, 2012.

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

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

RESOLUTION NO. 12-_____

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW SERVICE OF
SEMI-TANKS, TRUCKS AND TRAILERS, INCLUDING EQUIPMENT, PARTS AND
TIRES AND OUTDOOR STORAGE OF TRUCKS AND TRAILERS**

(Shaw Construction, Inc.)
Case No. 12-12CZA

WHEREAS, an application for a Conditional Use Permit has been submitted for the property legally described as:

See Exhibit A

WHEREAS, an application for a conditional use permit has been submitted to allow service of semi-tanks, trucks and trailers, including equipment, parts and tires;

WHEREAS, the aforescribed property is zoned I-2, General Industry;

WHEREAS, the request has been reviewed against Title 10, Chapter 3, Article A, Section 10-3A-5 regarding the criterion for a Conditional Use Permit and meets the minimum standards; the request is consistent with the Comprehensive Plan and it does not have a negative impact on public health, safety or welfare;

WHEREAS, a public hearing concerning the conditional use permit was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statute, Section 462.357, Subdivision 3 on May 15, 2012;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a Conditional Use Permit to allow service of semi-tanks, trucks and trailers, including equipment, parts and tires is hereby approved with the following conditions:

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

below.

Site Plan (showing all phases)	dated 4/27/12
Exterior Elevations	dated 4/27/12
Site Plan (first phase)	dated 4/27/12
Grading Plan (first phase)	dated 4/27/12
Grading Plan (future phases)	dated 4/27/12
Landscape Plan	dated 4/27/12

2. Prior to commencement of any grading, the final grading, drainage and erosion control, and utility plans shall be approved by the Director of Public Works.
3. All roof top or ground mounted mechanical equipment shall be substantially screened from view.
4. All areas of the lot shall be mowed and maintained and be free from trash and debris.
5. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
6. Prior to commencement of any grading or construction of buildings on the site, An improvement agreement and storm water facilities maintenance agreement shall be entered into between the developer and City to address proper responsibilities and maintenance of the different storm water systems, to obtain a letter of credit for performance, and to obtain an engineering escrow for engineering staff and emergency erosion control expenses.
7. Park dedication fees of \$22,220 shall be paid prior to the commencement of work being started on the site under this conditional use permit.

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

Adopted by the City Council of Inver Grove Heights this 11th day of June, 2012.

AYES:

NAYS:

ATTEST:

George Tourville, Mayor

Resolution No. _____

Page 2

Melissa Kennedy, Deputy Clerk

Resolution No. _____

EXHIBIT A

PARCEL B DESCRIPTION

That part of Lot 1, Block 1, GAINNEY ADDITION, according to the recorded plat thereof, Dakota County, Minnesota described as follows:

Commencing at the northwest corner of said Lot 1; thence on a assumed bearing of South 0 degrees 12 minutes 38 seconds East, along the west line of said Lot 1, a distance of 310.54 feet to the point of beginning; thence continuing South 0 degrees 12 minutes 38 seconds East, along said west line, a distance of 358.03 feet; thence North 89 degrees 09 minutes 09 seconds East a distance of 236.46 feet; thence South 0 degrees 50 minutes 51 seconds East a distance of 27.11 feet to the westerly extension of a north line of said Lot 1; thence North 89 degrees 09 minutes 09 seconds East, along said westerly extension of a north line of Lot 1, a distance of 239.50 feet to an angle point in an east line of said Lot 1; thence North 0 degrees 50 minutes 13 seconds West, along said east line, a distance of 385.12 feet to the intersection with a line that bears North 89 degrees 09 minutes 09 seconds East from the point of beginning; thence South 89 degrees 09 minutes 09 seconds West a distance of 472.05 feet to the point of beginning.

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A VARIANCE FROM THE OUTDOOR STORAGE
SETBACK AND SCREENING REQUIRMENTS TO ALLOW OUTDOOR STORAGE
UP TO 40 FEET FROM PROPERTY ZONED A, AGRICULTURAL WITHOUT
SCREEN FENCING**

**CASE NO. 12-12CZA
(Shaw Construction, Inc.)**

Property located at 10982 Clark Road and legally described as follows:

SEE EXHIBIT A

WHEREAS, an application has been received for a variance to allow outdoor storage up to 40 feet from property zoned A, Agricultural without screen fencing;

WHEREAS, the afore described property is zoned I-2, General Industry District;

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

WHEREAS, the City of Inver Grove Heights Planning Commission reviewed the request on May 15, 2012 in accordance with City Code 10-3-3: C.;

WHEREAS, the practical difficulty and uniqueness of the requested variance is:

The narrow wording of the Ordinance to only require a 100 foot buffer on outdoor storage and not other industrial uses that would have an outdoor component creates a hardship for this particular use on this site. Since the long

range plan for the properties to the east is industrial, it would seem requiring a 100 foot buffer in this case to be a difficulty by not allowing the use of the property to its fullest extent.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that the variance to allow outdoor storage up to 40 feet from property zoned A, Agricultural without screen fencing is hereby approved subject to the following condition:

1. Prior to commencement of any grading or construction of buildings on the site, An improvement agreement and storm water facilities maintenance agreement shall be entered into between the developer and City to address proper responsibilities and maintenance of the different storm water systems, to obtain a letter of credit for performance, and to obtain an engineering escrow for engineering staff and emergency erosion control expenses.

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

Adopted by the City Council of Inver Grove Heights this 11th day of June, 2012.

George Tourville, Mayor

Ayes:

Nays:

ATTEST:

Melissa Kennedy, Deputy Clerk

Resolution No. _____

EXHIBIT A

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**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: May 15, 2012
SUBJECT: **SHAW CONSTRUCTION INC. – CASE NO. 12-12CZA**

Reading of Notice

Commissioner Hark read the public hearing notice to consider the request for a zoning code amendment to conditionally allow the sales and service of semi-tanks, trucks, and trailers including equipment, parts, and tires in the I-2 district, a conditional use permit for outside storage and the sales and service of semi-trucks, trucks and trailers including equipment, parts, and tires, and a variance from the outdoor storage setback requirements from an Agricultural zoning district. 5 notices were mailed.

Presentation of Request

Allan Hunting, City Planner, explained the request as detailed in the report. He advised that the applicant is proposing to develop the site for a truck service and repair facility for CATCO Company. The property would be developed in phases, with the first phase being a building of approximately 20,000 square feet in size. The building would be for the repair of vehicles and there would be some outdoor storage for the trucks and trailers that have been repaired or are waiting to be repaired. Future phases include total additions of approximately 17,000 square feet. The property is zoned I-2. Currently truck service and repair is not an allowed use in that zone; therefore the applicant is asking for a zoning code amendment. Two conditional use permits are also being requested 1) to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use, and 2) to allow outdoor storage of trucks and trailers. Because the property abuts Agricultural zoning, the applicant is also requesting a variance from the 100 foot outdoor storage setback and the fencing requirement. The applicant is proposing to utilize the rear portion of the property, including property up to 40 feet from the property line, for outdoor storage of trucks and trailers in for repair. Staff supports the variance request since the ultimate end land use for all properties in the area will be industrial. Staff recommends approval of all the requests with the seven conditions listed in the report.

Chair Bartholomew asked if the final building coverage would be less than the 51,000 square foot maximum allowed.

Mr. Hunting replied in the affirmative, stating the proposed building total would be 37,000 square feet.

Chair Bartholomew asked if staff heard from any of the abutting neighbors.

Mr. Hunting replied that they had not.

Opening of Public Hearing

The applicant, Jack Shaw, Shaw Construction, Eden Prairie, advised he was available to answer any questions.

Chair Bartholomew asked the applicant if he was in agreement with the conditions listed in the report.

Mr. Shaw replied in the affirmative.

Chair Bartholomew asked what the outdoor storage would consist of.

Mr. Shaw replied primarily commercial trucks and trailers either post or pre-repair. He advised the trucks would be filtered into the building via the north side, repaired, and then parked in the storage area until the customer picked them up.

Commissioner Lissarrague asked if this would significantly impact the traffic in the area.

Mr. Hunting stated that 117th Street was designed to handle higher industrial traffic volumes.

Commissioner Lissarrague asked if the majority of the traffic would be on Clark Road, 117th Street, and Highway 52.

Mr. Shaw replied in the affirmative.

Commissioner Gooch asked if the proposed building was a relocation of an existing CATCO facility.

Mr. Shaw replied in the affirmative, stating they would close their existing facility in Eagan and move it to this upgraded facility.

Chair Bartholomew asked how many associates were expected to be employed at this facility.

Mr. Shaw replied 12-15.

Dave Goldner, St. Anthony Village, representing CATCO, stated approximately 30% of the company's business was shop related, with the other 70% being part sales.

Shirley Pike, 11025 Courthouse Boulevard, asked if the proposed 29 parking stalls were just for the first phase of the construction or the total for the entire project.

Mr. Hunting replied 29 parking stalls were being proposed for the first phase on the southern half of the site. Required parking spaces for all the proposed future phases would be located along the north property line. He stated the asphalt for the proposed future phases would be put in with the first phase; however, it would not be striped for parking.

Ms. Pike asked for clarification of a statement in the report that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.

Mr. Hunting stated that is a standard conditional use permit comment. The request is reviewed against that and in this case a CUP is being requested to make the use consistent.

Ms. Pike asked if the three Agricultural lots to the east of the subject parcel could be rezoned for industrial uses prior to the property owners being ready to move.

Mr. Hunting replied that the Agricultural zoning would stay in place until such time as a landowner sold to someone proposing to redevelop the site. Until that time the properties would be considered legal non-conforming and could be added onto, replaced if they were involved in a fire, and they could also be sold to someone wanting to retain them as a residential property.

Ms. Pike asked to see a drawing of the proposed CATCO building.

Mr. Hunting displayed a rendering of the proposed building which featured concrete tip-up panels, painted banding along the top of the building, and overhead doors.

Chair Bartholomew asked what color the panels were.

Mr. Shaw replied they were gray.

Al Sachwitz, 11105 Courthouse Boulevard, stated his property was much higher in elevation than the subject property and his only concern was regarding potential erosion due to the steep grade between the parking lot and his property and the proposed 40 foot setback.

Mr. Hunting stated that Engineering reviewed the request and feels that the proposed grading plan and reestablishment of vegetation will prevent erosion issues.

Planning Commission Discussion

Chair Bartholomew stated he supported the request.

Commissioner Hark stated he was surprised there were no objections from the neighbors in regard to the lack of fencing; however, since they had no concerns he was agreeable with the request.

Commissioner Lissarrague stated he supported the request.

Planning Commission Recommendation

Motion by Commissioner Gooch, second by Commissioner Elsmore, to approve on a white ballot the request for a zoning code amendment to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use in the I-2 zoning district, a conditional use permit to allow the operation of the sales and service of semi-tanks, trucks, and trailers including equipment, parts, and tires, a conditional use permit to allow outdoor storage of trucks and trailers, and a variance from the outdoor storage setback and screening requirements from an Agricultural zoning district for the property located at 10982 Clark Road.

Motion carried (6/0). This item goes to the City Council on June 11, 2012.

P L A N N I N G R E P O R T
CITY OF INVER GROVE HEIGHTS

REPORT DATE: May 10, 2012

CASE NO: 12-12CZA

APPLICANT: Shaw Construction, Inc.

PROPERTY OWNER: Watrud Properties, LLC

REQUEST: Zoning Code Amendment, Conditional Use Permit and Variance

HEARING DATE: May 15, 2009

LOCATION: 11XX Clark Road

COMPREHENSIVE PLAN: General Industrial

ZONING: I-2, General Industry and IRM, Integrated Resource Management Overlay District

REVIEWING DIVISIONS: Planning
 Engineering

PREPARED BY: Allan Hunting
 City Planner

BACKGROUND

The applicant is proposing to develop the site for a truck service and repair facility for Catco Company. The company does full service repair and parts supply for commercial vehicles. The property would be developed in phases with the first phase being a building of approximately 20,00 square feet and future building additions of approximately 17,000 square feet. The site would be improved with two curb cuts on Clark Road and bituminous parking areas and maneuvering area for the trucks entering and leaving the building after service. There is planned outdoor storage of trailers in the rear of the property on a recycled asphalt material.

The property is zoned I-2, General Industry and truck service and repair is not currently a use allowed in that zone. The proposed application requires a zoning coded amendment to allow this type of use.

A conditional use permit is being requested for both the truck service and the outdoor storage of trucks and trailers. A variance is also being requested from the outdoor storage setback requirements and screening requirements from agricultural zoned property.

The specific requests consist of the following:

- a) A Zoning Code Amendment to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use.

- b) A Conditional Use Permit to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use.
- c) A Conditional Use Permit to allow outdoor storage of trucks and trailers.
- d) A Variance from outdoor storage requirements in the I-2 District to; allow outdoor storage to encroach into the required 100 foot buffer along property zoned A, Agricultural and not be required to install solid screen fencing.

EVALUATION OF THE REQUEST

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

North Vacant; zoned I-2; guided GI

East Residential; zoned A; guided GI

West Vacant; zoned I-2; guided GI

South Trucking operation; zoned I-2; guided GI

ZONING CODE AMENDMENT REVIEW

The applicant is requesting the zoning code be amended to allow the use of truck and trailer repair in the I-2, General Industry zoning district.

The Zoning Code already has a category labeled “Sales and service of semi-tanks, trucks and trailers, including equipment, parts and tires” as an accessory use to Manufacturing in the I-2 District. Truck and freight terminals are an allowed use in the I-1 and I-2 Districts. Truck stops are an allowed use in the I-1 District. There are numerous truck industry related businesses along Hwy 52/55 in the southern portion of the city. This has been and continues to be a “trucking corridor”. Since the pattern of truck related uses has been established in this part of the city, it seems reasonable to expand the list of uses to include truck repair. Current I-2 zoned properties in the city are found in two areas, one along Hwy 52/55, Clark Road and the landfills, and the other is the NSP tank farm on Hwy 3. Staff finds this code amendment to be consistent with the pattern of development in the area proposed and consistent with the expansion of allowed truck related industries.

CONDITIONAL USE PERMIT AND SITE PLAN REVIEW

Setbacks. The proposed parking lot and building, including future phases meet or exceed the required perimeter setbacks for the site.

Parking Lot. Parking for the proposed use consists of 29 parking stalls located along the south side of the building. The number of stall complies with parking requirements for the first phase. Required parking spaces for all the proposed future phases would be located along the north parking lot area. The parking areas and main traffic routes would be bituminous with concrete curbing. The balance of the lot is a storage/truck circulation area that is to be recycled asphalt. The Ordinance allows these areas to be constructed of a crushed material. The project meets parking and surfacing requirements.

Lot Coverage. The I-2 zoning districts allow a maximum of 30% of the lot to be covered by buildings. With this lot size, maximum building coverage would be 51,000 square feet. The proposed building total would be 37,000 square feet which complies with code standards.

Screening/Landscaping. Based on the size of the lot and required number of parking spaces, a total of 36 overstory trees are required. The plantings must be a mix of coniferous and deciduous trees. The landscape plan identifies 34 overstory trees, and 49 shrubs. The shrub equivalent planting equals 8 overstory trees. The grand total plantings exceed the landscape requirement.

The Ordinance does have a requirement that “outdoor storage area shall be setback a minimum of 100 feet from the lot boundary of any “A”, “E” or “R” use. The houses to the east are zoned A, Agricultural. The applicant is requesting a variance from this requirement in order to allow them to utilize the rear portion of the site for outdoor storage of trucks and trailers. The coded also requires outdoor storage to be screened residential uses using at minimum 6 foot high solid wood fence. The applicant is requesting a variance from this requirement also. The variance request is discussed later in this report.

Reforestation. Based on the grading shown on the site plan, much of the site would be graded and the existing trees would be removed. According to the tree inventory that was done for the Gainey Plat, the tree mass on this lot contains 6 oak trees and 40 box elder trees. Box elder trees are not a species protected under the Tree Preservation ordinance. The six oak trees on the lot do not meet the threshold to qualify as a woodland and therefore tree preservation regulations are not applicable to this site.

Access. Access to the site would be via two entrance points onto Clark Road. The property to the west is vacant so there are no conflicts with the entrance points. The access points are acceptable as proposed.

Building Materials. The applicant has provided drawings of the building. The proposed building consists of concrete panels with painted accent stripes on all four sides of the building. All materials proposed comply with ordinance standards.

The Code requires any roof top or ground mounted equipment to be screened from view from the public. This means that any roof top units must be screened from view from Clark Road. This can be accomplished through either screen material around the units or through the use of parapets. The proposed elevations do make it clear

Engineering. Engineering has reviewed the plans against the overall storm drainage plan that was prepared for the Gainey Addition Plat. The City Engineer has made comments on the plans and is working with the applicant to address the technical aspects of the plans. A condition is included requiring approval of the plans by the City Engineer prior to work commencing on site.

Lighting. The applicant has provided lighting fixture detail and a photometric plan for the lighting of the property. The fixtures are to be a shoe-box with flat lens and the candle power falls within the standards of the ordinance. All lighting proposed complies with city code.

Improvement Agreement. An improvement agreement will be required to be executed between the City and the developer. The agreement will address the necessary site improvements including a storm water maintenance agreement, the parties responsible for the improvements, and will require financial surety for the landscaping, erosion control and any other improvements that may be necessary. A developer is required to enter into a contract with the City addressing the improvements and construction on site. A letter of credit equal to 125% of the cost of these improvements is required before construction can begin. This requirement assures the City that these particular improvements will be constructed to the satisfaction of the City.

General CUP Criteria

(This section also reviews the plans against the CUP criteria in the Zoning Ordinance assuming the proposed ordinance amendment is adopted and that the City finds this to be an acceptable use.)

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

One of the policies of the industrial districts is to " Provide opportunities for new industrial development, expansion of existing uses and the redevelopment of existing industrial uses to expand employment opportunities and to serve existing businesses in the community. The proposed use would not have a negative impact for the industrial areas as set forth in the Comprehensive Plan.

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

Suitability of the use is discussed above with the Comprehensive Plan. The proposed project does comply with all of the performance criteria of the I-2 Zoning District.

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

The proposed use does not appear to have a detrimental effect on the neighborhood or public improvements in the vicinity of the project.

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

This location of the City is now served by municipal sewer and water. The proposed use would not have an adverse impact on fire protection or on any city service.

The use is generally compatible with existing and future uses of surrounding properties, including:

- i. Aesthetics/exterior appearance

The design of the proposed development would be compatible with the surrounding uses and with the intent of the industrial zoning.

- ii. Noise

Any vehicle noise would not be out of the ordinary for the I-2 zoning district. The operation is a day time operation and larger trucks would utilize the site.

- iii. Fencing, landscaping and buffering

The applicant is requesting variances from fencing and buffering requirements. The land use plan for all the surrounding properties are to be developed with industrial uses along both Clark Road and Hwy 52/55.

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

The size and location would be appropriate for industrial uses. The site is designed to minimize as much as possible any impacts to the residences to the east. The entire area is guided for industrial development.

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

This use is similar to other industrial uses in the area and does not have any unique features that would create an adverse impact.

7. The use does not have an undue adverse impact on the environment, including, but not limited to, surface water, groundwater and air quality.

The project is required to meet all city storm water requirements. The area is served by city sewer and water and there would be no emissions that would create air quality issues.

Miscellaneous. Along with this request, the landowner has made application for an Administrative Subdivision to divide the existing platted lot into two lots. This approval is done at staff level. Both proposed lots meet minimum lot size and lot width requirements. With the creation of a new lot, park dedication will be required since no fees were collected at the time of the original Gainey Addition plat in 1999. At that time, the rules were that park fees were collected at time of building permit. The current rules are that park fees are paid at time of lot creation. A condition of the CUP is added to require payment of the park fee.

VARIANCE REVIEW

Title 10-15-10: EXTERIOR STORAGE, B. of the ordinance requires outdoor storage to be setback a minimum of 100 feet from the lot boundary of any "A", "E" or "R" District and also requires storage to be screened by a fence enclosure consisting of a minimum six foot high solid wood fence. In this case, the property abutting to the east is zoned A, Agricultural and thus the 100 foot buffer and fencing would apply. The applicant is proposing to utilize the rear portion of the property, including property up to 40 feet, for outdoor storage of trucks and trailers in for repair.

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

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

The general intent of this standard is to limit the precedent that could be set if the variance was granted. The property does has some unique characteristics in that the request for outdoor storage is addressed differently than other types of industrial uses abutting agricultural zoned property. Outdoor storage is required to maintain a 100 foot buffer from certain zoned properties, while other industrial uses, such as trucking operations or mini-storage do not have this requirement. They would be allowed to store trucks or storage items up to 10 feet from a property line.

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

All of the land surrounding the subject site is guided for GI, General Industrial. There are three houses to the east of the property that are still zoned A, Agricultural. The "A" zoning in this case is designed as more of a holding zone in that since the long range

plan is industrial, the existing residences may be utilized until such time the property is rezoned and developed for industrial uses. The intent of the area is to develop industrial. It is not planned for long term residential. The properties to the south and north of the subject site have developed with industrial uses; a trucking operation and mini-storage. Both have storage components including trucks in a large open parking lot for the trucking operation to the south, to storage of boats, trailers, campers associated with the mini-storage. The truck parking lot abuts the residential property along the residential property's south property line. Allowing storage within the 100 foot buffer would not be contrary to the intent of the Comprehensive Plan.

The intent of the ordinance requirement is to protect permanent agricultural or residential uses from being adversely affected by neighboring industrial development. The applicant proposes screening to minimize or eliminate any adverse effects the outdoor storage could have on the properties to the east.

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

The narrow wording of the Ordinance to only require a 100 foot buffer on outdoor storage and not other industrial uses that would have an outdoor component creates a practical difficulty for this particular use on this site. Since the long range plan for the properties to the east is industrial, it would seem requiring a 100 foot buffer in this case to be a difficulty by not allowing the use of the property to its fullest extent. As stated above, the storage proposed in this instance is similar to truck terminal storage with trucks and trailers that do not require a buffer or greater setback.

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

Allowing storage within the required buffer area will not alter the character of the area. There is already a trucking operation on the property immediately to the south that contains a large parking lot for parking of trucks and trailers which also directly abuts the agricultural zoned property. The area is planned long term for industrial so eventually the buffer area will no longer be a requirement and the back of the lot can be used the same as with other industrial zoned properties.

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

Economic considerations do not appear to be the sole basis for this request. The need for storage space for trucks and trailers is typical for this type of operation.

ALTERNATIVES

The Planning Commission has the following actions available on the following requests:

- A. **Approval.** If the Planning Commission finds the application to be acceptable, the following action should be taken:
- o Approval of the Zoning Code Amendment to allow service of semi-tanks, trucks, and trailers including equipment, parts and tires as a conditional use.
 - o Approval of the **Conditional Use Permit** for the service of semi-tanks, trucks, and trailers including equipment, parts and tires and outdoor storage subject to the following conditions:
 1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department except as may be modified by the conditions below.

Site Plan (showing all phases)	dated 4/27/12
Exterior Elevations	dated 4/27/12
Site Plan (first phase)	dated 4/27/12
Grading Plan (first phase)	dated 4/27/12
Grading Plan (future phases)	dated 4/27/12
Landscape Plan	dated 4/27/12
 2. Prior to commencement of any grading, the final grading, drainage and erosion control, and utility plans shall be approved by the Director of Public Works.
 3. All roof top or ground mounted mechanical equipment shall be substantially screened from view.
 4. All areas of the lot shall be mowed and maintained and be free from trash and debris.
 5. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
 6. Prior to commencement of any grading on the site, An improvement agreement and storm water facilities maintenance agreement shall be entered into between the developer and City to address proper responsibilities and maintenance of the different storm water systems, to obtain a letter of credit for performance, and to obtain an engineering escrow for engineering staff and emergency erosion control expenses.
 7. Park dedication fees of \$40,150 shall be paid prior to the commencement of work being started on the site under this conditional use permit.

- Approval of a **Variance** to allow outdoor storage within 100 feet from the boundary and no fencing of an A, Agricultural zoned property.

Practical Difficulty: The narrow wording of the Ordinance to only require a 100 foot buffer on outdoor storage and not other industrial uses that would have an outdoor component creates a hardship for this particular use on this site. Since the long range plan for the properties to the east is industrial, it would seem requiring a 100 foot buffer in this case to be a difficulty by not allowing the use of the property to its fullest extent.

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

RECOMMENDATION

The proposed code amendment language is consistent with other truck related uses allowed in I-2 and I-1 districts. The use is already allowed as accessory to a manufacturing operation. Staff supports the code amendment.

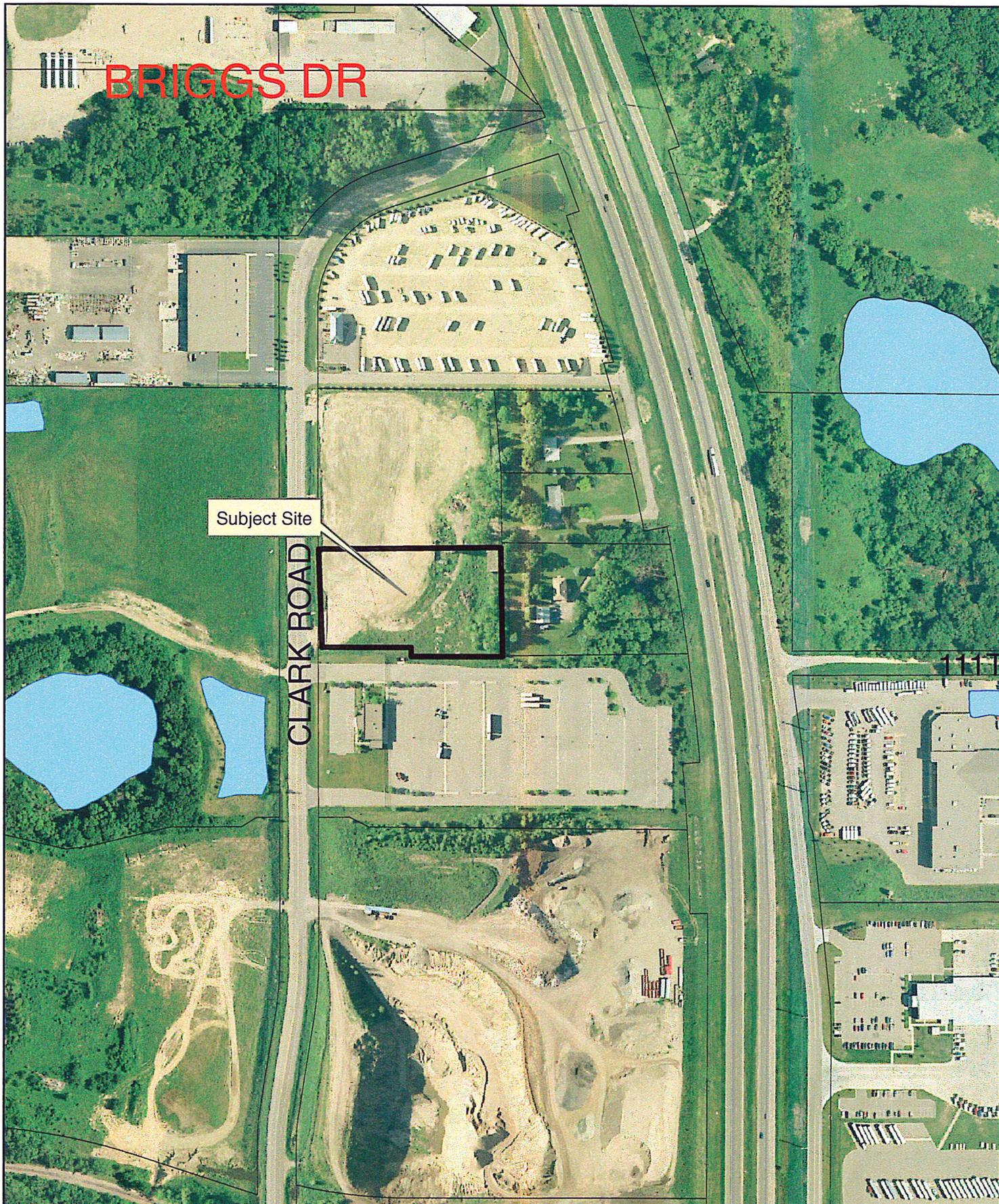
The proposed request complies with all performance standards of the I-2, except the 100 foot buffer and fencing variance request. The use is consistent with the Comprehensive Plan and meets the Conditional Use Criteria. Engineering finds the plans acceptable and is working with the applicant on the final details. Staff also supports the variance request as the ultimate end land use for all properties in the area will be industrial. Planning Staff recommends approval of the requests as presented with the conditions listed in this report.

Attachments: Location Map
Applicant General Narrative
Applicant Variance Request Narrative
Site Plan (showing all phases)
Exterior Elevations
Site Plan (first phase)
Grading Plan (first phase)
Grading Plan (future phases)
Landscape Plan



Location Map

Case No. 12-12CZA





April 16, 2012

City of Inver Grove Heights
Attn: Mr. Allan Hunting
8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2554

Re: Site Plan Application
CATCO Parts and Service

Dear Mr. Hunting:

Attached hereto please find our complete Planning Application Form and required submittal materials. We are applying and requesting:

1. Conditional Use Permit
2. Zoning Code Amendment
3. Administrative Lot Split

Our application material includes 10 sets of Plan Sheets dated April 16, 2012, one (1) 11"x17" of the same;

- A1 Site Plan and Code Analysis
- A2 Floor Plan
- A3 Exterior Elevations
- C1 Site Plan
- C2 Grading and Erosion Control Plan
- C3 Utility Plan
- C4 Details and Specifications
- C5 Future/Full Build-Out Grading Plan
- L1 Landscape Plan
- Administrative Lot Division Survey for: CATCO Parts & Service
- Lighting Photometric Plan
- Light Fixture Cut Sheets
- Storm water Management Calculations for CATCO dated April 16, 2012
- Abstractors Certificate with at list of names and addresses of property owners within 350 ft of the subject property.
- Property Access Consent Form

CATCO is a full service parts and repair service company for commercial vehicles with over 60 years of business and 17 locations throughout Minnesota, Wisconsin, North & South Dakota, and Illinois. We have attached additional brochures to outline their services and business model for the proposed facility.

The proposed facility is expecting to employ 12-15 associates and provide: Truck and Trailer Parts, Truck and Trailer Service, and Fluid Power Parts and Service. Hours of Operation are provided as:

Parts:	Monday – Friday	7 am to 6 pm
	Saturday	8 am to Noon
Service:	Monday – Friday	8 am to 5 pm

*General Contractors &
Construction Services*

We are requesting a zoning code amendment, because current ordinances for the property do not allow or identify the use CATCO is proposing.

7685 Corporate Way
Eden Prairie, MN 55344-2021
952-937-8214
952-934-9433 Fax
www.shawconstruct.com

Mr. Allan Hunting
City of Inver Grove Heights
CATCO Parts & Service Site Plan Application
April 16, 2012
Pg 2 of 2

Based on our personal meeting and positive feedback on the project back in November 2011, we are moving forward with the development and project and look forward to working with you and the City of Inver Grove Heights on this exciting new project.

We are planning and are diligently on pace to continue the following schedule:

Apr. 16, 2012	Application Deadline
Apr. 25, 2012	Plan Review Committee
May 15, 2012	Planning Commission
May 17, 2012	Building Permit Application
June 11, 2012	City Council
Mid June 2012	Commencement and Ground Breaking
December 2012	Project Completion

We are sure you will find the submittal thorough and complete. Please feel free to contact me with any questions or need for additional information.

Respectfully,



John N. (Jack) Shaw
President

drh

cc: Dave Gerdes, CATCO Parts and Services

May 07, 2012

City of Inver Grove Heights
Attn: Mr. Allan Hunting
8150 Barbara Avenue
Inver Grove Heights, MN 55077
651-450-2554



Re: CATCO Parts and Service

Dear Mr. Hunting:

As follow-up to our "Plan Review Committee Meeting" of April 25, 2012, and various comments we received from you in regard to the Site Plan submittal for Zoning Code Amendment and Conditional Use Permit for outside storage, we present the following information and response.

Surfacing, we have revised our Site Plan to include bituminous surface on the north side of the building and have added a 40'-0" wide bituminous drive surface connecting the north and south maneuvering areas.

It was brought to our attention at the same meeting, that the property directly east of our site, is currently zoned Agriculture, requiring a 100'-0" setback for storage yards. The current site plan illustrates a 125'-0" setback from the property line to our storage area which will comply with the current setback requirement. CATCO is currently experiencing sustained healthy business growth and is acquiring this site as a result of that success. It is also their expectation to expand this facility by 12, 000 sq. ft. or 96'x125' to the east in the next 3 to 5 years, resulting in an expanded rear yard area to the east (see Sheet C5 Future/Full Build Out Grading Plan), resulting in a 45'-0" setback from the proposed future yard area to the property line.

It was also brought to our attention that fencing would be required between our intended use and the property zoned agriculture. Our suggestion and proposed solution to the setback and fence are a proposed variance to allow CATCO a 45'-0" setback to the yard area and omit the requirement of a fence on the east property boundary.

Further information and support to this request: Current Inver Grove Heights Comprehensive Plan states the agriculture property to the east of the proposed CATCO site is guided to be Industrial property. It should also be noted that the topography of the area is high in elevation and as the agricultural property is converted to Industrial soils will be required to be removed, to develop this property. The elevation change along CATCO's future yard to the property line area varies as follows:

Northeast Corner of future yard area to property line – 18.7 ft. incline

Southeast Corner of future yard area to property line – 9.3 ft. incline

Because the adjoining property is guided for Industrial zoning, it is not practical to subject CATCO to a 100'-0" setback to their storage yard along with fencing the east property. A fence will be required to be removed as soon as any development occurs on this property.

Thank you for the opportunity to present this information. I understand that you support our request favorably. We are in a position to break ground early in June, with a favorable outcome in this May 15th Planning Commission Meeting and June 11th City Council Meeting.

Please contact me with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "John N. Shaw", written over a horizontal line.

John N. (Jack) Shaw
President

drh

Attachments: Plan Sheets A1, A2, A3, C1-C5 and L1 Revised 4-27-12

cc: Dave Gerdes, CATCO Parts and Services
Steve Watrud, Steenberg Watrud Construction

*General Contractors &
Construction Services*

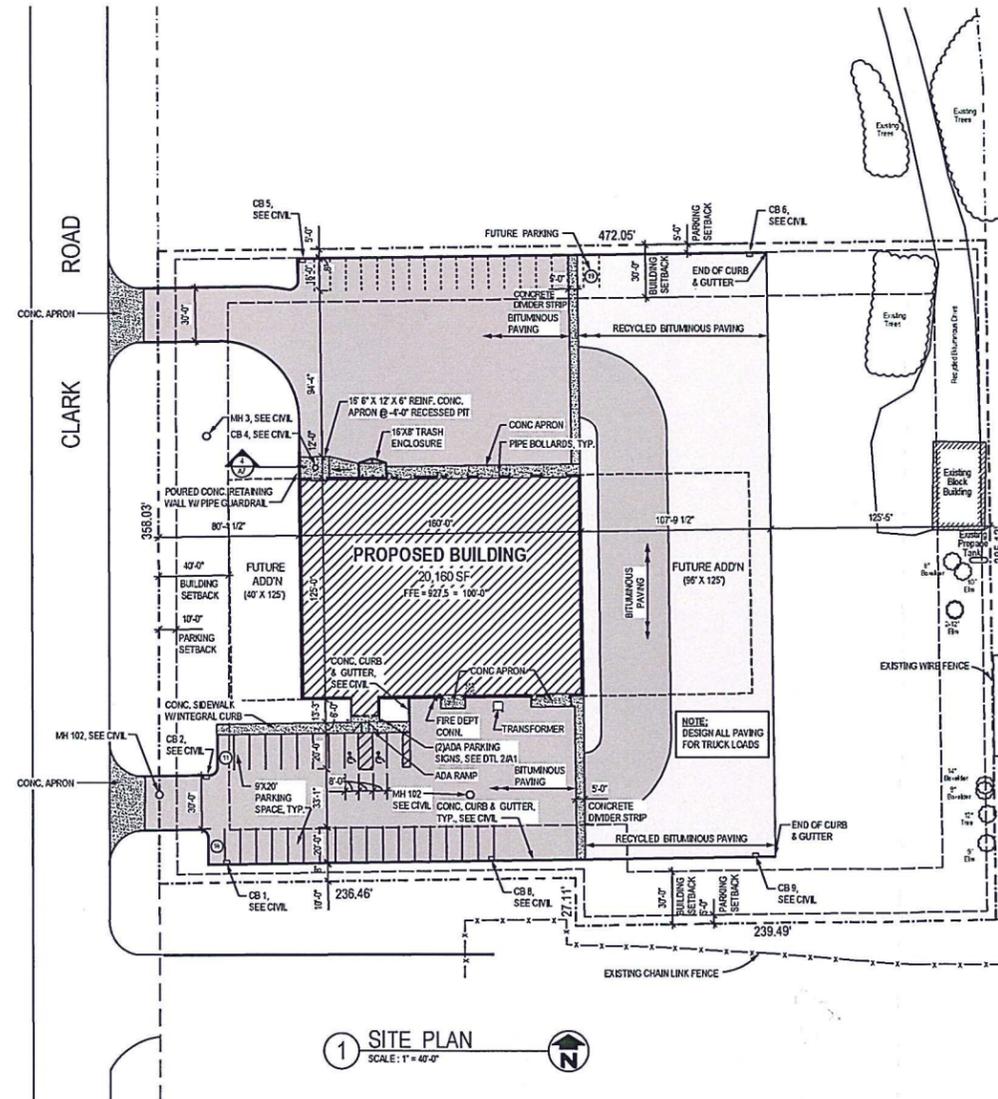
7685 Corporate Way
Eden Prairie, MN 55344-2021

952-937-8214
952-934-9433 Fax
www.shawconstruct.com

A PROPOSED FACILITY FOR :



INVER GROVE HEIGHTS, MINNESOTA

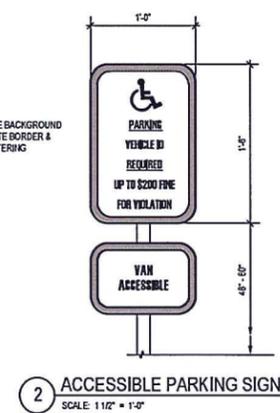


1 SITE PLAN
SCALE: 1" = 40'-0"

CODE ANALYSIS		BASED ON 2007 MSBC & 2006 IBC, IFC	
OCCUPANCY TYPE:	S-1 MOTOR VEHICLE REPAIR M MERCHANDISE - PARTS SALES B OFFICE - (ACCESSORY USE)		
CONSTRUCTION TYPE:	IB - NONCOMBUSTIBLE, NONPROTECTED		
SPRINKLED:	YES, FULLY		
BUILDING AREA:	REPAIR SHOP: 10,751 S.F. PARTS STORAGE: 6,554 S.F. PARTS SALES: 1,822 S.F. TOTAL: 19,127 S.F.		
ALLOWABLE AREAS:	UNLIMITED PER S7.4 - 2 STORY; GROUPS S-1, M, B SPRINKLED WITH MIN. OF ALL SIDES		
NON-SEPARATED USES:	NO FIRE RATED WALLS REQUIRED, IBC 108.3.2		
OCCUPANT LOAD:	OFFICE: 18.32 S.F. / 100 = 18.32 OCCUPANTS (OCC) REPAIR SHOP: 10,751 S.F. / 200 = 53.76 OCC. PARTS STORAGE / DOCK: 6,554 S.F. / 200 = 32.77 OCC. PARTS SALES: 1,822 S.F. / 50 = 36.44 OCC. TOTAL OCCUPANT LOAD (MAIN FLOOR): 128.03 OCC. SECOND FLOOR OFFICE: 1,822 S.F. / 100 = 18.22 OCC. TOTAL BUILDING OCCUPANT LOAD: 146.25 = 147 OCC.		
EXITING:	4 EXITS PROVIDED MAIN FLOOR 3 EXITS PROVIDED SECOND FLOOR		
PLUMBING FIXTURE REQUIREMENTS:	BUSINESS: 18.32 + 18.32 + 35.64 OCCUPANTS / 2 = 18.32 MALE & 18.32 FEMALE 1 WC PER 75 FOR THE FIRST 50 OR 18.32 / 25 = .73 WATER CLOSETS REQUIRED FOR EACH SEX. 1 LAV PER 40 FOR THE FIRST 80 OR 18.32 / 40 = .46 LAVATORIES REQUIRED FOR EACH SEX. PARTS STORAGE / SHOP DOCK: 75,811 / 2 = 37,905 MALE & 37,905 FEMALE 1 PER 100 WC & LAVS = 37.91 / 100 = .38 WATER CLOSETS & LAVATORIES REQUIRED FOR EACH SEX. MERCANTILE: 34.10 / 2 = 17.05 MALE & 17.05 FEMALE 1 WC PER 50 OR 17.05 / 50 = .34 WATER CLOSETS EACH SEX 1 LAV PER 100 OR 17.05 / 100 = .17 LAVATORIES EACH SEX. TOTAL FIXTURES REQUIRED: .73 + .38 + .33 = 1.44 WATER CLOSETS EACH SEX REQUIRED 2 WC & 1 LAV FOR MALES PROVIDED 1 WC FOR WOMEN PROVIDED 75% OF OCCUPANTS ARE MEN: 1.14 = 75% = .29 WC FOR WOMEN 1.14 = 75% = 2.30 WC FOR MEN .46 + .38 + .32 = .86 LAVATORIES EACH SEX REQUIRED 1 URINAL PER 100 FOR MALES PROVIDED = 3 LAVS + 1 LAV + 4 LAVS 1 LAVATORY FOR WOMEN PROVIDED 1 SERVICE SHA - PROVIDED 3 DRINKING FOUNTAINS PROVIDED		

PARKING REQUIREMENTS

BUILDING AREA: 20,160 SF X 50% = 10,080 SF
PARKING REQUIRED:
8 SPACES + 1 SPACE FOR EACH 800 SF OF FLOOR AREA OVER 1,000 SF
17,144 SF / 800 SF = 21.43 SPACES
8 SP. + 21.43 SP. = 29.43 = 29 SPACES REQUIRED
29 SPACES SHOWN
FUTURE EXPANSION
5,000 SF + 12,000 SF = 17,000 SF X 50% = 8,500 SF
15,300 SF / 800 SF = 19.13 = 19 FUTURE SPACES REQUIRED



2 ACCESSIBLE PARKING SIGN
SCALE: 1/2" = 1'-0"

PROPOSED IMPROVEMENT FOR:



INVER GROVE HEIGHTS, MINNESOTA



PRICING SET
NOT FOR CONSTRUCTION
4-27-12

PROPOSED BY:



7685 Corporate Way
Eden Prairie, MN 55344-2021
952-937-8214
952-934-9433 Fax
www.shawconstruct.com

SHEET TITLE:

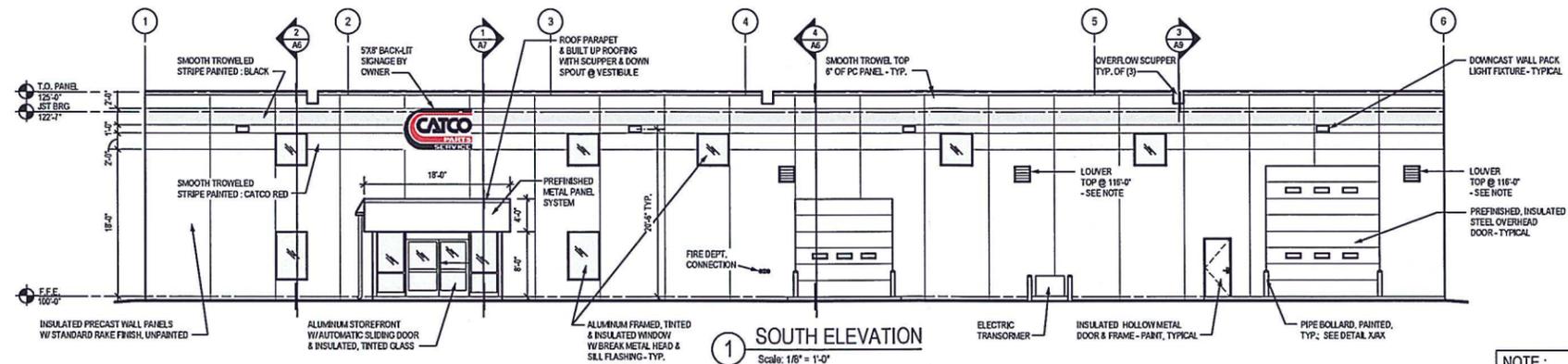
SITE PLAN
CODE ANALYSIS

DATE: 4-16-12 CITY SUBMITTAL
4-27-12 PRICING SET

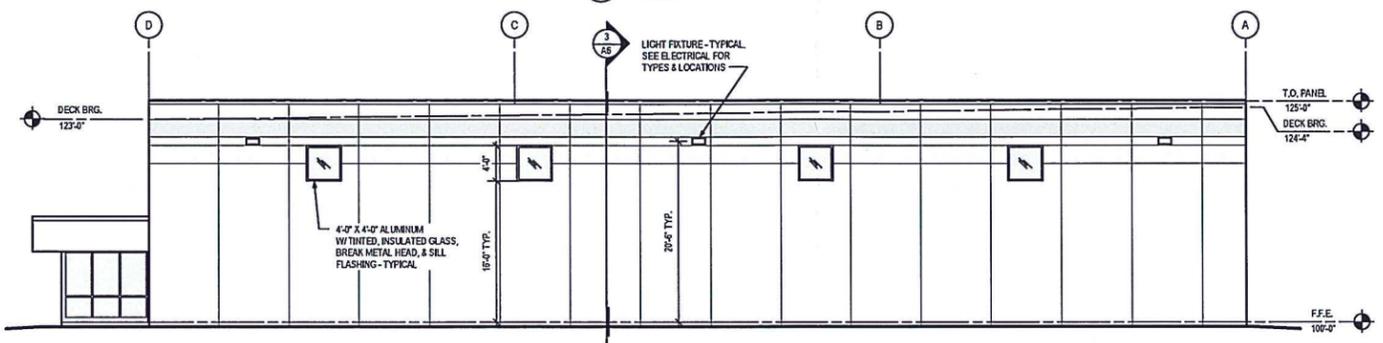
DRAWN BY: C.A.W. 1212
SHEET NO.

A1

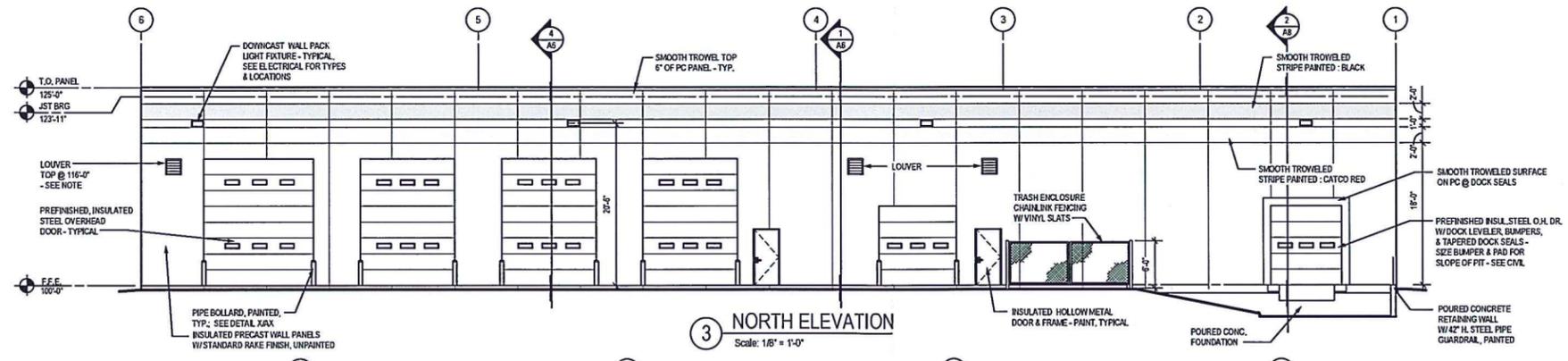
OF 9 SHEETS



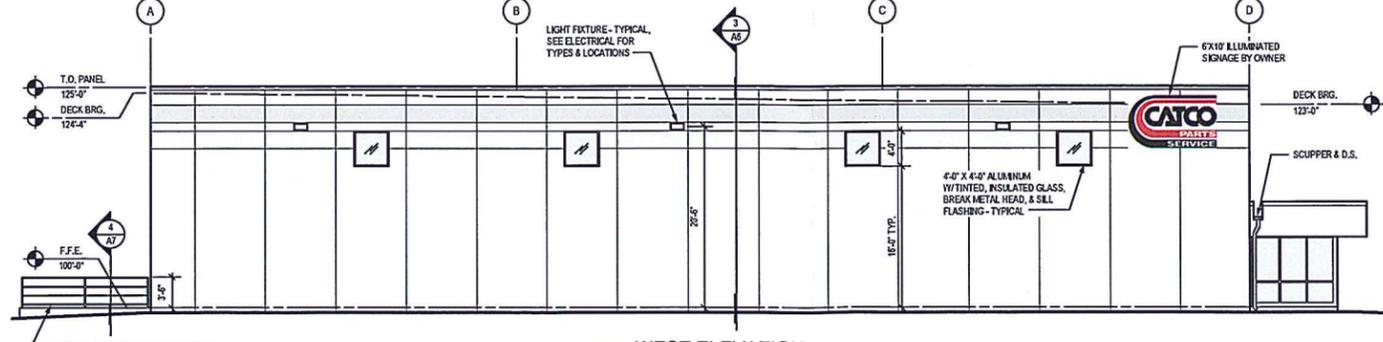
1 SOUTH ELEVATION
Scale: 1/8" = 1'-0"



2 EAST ELEVATION
Scale: 1/8" = 1'-0"



3 NORTH ELEVATION
Scale: 1/8" = 1'-0"



4 WEST ELEVATION
Scale: 1/8" = 1'-0"

NOTE:
LOUVERS TO BE LOCATED &
SIZED BY MECHANICAL CONTRACTOR

PROPOSED IMPROVEMENT FOR:



INVER GROVE HEIGHTS, MINNESOTA

David Linner
Architects
15100 Morgan Avenue, E.
Minneapolis, MN 55421
PHONE: (952) 884-6415
FAX: (952) 884-0880

PRICING SET
NOT FOR CONSTRUCTION
4-27-12

PROPOSED BY:

SHAW
CONSTRUCTION

7685 Corporate Way
Eden Prairie, MN 55344-2021
952-937-8214
952-934-9433 Fax
www.shawconstruct.com

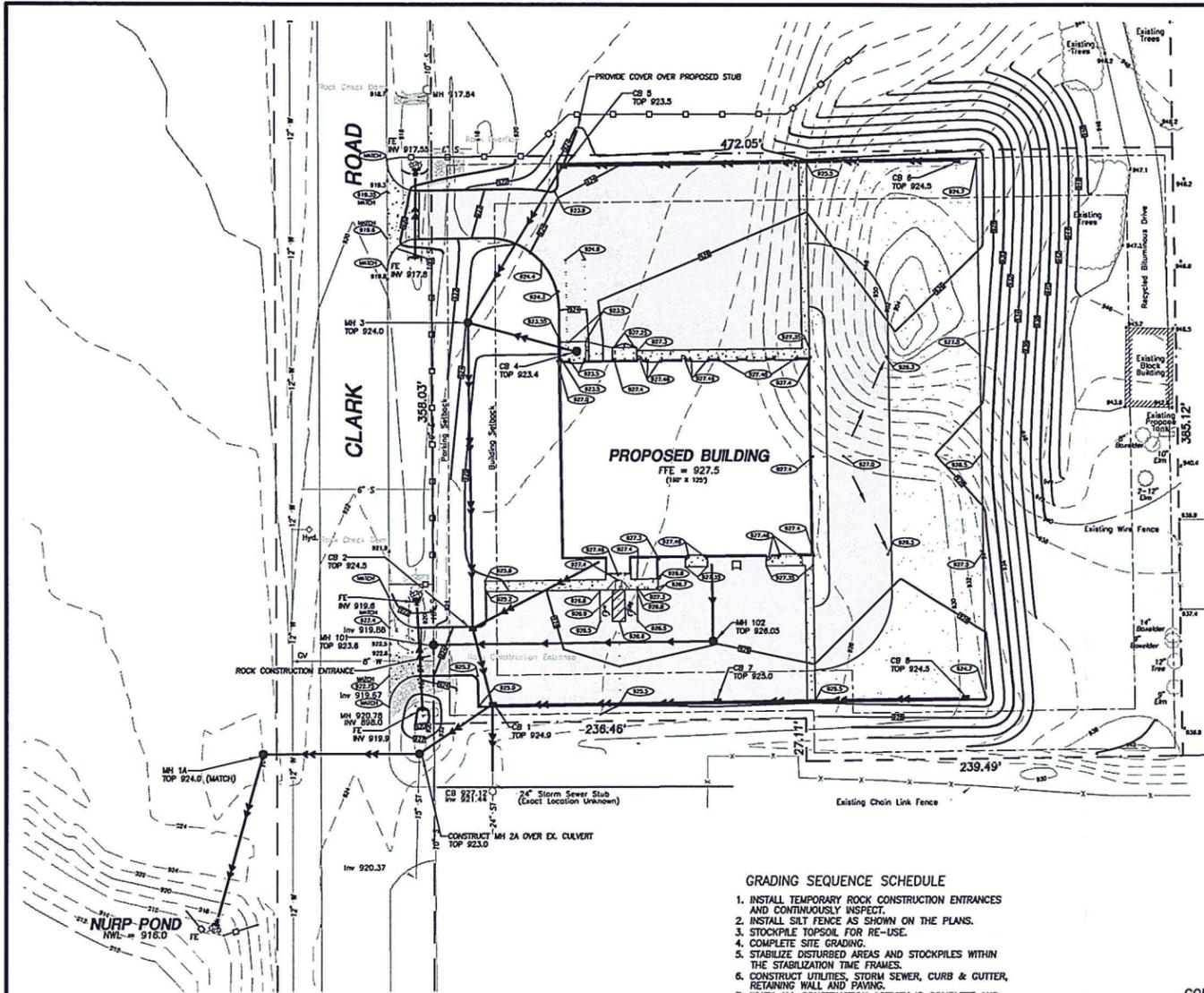
SHEET TITLE:
EXTERIOR ELEVATIONS

DATE: 4-16-12 CITY SUBMITTAL
REVISION NO.: 4-27-12 PRICING SET

DRAWN BY: C.A.W. 1212
SHEET NO.

A3

OF 9 SHEETS



GENERAL NOTES

- CONTRACTOR TO ADHERE TO ALL REQUIREMENTS OF THE MINNESOTA POLLUTION CONTROL AGENCY N.P.D.E.S. PERMIT.
- A COPY OF THESE PLANS MUST BE ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
- BMP'S REFER TO EROSION AND SEDIMENT CONTROL PRACTICES DEFINED IN THE MPCA PROTECTING WATER QUALITY IN URBAN AREAS AND THE MINNESOTA CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL PLANNING HANDBOOK.
- ALL EROSION AND SEDIMENT CONTROL FACILITIES (BMP'S) SHALL BE INSTALLED AND IN OPERATION PRIOR TO LAND DISTURBANCE ACTIVITIES.
- THE BMP'S SHOWN ON THE PLANS ARE THE MINIMUM REQUIREMENTS FOR THE ANTICIPATED SITE CONDITIONS. AS CONSTRUCTION PROGRESSES AND UNEXPECTED OR SEASONAL CONDITIONS DICTATE, THE CONTRACTOR SHALL ANTICIPATE THAT MORE BMP'S WILL BE NECESSARY TO ENSURE EROSION AND SEDIMENT CONTROL ON THE SITE, DURING THE COURSE OF CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ADDRESS ANY NEW CONDITIONS THAT MAY BE CREATED BY CONSTRUCTION ACTIVITIES AND/OR CLIMATIC EVENTS AND TO PROVIDE ADDITIONAL BMP'S OVER AND ABOVE THE MINIMUM REQUIREMENTS SHOWN ON THE PLANS THAT MAY BE NEEDED TO PROVIDE EFFECTIVE PROTECTION OF WATER AND SOIL RESOURCES. BIOROLLS AND HYDROSEED TACKIFIER ARE EXAMPLES OF BMP'S THAT MAY BE USED IN LIEU OF SILT FENCE AND STANDARD SEEDING METHODS DURING THE WINTER WHEN CONDITIONS DO NOT ALLOW FOR STANDARD BMP INSTALLATION.
- WHEREVER POSSIBLE, PRESERVE THE EXISTING TREES, GRASS AND OTHER VEGETATIVE COVER TO HELP FILTER RUNOFF.
- OPERATE TRACK EQUIPMENT (DOZER) UP AND DOWN EXPOSED SOIL SLOPES ON FINAL PASS, LEAVING TRACK GROOVES PERPENDICULAR TO THE SLOPE, DO NOT BACK-BLADE. LEAVE A SURFACE ROUGH TO MINIMIZE EROSION.
- THE CONTRACTOR SHALL REMOVE ALL SOILS AND SEDIMENT TRACKED ONTO EXISTING STREETS AND PAVED AREAS.
- IF BLOWING DUST BECOMES A NUISANCE, THE CONTRACTOR SHALL APPLY WATER FROM A TANK TRUCK TO ALL CONSTRUCTION AREAS.
- IMMEDIATELY FOLLOWING SITE GRADING OPERATIONS AND PRIOR TO THE INSTALLATION OF UTILITIES, THE ENTIRE SITE (EXCEPT ROADWAYS) SHALL BE SEEDED AND MULCHED AND SILT FENCE SHALL BE INSTALLED AROUND ALL PONDS.
- ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROPERLY DISPOSED OF WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION IS ACHIEVED OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED.

GRADING SEQUENCE SCHEDULE

- INSTALL TEMPORARY ROCK CONSTRUCTION ENTRANCES AND CONTINUOUSLY INSPECT.
- INSTALL SILT FENCE AS SHOWN ON THE PLANS.
- STOCKPILE TOPSOIL FOR RE-USE.
- COMPLETE SITE GRADING.
- STABILIZE DISTURBED AREAS AND STOCKPILES WITHIN THE STABILIZATION TIME FRAMES.
- CONSTRUCT UTILITIES, STORM SEWER, CURB & GUTTER, RETAINING WALL AND PAVING.
- WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE STABILIZED, REMOVE ACCUMULATED SEDIMENT FROM STORMWATER POND, REMOVE SEDIMENT CONTROL BMP'S, AND RESEED ALL DISTURBED AREAS.

GRADING NOTES

- All elevations shown are to final surfaces.
- Contractor is responsible for obtaining a National Pollutant Discharge Elimination System (NPDES) General Storm Water Permit for Construction Activity before construction begins.
- Upon completion of the site grading, a certification letter and as-built survey, from a Registered Engineer or Land Surveyor, shall be provided to the City certifying that the site's grades are as shown.
- All slopes, swales, and emergency overflows shall be seeded and blanketed within 7 days of disturbance.

EROSION CONTROL NOTES

- Contractor is responsible for all notifications and inspections required by General Storm Water Permit.
- All erosion control measures shown shall be installed prior to grading operations and maintained until all areas disturbed have been restored.
- Sweep paved public streets as necessary where construction sediment has been deposited.
- Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
- Temporary soil stockpiles must have silt fence around them and cannot be placed in surface waters, including storm water conveyances such as curb and gutter systems, or conduits and ditches.
- All pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours of connection to a surface water.
- Excess concrete/water from concrete trucks shall be disposed of in portable washout concrete basin or disposed of in a contained area per the City's detail.

CONTROL DEVICE OPERATION SCHEDULE

ITEM	INSTALLATION	REMOVAL
SILT FENCE	PRIOR TO ANY CONSTRUCTION	AFTER SITE HAS BEEN RESTORED
ROCK ENTRANCE	PART OF INITIAL GRADING	WHEN PARKING LOT IS PAVED
INLET PROTECTION	SAME DAY STRUCTURE IS CONSTRUCTED	AFTER SITE HAS BEEN RESTORED

INSPECTION AND MAINTENANCE

- The site must be inspected once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours.
- All inspections and maintenance conducted must be recorded in writing and records retained with the SWPPP.
- Areas of the site that have undergone final stabilization, may have the inspection of these areas reduced to once per month.
- All silt fence must be repaired, replaced, or supplemented within 24 hours when they become nonfunctional or the sediment reaches 1/3 of the height of the fence.
- Surface waters and conveyance systems must be inspected for evidence of sediment being deposited. Removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints.
- Construction site vehicle exit locations must have sediment removed from off-site paved surfaces within 24 hours of discovery.

POLLUTION PREVENTION MANAGEMENT

- All solid waste must be disposed of off-site per the MPCA disposal requirements.
- All hazardous waste must be properly stored with restricted access to storage areas to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA Regulations.

LEGEND

- PROPOSED MANHOLE
- PROPOSED CATCH BASIN
- ▲ PROPOSED FLARED END
- PROPOSED STORM SEWER
- ▭ PROPOSED CONCRETE
- ▭ PROPOSED STD. DUTY BITUMINOUS
- ▭ PROPOSED RECYCLED BITUMINOUS
- PROPOSED CONTOUR
- PROPOSED ELEVATION
- SILT FENCE
- BOUNDARY/ROW/BLOCK LINE
- EASEMENT
- BUILDING/PARKING SETBACK LINE
- DRAINAGE ARROW
- W EXISTING WATERMAIN
- S EXISTING SANITARY SEWER
- ST EXISTING STORM SEWER
- 980 EXISTING CONTOUR
- × 995.50 EXISTING ELEVATION

Scale in Feet

0 20 40 80 120

N

CATCO PARTS SERVICE

SHAW CONSTRUCTION

7685 Corporate Way
Eden Prairie, MN 55344-2021

952-937-8214
952-934-9433 Fax
www.shawconstruct.com

Rehder & Associates, Inc.
Civil Engineers, Planners and Land Surveyors
3440 Federal Drive, Suite 110 • Eden Prairie, Minnesota 55342
612-934-0001 • Fax: 612-934-0097 • email: info@rehder.com

PROJECT NO: 121-2552.010 DRAWING FILE: 2552010.DWG

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

PRELIMINARY

Name: _____ Date: _____
Reg. No. _____

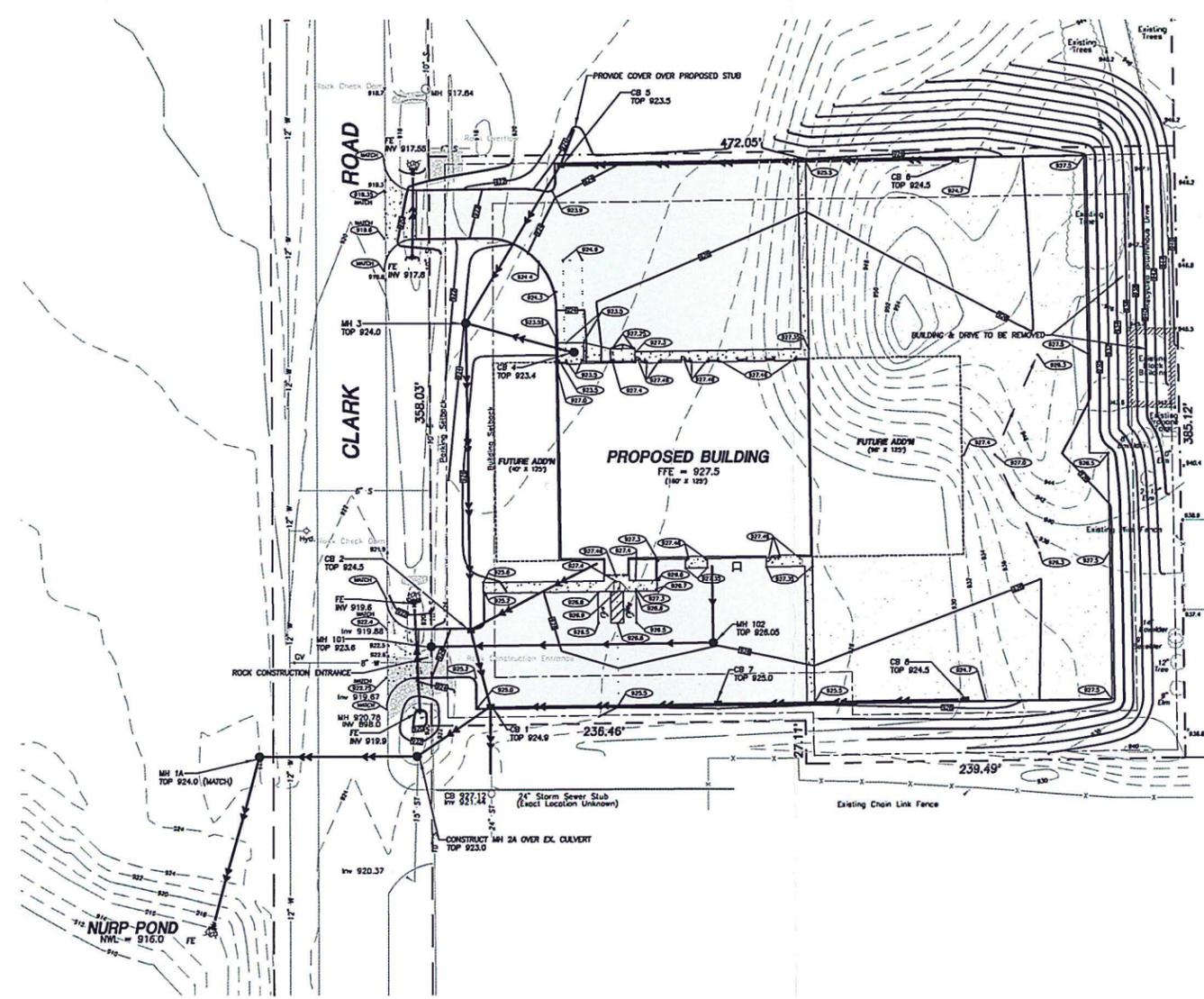
Issued _____

CONSTRUCTION PERMIT _____

FOR SET _____

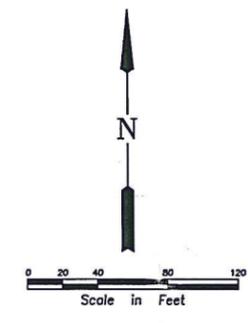
GRADING & EROSION CONTROL PLAN
CATCO PARTS & SERVICE
CITY OF INVER GROVE HEIGHTS

SHEET NUMBER
C2



SITE DATA
 SITE AREA = 176,190 SQFT (4.04 ACRES)
 PHASE 1 IMPERVIOUS AREA = 98,866 SQFT (2.27 ACRES) = 56% IMPERVIOUS COVERAGE
 FULL SITE BUILDOUT IMPERVIOUS AREA = 129,015 SQFT (2.96 ACRES) = 73% IMPERVIOUS COVERAGE

- LEGEND**
- PROPOSED MANHOLE
 - PROPOSED CATCH BASIN
 - ▲ PROPOSED FLARED END
 - PROPOSED STORM SEWER
 - ▭ PROPOSED CONCRETE
 - ▭ PROPOSED STD. DUTY BITUMINOUS
 - ▭ PROPOSED RECYCLED BITUMINOUS
 - PROPOSED CONTOUR
 - PROPOSED ELEVATION
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 - - - EASEMENT
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 - S EXISTING SANITARY SEWER
 - ST EXISTING STORM SEWER
 - 980 EXISTING CONTOUR
 - × 995.50 EXISTING ELEVATION



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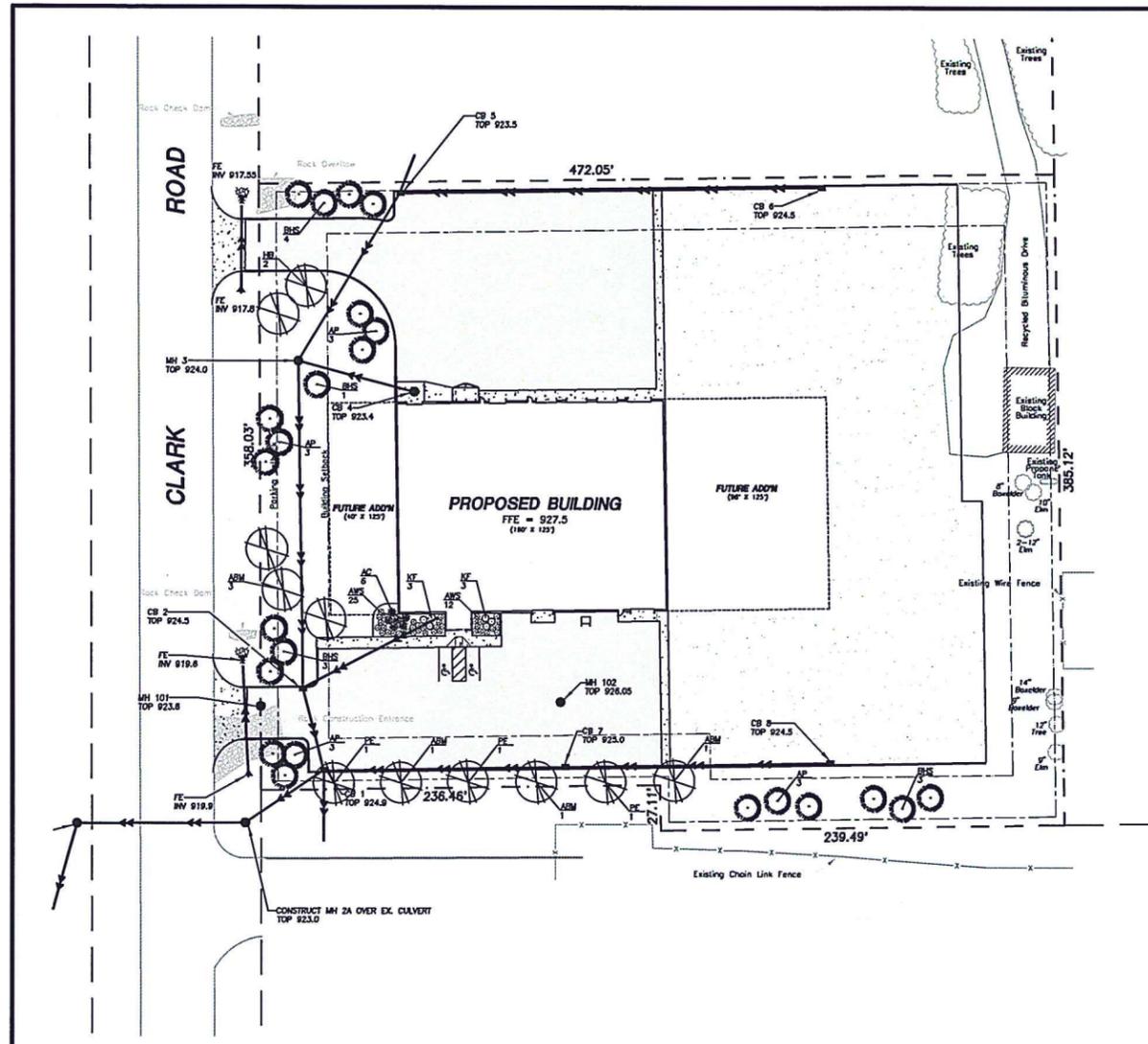
Rehder & Associates, Inc.
 Civil Engineers, Planners and Land Surveyors
 5440 Federal Drive, Suite 110 • Eden Prairie, Minnesota 55344
 612-424-5041 • Fax: 612-424-5797 • Email: info@rehder.com
 PROJECT NO: 121-2552.010 DRAWING FILE: 2552010.DWG

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.
PRELIMINARY
 Name: _____ Date: _____
 Reg. No.: _____

ISSUED	4-18-12
CONSTRUCTION	4-27-12
PROBING SET	

FUTURE/FULL BUILD OUT GRADING PLAN
 CATCO PARTS & SERVICE
 CITY OF INNER GROVE HEIGHTS

SHEET NUMBER
C5

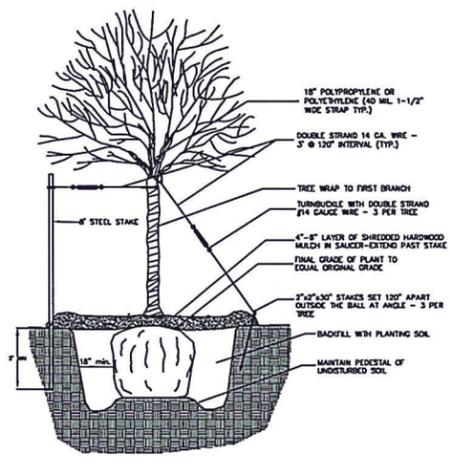


LANDSCAPE SPECIFICATIONS

GENERAL
 Furnish all work required to complete as indicated by the contract documents and furnish all supplementary items necessary for completion of work specified.
REFERENCES - QUALITY ASSURANCE
 Comply with all applicable federal, state, county and local regulations governing landscape materials and work.
 Employ only experienced personnel who are familiar with the required work. Provide full time supervision by a qualified foreman acceptable to the owner.
 All materials will be judged by the AAS American Standards for Nursery Stock, Latest Edition, American Joint Committee on Horticultural Nomenclature, Latest Edition, State Highway Department Standard Specifications for Construction, Standard Specifications for Nursery Stock, Cornell University, Last Edition.
 Coordinate planting with irrigation system installation and review continuously to insure complete coverage of plant materials.
 Coordinate backfill and grading issues with general contractor so as unproductive work applications or delays do not occur.
GUARANTEE - LIABILITY
 Contractor assumes all liability and replacement requirements of materials which are damaged, stolen, or misplaced on the job site prior to acceptance of work.
 Owner may request contractor to submit delivery tickets of bulk soil deliveries to confirm source and quantity of material.
 All plants will be guaranteed for a period of one (1) year from the date of final acceptance. Owner will be responsible for proper maintenance of plants after final acceptance.
 Contractor will replace plants which have partially died, thereby damaging shape, size, or symmetry. During guarantee period, dead and unsightly plant materials will be removed and replaced immediately. Guarantee excludes damages caused by vandalism, freeze, drought, insect infestation, or other acts of God. Special equipment required for replacement plants due to access problems are not to be included in the basic project costs. This is a negotiated item of time of replacement only.

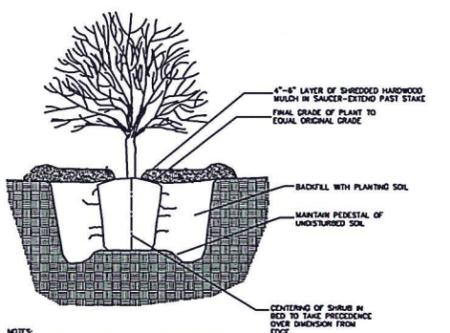
Shrub plantings will be done in beds properly prepared using mulch and organic compost. Verify planting areas have been printed on indicated on the plan. Remove all surface rock or debris deposited by previous work operation or excavation performed to create specified bed. Excavate as necessary to provide for thorough leaching of 50 percent existing soil and 50 percent compost (24) hour period. If no poor drainage exists, backfill pit with existing soil. Form a 4 inch watering ring at base of tree and add a 2 inch layer of shredded mulch. Notify owner if existing soil is undesirable. Contractor will insure positive drainage exists in all areas. Specified bed preparation will only be done in shrub group areas, not over general areas where rock is indicated.
MAINTENANCE - ACCEPTANCE
 Contractor will maintain all plant materials including turf moving until final acceptance. It is the owner's intention to accept the project as soon as the contractor has demonstrated a complete project is ready for final acceptance.
SOIL PREPARATION MATERIALS
 Topsoil will be local in origin, clean friable, dark in color, free from lumps of clay, rocks, weeds, or other noxious materials.
 Mulch will be open, finely shredded bark mulch, brown in color run through a hammer mill and screened of undesirable material.
 Compost will be a recognized brand of peat moss common to the local, typically used in the landscape trade as a soil amendment to provide a natural acidic, biologically active additive to the soil.
 Fertilizer recommendations will be provided to the owner appropriate to the site conditions and the time of year for all plant materials including the lawn turf.
MISCELLANEOUS MATERIALS
 Edging will be 6 inch, commercial grade, black poly such as Black Diamond or approved equal.
HERBICIDES - PESTICIDES - FUNGICIDES - FUMIGANTS
 Contractor may use all means necessary to prepare the site and maintain the materials if properly handled and applied in order to prevent injury to humans, domestic animals, desirable plant life, fish and other wildlife. Contractor will follow all manufacturer directions for applications and heed all labeled warnings. Failure to do so will result in termination from the project.

All trees will be planted in pockets twenty-four (24) inches greater in diameter than root ball and no deeper than depth of root ball. Prior to planting, fill pit one-half full of water to determine drainage of the end of twenty-four (24) hour period. If no poor drainage exists, backfill pit with existing soil. Form a 4 inch watering ring at base of tree and add a 2 inch layer of shredded mulch. Notify owner if existing soil is undesirable. Contractor will insure positive drainage exists in all areas. Specified bed preparation will only be done in shrub group areas, not over general areas where rock is indicated.
FINAL GRADING
 Loosen and fine rake areas to break up lumps and produce a smooth, even gradefree of unduly variations, ripples or depressions. Ponding of water in finished areas will not be permitted. Remove from site all stones, rock, and debris one (1) inch or larger. Final grading is subject to critical owner review only after repeated watering or rain to insure settlement has not adversely affected drainage patterns.
LAWN TURF (SEEDED AREAS)
 Provide fresh, clean, strongly rooted seed not less than two (2) years old with a uniform thickness of not less than two (2) inches. Free of weeds and undesirable grasses for 2 rows behind all curb/gutter, sidewalk and along the west face of the proposed building. Modern prepared grade # soil is dry. Starter strips (first row of seed) will be laid in a straight line behind sidewalk or other constructed edge with subsequent rows placed parallel to and tight against each other. Lateral joints will be staggered to promote more uniform growth and strength. Care will be taken to insure that seed is not stretched or over lapped and that all joints are butted right in order to prevent voids which cause or drying of roots. Rake topsoil over joints to fill any spaces. Tamp or roll with light turf roller to eliminate air pockets.
 Contractor will maintain turf by fertilizing, weeding and mowing until final acceptance.
 Contractor will establish a dense lawn turf of permanent grass prior to final acceptance.
LAWN TURF (SEEDED AREAS)
 Provide commercial turf establishment; seed shall be MIDOT Mixture 200 @ 100 lbs/acre, fertilizer shall be 10-10-10 (NPK) commercial grade, and mulch shall be MIDOT Type 1.
 Contractor will maintain turf by fertilizing and weeding until final acceptance.
 Contractor will establish a dense lawn turf of permanent grass prior to final acceptance.



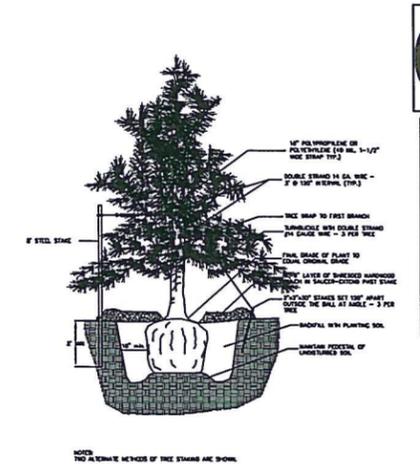
NOTES:
 TWO ALTERNATE METHODS OF TREE STAKING ARE SHOWN.
 IT IS THE CONTRACTOR'S OPTION TO STAKE TREES; HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR THE MAINTENANCE OF TREES IN A PLANTING POSITION THROUGHOUT THE GUARANTEE PERIOD.
 SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

DECIDUOUS TREE PLANTING DETAIL



NOTES:
 HAND LOOSEN ROOTS OF CONTAMINATED MATERIAL (TYP.).
 SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

SHRUB PLANTING DETAIL



NOTES:
 TWO ALTERNATE METHODS OF TREE STAKING ARE SHOWN.
 IT IS THE CONTRACTOR'S OPTION TO STAKE TREES; HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR THE MAINTENANCE OF TREES IN A PLANTING POSITION THROUGHOUT THE GUARANTEE PERIOD.
 SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.
 COVER TO USE SHREDDED HARDWOOD MULCH UNLESS OTHERWISE NOTED.
 NO BACKFILL TO BE IN CONTACT WITH TRUNK.

CONIFEROUS TREE PLANTING DETAIL

REQUIRED LANDSCAPE MATERIALS

Required Landscape Trees
 1 tree per 50 L.F. of lot perimeter
 Lot perimeter = approx. 1,718 linear feet
 1,718/50 = 34 trees
 Total Required = 34
 Total Provided = 34

PLANT LIST: Site Plantings

CITY KEY	BOTANICAL NAME	COMMON NAME	SIZE/ROOT
6	ABM Acer freemanii 'Jefferson'	Autumn Blaze Maple	2-1/2" B&B
3	RB Ulmus 'Petalot'	Petalot Elm	2-1/2" B&B
2	PA Callis coccinellida	Blackberry	2-1/2" B&B
11	BMS Picea glauca densata	Black Hills Spruce	6"-0" B&B
12	AP Picea maria	Austrian Pine	6"-0" B&B
34 Total Trees			
SHRUBS			
6	RF Calamagrostis acutiflora	Kent Forester	5 Gal. Pot
6	AC Viburnum, Trilobum	Ashoka compost Cranberrybush	5 Gal. Pot
37	AMS Spiraea x bumalda 'Anthony Waterer'	Anthony Waterer Spiraea	5 Gal. Pot
48 Total Shrubs			

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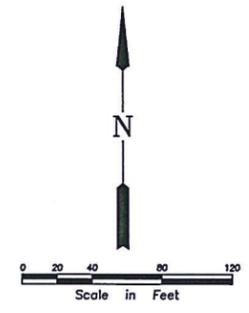
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 612-109-0011 • Fax: 612-109-0017 • email: info@rehder.com
 PROJECT NO. 121-2532.010 DRAWING FILE: 2552010.DWG

ISSUED FOR CONSTRUCTION

NO.	DATE	DESCRIPTION
1	4-15-13	FOR PERMIT
2	4-27-13	FOR BIDDING

LANDSCAPE PLAN
CATCO PARTS & SERVICE
CITY OF INVER GROVE HEIGHTS

SHEET NUMBER
L1



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

VANCE GRANNIS JR. – Case No. 12-18ZA

Meeting Date: June 11, 2012
 Item Type: Regular Agenda
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

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

PURPOSE/ACTION REQUESTED

Consider the First Reading of an **Ordinance Amendment** to allow a DNR gun safety program with outdoor shooting range:

- Requires 3/5th's vote.
- 60-day deadline: July 6, 2012 (first 60-days)

SUMMARY

Mr. Grannis was approached by the West End Gun Club and the DNR about the possibility of conducting gun safety training on his property. Mr. Grannis contacted the Chief of Police to discuss the issue. Mr. Grannis has now submitted an application to amend the Zoning Ordinance to allow a DNR sponsored gun safety training program with an outdoor shooting range as a permitted use on properties zoned E-1.

ANALYSIS

The Chief of Police has inspected the site and based on the proposed location of the shooting area, no safety concerns were noted. Staff raises some concerns about allowing this use as a permitted use since there are some issues that haven't been addressed such as; parking, public use of buildings on site, bathrooms. Staff believes that there should be some type of notice mailed to nearby property owners so they are aware of an application and have a chance to speak.

Staff suggests allowing the proposed use either by conditional use or by interim use. Since potential impacts are unknown and an outdoor shooting range has never been an allowed use in the ordinance since 1965, Staff believes the interim use approach is the best route with a shorter time frame (3-5 years). This would allow the use for a test period. If problems occur, the use would go away. If no problems occurred, the use could become permanent after the interim use expires.

The list of conditions have been created by the applicant and added to by Staff, Police Chief and the City Attorney.

RECOMMENDATION

Planning Staff: Recommends the Interim Use approach which requires notification of surrounding properties through the interim use permit application and an established time frame so if problems occur, the use would have a finite approval period.

Planning Commission: The Planning Commission spent nearly two hours discussing the request. About a half dozen people spoke on the topic (most were notified by the applicant). Most of the discussion centered on possible noise concerns with the guns being fired and which of the three different options of the ordinance amendment was appropriate. One of the main issues with the conditional use or interim use versions of the ordinance centered around the notification requirement. The standard notification would be 1000 feet around the specific property on which the conditional use or interim use would occur. The applicant stated that this would involve notifying many, property owners at a considerable cost.

In the end, the Planning Commission recommended approval of the ordinance amendment as a permitted use with changes including; removal of wording on type of .22 caliber round, adding a condition limiting use to 6 occurrences per year (these changes are already reflected in all 3 versions of the proposed ordinance amendment). The Commission also recommended that a noise demonstration take place with details to be determined by the City Council and the Chief of Police (5-3). The commissioners that voted nay believed either the ordinance should have a notification component (conditional use or interim use) or believed noise would be a concern and should be addressed now.

Attachments: Proposed Ordinance Amendment
Staff Suggested Ordinance allowing by Conditional Use Permit
Staff Suggested Ordinance allowing by Interim Use Permit
Planning Commission Recommendation (*not available due to quick turn around*)
Planning Report

Section 3. Standards. The following standards apply in the “E-1” Estate District for gun safety programs.

1. Minimum Standards*

Contiguous or adjacent acres for gun safety shooting program and range	50 Acres
Distance of gun safety range from non-owner residences	minimum of 1/4 mile
Elevation of hillside behind targets	50 feet or more
Only .22 caliber rifles with non-lead ammunition may be shot on the range	
DNR must approve program and range	
Chief of Police must approve program and range subject to conditions and restrictions determined by the Chief	
No more than six (6) training sessions may occur at any one location or property per calendar year. Additional sessions may be approved by the Chief of Police	

*All standards are minimum requirements unless noted

Section 4. Effective Date. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this _____ day of _____, 2012.

George Tourville, Mayor

Attest:

Melissa Kennedy, Deputy Clerk

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
TITLE 10, (ZONING ORDINANCE) REGARDING ADDING LANGUAGE
ADDRESSING DNR SPONSORED GUN SAFETY PROGRAM WITH
OUTDOOR SHOOTING RANGE**

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

Section One. Amendment. Title 10, Chapter 6, LAND USE MATRICES of the Inver Grove Heights City Code is hereby amended to add the following:

10-6-1: LAND USES IN ALL RESIDENTIAL DISTRICTS:

Use	Zoning District												
	A	E-1	E-2	R-1A	R-1B	R-1C	R-2	R-3A	R-3B	R-3C	R-4	MF-PUD	MU-PUD
Permitted Uses													
<u>DNR approved gun safety program with outdoor shooting range</u>		<u>C</u>											

Section Two. Amendment. Title 10, Chapter 15, PERFORMANCE STANDARDS, of the Inver Grove Heights City Code is hereby amended to add the following section:

10-15-34: DNR Sponsored Gun Safety Program with outdoor shooting range: Where conditionally permitted, the use shall be subject to the following conditions:

- A. The use shall only be allowed on land of a minimum of 50 acres of contiguous or adjacent land under the same control.
- B. The gun safety range shall be located a distance of at least ¼ mile from any non-owner residence.
- C. There shall be a minimum elevation of 50 feet of hill side behind the shooting range.
- D. Only .22 caliber rifles with non-lead ammunition may be shot on the range.
- E. The program must be an instructional program authorized by the Minnesota Department of Natural Resources.
- F. No more than six (6) training sessions may occur at any one location or property per calendar year. Additional sessions may be approved by the Chief of Police.
- G. The Chief of Police must approve in writing the specific location of the shooting range and the Chief may impose conditions and restrictions with respect to the number of participants, the time and dates of the instructional program and number and placement of warning signs and duration of the program.
- H. The program must also comply with all regulations contained in Title XXX of the City Code.

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

Passed in regular session of the City Council on the ____ day of _____, 2012.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
TITLE 10, (ZONING ORDINANCE) REGARDING ADDING LANGUAGE
ADDRESSING DNR SPONSORED GUN SAFETY PROGRAM WITH
OUTDOOR SHOOTING RANGE**

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

Section One. Amendment. Title 10, Chapter 14, INTERIM USES, of the Inver Grove Heights City Code is hereby amended to add the following:

10-14-2: INTERIM USES ENUMERATED: The following land uses shall be deemed interim uses within the city:

- H. DNR Sponsored Gun Safety Program with outdoor shooting range shall be allowed only in the E-1, Estate Residential zoning district subject to the following conditions:
1. The use shall only be allowed on land of a minimum of 50 acres of contiguous or adjacent land under the same control.
 2. The gun safety range shall be located a distance of at least ¼ mile from any non-owner residence.
 3. There shall be a minimum elevation of 50 feet of hill side behind the shooting range.
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Passed in regular session of the City Council on the ____ day of _____, 2012.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

P L A N N I N G R E P O R T
CITY OF INVER GROVE HEIGHTS

REPORT DATE: May 25, 2012

CASE NO: 12-18ZA

APPLICANT: Vance Grannis, Jr.

PROPERTY OWNER: Vance Grannis Jr.

REQUEST: Zoning Ordinance Amendment

HEARING DATE: June 5, 2012

LOCATION: N/A

COMPREHENSIVE PLAN: N/A

ZONING: N/A

REVIEWING DIVISIONS: Planning
Public Safety (Police)

PREPARED BY: Allan Hunting
City Planner

BACKGROUND

The applicant has made application to amend the zoning ordinance to allow DNR approved/sponsored gun safety training programs with an outdoor shooting range on properties zoned E-1. Mr. Grannis was approach by the DNR about the possibility of allowing a gun safety training program on his property. Mr. Grannis and family own approximately 50 acres south of Hwy 55, west side of Barnes Avenue. This is the same property that Mr. Grannis has presented some ideas and concepts to both the Planning Commission and City Council for a future nature preserve development. This idea continues to be conceptual at this point and no formal application for any land use associated with Mr. Grannis's plan has been submitted.

The City Code section on firearms would also have to be amended to allow the discharge of a firearm. The Police Chief and City Attorney are working on this amendment and will present to the City Council.

EVALUATION OF THE REQUEST

After Mr. Grannis was contacted, he talked to the Police Chief and City Administrator about the proposal. Chief Stanger then went and visited the site to get an idea of where the shooting range would occur and to see if the site was acceptable for safety. Staff also met again with a representative from the DNR to get a better understanding of their gun safety program (some background information is included with this report).

Mr. Grannis has submitted a proposed ordinance amendment that would allow a DNR approved gun safety program with an outdoor shooting range as a permitted use in the E-1 district only. Mr. Grannis's land is zoned E-1. A list of possible conditions has also been submitted.

Staff has reviewed the request and has had discussions with Mr. Grannis. Some of the issues and or concerns that have been raised include:

- Possible limits on the number of events or sessions that could be held each year. To minimize possible impacts, it would seem reasonable to limit the event total.
- Noise from discharge of the firearm. The proposed gun safety programs are limited to .22 caliber ammunition shot by rifles. As presented to staff, the training is set up such that there are only a small number of students that fire at any one time. Time on the range is very structured and students are allowed only a certain number of shots while in different firing positions. The range is not open to the public. The range area is not intended to be an improved permanent area. Intent is to have the site looking undisturbed after each event.
- Logistics of site for parking, shelter, bathroom facilities. There could be a number of students at each event and a suitable parking area would to be provided. In Mr. Grannis's case, the property is large enough so parking area would not be a problem, but a suitable surface might be. Any building that may be occupied by the general public would need to comply with building code standards and so all those facilities would have to be approved by the Building Official.
- Since the creation of the city in 1965, the zoning code has never allowed outdoor shooting ranges in any zoning district. There was at one time, a gun range near what is now Hwy 52 in the northern part of the city. When the first code was adopted in 1965, this range would have been considered non-conforming since the use was not carried into the code. The land the gun range was on is now part of the Hwy 52 right-of-way and the range has not been in existence for many years.

There may be more issues/concerns than are raised above and that is why staff would recommend that if this type of use is found acceptable, the use should be allowed either as a conditional use or an interim use. In either case, an application for the specific location would be required with all the site plan type issues being addressed. All city departments would review and these comments would be part of the approval. It seems very important to staff that there be a notice mailed to surrounding property owners since there would be discharge of firearms and there could be some noise associated with it. Staff would recommend the approach be by interim use permit. It would essentially put this type of use on a trial basis and after so many years, the city would know the impacts, if any, created by the use and then it could be determined if the use should be allowed on a permanent basis or if it should be eliminated. The term of the use might be in the 3-5 year range. Allowing the use by either conditional use or interim use follow the

same process with a public hearing, neighbor notice and then review by council. If the use was allowed as a permitted use, there would be no planning commission or council review. Staff and the Police Chief would conduct the review.

The Police Chief has been involved in the early discussions of this amendment and has visited the site. He has found the proposed location to be acceptable and it does not appear to cause any public safety issues. The Chief has indicated he would support the request with his involvement in final approval of an actual location.

ALTERNATIVES

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

- A. **Approval.** If the Planning Commission finds the application to be acceptable, the Planning Commission has three options for the amendment:
1. Approval of an Ordinance Amendment to allow a DNR gun safety program with outdoor shooting range as a permitted use with conditions as recommended by the Planning Commission.
 2. Approval of an Ordinance Amendment to allow a DNR gun safety program with outdoor shooting range as a conditional use with conditions as recommended by the Planning Commission.
 3. Approval of an Ordinance Amendment to allow a DNR gun safety program with outdoor shooting range as an interim use with conditions as recommended by the Planning Commission.
- B. **Denial.** If the Planning Commission does not favor the proposed application the above request should be recommended for denial. With a recommendation for denial, findings or the basis for the denial should be given.

RECOMMENDATION

IF the Planning Commission finds the request acceptable, staff recommends the use be allowed by interim use and have a 3-5 year time frame approval with the conditions listed in the draft ordinance.

Attachments: Applicant Proposed Ordinance (permitted use)
Proposed Ordinance (conditional use)
Proposed Ordinance (interim use)
Information from DNR
Memo from Police Chief
Maps of Applicant's Property

Section 3. Standards. The following standards apply in the “E-1” Estate District for gun safety programs.

1. Minimum Standards*

Contiguous or adjacent acres for gun safety shooting program and range	50 Acres
Distance of gun safety range from non-owner residences	minimum of 1/4 mile
Elevation of hillside behind targets	50 feet or more
Only 22 raffles with short non-lead ammunition may be shot on the range	
DNR must approve program and range	
Chief of Police must approve program and range subject to conditions and restrictions determined by the Chief	

*All standards are minimum requirements unless noted

Section 4. Effective Date. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this _____ day of _____, 2012.

George Tourville, Mayor

Attest:

Melissa Rheume, Deputy Clerk

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
TITLE 10, (ZONING ORDINANCE) REGARDING ADDING LANGUAGE
ADDRESSING DNR SPONSORED GUN SAFETY PROGRAM WITH
OUTDOOR SHOOTING RANGE**

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

Section One. Amendment. Title 10, Chapter 6, LAND USE MATRICES of the Inver Grove Heights City Code is hereby amended to add the following:

10-6-1: **LAND USES IN ALL RESIDENTIAL DISTRICTS:**

Use	Zoning District												
	A	E-1	E-2	R-1A	R-1B	R-1C	R-2	R-3A	R-3B	R-3C	R-4	MF-PUD	MU-PUD
Permitted Uses													
<u>DNR approved gun safety program with outdoor shooting range</u>		<u>C</u>											

Section Two. Amendment. Title 10, Chapter 15, PERFORMANCE STANDARDS, of the Inver Grove Heights City Code is hereby amended to add the following section:

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- F. No more than 6 (six) training sessions may occur at any one location or property per calendar year. Additional sessions may be approved by the Chief of Police.
- G. The Chief of Police must approve in writing the specific location of the shooting range and the Chief may impose conditions and restrictions with respect to the number of participants, the time and dates of the instructional program and number and placement of warning signs and duration of the program.
- H. The program must also comply with all regulations contained in Title XXX of the City Code.

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

Passed in regular session of the City Council on the ____ day of _____, 2012.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
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or adjacent land under the same control.
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non-owner residence.
 3. There shall be a minimum elevation of 50 feet of hill side behind the shooting
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 4. Only .22 caliber rifles with short non-lead ammunition may be shot on the
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property per calendar year. Additional sessions may be approved by the
Chief of Police.
 7. The Chief of Police must approve in writing the specific location of the
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respect to the number of participants, the time and dates of the instructional program and number and placement of warning signs and duration of the program.

8. The program must also comply with all regulations contained in Title XXX of the City Code.

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Passed in regular session of the City Council on the ____ day of _____, 2012.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

MN DNR Firearm Safety Program (FAS)

This document was prepared by 2nd Lt Alex Gutierrez - SW Metro Regional Training Officer and the MN DNR Safety Training and Education Division.

The FAS classes consist of a minimum of 12 hours of classroom and field experience in the safe handling of firearms and hunter responsibility.

The field experience allows students to learn and demonstrate commonly accepted principles of safety in hunting and the handling of firearms. It includes live fire on a rifle range.

Range portion of the DNR FAS Certification class consists of two DNR Certified FAS instructors coaching no more than 6 students at a time. Each student shoots a total of 15 rounds from a .22 caliber rifle which consists of 3 rounds standing, 4rds kneeling, 4rds sitting and 4rds lying down (prone). There will always be a minimum of two Certified FAS instructors at the range portion. The targets are placed at an average of height of no taller than 5 feet, with the bottom of the target usually 3 feet above ground.

All State of Minnesota certified safety training classes are covered under the State of Minnesota's liability insurance.



The positive effects of quality hunter education programs on hunter safety, behavior, satisfaction, retention and public acceptance of hunting are often overlooked. To address this concern, the MN DNR has placed an increased emphasis on improved methods of delivery and teaching techniques in the hunter education curriculum and making them more available to communities. There have also been a number of additions to the curriculum including landowner relations, ethical behavior, wildlife identification, wildlife management and conservation, hunting and wildlife laws and the enforcement of these laws.

“Three basic rules of firearms handling”

- Treat each firearm as if it is loaded
- Always control the muzzle of your firearm
- Be sure of your target and what is beyond

In 1947 there were 32 hunting incidents with 8 fatalities. There was one Firearm Safety class held in 1964 (19,062 certified) and there was no Firearm Safety until the program was officially started in 1974, where 27,847 were certified.

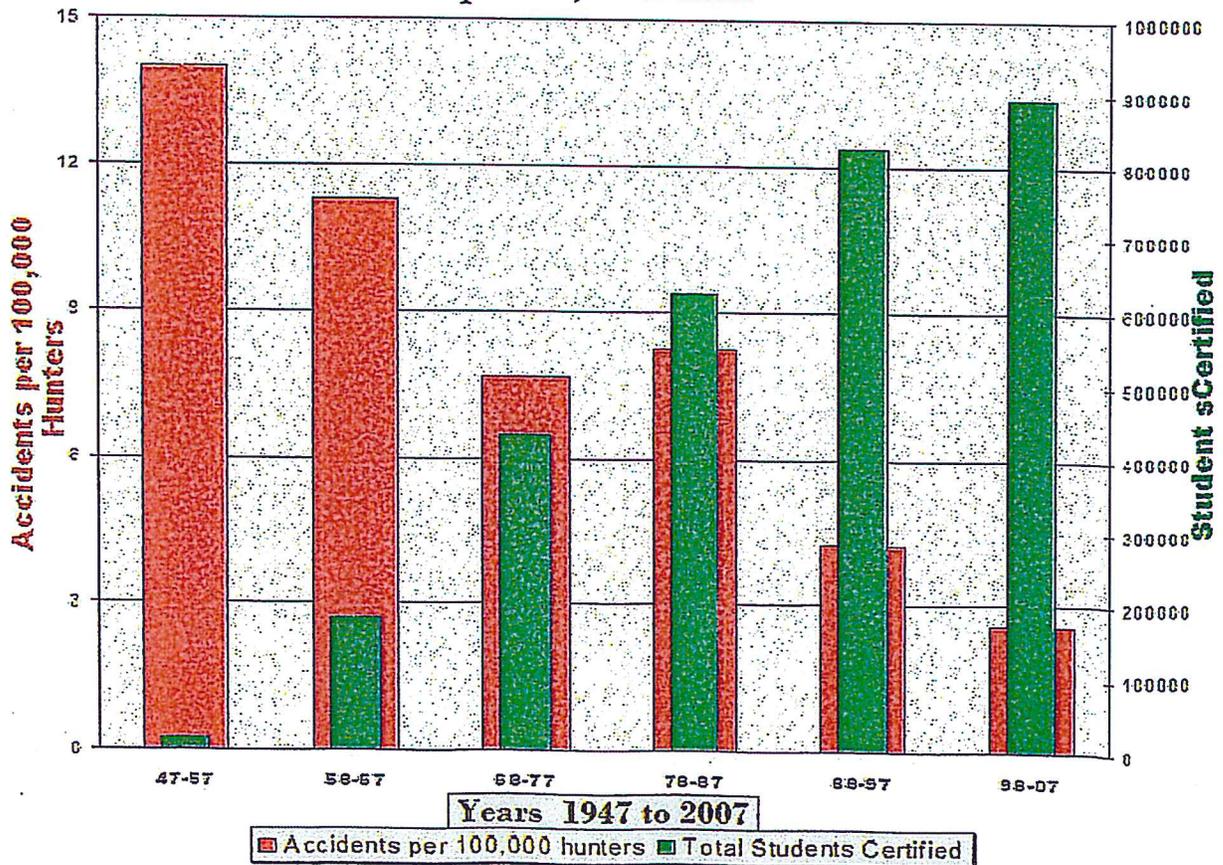
1955 had 22 hunting incidents, 4 fatalities, 0 students certified in Firearm Safety and 163,406 hunting licenses sold.

1975 had 102 hunting incidents, 14 fatalities, 28527 students certified in Firearm Safety and 329,517 hunting licenses sold.

2005 had 24 hunting incidents, 3 fatalities, 24033 students certified in Firearm Safety and 475,508 hunting licenses sold.

The chart below shows the decreasing number of hunting related accidents vs the increase in Firearm Safety Certified students.

Firearm Safety Students Certified vs Deer Hunting Accidents per 100,000 hunters



There are several principles of the MN DNR Firearm Safety Education program and they are combined with the Hunter Education Certification Standards.

- Basic rules of shooting and hunting safety (treat every firearm as if it is loaded, always control the muzzle of your firearm, be sure of your target and what is in front of and beyond the target, keep finger off the trigger until ready to shoot, etc.)
- Proper loading and unloading of firearms (courteously acknowledging and accepting firearm with action open, gun pointing in safe direction at all times, knowing action type, correctly carrying and matching ammunition, knowing location(s) of safety(ies))
- Different action types (bolt, lever, semi-automatic, pump and break)
- Different safety mechanisms (push button, hammer, lever, tang, slide, grip, etc.)
- Matching the proper ammunition to the firearm (match data stamp on firearm to head stamp on ammunition.)
- Safely transport a firearm (while in a vehicle, boat, ATV or other transportation method)
- Safely enter, use, and exit a ground blind or elevated stand [Always pointed in safe direction, unloaded, checked, cased, ammunition separate, hauling line, sling, etc., types of elevated stands, fall arrest systems (FAS), and identifying products that meet industry safety standards.] - Amended June, 5 2010.
- Safely cross an obstacle or traverse hazardous terrain, one method alone; the other method while with a partner. (muzzle control, unload when crossing, carry positions.)
- Safe zones of fire (area in which a hunter can shoot safely, hunter communication, know where your hunting companions are at all times.)
- Appropriate carry methods (position within the group may vary)
- Safe shot selection (i.e. various backgrounds, vital zones, angles of shots/animals, skyline animals, flock shooting, clothing of hunters/others, foreground, zones of fire) that present safe/unsafe and/or unethical shot opportunities
- Determine whether barrel is free from obstruction (always point in safe direction, open action, check to be sure chamber/magazine is unloaded, check from breech and/or use appropriate accessories such as a barrel light)
- Why hunters should wear blaze orange clothing for most hunting situations and/or why it is better than other colors while in the outdoors (to be seen)
- Alcohol or drugs impair skills and judgment while handling sporting arms (coordination, hearing, vision, communications and good judgment)
- Safe cleaning procedures and proper storage of firearms (always pointed in a safe direction, unloaded, checked, cased, and/or placed/locked in a gun safe, ammunition stored and locked separately, gun locks/accessories in place, etc.)

Allan Hunting

From: Larry Stanger
Sent: Tuesday, May 22, 2012 10:18 AM
To: Allan Hunting
Subject: RE: DNR gun shooting range

Allan,

I have reviewed your draft ordinance amendment as well as visited the site being proposed for this activity to occur and I am in support of it. The only thing I would ask is that I have a chance to make another site visit once the land has been prepared for this activity and prior to the first training session occurring.

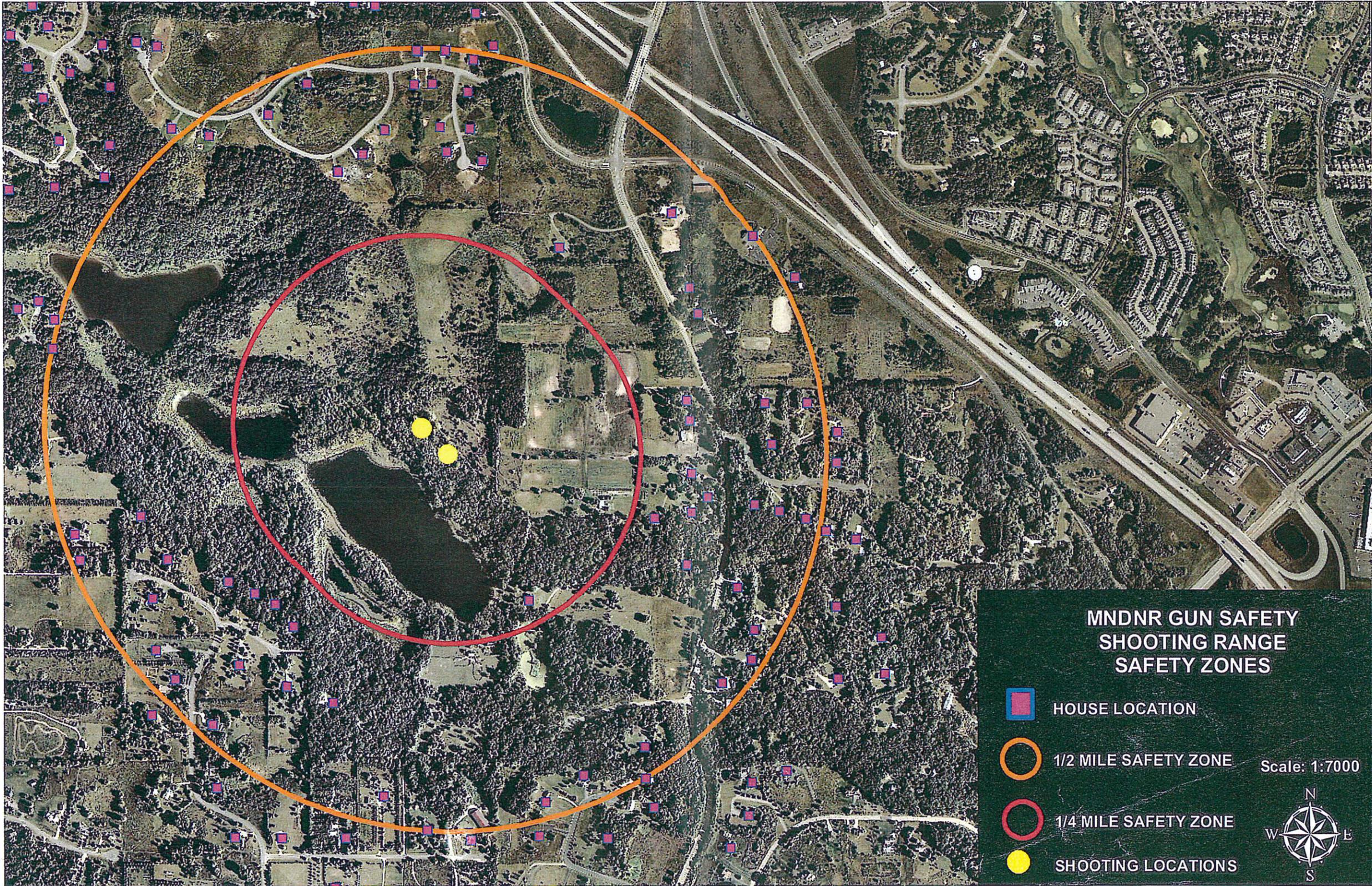
Larry

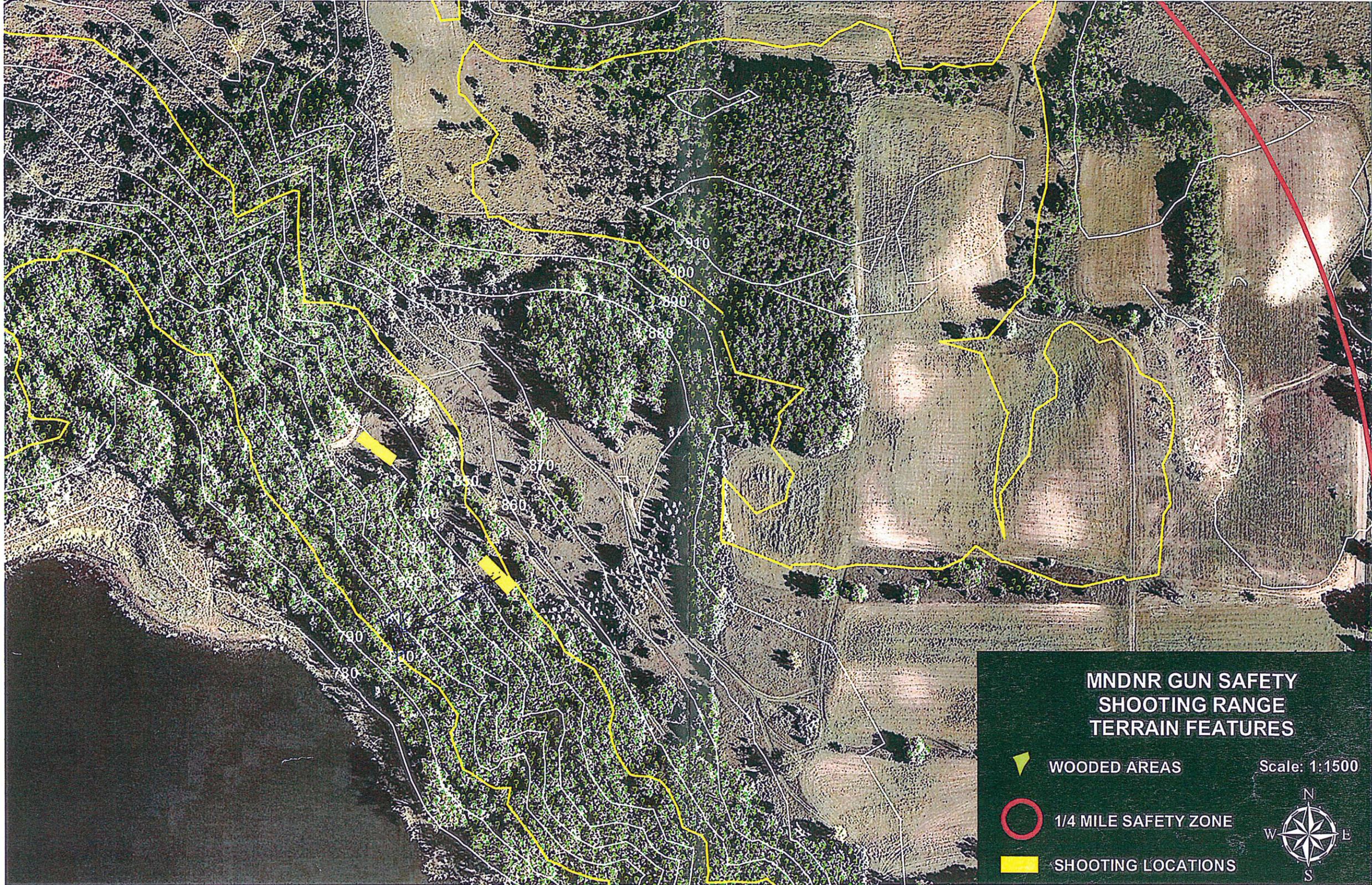


Larry Stanger
Chief of Police

Inver Grove Heights Police Department
8150 Barbara Ave | Inver Grove Heights, MN 55077
651-450-2526 (Direct) | 651-450-2543 (Fax) | lstanger@invergroveheights.org

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CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve the Closing of Fund 332 to Fund 399 effective December 31, 2011.

Meeting Date: June 11, 2012
Item Type: Regular
Contact: Kristi Smith 651-450-2521
Prepared by: Kristi Smith, Finance Director
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 Closing of Fund 332 to Fund 399 effective December 31, 2011.

SUMMARY

We are requesting Fund 332 - G.O. Refunding 1998B be closed to Fund 399 – Closed Bond Fund effective December 31, 2011 through a residual equity transfer of \$2,638.33.

57

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

RESOLUTION NO. _____

RESOLUTION APPROVING 2011 TRANSFER

WHEREAS, there is a transfer and fund closing which needs to be approved for 2011,

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS that the following residual equity transfer is authorized in 2011 and Fund 332 is subsequently closed:

From:	G.O. Refunding 1998B	332.59.9200.590.91200	\$2,638.33
To:	Closed Bond Fund	399.59.0000.391200	2,638.33

Adopted by the City of Inver Grove Heights this 11th day of June 2012.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk